

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

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for September 14, 2016
Southside Conference Room

MEMBERS PRESENT

Charles Howell, Committee Chair
Ann Campeau
David Driscoll
Victor Frazier
Charles Hansen
Resa Hayes
Margaret Jones
Larry Lapidus
Fran Papenleur

MEMBERS ABSENT

Larry Luton
Philip Rudy - resigned

STAFF PRESENT

Beth Bousley, Director of Communications & Customer Service
Stacia Bowers, Executive Assistant to the Director of Communications & Customer Service
Karl Otterstrom, Director of Planning
Lynda Warren, Director of Finance and Information Services

GUESTS

Dennis Anderson

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

Dennis Anderson attended the meeting to experience a CAC meeting.

3. COMMITTEE ACTION:

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

Mr. Howell asked the Committee to address the minutes of the June 8, 2016 meeting. The minutes were approved.

4. COMMITTEE REPORTS:

a. Service Revisions:

Karl Otterstrom reported that service revisions are conditional on the final election outcomes of Spokane Transit Authority (STA) Proposition 1. The multi-year implementation of the projects will begin immediately starting with some of the basic service improvements that can be expected timed with service changes in May and September 2017. Given this timeline, staff will present a preliminary proposal to Board committees, seek public input on the proposal, and present a draft recommendation to the Board in November 2016 of the proposed service changes for May 2017 (Phase I), and begin review and outreach of the September 2017 service revisions (Phase II) in November 2016.

The three categories of improvements are more service, modify/add service, and modify existing routes. Examples are:

- More service
 - Increase frequency of Saturday service on Route 33
 - Later Saturday night service

- Modify/add service

- New service between Valley Mall and Greenacres
- Three Valley proposals
- Modify existing routes to improve service effectiveness
 - Route 173 VTC express
 - Routing revisions could reduce travel time
 - Reverse peak route

Mr. Otterstrom invited the CAC members to the upcoming Open houses on September 15, 2016, at Spokane Valley Providence Medical Center and also at the Valley Transit Center on September 27, 2016. He also informed the CAC that there is an online survey posted to the website.

b. Plaza Renovation Update:

Karl Otterstrom reported that STA is done with phase 1 of the Plaza renovation.

The contractors built an insulated wall up to the ceiling alleviating noise levels and allowing workers longer hours during the day. The main floor will host the shops, bathrooms and customer service. STA is locating important services on the first floor which will help passengers save time and reduce the potential of missing their bus.

c. Tariff (Fare) Policy Update:

Lynda Warren presented the outcome of the tariff policy based on public outreach and STA Board feedback. The tariff policy was first adopted in 2004 with the major objectives being convenient, reasonably priced, minimum Farebox return of 20%, minimize complexity, increase pre-payment and reduce use of cash (no charge for first smart card). In national comparisons STA is still below the ABBG average base fare. STA staff and Board members took outreach comments and responses into consideration and responded by phasing in the increase in two steps which will delay the achievement of farebox return. STA will retain the student pass program, introduce a 7 day pass and will work with health and human services providers to collaborate and find comprehensive solutions for low income passengers. It was suggested graphic materials illustrate the different costs of passes for the riders to compare.

d. Budget Timeline Update:

Lynda Warren reported the Board decision to wait until after the ballot measure to present a budget. September is generally when the draft budget is released. It will now be released November and then adopted in December. The Public comment period will be extended until November 29, 2016. CAC will review the proposed budget at the December 14, 2016 meeting.

e. Recruitment Update:

Charlie Howell reported that Dr. Rudy has resigned.

The committee reviewed the two applicants for appointment to the CAC committee. Both applicants came highly recommended.

The committee approved both candidates to be forwarded to PMER for approval/appointment.

Both candidates will be forwarded to PMER for approval.

Charlie Howell thanked everyone for their help in recruiting members and asked them to continue their efforts.

5. GENERAL BUSINESS:

Lynda Warren discussed smart card options and how it is refillable and can be loaded with different types of passes, but does not currently have the ability to be loaded from your computer. STA is looking at the options of upgrading the system it currently has getting a new system. STA is being very thoughtful on what decision to make.

The CAC discussed The Zone Project in District 1. It is low income and received a grant to have mobile grocery stores bring food to neighborhood. STA staff met and discussed the possibility of a retired STA or Paratransit bus for this project.

The CAC requested information on Monroe/Lincoln construction and how buses will travel on Main/Bernard.

6. **SET MEETING SCHEDULE & AGENDA ITEMS:**

- Minutes of the September 14, 2016, Committee meeting – *Corrections/Approval*
- High Performance Transit Update
- Plaza Renovation Update
- Energy Preservation Update
- Recruitment/Orientation
- PMER Observations
- Ridership/communications update

7. **ADJOURN**

Respectfully submitted,



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