

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

AGENDA

CITIZEN ADVISORY COMMITTEE MEETING Wednesday, November 9, 2016 5:00 p.m. Southside Conference Rooms

1. Call to Order & Roll Call
2. Public Expressions – *(Charlie Howell) – 3 minutes per person*
3. Committee Action: Review of Citizen Advisory Committee Minutes - Corrections or Approval
 - a. Minutes of October 12, 2016 – Regular Meeting – *(Charlie Howell) – 5 minutes*
4. Committee Reports:
 - a. STAMF Update – *(Karl Otterstrom & Beth Bousley) – 25 minutes*
 - b. Demographics & 2016 Activities to Increase Ridership - *(Beth Bousley) – 20 minutes*
 - c. Recruitment/Orientation Update – *(Charlie Howell) – 10 minutes*
 - d. PMER Observations – *(Victor Frazier) – 10 minutes*
5. General Business - *(Charlie Howell) – 5 minutes*
6. Set agenda items for future CAC meetings - *(Charlie Howell) – 5 minutes*
7. Adjourn

Next Citizen Advisory Meeting: **December 14, 2016**

STA Conference Room, 1229 W. Boone Avenue, Spokane, WA 99201

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SPOKANE TRANSIT AUTHORITY
CITIZEN ADVISORY COMMITTEE MEETING OF

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AGENDA ITEM 2: PUBLIC EXPRESSIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

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

Anyone wishing to speak should sign in on the sheet provided and indicate the subject of interest. 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 OF**

November 9, 2016

**AGENDA ITEM 3: MINUTES OF THE SEPTEMBER 14, 2016 COMMITTEE
MEETING - CORRECTIONS AND/OR APPROVAL**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

SUMMARY: Attached for your information, corrections, and/or approval are the minutes of the October 12, 2016 Citizen Advisory Committee meeting.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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1230 West Boone Avenue
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CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for October 12, 2016
Southside Conference Room

MEMBERS PRESENT

Charles Howell, Committee Chair
Dennis Anderson
Ann Campeau
David Driscoll
Victor Frazier
Charles Hansen
Margaret Jones
Larry Luton
Fran Papenleur

STAFF PRESENT

Steve Blaska, Director of Operations
Beth Bousley, Director of Communications & Customer Service
Stacia Bowers, Executive Assistant to the Director of Communications & Customer Service

GUESTS

MEMBERS ABSENT

Dick Denenny
Resa Hayes
Larry Lapidus

1. CALL TO ORDER AND ROLL CALL

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

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION:

a. Minutes of the Citizen Advisory Committee - Corrections or Approval

Mr. Howell asked the Committee to address the minutes of the September 14, 2016 meeting. The minutes were approved.

4. COMMITTEE REPORTS:

a. Downtown Construction:

Steve Blaska reported that Spokane Transit Authority (STA) and the City of Spokane (City) have coordinated efforts to detour buses around road construction in and around downtown Spokane. Affected routes have detoured on alternate streets before eventually resuming normal routing. In each jurisdiction where STA provides service, STA carefully coordinates with local officials to accommodate construction projects and STA selects best-option detours based on lowest impacts to riders, traffic, and the surrounding areas. Real time information shows the updated information. The Lincoln/Monroe project will run through the end of construction season as weather allows. During this work there will be lane restrictions but no full road closures. There has also been a long term detour for STA service to Cheney and Eastern Washington University (EWU) due to the construction occurring at the Pence Union Building (PUB). STA anticipates this detour and alternative boarding location will remain in effect approximately one year. For project updates and information, get information at: www.future Spokane.com.

b. Energy Preservation Update:

Steve Blaska reported on The Sustainability Element of STA's Comprehensive Plan. Over the last ten years, through a combination of emerging requirements, new technology, and local initiatives to retrofit older buses, Spokane Transit's Fixed Route fleet has made significant strides in fuel economy and minimizing environmental impacts. Calculations

based on a fleet of 81 forty-foot buses that average 50,000 miles a year using the old technologies as compared to what STA is operating today provide some insight into the cumulative impact of these actions. This comparison reveals the following actions resulted in 266,182 fewer gallons of fuel used annually. This 29.6% reduction in fuel consumption translates directly into emission reductions of Particulate Matter, CO, CO₂ and NO_x. Carbon dioxide output alone is reduced by 2,705 metric tons annually.

Chronology of Significant Actions:

2006 Vastly improved electronic fuel injection systems introduced in STA's heavy duty transit diesel engines. Fuel economy increases of 17.7% have been achieved over the fleets these buses replaced.

2007 Ultra Low Sulfur Diesel (ULSD) replaced standard diesel. The use of ULSD represents a reduction of 97% in fuel sulfur content.

STA purchased three (3) hybrid diesel-electric buses to test the viability of this technology fleet wide.

2008 STA completed a Heavy-Duty Diesel Retrofit Program offered through the Washington State Department of Ecology.

- This campaign included retrofitting 83 buses with crankcase ventilation (CCV) filter. These filters reduce unburned fuel, blow-by gases, hydrocarbon vapor, diesel soot, and other engine oil contaminants by 90-97%. All subsequent new bus purchases have been equipped with CCV filters.
- The campaign also included the retrofitting of 58 buses with diesel particulate filters (DPF). These filters reduce particulate matter (PM) by 90%. All subsequent new bus purchases were equipped with DPF's. (PM was the smoke you used to see coming out the exhaust on a diesel engine).

Based on the successful performance of the 2007 hybrid vehicles, STA began a four-year sequence of further hybrid bus purchases. The general strategy was to use federal subsidies to help defray the increased capital cost of these buses while achieving local-funded operation cost savings. STA currently operates the third largest fleet (28) of hybrid diesel/electric buses in the state. These buses are experiencing an approximate 33% increase in fuel economy over the fleet they replaced.

2010 The EPA completed the second of two emission standards requirements placed upon heavy-duty diesel engine manufacturers. These actions have resulted in the Nitrogen Oxide gas (NO_x) reductions by 96% (NO_x contributes to low ground level smog).

2011 STA conducted its own pilot retrofit test using an electronic cooling system. Using electronic cooling fans instead of hydraulically operated fans, we have achieved an additional fuel economy increase of over 6%.

2013 STA reprogrammed the shifting and idle patterns automatic transmissions. This action has shown a 5.15% fuel savings over the past few years.

2015 As fuel prices began to drop, the economic tradeoff between higher capital cost vs lower fuel consumption of hybrid-electric buses became questionable. STA's analysis showed that the aggregate improvements with standard diesel buses, combined with the electronic cooling systems, provided better outcomes per capital dollar invested.

2016 STA secured a contract with a manufacturer of electric cooling systems similar to what we tested in 2011. We are now in the process of retrofitting 25 additional buses. The capital cost of this project will pay for itself during the remaining life of the vehicles through reduced diesel fuel consumption of 94,782 gallons and will reduce carbon dioxide (CO₂) emissions by 963 metric tons.

STA's previous long-term capital plan included the iterative replacement of heating and ventilation equipment (HVAC) over a period of several years. This strategy did not take advantage of the benefits that could accrue from a comprehensive upgrade.

In 2013, STA partnered with Washington State Department of Commerce, Department of Enterprise Services, McKinstry, and Avista to evaluate the benefit of a more comprehensive energy savings project.

- The project included the replacement of original HVAC units with more efficient heating and cooling systems, thermal pane windows, LED lighting at the Boone and Plaza garages, and a centralized digital control system to establish schedules and setbacks for heating and cooling requirements. The Board of Directors approved this initiative in November 2014 and the project was completed in August 2016.

- To help fund the project, STA received \$547,000 in state grants and will qualify for approximately \$306,000 in Avista incentives later this year. Guaranteed annual energy savings from the project is a minimum of \$120,449. The entire project cost has an investment payback of 12 years, while most of the equipment replaced has a 20+ year life cycle.

STA has reduced hazardous waste stream significantly since 2013. This was accomplished by controlling the incoming stream of products we purchase and through recycling efforts. STA was reclassified by the Washington State Department of Ecology from a medium quantity generator of hazardous waste to a small quantity generator of hazardous waste.

Every two years, beginning in 2009, Spokane Regional Clean Air Agency recognizes businesses that have gone “above and beyond” the basic requirements of their air quality permits. These companies can be recognized as either “Gold” or “Silver” recipients. STA has been the recipient of each with two gold and two silver awards.

c. Recruitment/Orientation Update:

The Chair reported that Dennis Anderson and Dick Denenny were appointed to the CAC at the last PMER meeting. Dennis Anderson is present at this meeting and went through orientation today. Dick Denenny will try to make next month’s meeting.

The CAC still has four vacancies, the Chair urged members to please keep recruiting.

Victor Frazier informed the CAC that he has reached out to Amy Biviano regarding applying for the CAC.

d. PMER Observations:

Victor Frazier reported that he attended the September PMER Committee meeting. At the meeting they discussed the elevator change order, appointment of new CAC members and the Cheney corridor contractors. Discussion ensued on the membership of the PMER Committee.

e. Ridership/Communications Update:

Beth Bousley briefed the CAC on what the Communications department has been focusing on, which is public education, ridership and community perception at this time.

Beth reported that Ridership in UTAP had declined so they have been working on relationship building and promoting the program through a press release, customized route information, bulkheads, posters on all campuses, ongoing social media activity on all campuses, implementing at least one event on each campus and one article in e-newsletter/email for each campus, and a secure student blogger on each campus, etc. STA’s Facebook page has had a 33% increase in “likes”. STA has developed customary microsites which are:

- <http://uride.spokanetransit.com/gu>
- <http://uride.spokanetransit.com/scc>
- <http://uride.spokanetransit.com/sfcc>
- <http://uride.spokanetransit.com/wsu>
- <http://uride.spokanetransit.com/ewu>

STA is also working with each school to identify events to familiarize students, faculty and staff with riding the bus. They now have Pandora Radio Ads for City Ticket, Employee Sponsored Bus Pass Program (ESBP) and Monthly Passes, Radio Ads for City Ticket, ESBP and Monthly Passes and the Spokane 7 Destination Campaign (print and digital through the Spokesman-Review).

The Communications team is helping to educate employees about the benefits of ESBP. A digital toolkit was distributed to the region’s Employee Transportation Coordinators (ETC’s) and is available through the Commute Trip Reduction Program and located at mycommute.org. The toolkit includes a customizable poster, payroll stuffer, email content, banner ads, and Facebook posts. ESBP is also included as a featured radio spot on Pandora and most major radio stations in Metro Spokane.

STA has been working on educating the Public on Proposition 1. A brochure/mailer was created to simplify/streamline public education and STA hopes to distribute 10,000 of these at open houses, walkup booths, and meetings. For a complete list of

presentations and open houses, please visit <http://www.STAMovingForward.com> and click on the TAKE ACTION tab. The brochure will also be mailed to more than 188,000 addresses in the Public Transportation Benefit Area (PTBA).

Ms. Bousley reported that two press releases were distributed in September. The first was regarding STA winning a \$1 Million Federal Grant for West Plains Transit Center and the second was Student ID's allowing them to travel the region with Spokane Transit (UTAP Promotion).

5. GENERAL BUSINESS:

There was a quick discussion regarding the West Plains meeting which was held last night and led by Department of Transportation (DOT).

6. SET MEETING SCHEDULE & AGENDA ITEMS:

- Minutes of the October 12, 2016, Committee meeting – *Corrections/Approval*
- High Performance Transit Update
- Plaza Renovation Update
- Recruitment/Orientation
- PMER Observations
- Prop 1 update
- Demographic information on ridership (Beth)

7. ADJOURN

Respectfully submitted,

Stacia Bowers
Executive Assistant to the Director of
Communication & Customer Service

SPOKANE TRANSIT AUTHORITY
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AGENDA ITEM 4a: STA MOVING FORWARD (STAMF) UPDATE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning
 Beth Bousley, Director of Communications and Customer Service

SUMMARY: Staff will provide an update on STAMF.

RECOMMENDATION TO COMMITTEE: Information.

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**AGENDA ITEM 4b : DEMOGRAPHICS & 2016 ACTIVITIES TO INCREASE
RIDERSHIP UPDATE**

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Beth Bousley, Director of Communications and Customer Service

SUMMARY: Staff will provide an update on demographics & 2016 activities to increase ridership.

RECOMMENDATION TO COMMITTEE: Information.

**SPOKANE TRANSIT AUTHORITY
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AGENDA ITEM 4c: RECRUITMENT/ORIENTATION UPDATE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Charlie Howell, CAC Chair

SUMMARY: Chair will provide an update on recruitment and orientation.

RECOMMENDATION TO COMMITTEE: Information Only.

**SPOKANE TRANSIT AUTHORITY
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AGENDA ITEM 4d: PMER OBSERVATIONS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Victor Frazier, CAC PMER Representative

SUMMARY: CAC Representative to give a summary of PMER meeting.

RECOMMENDATION TO COMMITTEE: Information Only.

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AGENDA ITEM 5: GENERAL BUSINESS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

**SPOKANE TRANSIT AUTHORITY
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November 9, 2016

AGENDA ITEM 6: REVIEW DECEMBER 14, 2016, DRAFT AGENDA ITEMS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Stacia Bowers, Executive Assistant

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 December 14, 2016 Committee meeting.

Proposed agenda items include:

- Minutes of the November 9, 2016, Committee meeting – *Corrections/Approval*
- Performance Measures
- Legislative Priorities
- Plaza Renovation Update
- Recruitment/Orientation
- PMER Observations

RECOMMENDATION TO COMMITTEE: Review and discuss.