

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

**CITIZEN ADVISORY COMMITTEE MEETING**  
**Wednesday, February 9, 2022**  
**5:00 – 6:30 p.m.**  
**Via Video Conference**

**Committee Members:** [Committee Members Join Here](#)  
**General Public:** [Public Attendees Join Here](#)  
**Audio Conference:** Call the number below and enter the access code  
1-253-215-8782 | Meeting ID: 290 670 8473

**AGENDA**

1. Call to Order and Roll Call
2. Committee Chair Report (*Brian Kamp*)
3. Public Expressions – (*Brian Kamp*) – 3 minutes per person
4. Committee Action:
  - A. Minutes of October 27, 2021, Special Meeting – (*Brian Kamp*) – 5 minutes
  - B. Consideration of Applicant for Membership – (*Brian Kamp*) – 5 minutes
5. Committee Reports:
  - A. State of the Agency (*Susan Meyer*) – 10 minutes
  - B. Spokane Regional Transportation Council – Human Services Transportation Plan 2022 Update (*SRTC—Jason Lien*) – 10 minutes
  - C. Fare Policy Update (*Monique Liard*) – 10 minutes
  - D. Website Update (*Brandon Rapez-Betty*) – 10 minutes
  - E. Legislative Update – (*Brandon Rapez-Betty*) – 10 minutes
  - F. STA Board’s Strategic Planning Efforts (*Emily Arneson*) – 5 minutes
  - G. Recruitment – (*Emily Arneson / Brian Kamp*) – 5 minutes
6. Committee Information – *no action or discussion*
7. Committee Member Expressions – (*Brian Kamp*) – 5 minutes
8. Set Agenda Items for Future CAC meetings – 5 minutes
9. Adjourn

Next Citizen Advisory Committee Meeting: \*\*\*\***Next meeting is April 13, 2022**\*\*\*\*

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 2 :** COMMITTEE CHAIR REPORT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SUMMARY:** At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 3 :** PUBLIC EXPRESSIONS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SUMMARY:** At this time, the Citizens Advisory Committee will give the public the opportunity to express comments or opinions.

The Chair will ask if any member of the public is present and would like to speak. All meeting attendees will be unmuted by the host. Comments will be limited to three minutes per person and, if requested, answers will be provided by staff at a later date.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 4 :** MINUTES OF THE OCTOBER 27, 2021, COMMITTEE MEETING -  
CORRECTIONS AND/OR APPROVAL

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SUMMARY:** Attached for your information, corrections, and/or approval are the minutes of the October 27, 2021, Citizen Advisory Committee meeting.

**RECOMMENDATION TO COMMITTEE:** Corrections and/or approval.

**CITIZEN ADVISORY SPECIAL COMMITTEE MEETING (CAC)**

Meeting Minutes for October 27, 2021  
Video Conference Call

**MEMBERS PRESENT**

Dan Brown  
Linda Carroll  
Chris Fortensky  
Brian Kamp, Committee Chair  
JT Ramsey  
Susan Gray  
Dennis Anderson  
Caleb McDougall  
Michelle Rasmussen

**MEMBERS ABSENT**

**STAFF PRESENT**

Brandon Rapez-Betty, Director of Communications & Customer Service  
Stacia Bowers, Executive Assistant  
Monique Liard, Chief Financial Officer  
Emily Arneson, Community Ombudsman & Accessibility Officer  
Frank Bezemer, Senior Transportation Manager-Fixed Route  
Nancy Williams, Director of Human Resources & Labor Relations  
Karl Otterstrom, Director of Planning & Development

**GUESTS**

Steve Faust

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

The Chair called the special meeting to order at 5:00 p.m. and roll call was conducted.

**2. CHAIR REPORT**

The Chair commented on the proposal for a committee field trip to ride on Paratransit vans in the spring if COVID-19 conditions are amenable. He also noted that while still on the agenda, today's State of the Agency presentation would not be given by CEO Susan Meyer.

**3. PUBLIC EXPRESSIONS**

None.

**4. COMMITTEE ACTION**

**A. Minutes of the Citizen Advisory Committee (CAC)—Corrections or Approval:**

The Chair asked the committee to review the minutes of the September 8, 2021, meeting. The minutes were approved.

**B. Approval of CAC applicant:**

The Chair introduced new CAC applicant Steve Faust and reviewed his qualifications for becoming a committee member. Emily Arneson added that Steve's application was very thorough and indicative of the quality of person the committee would like to have; Steve has the staff's support. A motion to send Steve Faust to PMER for consideration of appointment as a CAC member was approved.

**5. COMMITTEE REPORTS:**

**A. State of the Agency:**

Karl Otterstrom provided an update to the City Line schedule. The new launch date is July 2023 due to supply chain issues for the rolled tube steel needed for station shelters. Extended systems testing will also be done at the recommendation of engineering professionals and federal counsel.

Nancy Williams provided an update on COVID-19 at STA. This included current numbers of employees out on COVID leave as well as the percentage of employees who have reported that they are vaccinated (about 60%). Employees are still able to receive incentive pay for receiving the vaccine. Today, STA received six monitors that will take body temperatures and confirm mask compliance for each employee or guest who enters an STA facility. STA is awaiting the announcement of OSHA's Emergency Temporary Standards which will include details regarding a vaccine mandate.

**B. Snow Plan:**

Frank Bezemer provided an overview on STA's overall preparation for snow, including pre-planned detours, adjusted levels of service for Paratransit, additional staffing, an emergency communications plan, and helpful customer tips.

**C. 2022 Draft Operating and Capital Budgets:**

Monique Liard began by noting that as always, STA's budget is anchored in support of STA's vision, mission, and organizational priorities. She reviewed 2022 budget guidance and noted the guidance is in compliance with the year's action plan.

- Operating Revenue Budget
  - 2022: \$143,418,568
  - 2021: \$96,994,755
  - The large increase in revenue budget is due to sales tax and federal and state grants.
- Operating Expenses
  - 2022: \$90,521,875
  - 2021: \$82,229,691
  - The changes are a result of increased labor/benefits, increased services, contracted transportation, materials, and insurance/utilities/other.
- Capital
  - 2022 Capital Total: \$67,690,286
    - This amount is approximately \$2.2 million more than the amount listed in the Transit Development Plan because of cost increases and schedule delays due to COVID-19.

Ms. Liard closed by noting that the estimated end of year cash balance after reserves is \$121,143,183, and that the final budget will be presented to the Board for adoption at the December 16, 2021, board meeting.

**D. Website Redevelopment Update:**

Brandon Rapez-Betty provided information regarding the [www.spokanetransit.com](http://www.spokanetransit.com) website redevelopment. Many of the upcoming changes are a result of data that shows 85% of users are accessing the website from a mobile device and are looking for route information. It will also prioritize agency information and public records access. The project is approximately 60% complete. One feature of the updated website is that it will be fully ADA accessible.

Mr. Rapez-Betty also provided a demonstration to easily find every bus stop number by clicking Real Time on the website.

**E. Public Records/Open Public Meetings Training Requirement:**

Emily Arneson presented information regarding the Public Records Act (RCW 42.56) and the Open Public Meetings Act (RCW 42.30) as both apply to the CAC and its members. All members must receive training on the OPMA and PRA within 90 days of assuming duties of their position and at least every four years thereafter. The training is free and available online. Ms. Arneson will provide information for completing the training to all members via email.

**F. Recruitment:**

The Chair commented on the approval of new member Steve Faust at today's meeting and indicated there would likely be a new member at the next CAC meeting in February. He pointed out that nine committee members were present at today's meeting which is the most he has ever seen at a CAC meeting and complimented the group. The Chair encouraged members to be proactive in recruiting additional members.

**6. COMMITTEE INFORMATION**

**A. CAC 2022 Work Plan:**

The Chair pointed committee members to their meeting packet which included the CAC Work Plan, which outlines topics that are typically covered in various CAC meetings throughout the year.

**7. MEMBERS EXPRESSIONS:**

Chris Fortensky complimented Brandon Rapez-Betty and his staff for assisting the Blind Veterans Association on a successful White Cane Safety Day.

The Chair thanked Linda Carroll for writing a Letter to the Editor at the Spokesman Review responding to an op-ed column that had been written in early September 2021. He encouraged members to review the pieces which can be found online.

The Chair recapped a presentation he provided to his neighborhood committee, the North Indian Trail neighborhood, regarding STA. He also fielded approximately 20 minutes of questions and he expressed surprise at how little his neighbors knew regarding STA. The Chair encouraged committee members to reach out to their own neighborhood committee to present or answer questions about STA.

The Chair also recognized Caleb McDougall for writing a letter to the Whitworth University community indicating his ability and willingness to answer any questions about STA.

JT Ramsey asked if there is a tool available that would create a map displaying routes that service the University District. Brandon Rapez-Betty answered that STA works with each university that has a UTAP program to provide information to students, as well as operating social media campaigns in-house. Mr. Rapez-Betty indicated that STA would reach out again to Gonzaga University to ensure that the University of Washington students on campus are included in the information.

**8. SET AGENDA ITEMS FOR FUTURE CAC MEETINGS:**

- Minutes of the October 27, 2021, Committee Special Meeting – Corrections/Approval
- Fare System Update
- Cheney HPT Line
- I-90/Valley HPT Line
- 2022 Service Change
- Website Redevelopment
- STA Board's Strategic Planning Efforts
- Legislative Update
- Recruitment

**8. ADJOURN**

The meeting was adjourned at approximately 6:22pm.

Respectfully submitted,

Kate Kelly  
Executive Assistant to the Director of Human Resources & Labor Relations

DRAFT



**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 4B :**        CONSIDERATION OF APPLICANT FOR MEMBERSHIP

**REFERRAL COMMITTEE:**    N/A

**SUBMITTED BY:**            Kate Kelly, Executive Assistant

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**SUMMARY:** The Committee will discuss and vote on a CAC applicant.

**RECOMMENDATION TO COMMITTEE:** Discussion/vote.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

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**AGENDA ITEM 5A :** STATE OF THE AGENCY

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** E. Susan Meyer, Chief Executive Officer

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**SUMMARY:** The CEO will update the committee on topics concerning Spokane Transit.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

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**AGENDA ITEM 5B :** HUMAN SERVICES TRANSPORTATION PLAN UPDATE

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning and Development  
Kristine Williams, Principal Transit Planner

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**SUMMARY:** During 2022, the Spokane Regional Transportation Council (SRTC) and Spokane Transit Authority will be working together to update the Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP). The CPT-HSTP is a state and federally required plan that focuses on the transportation needs of disabled, low income, and elderly populations, as well as veterans, rural populations, and youth. The plan is updated on a four-year cycle and is a required element for federal and state funding programs.

SRTC will be conducting outreach in the community beginning in February 2022 to identify service gaps and public transportation needs in the Spokane County planning area. The draft CPT-HSTP will be completed in August 2022 for SRTC Board adoption in November 2022.

SRTC staff will provide a presentation and further information on next steps.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

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**AGENDA ITEM 5C :** FARE POLICY REVISIONS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Monique Liard, Chief Financial Officer

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**SUMMARY:** STA periodically evaluates its fare policy and fare structure, with the last fare policy revisions in 2016. The current policy revision is not proposing tariff increases, rather it is being undertaken in anticipation of the implementation of a new, modernized fare collection system. The three primary objectives of the revision are to: 1) incorporate new fare types enabled by the new system, 2) broaden discount programs which encourage ridership and enhance access and equity, and 3) simplify the policy document itself.

*Background*

In December 2020, STA contracted with INIT Innovations in Transportation Inc. to implement a new account-based fare collection system that offers smart card and mobile ticketing capabilities to enhance rider experience across its network. Through the new system, customers will have increased convenience through electronic fare payment and self-service account management capabilities, while also improving transit system performance by enabling pre-payment of fares and all-door boarding to reduce dwell time.

The fare policy revisions and public outreach plan were initially presented to the Performance Monitoring and External Relations (PMER) Committee at their November 3, 2021, meeting. The public comment period for the proposed revisions was open from November 4 to December 17, 2021. A public hearing on the proposed fare policy revisions was held at the December 16, 2021, Board Meeting with the Board adopting by resolution the fare policy at its January 20th, 2022 meeting.

*Public Outreach Summary*

STA sought public input on the proposed fare policy. The public comment period was November 4 to December 17, 2021, with STA utilizing a public outreach campaign to collect feedback on the proposed fare policy. This outreach included a variety of communication techniques. Overall, STA met with 14 community-based organizations, and received input from over 1,800 people through an online and paper survey.

Survey responses were generally supportive of the proposed fare policy revisions. Throughout the survey it became evident that how the policy becomes implemented will be important in adoption of the fare policy media, and that a strong educational component will be necessary in communicating the key aspects of the policy revisions.

*Title VI Equity Analysis*

The Federal Transit Administration requires transit agencies to analyze any fare change for potential impacts to populations protected under Title VI of the Civil Rights Act to ensure government action does not impose a disparate impact on minority populations or a disproportionate burden on low-income

populations (as defined by STA policy in Connect Spokane). This analysis is to be performed prior to the implementation of fare policy revision.

STA's Title VI Fare Policy Revisions Equity Analysis found no disparate impact or disproportionate burden from the fare policy as currently proposed. STA will revisit and update this analysis as implementation methods are developed to ensure compliance with Title VI of the Civil Rights Act of 1964.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

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**AGENDA ITEM 5D :** WEBSITE REDEVELOPMENT UPDATE

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Brandon Rapez-Betty, Chief Operations Officer

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**SUMMARY:** Staff will provide a brief update on the website redevelopment project.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 5E :** LEGISLATIVE UPDATE

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Brandon Rapez-Betty, Chief Operations Officer

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**SUMMARY:** The CEO will provide a an update on State and Federal Legislative focus and priorities.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 5F :** STA BOARD'S STRATEGIC PLANNING EFFORTS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Emily Arneson, Community Ombudsman and Accessibility Officer

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**SUMMARY:** As STA enters the sixth year of STA Moving Forward (STAMF), the agency is in a prime position to evaluate its short- and long-term goals. In mid-2021, the Board held its first workshop aimed at discussing STA's next 10-year strategic planning horizon and the investment opportunities presented by the favorable financial environment from federal stimulus funding, stronger than planned sales tax collections, and prudent expense management. The Board identified the ability for STA to focus on the long-term horizon while also advancing near-term opportunities which enhance public transportation in the next 24 months.

*Long-Term Strategy*

In order to develop a multi-year strategic plan that advances urban and regional mobility, integrates public transportation into existing and future development, and furthers STA's vision to be a source of pride for the region, STA engaged in a public procurement process to identify a strategic planning partner firm. Nelson Nygaard was awarded the contract at the December 16, 2021, STA Board Meeting. This consultant will provide active project management and develop and facilitate a comprehensive public and stakeholder involvement effort. The Citizen Advisory Committee will have an opportunity to provide meaningful input to this process in the coming months.

*Near-Term Opportunities*

At a September 2021 Board workshop, staff presented a starting list of near-term investment project ideas that was augmented with Board member input. Prospective projects centered around key strategic areas such as improving and expanding service, supporting fare and mobility partnership programs, and considering real estate and transit-oriented opportunities. The Board discussed this item at several additional meetings to further refine the list of prospective projects and to affirm the available investment pool of \$19.1 million, representing the cumulative impact of favorable expenditure management for calendar years 2017-2020.

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On December 16, 2021, the Board voted to approve the following near-term investments for implementation beginning in 2022:

Project	Cost Estimate*	Geographical Area
10 Battery Electric Buses & Charging Infrastructure (Strategic Investment)	\$4,900,000	Regional
Fund Transit Elements of Airway Heights Downtown Plan & West Plains Connector Project	\$2,000,000	West
Enhance Existing West Broadway Service to High Performance Transit Standards	\$2,480,000	Central
Launch Transit-Oriented Development Partnership	\$2,000,000	Regional
Contribute Non-Federal Match for All Section 5310 Projects	\$190,000	Regional
Enhance East Fifth Avenue Service Quality and Frequency	\$1,556,000	Greater Valley
Deploy Northeast Spokane Valley Pilot Fixed Route Service	\$494,000	Greater Valley
Continue Summer Youth Pass	\$475,000	Regional
Extend Service to New West Plains Amazon Employment Sites	\$1,176,000	West
Implement Improvements to Plaza/Arena Service**	\$2,995,000	Central
Acquire Latah Valley Property	\$3,136,000	South
Acquire Seven Mile Property	\$1,960,200	North
<b>Total (Near Term Investments separate from BEB Strategic Investment):</b>	<b>\$18,462,200</b>	

\* All cost estimates are preliminary and in 2021 dollars.

\*\* Plaza/Arena service improvements include new night/weekend service to sports facilities on the North Bank.

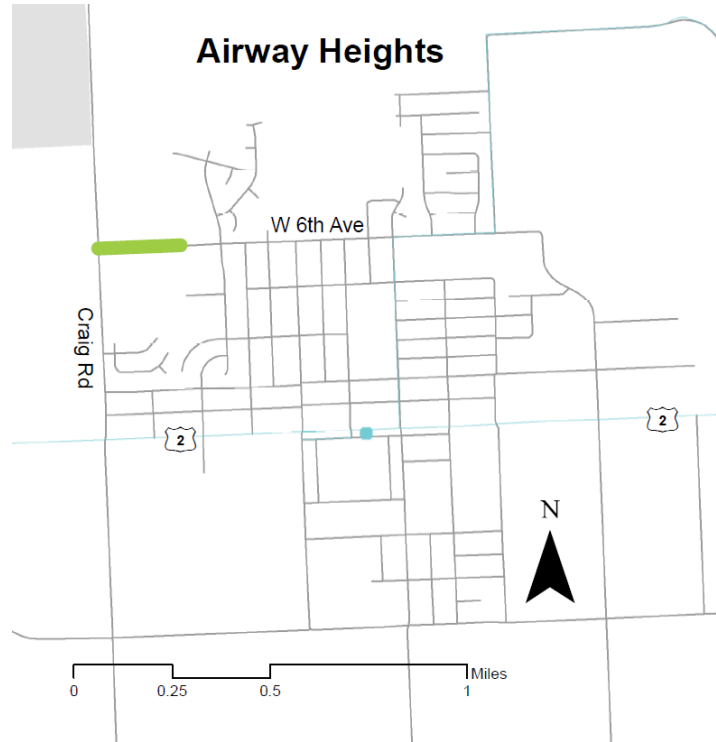
Staff will continue to keep the CAC apprised as to the progress of these near-term projects. Descriptions, cost estimates, resourcing considerations, and anticipated deployment steps for each of the approved investments (except BEB Strategic Investment) are included on the following pages.

**RECOMMENDATION TO COMMITTEE:** Information only.

# Fund Transit Elements of Airway Heights Downtown Plan and West Plains Connector Project

Potential near-term investments  
S-14.01

Service improvements/expansion  
West



## DESCRIPTION

Invest in the design and implementation of bus stop improvements and pedestrian/passenger enhancements coordinated with City of Airway Heights and providing funding support for 6<sup>th</sup>/Craig connectivity as a secondary transit pathway as identified in plans.

## PRELIMINARY ESTIMATED COST

\$2,000,000

## RESOURCING

Staff time for contract/planning/contract management

Recommended STA investment in the project.  
Full project budget will exceed \$3M.

## DEPLOYMENT STEPS

- Negotiate and execute agreement with Airway Heights
- Airway Heights solidifies other funding (2021/2022)
- Design (2022)
- Bidding (2022/2023)
- Construction (2023/2024)

# Enhance Existing West Broadway Service to High Performance Transit Standards

Potential near-term investments  
S-16

Service improvements/expansion  
Central



## DESCRIPTION

HPT Corridor (Sprague Line), providing ADA improvements and enhanced passenger amenities consistent with HPT standards.

## PRELIMINARY ESTIMATED COST

\$2,480,000

## RESOURCING

Project manager assignment

Planning, design, and construction of improvements

## DEPLOYMENT STEPS

- Amend Sprague Line CDP for extension
- Develop station/stop design
- Construct improvements

# Launch Transit-Oriented Development Partnership

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Potential near-term investments  
D-04

Real Estate & Transit-Oriented Development (TOD)  
Regional

## DESCRIPTION

Pilot up to two TOD opportunities in connection to existing transit facilities in partnership with affordable housing organizations and other developers.

## PRELIMINARY ESTIMATED COST

\$2,000,000

## RESOURCING

Real estate development manager

For land integration and infrastructure improvements.

## DEPLOYMENT STEPS

- Hire new real estate development manager
  - Identify prospective locations
  - Issue Request for Proposals for cooperative project with housing partner
-

## Contribute Non-Federal Match for All Section 5310 Projects

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Potential near-term investments  
P-02.2

Fair and Mobility Partnerships  
Regional

### DESCRIPTION

Support FTA Section 5310 projects to buy down local match requirement to 10%

### PRELIMINARY ESTIMATED COST

\$190,000

### RESOURCING

No additional required

### DEPLOYMENT STEPS

- Utilize scoring criteria developed for 2021 Call for Projects, providing new guidance for change in matching requirements
  - Issue call for projects
  - Establish funding recommendations for Board award
  - Seek federal funding award and manage distribution of funds
-

# Enhance East Fifth Avenue Service quality and Frequency

Potential near-term investments  
S-17

Service improvements/expansion  
Greater Valley



## DESCRIPTION

Improve existing bus stops with ADA and shelter enhancements along 5<sup>th</sup> Avenue between Liberty Park and Thor Street, improvements to night and weekend service frequency on Route 94.

## PRELIMINARY ESTIMATED COST

Total	\$1,556,000
ADA Bus Stop Improvements	\$ 348,000
24 months of service	\$1,208,000

## RESOURCING

Net increase of 5 fixed route coach operators, assign project manager

## DEPLOYMENT STEPS

- Assess existing stops and right-of-way
- Design improvements
- Build improvements (complete in 2024)
- Hire and train additional coach operators
- Increase service frequency (assumed to take place in 2024)

# Deploy Northeast Spokane Valley Pilot Fixed Route Service

Potential near-term investments  
S-08

Service improvements/expansion  
Greater Valley



## DESCRIPTION

Implement pilot shuttle service to the Spokane Industrial Park and East Garland at Barker to expand reach to existing and emerging employment centers.

## PRELIMINARY ESTIMATED COST

\$494,000

Includes ADA bus stop and layover improvement.  
No increase in fixed route operating costs.

## RESOURCING

Assign project manager and planner for improvements

## DEPLOYMENT STEPS

- Assess right-of-way
- Design improvements
- Build improvements
- Revise Route 95 concurrent with planned changes to service in the vicinity (May 2022)

# Continue Summer Youth Pass

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Potential near-term investments  
P-01

Fair and Mobility Partnerships  
Regional

## DESCRIPTION

Continue funding of region-wide Summer Youth Pass for summer 2022 and 2023.

## PRELIMINARY ESTIMATED COST

\$475,000

## RESOURCING

Business development manager  
Communications staff

## DEPLOYMENT STEPS

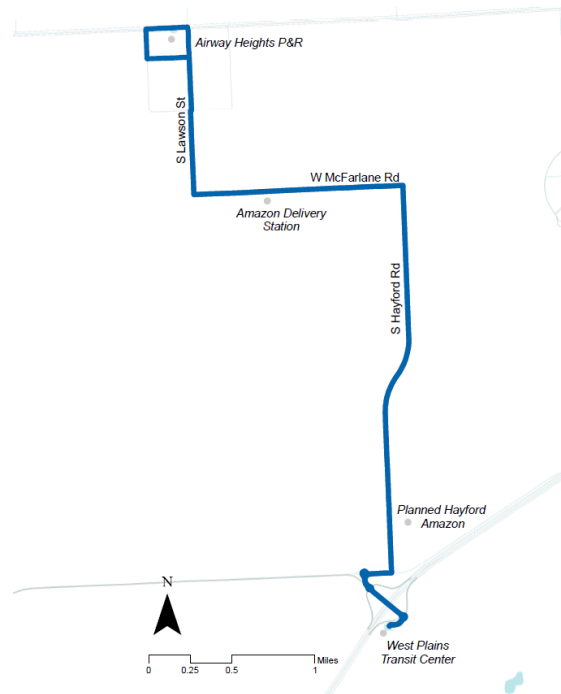
- Develop communications plan
  - Engage community partners for pass distribution
  - Launch program
  - Monitor and report results
-



# Extend Service to New West Plains Amazon Employment Sites

Potential near-term investments  
S-19

Service improvements/expansion  
West



## DESCRIPTION

Provide new bus stops and bus service to Amazon fulfillment and distribution facilities on Hayford and McFarlane roads.

## PRELIMINARY ESTIMATED COST

Total	\$1,176,000
<i>Does not include vehicle costs. If route continues beyond pilot period additional vehicle must be purchased.</i>	
ADA Bus Stop Improvements	\$600,000
24 months of service	\$576,000

## RESOURCING

Net increase of one fixed route coach operator and, one peak period fixed route coach; assign planner and capital project manager

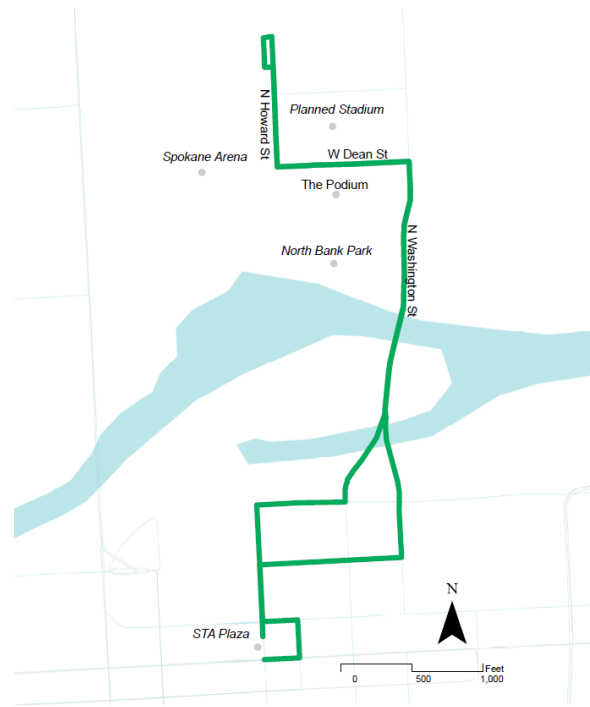
## DEPLOYMENT STEPS

- Assess right-of-way
- Design bus stop ADA improvements
- Build improvements
- Hire and train additional coach operator
- Develop schedule and timepoints
- Start the new route (assumed to take place in fall of 2022)

# Implement Improvements to Plaza/Arena Service

Potential near-term investments  
S-20

Service improvements/expansion  
Central



## DESCRIPTION

Enhanced service and infrastructure to provide service to improve support of growing North Bank Entertainment District.

## PRELIMINARY ESTIMATED COST

Total	\$2,995,000
Bus Stop Improvements	\$246,000
Off-Street Layover	\$2,000,000
24 months of service	\$749,000

## RESOURCING

Net increase of one fixed route coach operator;  
Assign STA planner and capital project manager

## DEPLOYMENT STEPS

- Planning and coordination with stakeholders
- Identify off-street layover location and secure contract for use or purchase
- Design stops improvement
- Build improvements
- Hire and train additional coach operator
- Revise schedule
- Improve service on nights and weekends (assumed to take place in fall of 2023)

# Acquire Latah Valley Property

Potential near-term investments  
D-06

Real Estate & Transit-Oriented Development (TOD)  
South



## DESCRIPTION

Purchase property in the vicinity of Cheney-Spokane Road and US 195 for future transit station that may include park and ride facilities and/or TOD

## PRELIMINARY ESTIMATED COST

\$3,136,000

## RESOURCING

Real estate development manager

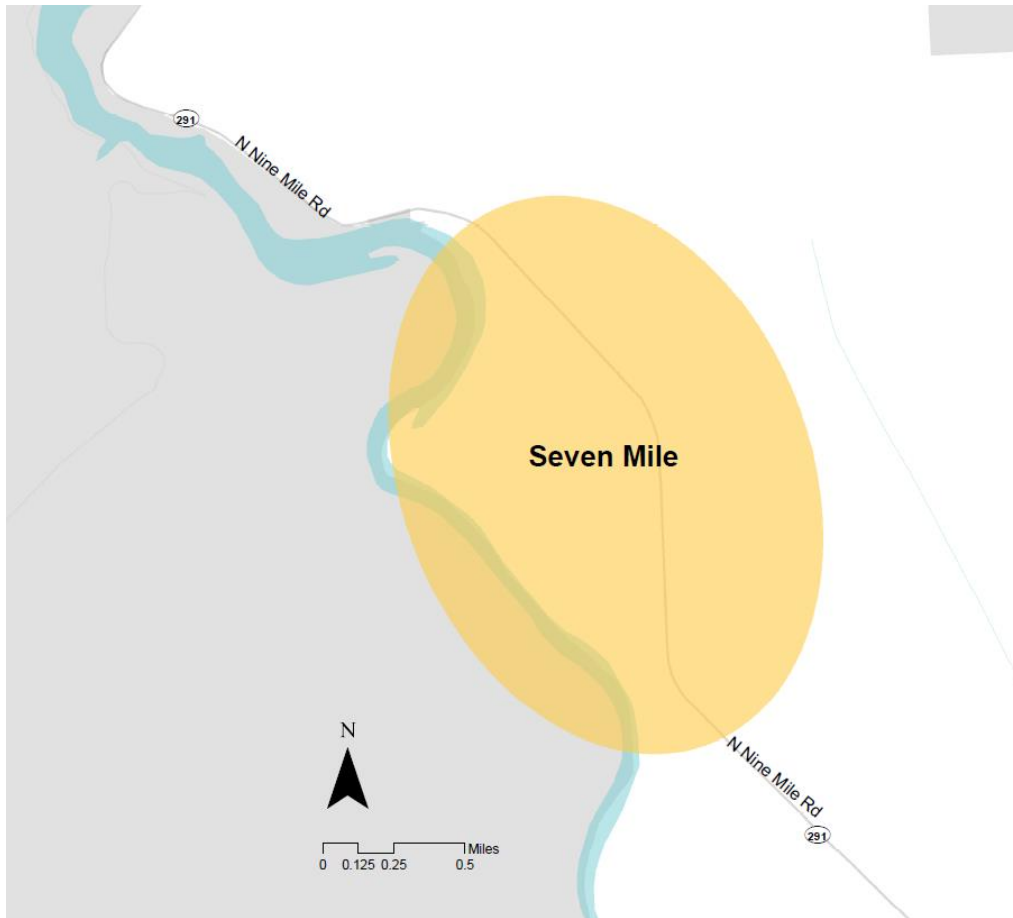
## DEPLOYMENT STEPS

- Hire real estate development manager
- Site selection review
- Pursue suitable site
- Obtain Board authority of purchase

# Acquire Seven Mile Property

Potential near-term investments  
D-05

Real Estate & Transit-Oriented Development (TOD)  
North



## DESCRIPTION

Purchase property along Nine Mile Road between Seven Mile Road and Charles Road for future transit station that may include park & ride facilities and/or TOD

## PRELIMINARY ESTIMATED COST

\$1,960,200

## RESOURCING

Real estate development manager

## DEPLOYMENT STEPS

- Hire real estate development manager
- Site selection review
- Pursue suitable site
- Obtain Board authority for purchase

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 5G :** RECRUITMENT UPDATE

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Emily Arneson, Community Ombudsman & Accessibility Officer

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**SUMMARY:** Staff will provide an update on recruitment.

**RECOMMENDATION TO COMMITTEE:** Information only.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 6 :** COMMITTEE INFORMATION

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 7 :** COMMITTEE MEMBER EXPRESSIONS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SUMMARY:** At this time, members of the Citizen Advisory Committee will have an opportunity to express comments or opinions.

**SPOKANE TRANSIT AUTHORITY**  
**CITIZEN ADVISORY COMMITTEE MEETING**

February 9, 2022

**AGENDA ITEM 8 :** REVIEW APRIL 13, 2022, DRAFT AGENDA ITEMS

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Kate Kelly, Executive Assistant

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**SUMMARY:** At this time, members of the Citizens Advisory Committee will have an opportunity to review and discuss the items proposed to be included on the agenda for the April 13, 2022, Committee meeting.

- Proposed agenda items include:
- Minutes of the February 9, 2022, Committee meeting – *Corrections/Approval*
- STA Moving Forward Quarterly Project Delivery Report
- Cheney HPT Line
- I-90 / Valley HPT Line: Preferred Concept
- 2021 Year End & 2021 Performance Measures
- 2021 Unaudited Year-End Financial Report
- Communications/Survey Update
- 2022 Service Change
- Legislative Update
- Recruitment

**RECOMMENDATION TO COMMITTEE:** Review and discuss.