

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE

Minutes of the February 4, 2015, Meeting
Southside Conference Room

MEMBERS PRESENT

Amber Waldref, City of Spokane *
Karen Stratton, City of Spokane
Chuck Hafner, City of Spokane Valley
Patrick Rushing, City of Airway Heights
Rhonda Bowers, Labor Representative
E. Susan Meyer, CEO (Ex-officio)

MEMBERS ABSENT

None

* Chair

STAFF PRESENT

Steve Blaska, Director of Operations
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance and Information Services
Beth Bousley, Director of Communications and Customer Svc.
Steve Doolittle, Director of Human Resources
Don Reimer, Manager, Vehicle Maintenance & Facilities
Susan Millbank, Community Ombudsman &
Accessibility Officer
Jan Watson, Exec. Assistant & Clerk of the Board

GUESTS

None

1. **CALL TO ORDER AND ROLL CALL**

Chair Waldref called the meeting to order at 1:32 p.m. Introductions were made. There was no correspondence requiring the Committee's attention.

2. **PUBLIC EXPRESSIONS**

None.

3. **COMMITTEE CHAIR REPORT**

None.

4. **COMMITTEE APPROVAL**

A. **MINUTES OF THE DECEMBER 3, 2014, COMMITTEE MEETING**

Mr. Rushing moved to recommend approval of the December 3, 2014, Committee meeting minutes. The motion was seconded by Mr. Hafner and passed unanimously.

Ms. Bowers arrived at 1:34 p.m.

5. **COMMITTEE ACTION**

A. **Board Consent Agenda**

1. **AWARD OF CONTRACT FOR SEVEN (7) 40-FOOT FIXED ROUTE COACHES**

Mr. Blaska explained that STA's Moving Forward Plan identifies the requirement to purchase seven fixed route coaches in September 2016. The plan for the purchase of these coaches was predicated on the traditional 12-18 month delay from the time of ordering coaches to the time they are delivered, allowing STA to wait until after a ballot decision before ordering additional coaches. However, the manufacturer's timeline has increased, and the time from order to delivery is now 22 to 24 months, requiring a purchase decision now for the coaches to arrive in time.

In the event that the ballot measure to expand service does not pass and no additional coaches must be added to the fleet in 2016, these coaches would be used as replacements for those that are ending their service life (12 years and 500K miles at the time of disposal). The current fleet replacement plan envisioned coach replacements in 2018. Although the coaches would arrive two years earlier than this schedule, Mr. Blaska commented that this remains a prudent strategy.

Staff has found a competitive bid opportunity with Capital District Transportation Authority (CDTA) of Albany, NY, from which Spokane Transit is eligible to procure these coaches from Gillig Corporation through an inter-governmental purchase agreement. The total cost of these seven coaches, as currently configured, is \$3,216,285 (including sales tax and contingency).

Mr. Hafner moved to recommend the Board approve the inter-governmental purchase of seven (7) 40-foot diesel powered coaches from Gillig Corporation for the contract amount of \$3,216,285 (including sales tax and contingency). The motion was seconded by Mr. Rushing and passed unanimously.

2. DRAFT 2015 PERFORMANCE MEASURES

Ms. Meyer explained that each of STA's Performance Measures is tied to a specific Transit priority. These quantifiable benchmarks demonstrate the agency's commitment to accountability.

Mr. Blaska said that STA's ridership goals for 2015 include:

- Fixed Route: 0.5% growth – largely based on continued success of the bus pass program for the community colleges. The goal is modest because no additional service will be added during the current year.
- Paratransit: Sustain current level of ridership – continued success of Mobility Training, In Person Assessments, and the Van Grant Program are expected to control demand for this service.
- Vanpool: 7% growth – the economy is recovering and with the aid of new ride-matching software and a supporting marketing effort, STA should meet this goal.

Additional changes for 2015 include:

- Fixed Route preventable accident rate standard was adjusted from 0.07/10,000 miles to 0.08/10,000 miles.
- Fixed Route on-time performance goal was adjusted from 95% to 85%.
- Complaint rate for Fixed Route (per 100K boardings) and Paratransit (per 10K boardings) was adjusted from 5 to 8.
- The number of road calls for Fixed route (<1 per 7,500 miles) and for Paratransit (<1 per 57,000 miles) was adjusted.
- Training rates for Maintenance employees (52 hours per person per year) was adjusted; to be measured annually rather than quarterly.
- Maintenance cost goals were updated to reflect the 2015 budget.

Mr. Blaska also noted that membership in the American Bus Benchmarking Group has influenced certain STA objectives, particularly those related to accident rates and maintenance training. He added that this is STA's "report card" to the community. Brief discussion ensued. Mr. Blaska concluded by noting that Performance Measures highlights are posted to STA's website quarterly.

Mr. Rushing moved to recommend the Board approve the 2015 Performance Measures as presented. The motion was seconded by Ms. Stratton and passed unanimously.

B. Board Discussion Agenda

(No items were presented this month.)

6. COMMITTEE REPORTS

(No items were presented this month.)

7. CEO REPORT

- A. Ms. Meyer provided a report on the Washington State Transportation Commission (WSTC) Plan WTP 2035: *Connecting Washington Communities for a Healthy and Prosperous Future*. She explained that the WSTC proposes transportation policy for the state, and every four years they recommend to the Legislature a comprehensive and balanced statewide transportation plan. This plan must be consistent with the state's growth management goals and be based upon transportation policy goals adopted by the Legislature. Ms. Meyer commented that, compared to previous plans, this plan has much stronger support for public transportation, including recognition of transit's role as an important part of the state-wide transportation system.

State investment in public transportation programs and grants makes up less than 1% of operating revenues, compared to a national average of 20% state investment. Four areas recommended for increased state involvement include:

- funding for paratransit service;
- funding for service along key transportation corridors;
- funding for services connecting communities; and
- increased sales tax authority.

Brief discussion ensued. Ms. Meyer noted that the WSTC states that public transportation should remain a local responsibility and that the majority of funding should come from local sources, but the state should increase its role. Public transportation is a critically important tool for achieving policy goals like growth management, emissions reductions, etc.

- B. Ms. Meyer discussed the Governor's proposed Transportation package. She said that when the Governor released his transportation budgets for 2015-2017, he also introduced a \$12.2B, 12-year transportation investment package, primarily funded by a carbon pollution fee. This fee probably does not have support from the Legislature, so other funding sources will likely be investigated. Transit is not eligible for gas tax revenue. Transit funding comes from the multi-modal account (fees/permits), which has a budget of \$2B in the Governor's plan. Of that, \$822M is for transit.

The Governor included a \$300M increase for the Regional Mobility Grant Program, for which STA competes, and \$300M for transit projects. The Central City Line was in the proposed House 2013 transportation package for \$11.7M. Ms. Meyer said that if the \$300M for transit projects is divided (based on number of hours/miles/trips) among transit properties, STA would likely receive (over 12 years) enough from the state to cover the 30% local match on the Central City Line, reducing the amount of funding requested at the federal level.

8. COMMITTEE INFORMATION

- A. January 2015 Sales Tax Revenue Information (*Lynda Warren*) – as presented.
- B. December 2014 Operating Indicators (*Steve Blaska*) – as presented.
- C. Community Outreach and Involvement (*Beth Bousley*) – as presented. **Chair Waldref asked if public education materials are available regarding the upcoming ballot measure.** Ms. Bousley responded that work is being finalized and something would be available very soon. **Chair Waldref requested that this information be replicated on the STA website.** Ms. Bousley said that was already planned, as well as informational displays and mailings throughout the Public Transportation Benefit Area. She added that staff was available to address groups at community centers or at neighborhood council meetings regarding the ballot measure. Discussion ensued. Ms. Meyer noted that she and Mr. Otterstrom presented information on the ballot measure to Greater Spokane Incorporated (GSI) earlier in the week. GSI staff is fully in support of the measure and will make a recommendation for support to their Board of Directors. A similar presentation to the Good Roads Association is also planned.

9. DRAFT FEBRUARY 2015 COMMITTEE PACKET AGENDA REVIEW

Chair Waldref asked if there were any comments about the draft agenda for the next Committee meeting. None were forthcoming.

10. NEW BUSINESS

None.

11. COMMITTEE MEMBERS' EXPRESSIONS

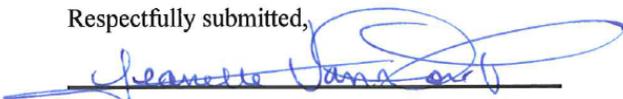
None

12. ADJOURN

Chair Waldref adjourned the meeting at 2:28 p.m.

13. NEXT MEETING – WEDNESDAY, MARCH 4, 2015, 1:30 P.M., STA SOUTHSIDE CONFERENCE ROOM, 1230 WEST BOONE AVENUE

Respectfully submitted,



Jeanette Van Dort, Executive Assistant