

Spokane Transit Authority
1230 West Boone Avenue
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(509) 325-6000

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for September 9, 2020
Video Conference Call

MEMBERS PRESENT

Dennis Anderson
Susan Gray
Charles Howell
Brian Kamp
Larry Lapidus
Caleb McDougall
Michelle Rasmussen, Committee Chair

STAFF PRESENT

Stacia Bowers, Executive Assistant
Delana Combs, Business Development Manager
Brandon Rapez-Betty Director of Communications &
Customer Service
Mike Tresidder, Associate Transit Planner

MEMBERS ABSENT

Dick Denenny

GUESTS

1. CALL TO ORDER AND ROLL CALL

The Chair called the meeting to order at 5:01 p.m. and conducted roll call.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION

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

Michelle Rasmussen asked the committee to review the minutes of the June 10, 2020 meeting. The minutes were approved.

b. Election of the Committee Chair

Brian Kamp was elected as the committee Chair.

4. COMMITTEE REPORTS:

a. Transit Development Plan (TDP):

Mike Tresidder reviewed the TDP requirements, how STA will implement mid-range plans and fund the program. Mr. Tresidder announced that the preliminary plan was distributed on August 27, 2020 and there will be a public hearing at the Board meeting on September 17, 2020. He noted that Connect Spokane is long range planning and TDP is mid-range planning for the next 6 years. Mr. Tresidder mentioned the first version of the Service Improvement Program (SIP) is adopted as part of TDP and identifies conceptual service changes through 2023. The TDP is updated annually and Planning will have a new TDP document in July 2021. Brandon Rapez-Betty provided information on public outreach efforts and will share an online survey with CAC to utilize and share with their networks when it becomes available.

Mr. Tresidder briefed the CAC on the Capital Improvement Program (CIP) which covers programmed capital expenditures for the six-year period through 2026 and includes high performance transit (HPT), Vehicles, facilities, and technology. Mr. Tresidder said the TDP should be adopted by the Board September 17, 2020.

b. Community Access Pass (CAP) Pilot Program Update:

Delana Combs provided information on the CAP program. She noted this is a one-year pilot program in which approved nonprofit human service organizations can purchase discounted 2 hour, day and one ride paratransit passes at 50% to enable them to serve vulnerable populations if they are increasing access to public transit.. Ms. Combs reported the CAP was approved by the Board on July 16, 2020 and the program started on September 1, 2020. The program has been marketed to 427 organizations through several avenues including word of mouth, email, phone, social media, Commute Smart NW, Spokane Transportation Collaborative, the Arc and Giving Back Packs. To date 58 organizations responded, 32 have submitted the online application and are pending more information and 18 are new or have not purchased passes in 2020. She stated that STA will track and report all CAP outreach activity and pass purchase monthly.

c. 'Community Essentials' Marketing Campaign for Public Awareness Update:

Brandon Rapez-Betty presented the Community Essential marketing campaign, a Spokane Transit grassroots campaign to share with the community the steps STA is taking to care for the community during this crisis.

He stated the campaign started in late February on the coronavirus page on STA website, then turned multimedia. The campaign spotlights how jobs and/or work routines have changed during COVID-19, rides for seniors, and some of the workers keeping STA running during the pandemic. The Public awareness campaign will run September through October 2020.

www.Spokanetransit.com/communityessentials

d. Rules of Conduct:

Tabled until the November meeting.

e. City Line Update:

Brandon Rapez-Betty gave a brief project overview on the City Line. Mr. Rapez-Betty reviewed key purposes of the City Line, maps budget, brand, livery, stations, and the timeline. He noted constructions activities, landscaping plans, testing phase activities and reviewed the online interactive map. The goal is to be in service by May 2022.

Project website; www.Citylinespokane.com

f. Recruitment/Orientation:

The CAC has seven vacancies currently.

5. COMMITTEE MEMBERS EXPRESSIONS:

Michelle Rasmussen informed the committee that Steve Blaska is returning to full-time retirement after serving as STA's interim Chief Operating Officer (COO) and Fred Nelson, STA's former Senior Transportation Manager of Fixed Route, has agreed to return as our second interim COO.

6. COMMITTEE INFORMATION:

7. SET MEETING SCHEDULE & AGENDA ITEMS FOR THE SEPTEMBER 9, 2020 MEETING:

- Minutes of the September 9, 2020, Committee meeting – *Corrections/Approval*
- Budget Presentation
- Snow Plan

- Performance Measures
- 2021-2022 CAC Work Plan
- Rules of Conduct
- Recruitment/Orientation

8. **ADJOURN**

Respectfully submitted,



Stacia Bowers

Executive Assistant to the Director of Communication & Customer Service