

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

## NOTICE OF BOARD MEETING

NOTICE IS HEREBY GIVEN by the Board of Directors of the Spokane Transit Authority of Spokane County, Washington, that the Board will hold a meeting at 1:30 p.m. on Thursday, June 16, 2016, in the Spokane Transit Boardroom, 1230 West Boone Avenue, Spokane, Washington.

NOTICE IS FURTHER GIVEN that business to be discussed and/or action taken shall be in accordance with the attached agenda, which is also on file at the STA Administrative Offices.

THE MEETING SHALL BE OPEN TO THE PUBLIC.

BY ORDER OF THE STA BOARD OF DIRECTORS.

DATED this 16th day of June, 2016.

A handwritten signature in black ink, appearing to read "Jan Watson", with a stylized, flowing script.

Jan Watson  
Executive Assistant to the CEO  
& Clerk of the Authority

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

## BOARD MEETING

Thursday, June 16, 2016 at 1:30 p.m.  
Spokane Transit Authority Boardroom  
1229 West Boone Avenue, Spokane, Washington

### AGENDA

*Estimated meeting time: 110 minutes*

1. Call to Order and Roll Call
2. Approve Board Agenda *(Al French)*
3. Public Expressions
4. Recognitions and Presentations: *5 minutes*
  - A. Jeanette VanDort, Executive Assistant – Retirement *(Steve Blaska)*
  - B. Chuck Bercier, 1<sup>st</sup> Class Mechanic – Retirement *(Steve Blaska)*
  - C. Ken Hitt, Fixed Route Supervisor – Retirement *(Steve Blaska)*
5. Public Hearings: *20 minutes*
  - A. Draft 2016-2022 Transit Development Plan *(Karl Otterstrom)*  
*(Action will be taken at July 21, 2016 Board meeting)*
  - B. Draft Recommendation Fare (Tariff) Policy *(Steve Blaska)*  
*(Action will be taken at July 21, 2016 Board meeting)*
6. Board Action - Consent Agenda: *5 minutes*
  - A. Minutes of May 19, 2016 Board Meeting – Corrections/Approval
  - B. May 2016 Vouchers *(Lynda Warren)*
  - C. Establishment of STA Employee Wellness Program - Resolution *(French/Doolittle)*
  - D. Approval of Scope of Work for Cheney High Performance Transit (HPT) – Motion  
*(French/Otterstrom)*
7. Board Action – Committee Recommendations: *30 minutes*  
Planning & Development
  - A. Amendment to STA Moving Forward Plan - Resolution *(Waldref/Otterstrom)*
  - B. Federal Transit Administration (FTA) 5310 Project Funding Awards - Motion *(Waldref/Otterstrom)*
8. Board Action – Other: *None*
9. Board Operations Committee: *5 minutes*
  - A. Chair's Report *(Al French)*
10. Planning & Development Committee: *25 minutes*
  - A. Chair's Report *(Amber Waldref)*
    - i. New Service & Policy Considerations



11. Performance Monitoring & External Relations Committee: *15 minutes*
  - A. Chair's Report (*Tom Trulove*)
    - i. Draft Recommendation Fare (Tariff) Policy
12. CEO Report: *5 minutes*
13. Board Information: *no action or discussion*
  - A. Committee Minutes
  - B. April 2016 Financial Results Summary (*Lynda Warren*)
  - C. May 2016 Sales Tax Summary (*Lynda Warren*)
  - D. April 2016 Operating Indicators (*Steve Blaska*)
  - E. Fixed Route Ridership Performance Perspective (*Steve Blaska*)
  - F. Central City Line Strategic Overlay Plan (*Karl Otterstrom*)
  - G. Annual Passenger Facilities Report (*Karl Otterstrom*)
  - H. Disadvantaged Business Enterprise (DBE) Program & Proposed Goal for Federal Fiscal Years 2017, 2018 & 2019 (*Lynda Warren*)
14. New Business
15. Board Members' Expressions
16. Executive Session (*Workland Witherspoon*) *None*
17. Adjourn

Cable 5 Broadcast Dates and Times of June 16, 2016 Board Meeting:

Saturday, June 18, 2016	4:00 p.m.
Monday, June 20, 2016	10:00 a.m.
Tuesday, June 21, 2016	8:00 p.m.

Next Committee Meetings (STA Conference Rooms, West Boone Avenue, Spokane, Washington):

Planning & Development	<b>June 29, 2016, 10:00 a.m.</b> (Southside) 1229 West Boone
Performance Monitoring & External Relations	<b>June 29, 2016, 1:30 p.m.</b> (Southside) 1229 West Boone
Board Operations	<b>July 13, 2016, 1:30 p.m.</b> (Northside) 1230 West Boone

**\*Note the meetings for July of the Planning & Development and Performance Monitoring & External Relations Committees are a week early due to the July 4 holiday.**

**Next Board Workshop: (STA Boardroom, 1229 West Boone Avenue, Spokane, Washington)**  
**Board Effectiveness** **June 29, 2016, 11:30 a.m. – 1:30 p.m.**

**Next Board Meeting:** Thursday, July 21, 2016, 1:30 p.m., STA Boardroom, 1229 West Boone Avenue, Spokane, Washington.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: [www.spokanetransit.com](http://www.spokanetransit.com). A video of the Board meeting may be viewed on the website the day after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see [www.spokanetransit.com](http://www.spokanetransit.com). Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** 2.: **APPROVE BOARD AGENDA**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Al French, STA Board Chair

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**SUMMARY:**

At this time, the STA Board will review and approve the meeting agenda with any revisions enclosed in the grey folders.

**RECOMMENDATION TO BOARD:** Approve Board agenda.

**FINAL REVIEW FOR BOARD BY:**

Division Head                      Chief Executive Officer ESH Legal Counsel CM

### **3.**

#### **PUBLIC EXPRESSIONS**

At this time, the STA Board of Directors 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  
BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** 4.A.      JEANETTE VANDORT, EXECUTIVE ASSISTANT – RETIREMENT  
**REFERRAL COMMITTEE:**      N/A  
**SUBMITTED:**                  Steve Blaska, Director of Operations

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**SUMMARY:**

Jeanette VanDort is retiring from STA with 22 years of service. She was hired as an Executive Assistant to the Director of Paratransit in April 1994, and has worked in the Operations Division as my assistant for the past 12 years.

Jeanette has been so well thought of throughout STA and she has been the fountain of knowledge for any question regarding Operations and the Board/Committee process. She has kept me on track on a daily basis and has delivered excellent customer service during her career to the public, to her coworkers and to many Board and Committee members. Over the years she has been willing and eager to learn new technologies and became an expert to whom others come for advice.

I want to personally thank Jeanette for her years of service; her presence will be sorely missed from both a professional and personal perspective.

We all wish her the very best in her retirement whether she is tending to her garden, enjoying her dogs, or traveling to see family in Alaska.

Thank you, Jeanette, for your years of commitment and service to STA and the community.

**RECOMMENDATION TO BOARD:**      Recognize Jeanette VanDort for her years of service to STA and the Spokane community.

**FINAL REVIEW FOR BOARD BY:**

Division Head SB                  Chief Executive Officer LSM                  Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** **4.B.**: CHUCK BERCIER, FIRST CLASS MECHANIC - RETIREMENT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED:** Steve Blaska, Director of Operations

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**SUMMARY:** Chuck Bercier began his career with Spokane Transit on June 16, 1980 as a Servicer Cleaner in the Maintenance Department.

He was promoted during his career through the many positions available to him in that department. While he began as a Servicer Cleaner, he was promoted to 3<sup>rd</sup> Class mechanic, then 2<sup>nd</sup> Class mechanic, and finally moved up to 1<sup>st</sup> Class Mechanic.

Throughout his tenure in STA's Maintenance Department he worked in many areas including electrical, fare box, wheelchair, engines, transmission, and a short stop at the body shop. He was also part of the team selected for the Wall of Fame Award for the CAD/AVL, Motorola Radios, Camera Systems, and many other service enhancements.

Chuck has been very successful in his 36 years at STA and should be recognized as one of the key players in many of the accomplishments of Spokane Transit Authority.

We want to thank Chuck for his 36 years of service at STA. Everyone at STA would like to wish him the best in his retirement – we know he plans to do a lot of fishing and will enjoy spending more time with his family.

**RECOMMENDATION TO BOARD:** Recognize Chuck Bercier for his years of service and dedication to Spokane Transit and the Spokane community.

**FINAL REVIEW FOR BOARD BY:**

Division Head SB

Chief Executive Officer BSM

Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** **4.C.**: KENNIE "KEN" HITT FIXED ROUTE TRANSPORTATION SUPERVISOR  
- RETIREMENT

**REFERRAL COMMITTEE:** N/A

**SUBMITTED:** Steve Blaska, Director of Operations

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**SUMMARY:**

In 1978, Ken Hitt was hired as a Fixed Route Coach Operator. During his four years in that capacity, he was also the Chairman of the Employee Advisory Council and Co-Chair of the Rodeo Committee. Ken was promoted to Fixed Route Supervisor in 1982 and has remained in that position ever since.

Ken will begin his retirement enjoying his new "retirement recliner chair" and spending quality time with his family.

Thank you, Ken, for your 38 years of service and dedication to STA! Congratulations on your retirement.

**RECOMMENDATION TO BOARD:** Recognize Fixed Route Supervisor, Ken Hitt for his years of service and dedication to STA.

**FINAL REVIEW FOR BOARD BY:**

Division Head SB

Chief Executive Officer ESM

Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** 5.: **PUBLIC HEARING:**

A. Draft 2016-2022 Transit Development Plan

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Jan Watson, Executive Assistant to the CEO & Clerk of the Authority

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**SUMMARY:** The Chairman will conduct the public hearing as follows:

1. Open public hearing.
2. Call upon staff for a presentation (*Karl Otterstrom*).
3. Ask the board for questions or comments.
4. Open for comments from the public (ask 3 times for comments).
5. Close the hearing.

The draft 2016-2022 Transit Development Plan may be viewed at the link on the next page.

**RECOMMENDATION TO BOARD:** Conduct public hearing.  
(*Action at July 21, 2016 Board meeting*)

**FINAL REVIEW FOR BOARD BY:**

Division Head           /          

Chief Executive Officer ESM

Legal Counsel CM

Page Two

The draft 2016-2022 Transit Development Plan may be viewed at the following link:

[https://www.spokanetransit.com/files/content/Draft\\_2016\\_TDP\\_V3\\_5-26-16.pdf](https://www.spokanetransit.com/files/content/Draft_2016_TDP_V3_5-26-16.pdf)



**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 5 :** PUBLIC HEARING:

B. Draft Fare (Tariff) Recommendation

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Jan Watson, Executive Assistant to the CEO & Clerk of the Authority

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**SUMMARY:** The Chairman will conduct the public hearing as follows:

1. Open public hearing.
2. Call upon staff for a presentation (*Steve Blaska*).
3. Ask the board for questions or comments.
4. Open for comments from the public (ask 3 times for comments).
5. Close the hearing.

*See Board item 11.A.i for information on this subject*

**RECOMMENDATION TO BOARD:** Conduct public hearing.  
(*Action at July 21, 2016 Board meeting*)

**FINAL REVIEW FOR BOARD BY:**

Division Head       /      

Chief Executive Officer ESM

Legal Counsel UM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** **6.A.** MINUTES OF THE MAY 19, 2016 BOARD MEETING -  
CORRECTIONS AND/OR APPROVAL

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Jan Watson, Executive Assistant to the CEO & Clerk of the Authority

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**SUMMARY:**

Minutes of the May 19, 2016 Board meeting are attached for your information, corrections and/or approval.

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

**FINAL REVIEW FOR BOARD BY:**

Division Head           /          

Chief Executive Officer           ESM          

Legal Counsel           LM          

Attachment

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

## **BOARD OF DIRECTORS**

Draft Minutes of the May 19, 2016, Meeting  
Spokane Transit Boardroom  
1229 West Boone Avenue, Spokane, Washington

### **MEMBERS PRESENT**

Al French, Spokane County, *Chair*  
Shelly O'Quinn, Spokane County  
Amber Waldref, City of Spokane  
Lori Kinnear, City of Spokane  
(*Alternate for Candace Mumm*)  
Arne Woodard, City of Spokane Valley  
(*Alternate*)  
Ed Pace, City of Spokane Valley  
Tom Trulove, Small Cities Representative  
(Cheney)  
Steve Peterson, Small Cities Representative  
(Liberty Lake) (*Alternate*)  
Rhonda Bowers, Labor Representative  
Kevin Freeman, Small Cities Representative  
(Millwood) *Ex Officio*

### **MEMBERS ABSENT**

Aspen Monteleone, Small Cities Representative  
(Airway Heights)  
John Higgins, Small Cities Representative  
(Medical Lake) *Ex Officio*

### **STAFF PRESENT**

E. Susan Meyer, Chief Executive Officer  
Steve Blaska, Director of Operations  
Lynda Warren, Director of Finance & Information Services  
Karl Otterstrom, Director of Planning  
Steve Doolittle, Director of Human Resources  
Beth Bousley, Director of Communications & Customer  
Service  
Susan Millbank, Ombudsman & Accessibility Officer

### **PROVIDING LEGAL COUNSEL**

Laura McAloon, Workland Witherspoon PLLC

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1. **CALL TO ORDER AND ROLL CALL**  
Chair French called the meeting to order at 1:35 p.m. and conducted roll call.
  2. **APPROVE BOARD AGENDA**  
**Mr. Pace moved to approve the Board agenda, Mr. Trulove seconded and the motion passed unanimously.**
  3. **PUBLIC EXPRESSIONS**  
None.
  4. **RECOGNITIONS AND PRESENTATIONS**
    - A. **Commendation for Chuck Hafner, Retiring Board Member**  
On the occasion of his retirement from the Board, Mr. French congratulated Mr. Hafner for his outstanding leadership and dedication to Spokane Transit and the entire community. Mr. Hafner served as a Board member since 2011 and was Board Chair in 2013. A commemorative plaque was mailed to him.

**B. Rick Krochalis, FTA Region 10 Administrator – Recognition**

Ms. Meyer said STA's strategic partnership with the federal government began in 1981. For the past 14 years, Rick Krochalis has been key to this relationship in his position as the Regional Administrator for Region 10 of the Federal Transit Administration (FTA). His guidance over the years regarding federal funding for transit projects has been invaluable, and in recent years he has worked with staff on grant opportunities for the Central City Line. Ms. Meyer wished Mr. Krochalis best wishes on the occasion of his retirement. A commemorative plaque was mailed to him.

Mr. French added that he had also worked with him and expressed his thanks for being a good advocate for Spokane Transit.

**C. 2015 Safety Awards**

Mr. Doolittle said the safety awards are reported annually. There are many employees who earned a safety award in 2015 and he read names of those with 25 years and more: Fixed Route Mechanic, Steve Caro, has 37 years of safe service; Claudia Davis, Coach Operator, has 36 years; and, Kevin Eaton, Coach Operator, has 35 years.

**D. 2015 Perfect Attendance Awards**

Mr. Doolittle presented the names of those employees who achieved perfect attendance in 2015.

**5. BOARD ACTION – CONSENT AGENDA**

**Mr. Trulove moved to approve the following consent agenda items 5. A through C. Mr. Pace seconded and the motion passed with Mr. Woodard abstaining.**

**A. Approve the minutes of the April 21, 2016 Board meeting.**

**B. Approve the following vouchers and payroll for April 2016:**

<b><u>DESCRIPTION</u></b>	<b><u>VOUCHER/ACH NUMBERS</u></b>	<b><u>AMOUNT</u></b>
Accounts Payable Vouchers (April)	Nos. 589114 - 589542	\$ 3,710,559.75
Workers Comp Vouchers (April)	Nos. 216845 - 217053	\$ 86,097.90
Payroll 04/01/2016	ACH – 04/01/2016	\$ 1,045,419.43
Payroll 04/15/2016	ACH – 04/15/2016	\$ 1,107,960.06
Payroll 04/29/2016	ACH – 04/29/2016	\$ 1,122,612.09
WA State – DOR (Use Tax)	ACH – W0640	\$ 7,877.09
<b>APRIL TOTAL</b>		<b>\$ 7,080,526.32</b>

**C. Award a Contract for Mobility Training Services, Volunteer Mobility Mentor program coordination and services to conduct ADA Eligibility In-person Assessments, to Paratransit, Inc., Innovative Paradigms Division for the total amount of \$3,350,367 for the length of the 5 ½ year contract. The contract allows for two optional years at the end of the contract.**

**6. BOARD ACTION – COMMITTEE RECOMMENDATIONS:**

**Board Operations Committee**

**A. Confirmation of Chair to Performance Monitoring & External Relations Committee for 2016**

Mr. French said as a result of the resignation of Council Member Hafner, there is a vacancy for the position of Chair of the Performance Monitoring & External Relations Committee. He asked Mayor Trulove to be Chair and he agreed. As Chair of a Board committee, Mr. Trulove automatically becomes a member of the Board Operations Committee.

**Mr. Peterson moved to confirm the appointment of Mayor Trulove as Chair of the Performance Monitoring & External Relations Committee. Ms. Waldref seconded and the motion passed unanimously.**

B. Confirmation of Appointment of Board Members to Board Operations Committee for 2016

Since Mr. Hafner was also a member of the Board Operations Committee a Board member from the City of Spokane Valley is required to fill that position. Mr. French said he asked Council Member Pace to join that committee and he agreed.

**Mr. Peterson moved to confirm the appointments of Council Member, Ed Pace, representing the City of Spokane Valley; and, Mayor Trulove, as Chair of the Performance Monitoring & External Relations Committee, to the Board Operations Committee. Mr. Woodard seconded and the motion passed unanimously.**

7. BOARD ACTION – OTHER:

None.

8. BOARD OPERATIONS COMMITTEE:

A. Chair's Report

Mr. French said the committee discussed next steps for the STA Moving Forward projects and also the ballot measure. He added that the services of Eva Marquette, owner of the FreshVue consulting firm, have been procured for Board training in communication and effectiveness. Ms. Marquette has invited Board members to meet with her on an individual basis prior to the Board workshop to be held before the regular Board meeting on June 16, 2016 at 1:00 p.m.

Mr. Freeman left at 1:45 p.m.

9. PLANNING & DEVELOPMENT COMMITTEE:

A. Chair's Report

i. STA Moving Forward Groundwork Activities

Ms. Waldref asked Mr. Otterstrom to present this topic.

Mr. Otterstrom said last month the Board adopted a resolution approving a transit ballot measure. The Board has discussed moving some proposed route improvements and new service to earlier in the process. A new handout on the Moving Forward projects has been distributed with suggested changes to the timeline.

Mr. Otterstrom added that even though the ballot will not take place until November 8, 2016, planning documents need to be updated as soon as possible. If the ballot is successful, funding will not be received until June 2017. It is suggested that priority projects will begin in May 2017, e.g. adding service in the Spokane Valley on Indiana Avenue to access the new medical center and other businesses. The new project list is in draft form and he suggests using it as an appendix in the Moving Forward Plan. Some projects in the list have grant funding, such as the enhanced passenger amenities on the proposed Monroe/Regal corridor. The Scope of Work for High Performance Transit (HPT) in Cheney will go to the Performance Monitoring & External Relations (PMER) Committee for approval in June. Ballot measure education is very important and a public education strategy will be presented to PMER for review in June.

Mr. Peterson said he attended a recent meeting at the Spokane Regional Transportation Council (SRTC) where the subject of electric and driverless cars was discussed. He distributed to Board members a list of items he would like the Board to consider in transit planning. These included embracing the driverless car, van and bus; establishing vanpools using electric car models within five years; including Uber and Zip cars; increasing fares rather than using tax dollars; and, airport service from among the West Plains' cities. He said he would like the Board Operations Committee to consider this list.

Ms. O'Quinn arrived at 2:08 p.m.

Mr. Peterson also added that management should be held accountable for ridership goals and public comment should be acted upon e.g. a request at last month's Board meeting for more service from Skils'kin at Fairchild Air Force Base.

Mr. French suggested these recommendations could be a task for the Planning & Development Committee at the June 1 meeting.

ii. Preliminary Draft Transit Development Plan (TDP)

Mr. Otterstrom gave an outline of the hierarchy of STA's plans. The TDP is a six year plan required to be submitted to the Washington State Department of Transportation (WSDOT) each year. The TDP includes the Service Implementation Plan (SIP) and the Capital Improvement Program (CIP) and it is part of STA's Comprehensive Plan.

A link to the preliminary TDP is included in the Board packet.

There will be a public hearing on the TDP in June with Board action in July.

Mr. Otterstrom said staff will use the same financial assumptions developed by the Board last year and amendments to the plans will need to be made if the ballot measure is successful.

Ms. Waldref asked if there will be any change to phasing in new buses.

Mr. Blaska said there will be the same number of new buses through the TDP timeframe but some will be purchased earlier.

The development of the TDP has been done through the work of the Planning & Development Committee and Ms. Waldref said Board members who do not serve on that committee are welcome to attend any of the meetings.

Ms. O'Quinn said she would email Mr. Otterstrom details of service expansion and projects that she would like to add to the list of projects in the Moving Forward plan.

10. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:

A. Chair's Report – None.

*Meeting cancelled.*

11. CEO REPORT

Guest Editorials

The Spokesman Review recently published two transit-related guest editorials at opposite ends in opinion. The May 15 editorial asserted that STA should operate like the Denver Regional Transportation District (RTD), which contracts out its bus service and achieves greater cost efficiency. However STA's actual cost per hour is 4.9% lower and cost per passenger is 5.6% lower than Denver's rates.

The editorial also included incorrect ridership projections for the Central City Line. The actual ridership projections are 29 boardings per hour; higher per mile than Division Street which is currently the highest in the system.

Ridership

Ms. Meyer reported that fixed route bus ridership in April 2016 decreased by 6.3% over April 2015 for a 4.0% decrease year-to-date. The ridership goal is a growth of 1.5%. Student ridership is down and lower ridership is a national trend.

Paratransit ridership decreased by 1.8% over April 2015 for a 2.8% increase year-to-date.

Vanpool ridership decreased by 15.7% over April 2015 for a 9.8% decrease year-to-date. There are 94 vans in service versus 97 in April 2015. Commuters who use vanpool may have access to cars and prefer to use that mode of transportation when gas prices are low. The recent strike at Triumph may have also contributed to the decline since they have 14 vanpool vans.

It should be noted that April 2016 had one fewer weekday than April 2015.

Non-Capital Revenue

Through March 2016, at \$17.9M, non-capital revenue is 25.4% of budget.

Sales Tax Revenue

April 2016 sales tax revenue (collected on February 2016 retail sales) increased 6.3% over April 2015 for a year-to-date increase of 5.5% over budget.

Operating Expenditures

Through March 2016, at \$13.5M, operating expenses are 21.7% of budget.

Routing Change in Spokane Valley

On Sunday, May 15, 2016, valley route #32 was extended to bring service closer to Centerplace and the Valley YMCA. This was a planned improvement coordinated with Spokane Valley staff.

Spokane Falls Community College (SFCC)

STA staff has been working with the City of Spokane and SFCC to find ways to improve the safety and accessibility of bus stops along Fort George Wright Drive. The final study will be presented to the Planning & Development Committee in June.

Ms. Waldref said enrolment at SFCC has decreased so the number of students riding the bus has probably declined. She asked if staff considers enrolment when ridership projections are made.

Ms. Meyer said STA's Communications Department is consistently working on student pass programs and promotions with all the area higher education facilities.

12. BOARD INFORMATION

- A. Committee Minutes
- B. March 2016 Financial Results Summary
- C. April 2016 Sales Tax Summary
- D. March 2016 Operating Indicators

13. NEW BUSINESS – None.

14. BOARD MEMBERS' EXPRESSIONS

Mr. Peterson said the Liberty Lake City Council is working on the new town square and community center.

Mr. Woodard said construction will begin soon on the new City Hall in the Spokane Valley. He said he expects transit ridership to increase as a result.

Ms. Waldref thanked Board members and staff who attended the speaking engagements on May 5 with John Robert Smith, Chair of the Transportation for America Board. Mr. Smith is a transit advocate and a former Mayor of Meridian, Mississippi.

Mr. Trulove said STA staff will make a presentation on fares at the Cheney City Council meeting on Tuesday, May 24.

15. EXECUTIVE SESSION – None.

16. ADJOURNED

With no further business to come before the Board, Chair French adjourned the meeting at 2:38 p.m.

Respectfully submitted,



Jan Watson  
Executive Assistant to the CEO  
& Clerk of the Authority

A video of the Board meeting may be viewed on STA's website  
[www.spokanetransit.com](http://www.spokanetransit.com) the week after the meeting.

Cable 5 Broadcast Dates and Times of May 19, 2016 Board Meeting:

Saturday, May 21, 2016	4:00 p.m.
Monday, May 23, 2016	10:00 a.m.
Tuesday, May 24, 2016	8:00 p.m.

Next Committee Meetings (STA Conference Rooms, West Boone Avenue, Spokane, Washington):

Planning & Development	June 1, 2016, 10:00 a.m. (Southside) 1230 West Boone
Performance Monitoring & External Relations	June 1, 2016, 1:30 p.m. (Southside) 1230 West Boone
Board Operations	June 8, 2016, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, June 16, 2016, 1:30 p.m., STA Boardroom, 1230 West Boone Avenue, Spokane, Washington.

Next Board Workshop: Wednesday, June 29, 2016, 11:30 a.m., (Southside), 1230 West Boone Avenue, Spokane, Washington.



**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 6.B. MAY 2016 VOUCHERS - MOTION**

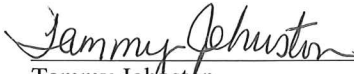
**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Lynda Warren, Director of Finance & Information Services  
Lynn Holmes, Financial Services Manager  
Tammy Johnston, Budget and Accounting Manager

**SUMMARY:** The following warrants and ACH transfers for the period of May 1 through 31, 2016 have been audited and processed for payment by the Finance Department in accordance with RCW 42.24.080 and are hereby recommended for STA Board approval. Supporting invoices are in the Finance Department for review.


<u>DESCRIPTION</u>	<u>VOUCHER/ACH NUMBERS</u>	<u>AMOUNT</u>
Accounts Payable Vouchers (May)	Nos. 589543 - 589920	\$ 3,203,094.94
Workers Comp Vouchers (May)	Nos. 217054 - 217307	\$ 113,212.09
Payroll 05/13/2016	ACH - 05/13/2016	\$ 1,136,671.52
Payroll 05/27/2016	ACH - 05/27/2016	\$ 1,087,450.88
WA State - DOR (Use Tax)	ACH - W0640	\$ 6,632.19
Travel Advance	No. 2018	\$ 282.40
<b>MAY TOTAL</b>		<b>\$ 5,547,344.02</b>

Certified:

  
Tammy Johnston  
Budget and Accounting Manager

  
Lynn Holmes  
Financial Services Manager

This certifies that the above vouchers have been audited and certified as required by RCW 42.24.080.

  
Lynda Warren  
Director of Finance & Information Services  
(Auditing Officer)

**RECOMMENDATION TO BOARD:** Approve claims as listed above.

**FINAL REVIEW FOR BOARD BY:**

Division Head LCW

Chief Executive Officer ESM

Legal Counsel UM

Spokane Transit Authority  
Vouchers - May 2016

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
02/12/16	588625	Ann Frunk	VOID	-35.00
05/05/16	589543	Air Electric Equipment & Tools Inc	1044	59.48
05/05/16	589544	Amplified Wax	1065	755.47
05/05/16	589545	Assa Abloy Entrance Systems US Inc	1047	564.53
05/05/16	589546	Auto B Clean Inc	1077	2,062.58
05/05/16	589547	Avista Corporation	1081	1,921.37
05/05/16	589548	Battery Systems Inc	1089	3,152.30
05/05/16	589549	Black Realty Management Inc	1658	28,531.82
05/05/16	589550	Blanchard Auto Electric	1109	878.35
05/05/16	589551	Canon Financial Services Inc	1154	220.67
05/05/16	589552	Carquest Auto Parts	1025	540.80
05/05/16	589553	CCP Industries	1909	450.49
05/05/16	589554	Consolidated Electrical Distributors Inc	1133	178.38
05/05/16	589555	Consolidated Electrical Distributors	1133	221.10
05/05/16	589556	QWEST Corporation	1148	421.14
05/05/16	589557	QWEST Corporation	1148	110.69
05/05/16	589558	City of Cheney - Utility	1158	240.87
05/05/16	589559	City of Spokane	1601	4,960.68
05/05/16	589560	Clean Concepts Group Inc	1471	989.70
05/05/16	589561	Idaho Truck Specialties LLC	1161	425.56
05/05/16	589562	Coffman Engineers Inc	1162	3,705.18
05/05/16	589563	Comcast Holdings Corporation	1170	106.15
05/05/16	589564	Washington State Dept of Corrections	1708	552.91
05/05/16	589565	Cummins Inc	1027	15,604.24
05/05/16	589566	Desautel Hege	1839	300.00
05/05/16	589567	Electrical Service Products Inc	1230	557.63
05/05/16	589568	Fastenal Company	1249	611.67
05/05/16	589569	Federal Express Corporation	1808	45.56
05/05/16	589570	Ferguson Enterprises Inc	1252	1,554.44
05/05/16	589571	Galls LLC	1271	1,874.85
05/05/16	589572	Gillig LLC	1279	20,505.56
05/05/16	589573	W.W. Grainger Inc	1285	4,746.11
05/05/16	589574	Group Health Cooperative	1296	2,438.78
05/05/16	589575	Group Health Options Inc	1295	673.58
05/05/16	589576	Hogan Mfg Inc	1008	306.32
05/05/16	589577	Humanix Corp	1329	5,558.76
05/05/16	589578	IR Specialty Foam LLC	1345	216.66
05/05/16	589579	John Hanke	1303	85.00
05/05/16	589580	Liberty Lake Sewer and Water District	1396	90.82
05/05/16	589581	Michael Boodel	1804	230.00
05/05/16	589582	Modern Electric Water Co Inc	1439	1,919.73
05/05/16	589583	Mohawk Manufacturing & Supply Co	1011	1,626.22
05/05/16	589584	Motion Auto Supply Inc	1012	271.27
05/05/16	589585	Genuine Parts Company	1014	117.71
05/05/16	589586	NAPA Auto Parts Inc	1014	422.52
05/05/16	589587	Transit Holdings Inc	1015	1,432.05
05/05/16	589588	Newark Corporation	1463	147.16
05/05/16	589589	Office Depot Inc	1483	80.35
05/05/16	589590	Paratransit Inc	1501	38,190.73
05/05/16	589591	Penser North America Inc	1502	8,100.00
05/05/16	589592	Perfection Tire #5 Inc	1504	5,859.36
05/05/16	589593	Purchase Power	1513	520.99
05/05/16	589594	Pro Mechanical Services Inc	1897	1,988.25
05/05/16	589595	Pure Filtration Products Inc	1531	200.99
05/05/16	589596	Brandon Rapez-Betty	1537	375.45
05/05/16	589597	Remnicha Inc	1540	175.53
05/05/16	589598	The Sherwin-Williams Co	1580	461.79
05/05/16	589599	Spokane County Treasurer	1603	53.55
05/05/16	589600	Spokane Hardware Supply	1604	202.49
05/05/16	589601	Summit Rehabilitation Associates PLLC	1638	405.00
05/05/16	589602	CRJW Enterprises Inc	1873	2,929.47
05/05/16	589603	US Bank National Association	1698	14,407.28
05/05/16	589604	Washington State	1709	1,565.06

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
05/05/16	589605	Walter E Nelson Co	1721	2,706.10
05/05/16	589606	WCP Solutions	1737	2,426.18
05/05/16	589607	Washington State Transit Assoc	1715	45.00
05/05/16	589608	XO Holdings	1757	925.15
05/11/16	589609	Ferrellgas	1833	3,137.02
05/12/16	589610	Inland Welding Supply Inc	1032	161.42
05/12/16	589611	AFSCME	1328	356.24
05/12/16	589612	Allied Safe & Vault Co Inc	1052	14.13
05/12/16	589613	Amazon.Com LLC	1054	571.48
05/12/16	589614	Amalg Transit Union #1015	1055	18,559.76
05/12/16	589615	Amalg Transit Union #1598	1056	558.23
05/12/16	589616	Avista Corporation	1081	27,386.59
05/12/16	589617	Battery Systems Inc	1089	153.18
05/12/16	589618	Blanchard Auto Electric Co	1109	48.48
05/12/16	589619	Bridgestone Americas Inc	1119	7,521.72
05/12/16	589620	Bearing Distributors Inc	1022	422.84
05/12/16	589621	Daniel H Brunner Trustee	1124	3,483.81
05/12/16	589622	Carquest Auto Parts	1025	1,832.42
05/12/16	589623	Consolidated Electrical Distributors	1133	68.64
05/12/16	589624	Child Support Enforcement Agency	1825	392.30
05/12/16	589625	City of Medical Lake	1424	79.47
05/12/16	589626	City of Spokane	1601	3,042.71
05/12/16	589627	Clean Concepts Group Inc	1471	202.42
05/12/16	589628	Kathleen M Collins	1163	4,582.64
05/12/16	589629	Conseal Containers LLC	1176	271.75
05/12/16	589630	Consolidated Irrigation	1177	36.63
05/12/16	589631	Cooperative Supply Inc	1026	81,814.73
05/12/16	589632	Creative Bus Sales Inc	1233	450.18
05/12/16	589633	Cummins Inc	1027	20,338.57
05/12/16	589634	Downtown Spokane Ventures Association	1685	3,000.00
05/12/16	589635	Department of Social and Health Services	1210	3,815.98
05/12/16	589636	Employee Advisory Council	1236	482.00
05/12/16	589637	Edge Construction Supply Inc	1224	404.36
05/12/16	589638	El Jay Oil Co Inc	1003	47.83
05/12/16	589639	Federal Express Corporation	1808	13.93
05/12/16	589640	Freedman Seating Company	1827	168.26
05/12/16	589641	Galls LLC	1271	5,184.49
05/12/16	589642	SPX Corporation	1268	360.28
05/12/16	589643	Karla Gibbons	1277	107.00
05/12/16	589644	Gillig LLC	1279	21,463.97
05/12/16	589645	Global Equipment Company Inc	1280	32.63
05/12/16	589646	W.W. Grainger Inc	1285	413.65
05/12/16	589647	Graybar Electric Co Inc	1287	471.41
05/12/16	589648	Rene Guerrero	1297	828.56
05/12/16	589649	Haskins Steel Company Inc	1309	95.76
05/12/16	589650	Hogan Mfg Inc	1008	108.08
05/12/16	589651	K Lynn Holmes	1317	1,182.23
05/12/16	589652	Home Depot Credit Services	1318	164.50
05/12/16	589653	Horizon Distributors Inc	1321	412.71
05/12/16	589654	Humanix Corp	1329	314.16
05/12/16	589655	IBI Group	1336	7,765.00
05/12/16	589656	Tammy Johnston	1362	861.71
05/12/16	589657	William Corp	1363	598.05
05/12/16	589658	Kaman Industrial Tech	1370	459.83
05/12/16	589659	M & L Supply Co Inc	1413	1,001.10
05/12/16	589660	Maintenance Solutions	1418	229.64
05/12/16	589661	McGuire Bearing Company	1010	0.00
05/12/16	589662	Mohawk Manufacturing & Supply Co	1011	1,279.16
05/12/16	589663	Motion Auto Supply Inc	1012	120.90
05/12/16	589664	MV Public Transportation Inc	1452	314,028.35
05/12/16	589665	Genuine Parts Company	1014	4.05
05/12/16	589666	NAPA Auto Parts Inc	1014	371.76
05/12/16	589667	Legend Investments Inc	1454	662.25
05/12/16	589668	National Color Graphics Inc	1455	8,843.19
05/12/16	589669	Steve Nenno	1459	890.34
05/12/16	589670	Transit Holdings Inc	1015	1,437.86

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
05/12/16	589671	Nords' Electric Supply Inc	1016	92.57
05/12/16	589672	Norlift Inc	1470	59.79
05/12/16	589673	Northwest Vital Records Center Inc	1476	440.27
05/12/16	589674	Office Depot Inc	1483	65.42
05/12/16	589675	Anthony King	900	20.07
05/12/16	589676	Purchase Power	1513	2,637.68
05/12/16	589677	Pizza Rita Inc	1515	400.00
05/12/16	589678	Pressworks Inc	1522	107.61
05/12/16	589679	Provantage LLC	1527	204.67
05/12/16	589680	Pure Filtration Products Inc	1531	333.49
05/12/16	589681	Kristi Rockwell	1928	130.34
05/12/16	589682	Wilpat Enterprises Inc	1550	232.47
05/12/16	589683	S T A - Well	1557	343.00
05/12/16	589684	Safety Kleen Systems Inc	1564	27,642.00
05/12/16	589685	Securitas Security Svcs	1574	21,801.87
05/12/16	589686	Six Robblees Inc	1017	6,529.18
05/12/16	589687	Spokane County Utilities	1603	493.05
05/12/16	589688	Spokane House of Hose Inc	1605	168.66
05/12/16	589689	Spokane Pump Inc	1609	323.66
05/12/16	589690	State of Arizona	1770	494.25
05/12/16	589691	Stoneway Electric Supply Co	1633	329.71
05/12/16	589692	Jacqueline Tjards	1656	848.66
05/12/16	589693	American Service Corp	1663	950.00
05/12/16	589694	United Way of Spokane County	1684	363.00
05/12/16	589695	Verizon Wireless LLC	1686	1,410.15
05/12/16	589696	American Federation of State County 2 WA Council	1705	1,655.86
05/12/16	589697	Washington State	1209	413,949.91
05/12/16	589698	Washington State Dept of Labor and Industries	1208	85,923.34
05/12/16	589699	Washington State Dept of Labor and Industries	1208	585.10
05/12/16	589700	Walter E Nelson Co	1721	671.49
05/12/16	589701	Waste Management Spokane	1702	283.09
05/12/16	589702	Janet Watson	1729	1,164.48
05/12/16	589703	Sandra Wentz	1736	164.50
05/12/16	589704	Whitworth Water District No 2	1746	21.01
05/12/16	589705	Wilbur-Ellis Company	1747	81.53
05/12/16	589706	Wilbur Ellis Company	1747	1,087.88
05/12/16	589707	XO Holdings	1757	5,813.61
05/19/16	589708	Amazon.Com LLC	1054	223.25
05/19/16	589709	APA-Inland Empire Section	1062	210.00
05/19/16	589710	ArchiveSocial Inc	1920	2,388.00
05/19/16	589711	Appleway Chevrolet Inc	1068	210.96
05/19/16	589712	B & H Foto & Electronics Corp	1082	136.18
05/19/16	589713	Thomas F Barber	1931	35.00
05/19/16	589714	Battery Systems Inc	1089	1,675.03
05/19/16	589715	Fyrne M Bemiller	1098	15.00
05/19/16	589716	Robert J Berg	1099	385.88
05/19/16	589717	Black Realty Management Inc	1658	28,411.39
05/19/16	589718	Bridgestone Americas Inc	1119	21,552.33
05/19/16	589719	Diana Broach	1121	87.00
05/19/16	589720	Camp Chevrolet	1024	70.50
05/19/16	589721	Camp Automotive Inc	1024	173.92
05/19/16	589722	Ann Campeau	1151	15.00
05/19/16	589723	Carquest Auto Parts	1025	1,868.95
05/19/16	589724	CH2M Hill Inc	1131	12,183.80
05/19/16	589725	City of Spokane	1601	2,057.20
05/19/16	589726	City of Spokane	1601	3,480.59
05/19/16	589727	Coffman Engineers Inc	1162	6,983.57
05/19/16	589728	Comcast Holdings Corporation	1170	578.16
05/19/16	589729	WA State Consolidated Technology Services	1712	133.52
05/19/16	589730	Cooperative Supply Inc	1026	26,276.63
05/19/16	589731	Michael Hugh Maycumber	1179	2,010.95
05/19/16	589732	Delta Dental of Washington	1726	49,755.20
05/19/16	589733	Delta Dental of Washington	1726	96.80
05/19/16	589734	Dubois Chemicals Inc	1220	1,079.39
05/19/16	589735	El Jay Oil Co Inc	1003	2,743.10
05/19/16	589736	Ferrellgas	1833	40.11
05/19/16	589737	Metavante Corporation	1258	436.92
05/19/16	589738	Victor R Frazier	1264	15.00
05/19/16	589739	Ann Frunk	1306	35.00
05/19/16	589740	Galls LLC	1271	3,263.97
05/19/16	589741	Gard Communications Inc	1272	695.00

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
05/19/16	589742	SPX Corporation	1268	236.96
05/19/16	589743	Gillig LLC	1279	12,662.34
05/19/16	589744	Diamond Auto Glass Inc	1308	221.75
05/19/16	589745	W.W. Grainger Inc	1285	2,890.46
05/19/16	589746	Graphic Products Inc	1286	1,779.18
05/19/16	589747	Greenburo	1290	4,998.84
05/19/16	589748	Group Health Cooperative	1296	122,318.50
05/19/16	589749	Group Health Options Inc	1295	5,078.76
05/19/16	589750	Group Health Options Inc	1295	1,010.37
05/19/16	589751	H W Lochner Inc	1405	12,007.91
05/19/16	589752	H W Lochner Inc	1405	18,172.18
05/19/16	589753	Charles M Hansen	1305	15.00
05/19/16	589754	Cramblit Inc	1322	538.07
05/19/16	589755	Charlie Howell	1816	15.00
05/19/16	589756	Humanix Corp	1329	1,829.80
05/19/16	589757	IBI Group	1336	44,066.85
05/19/16	589758	Margaret S Jones	1365	15.00
05/19/16	589759	Troy Kennedy	1933	73.00
05/19/16	589760	Kershaw's Inc	1374	517.41
05/19/16	589761	Group W Marketing	1375	600.00
05/19/16	589762	Kimmel Athletic Supply Co Inc	1376	108.65
05/19/16	589763	Laird Plastics	1383	319.14
05/19/16	589764	Lawrence A Lapidus	1386	15.00
05/19/16	589765	Loomis Armored US LLC	1408	4,915.07
05/19/16	589766	Erika Loyal	1410	130.34
05/19/16	589767	Dean Lynch	1411	15.00
05/19/16	589768	M & L Supply Co Inc	1413	8,589.28
05/19/16	589769	Metroline Inc	1429	1,783.92
05/19/16	589770	Car Wash Partners Inc	1436	12.17
05/19/16	589771	Allison Mitchell	1927	296.52
05/19/16	589772	Mohawk Manufacturing & Supply Co	1011	609.50
05/19/16	589773	Motion Auto Supply Inc	1012	40.76
05/19/16	589774	Mountain Consulting Services LLC	1450	2,784.15
05/19/16	589775	Genuine Parts Company	1014	2,987.72
05/19/16	589776	Transit Holdings Inc	1015	419.32
05/19/16	589777	Tammy Lynne Glidewell	1282	1,071.00
05/19/16	589778	Octava Inc	1868	313.20
05/19/16	589779	Office Depot Inc	1483	129.38
05/19/16	589780	Office Depot Inc	1483	40.22
05/19/16	589781	Frances Anna Papenleur	1500	15.00
05/19/16	589782	Paratransit Inc	1501	39,349.73
05/19/16	589783	Power Machine Service Inc	1519	807.42
05/19/16	589784	Pressworks Inc	1522	2,276.72
05/19/16	589785	KC Auto Paint and Supplies Inc	1526	2,774.46
05/19/16	589786	Travis Rosengrant	1915	150.42
05/19/16	589787	Philip Rudy	1551	15.00
05/19/16	589788	Schetky Northwest Sales Inc	1570	1,440.28
05/19/16	589789	Securitas Security Svcs	1574	21,629.04
05/19/16	589790	Six Robblees Inc	1017	1,604.02
05/19/16	589791	Spartan Solutions LLC	1594	9,560.00
05/19/16	589792	Spokane Hardware Supply	1604	396.76
05/19/16	589793	Spokane House of Hose Inc	1605	213.59
05/19/16	589794	Spokane Pump Inc	1609	1,265.10
05/19/16	589795	Staples Advantage	1627	458.23
05/19/16	589796	The Engraver Inc	1242	101.09
05/19/16	589797	Thermo King Northwest Inc	1650	118.86
05/19/16	589798	TrendSource Inc	1671	2,299.08
05/19/16	589799	Verizon Wireless LLC	1686	5,438.69
05/19/16	589800	Washington State	1709	345.96
05/19/16	589801	Walter E Nelson Co	1721	353.19
05/19/16	589802	Linda M Polley	1731	1,092.44
05/19/16	589803	Wells Fargo Ins Svcs USA Inc	1735	717.42
05/19/16	589804	Wells Fargo Financial Leasing Inc	1735	1,688.42
05/19/16	589805	Wendle Motors Incorporated	1021	133.37
05/19/16	589806	White Block Company Inc	1745	499.70
05/19/16	589807	Wilbur Ellis Company	1747	655.19
05/19/16	589808	Workland & Witherspoon PLLC	1843	5,750.00
05/19/16	589809	Washington State Transit Assoc	1715	250.00
05/19/16	589810	XO Holdings	1757	1,716.35
05/24/16	589811	Catered for You Inc	1811	4,125.17
05/26/16	589812	CBS Reporting Inc	1035	182.00

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
05/26/16	589813	AFSCME	1328	356.24
05/26/16	589814	Aramark Uniform & Career Apparel Group Inc	1069	5,726.02
05/26/16	589815	Argus Integrated Services LLC	1071	3,056.09
05/26/16	589816	Aronson Security Group	1070	10,555.85
05/26/16	589817	Amalg Transit Union #1015	1055	19,033.76
05/26/16	589818	Amalg Transit Union #1598	1056	570.63
05/26/16	589819	Amalg Transit Union-Cope	1057	477.30
05/26/16	589820	Avista Corporation	1081	383.59
05/26/16	589821	AxleTech International	1892	2,040.00
05/26/16	589822	Battery Systems Inc	1089	162.12
05/26/16	589823	Robert J Berg	1099	125.01
05/26/16	589824	Blanchard Auto Electric	1109	224.81
05/26/16	589825	Bearing Distributors Inc	1022	51.09
05/26/16	589826	Daniel H Brunner Trustee	1124	3,521.31
05/26/16	589827	California Department of Child Support Services	1130	148.26
05/26/16	589828	Carquest Auto Parts	1025	1,106.81
05/26/16	589829	Carr Sales Co Inc	1925	139.10
05/26/16	589830	Cascade Centers Inc	1142	3,006.70
05/26/16	589831	Consolidated Electrical Distributors	1133	1,126.49
05/26/16	589832	QWEST Corporation	1148	241.72
05/26/16	589833	Cerium Networks Inc	1149	2,282.70
05/26/16	589834	Child Support Enforcement Agency	1825	392.30
05/26/16	589835	City of Spokane	1601	90.68
05/26/16	589836	Michael Hugh Maycumber	1179	2,010.95
05/26/16	589837	Washington State Dept of Corrections	1708	802.21
05/26/16	589838	Cummins Inc	1027	23,727.45
05/26/16	589839	Cummins-Allison Corp	1192	2,025.08
05/26/16	589840	DCT Controls Inc	1198	86.96
05/26/16	589841	Desautel Hege	1839	20,612.15
05/26/16	589842	Joel and Julie Diamond	1212	5,250.00
05/26/16	589843	Stephen Doolittle	1216	577.12
05/26/16	589844	Dept Social Health - DSHS	1210	3,625.63
05/26/16	589845	Leslie Enterprises Inc	1891	148.92
05/26/16	589846	Employee Advisory Council	1236	480.00
05/26/16	589847	Electronic Data Magnetics Inc	1225	12,065.70
05/26/16	589848	El Jay Oil Co Inc	1003	73.75
05/26/16	589849	Electrical Service Products Inc	1230	1,084.29
05/26/16	589850	Ergo Works Inc	1244	606.69
05/26/16	589851	Fasteners Inc	1250	429.78
05/26/16	589852	Federal Express Corporation	1808	74.72
05/26/16	589853	Fleet-Net Corporation	1260	1,331.58
05/26/16	589854	Galls LLC	1271	75.01
05/26/16	589855	Gibson's Nursery & Landscape Supply Inc	1278	141.31
05/26/16	589856	Gillig LLC	1279	2,695.67
05/26/16	589857	W.W. Grainger Inc	1285	1,813.46
05/26/16	589858	Graphic Products Inc	1286	1,264.99
05/26/16	589859	Todd Griffith	1294	42.00
05/26/16	589860	H & H Business Systems	1298	1,022.76
05/26/16	589861	Darin Hoffman	1315	305.98
05/26/16	589862	Hogan Mfg Inc	1008	398.40
05/26/16	589863	Horizon Distributors Inc	1321	152.27
05/26/16	589864	HRA Veba Trust	1415	17,308.39
05/26/16	589865	Humanix Corp	1329	11,869.15
05/26/16	589866	Icon Corporation	1845	733.73
05/26/16	589867	Corporate Tech LLC	1355	9,126.47
05/26/16	589868	William Corp	1363	120.63
05/26/16	589869	Kershaw's Inc	1374	905.48
05/26/16	589870	Kone Inc	1380	820.69
05/26/16	589871	Les Schwab Tire Centers of Washington Inc	1393	376.61
05/26/16	589872	Lithia of Spokane II Inc	1088	442.02
05/26/16	589873	McGuire Bearing Company	1010	92.85
05/26/16	589874	Mohawk Manufacturing & Supply Co	1011	585.74
05/26/16	589875	Momar Inc	1441	888.75
05/26/16	589876	Motion Auto Supply Inc	1012	94.57
05/26/16	589877	Mouser Electronics Inc	1449	116.74
05/26/16	589878	MV Public Transportation Inc	1452	322,631.97
05/26/16	589879	Genuine Parts Company	1014	546.64
05/26/16	589880	NAPA Auto Parts Inc	1014	6,373.23
05/26/16	589881	Legend Investments Inc	1454	65.22
05/26/16	589882	National Color Graphics Inc	1455	5,056.98
05/26/16	589883	Transit Holdings Inc	1015	2,740.02

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
05/26/16	589884	Nwestco LLC	1474	147.23
05/26/16	589885	Occupational Medicine Associates PS	1482	2,381.00
05/26/16	589886	Oil Re-Refining Co Inc	1486	182.34
05/26/16	589887	Oxarc Inc	1002	275.55
05/26/16	589888	Charlie Phillips	1508	36.00
05/26/16	589889	Pitney Bowes Global Financial Svcs LLC	1512	163.28
05/26/16	589890	Rexel Inc	1517	221.51
05/26/16	589891	Pocket Press Inc	1858	152.83
05/26/16	589892	Power Machine Service Inc	1519	807.42
05/26/16	589893	Pressworks Inc	1522	2,448.96
05/26/16	589894	RWC Group	1932	32.28
05/26/16	589895	S T A - Well	1557	340.00
05/26/16	589896	Safety Kleen Systems Inc	1564	8,160.00
05/26/16	589897	Seattle Times	1937	1,761.36
05/26/16	589898	John Latta Associates Inc	1936	422.29
05/26/16	589899	The Sherwin-Williams Co	1580	251.61
05/26/16	589900	SHI International Corp	1581	4,738.67
05/26/16	589901	Vanessa Bogensberger	1582	767.02
05/26/16	589902	Six Robblees Inc	1017	1,320.27
05/26/16	589903	Spectra Logic Corporation	1595	5,882.84
05/26/16	589904	Spokane Sunscreen LLC	1926	244.58
05/26/16	589905	Spokane Valley Power Tool	1615	257.43
05/26/16	589906	Cowles Publishing Company	1616	3,822.96
05/26/16	589907	Standard Digital Print Co Inc	1623	956.56
05/26/16	589908	Staples Advantage	1627	5,686.57
05/26/16	589909	State of Arizona	1770	494.25
05/26/16	589910	Angela Stephens	1185	25.64
05/26/16	589911	Studio Cascade	1854	13,506.30
05/26/16	589912	The Engraver Inc	1242	43.48
05/26/16	589913	Trapeze Software Group	1669	747,819.47
05/26/16	589914	United Way of Spokane County	1684	363.00
05/26/16	589915	Vericom Computers Inc	1865	2,787.95
05/26/16	589916	Washington State	1704	18,247.60
05/26/16	589917	American Federation of State County 2 WA Council	1705	1,673.66
05/26/16	589918	Wilbur Ellis Company	1747	388.68
05/26/16	589919	Washington State Transit Assoc	1715	640.00
05/26/16	589920	XO Holdings	1757	1,725.05
		<b>TOTAL MAY ACCOUNTS PAYABLE</b>		<b>3,203,094.94</b>
5/1/16 - 5/31/2016	217054-217307	WORKER'S COMPENSATION WARRANTS	VARIES	113,212.09
		<b>TOTAL MAY WORKER'S COMPENSATION DISBURSEMENTS</b>		<b>113,212.09</b>
5/13/16	722108-722161	PAYROLL AND TAXES PR 10,16	VARIES	1,136,671.52
5/27/16	722162-722210	PAYROLL AND TAXES PR 11,16	VARIES	1,087,450.88
		<b>TOTAL MAY PAYROLL AND TAXES</b>		<b>2,224,122.40</b>
5/25/16	ACH	WA STATE - DOR (USE TAX)	1767	6,632.19
		<b>TOTAL MAY EXCISE TAX DISBURSEMENT</b>		<b>6,632.19</b>
		<b>TOTAL MAY DISBURSEMENTS FROM TO1 ACCOUNTS</b>		<b>5,547,061.62</b>
		<b>TOTAL MAY DISBURSEMENTS FROM TO5 TRAVEL ADVANCE ACCOUNT</b>		<b>0.00</b>
4/1/16	2018	TRAVIS ROSENGRANDT	1915	282.40
		<b>TOTAL MAY DISBURSEMENTS TO1 &amp; TO5 ACCOUNTS</b>		<b>5,547,344.02</b>

**SPOKANE TRANSIT AUTHORITY  
BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** 6.C.

**ESTABLISHMENT OF AN EMPLOYEE WELLNESS PROGRAM -  
RESOLUTION**

**REFERRAL COMMITTEE:** Board Operations (*French*)

**SUBMITTED BY:** Steve Doolittle, Director of Human Resources

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**SUMMARY:** Spokane Transit Authority wishes to establish a formal employee wellness program (EWP) with the goal of investing in our employees' health and wellbeing. Maintaining and improving employee health is essential to the success of our business. Increasing health care costs are a powerful motivator for STA to promote health and wellness. If we can help employees improve their health then there should be an impact on STA's health insurance costs. Heart disease, high blood pressure, diabetes and obesity are only a few of the issues that face our employees and for those that hold a CDL, these health issues, among others, will become more and more of a factor when renewing their licenses.

Our focus will be to support and encourage health behaviors and coping skills in the following lifestyle-related health risks:

Tobacco prevention & cessation

Physical activity

Healthy eating

Health weight management

Stress management

Disease management

The cost of the Employee Wellness Program (EWP) will be no more than \$15,000 annually and that cost has been included in the 2016 budget. If the EWP is approved by the Board, the budget will pay for programs that support employee wellness such as partnering with the current STA-Well committee to maintain and improve the on-site work out facility, partially funding Weight Watchers or similar weight management programs, providing discounted gym memberships, hosting on-site classes for nutrition, exercise, stress management or healthy cooking or evaluation and installation of healthy vending machine options. Funds will also facilitate an annual wellness fair which may include on-site health risk assessments, biometric screening, and personal coaching for STA specific conditions such as diabetes, high cholesterol, or back pain. Time permitting, a wellness committee of employees will be established.

**RECOMMENDATION TO COMMITTEE:** Review and recommend the Board authorize the implementation of the Employee Wellness Program as presented, to be administered by the Director of Human Resources at an annual cost established in the adopted budget not to exceed \$15,000 annually and forward to the Board consent agenda.

**COMMITTEE ACTION:** Recommended approval as presented.

**RECOMMENDATION TO BOARD:** Authorize the implementation of the Employee Wellness Program as presented, to be administered by the Director of Human Resources at an annual cost established in the adopted budget not to exceed \$15,000 annually.

Division Head SD

Chief Executive Officer ESM

Legal Counsel LM



RESOLUTION NO. \_\_\_\_\_

A RESOLUTION FOR THE PURPOSE OF CREATING AN EMPLOYEE WELLNESS PROGRAM;  
AND OTHER MATTERS PROPERLY RELATING THERETO.

SPOKANE TRANSIT AUTHORITY  
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and,

WHEREAS, the Board of Directors of STA (Board) has determined it is in the best interests of the agency to create and annually fund an Employee Wellness Program as a benefit for STA employees. The purpose of which is to provide and implement certain wellness initiatives designed to create a culture of good health, while supporting lifestyle changes that contribute to increased employee productivity, retention and recruitment and managing employee health care costs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. The STA Board of Directors hereby creates and authorizes implementation of an Employee Wellness Program for all STA employees at an annual cost established in the adopted budget, not to exceed \$15,000 annually.

Section 2. The Chief Executive Officer is authorized and directed to take all steps necessary to implement and administer the Employee Wellness Program effective July 1, 2016.

Section 3. This resolution shall take effect and be in force immediately upon passage.

Section 4. All prior resolutions inconsistent herewith are repealed.

ADOPTED by STA at a meeting thereof held on the 16<sup>th</sup> day of June, 2016.

ATTEST:

SPOKANE TRANSIT AUTHORITY

\_\_\_\_\_  
Jan Watson  
Clerk of the Authority

\_\_\_\_\_  
Al French  
STA Board Chair

Approved as to form:

\_\_\_\_\_  
Laura McAloon  
Legal Counsel

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

**AGENDA ITEM 6.D :** APPROVAL OF SCOPE OF WORK FOR CHENEY HIGH PERFORMANCE TRANSIT (HPT) CORRIDOR IMPROVEMENTS

**REFERRAL COMMITTEE:** Performance Monitoring & External Relations (PMER) (*Trulove*)  
Board Operations (*French*)

**SUBMITTED BY:** Karl Otterstrom, Director of Planning

**SUMMARY:** The Cheney HPT corridor extends from downtown Spokane to Eastern Washington University (EWU) in Cheney, Washington, via Interstate 90 and State Route 904. Present service includes high frequency service when EWU is in regular session with heavy ridership during those times. Ridership activity is focused at the STA Plaza, Jefferson Lot Park and Ride (under the I-90 viaduct in downtown Spokane) and on the EWU campus. By implementing service, infrastructure and vehicles that are aligned with the vision of High Performance Transit, Spokane Transit expects to increase utilization and effectiveness of the service. In addition to the existing connections to Cheney and Spokane, transfer connections between the cities of Medical Lake and Airway Heights and the future HPT corridor are expected to be provided at a new West Plains Transit Center.

The approved STA Moving Forward plan identifies a vision for implementing a number of improvements to the Cheney Corridor in support of future High Performance Transit service. Corridor improvements are concentrated at stations, stops, key intersections and corridor terminals. Future projects may include enhancements to existing park and ride facilities, relocation and/or enhancement of existing stop locations, new station and stop design and construction, street and highway improvements and right of way acquisition.

To support the design and construction of these improvements, a consultant design team must be selected. Staff is proposing to issue a Request for Qualifications (RFQ) to solicit qualifications from engineering teams to complete all phases of planning, land surveying, architectural and engineering design, community outreach and marketing support, grant preparation support, right of way acquisition and construction management services to support the design and implementation of future corridor improvements. These improvements will include enhancements to existing park and ride facilities, relocation and/or enhancement of existing stop locations, new station and stop design and construction, street and highway improvements and right of way acquisition. This work will not include the West Plains Transit Center as that project is currently in design by other consultants.

The term of this procurement will be five (5) years, with the option of two (2) one-year extensions. Currently, the only funded corridor project is the Four Lakes Station project. The Four Lake Station project was awarded a State Transportation Program (STP) grant in the amount of \$280,000, with a local match of \$110,500, for a total project budget of \$390,500. Funding for future corridor projects is dependent upon additional funding, which would be available should voters approve STA Proposition 1 in November.

Attached is a proposed scope of work for this solicitation. This scope of work will apply to the Four Lakes Station project and all future projects approved by the Board for the Cheney Corridor.

**RECOMMENDATION TO PMER COMMITTEE:** Review and approve the Scope of Work for design and engineering services and authorize staff to release the Request for Qualifications.

**PMER COMMITTEE ACTION:** In the absence of a recommendation, the committee referred the item to the Board by consensus.

**BOARD OPERATIONS COMMITTEE ACTION:** Recommended approval as presented and referred to the Board consent agenda.

**RECOMMENDATION TO BOARD:** Approve the Scope of Work for design and engineering services and authorize staff to release the Request for Qualifications.

**FINAL REVIEW FOR BOARD BY:**

Division Head KD Chief Executive Officer ESM Legal Counsel CM

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# *Scope of Work*

## *Cheney High Performance Transit (HPT) Corridor Development*

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### **A. CHENEY HIGH PERFORMANCE TRANSIT CORRIDOR DEVELOPMENT**

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The Spokane Transit Authority is soliciting qualifications from engineering firms to provide all phases of planning, land surveying, architectural and engineering design, community outreach and marketing support, grant preparation support, right of way acquisition and construction management services to support the development and implementation of future Cheney High Performance Transit (HPT) corridor improvements.

The Cheney HPT corridor extends from downtown Spokane to Eastern Washington University (EWU) in Cheney, Washington, via Interstate 90 and State Route 904. Present service includes high frequency service when EWU is in regular session with heavy ridership during those times. Ridership activity is focused at the STA Plaza, Jefferson Lot Park and Ride (under the I-90 viaduct in downtown Spokane) and on the EWU campus. By implementing service, infrastructure and vehicles that are aligned with the vision of High Performance Transit, Spokane Transit expects to increase utilization and effectiveness of the service. In addition to the existing connections to Cheney and Medical Lake, transfer connections between the cities of Medical Lake and Airway Heights and the future HPT corridor are expected to be provided at a new West Plains Transit Center.

As part of this scope, Spokane Transit Authority intends to implement a number of improvements throughout this corridor to support the future High Performance Transit Network and infrastructure similar to bus rapid transit services. These improvements may include enhancements to existing park and ride facilities, relocation and/or enhancement of existing stop locations, new station and stop design and construction, street and highway improvements and right of way acquisition.

### **B. SCHEDULE**

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The term of this solicitation shall be five (5) years from the date of approval of a contract by both parties, with the option of two (2) one-year extensions.

### **C. AVAILABLE BUDGET**

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Funding for this project is dependent upon the Spokane Transit Authority Board of Directors' approval of individual projects. Work orders for specific projects will be negotiated and issued on a per project basis.

#### D. DESIRED QUALIFICATIONS

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This project will require a firm or team that possesses the skills and experience necessary to plan, design and manage the construction of transit related facilities including park and ride lots, transit centers, highway improvements, stations and stops, and all amenities related thereto. The firm shall have experience in working with local, state and federal agencies for transit service development, street and highway design, right of way acquisition, and all entitlements and permitting necessary to complete the proposed projects. Expertise shall include, at a minimum:

- Expertise in structural, civil, environmental, geotechnical, transportation, mechanical & electrical engineering.
- Expertise in transit facility planning, architecture and design, especially where such facilities interface with highway infrastructure.
- Expertise in preparing construction ready plans, specifications and cost estimates.
- Experience and proficiency in preparing state and federal grants.
- Experience in preparing graphics and renderings for communicating projects to the public and involved stakeholders.
- Knowledge of and experience with local, state and federal design requirements related to (but not limited to) geotechnical, environmental, traffic, and right of way standards for public projects.
- Knowledge of and experience with Americans with Disabilities (ADA) accessibility requirements, especially pertaining to sidewalk, transit and other transportation infrastructure.
- Experience working with public agencies to successfully complete public works projects.
- Working experience with right-of-way acquisition procedures under federal and state laws.
- Understanding of and competency in procurement and construction management to provide a complete, functioning and successful project.
- Proficient in management of all project work and coordination of sub-consultant's work.
- Working understanding of design of transit networks and routes as they relate to other transportation modes and facilities.
- Expertise in implementing successful public outreach efforts.

#### E. SCOPE OF WORK

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The Spokane Transit Authority is soliciting qualifications from engineering firms to provide all phases of planning, land surveying, architectural and engineering design, community outreach support, grant preparation assistance, right of way acquisition and construction management services to support the development and implementation of future Cheney High Performance Transit (HPT) corridor improvements.

The corridor improvements are concentrated at stations, stops, key intersections and corridor terminals. These projects may include enhancements to existing park and ride facilities, relocation and/or enhancement of existing stop locations, new station and stop design and construction, street and highway improvements and right of way acquisition. PLEASE NOTE: The improvements planned along SR 904 near Medical Lake – Four Lakes Road, known as the Four Lakes Station project, is currently funded. The following scope of work shall apply to the Four Lake Station project until additional funding is approved or received for future projects.



At a minimum, the following tasks may be undertaken as part of the requested services:

### Task 1 – Project Management and Coordination

This task shall include all efforts necessary to establish project specific procedures, including coordination efforts with Spokane Transit to ensure successful completion of projects. Elements of this task include, but are not limited to:

- Prepare, update and disseminate project information and ensure continuous coordination with Spokane Transit
- Prepare and update project scope, budget and schedule
- Attend regularly scheduled progress calls and meetings, responding to questions and information requests from Spokane Transit, coordinating with agencies of jurisdiction
- Prepare progress reports and invoices
- Provide deliverables as needed and as requested for each project
- Maintain quality assurance and quality control procedures and practices

### Task 2 – Transit Facilities and Project Planning

This task shall include providing project planning assistance and expertise to Spokane Transit for future transit improvements. Elements of this task include, but are not limited to:

- Analyze and plan improvements based on sound transit principles and guidelines
- Assess existing and future facilities and make recommendations to Spokane Transit to maximize safe and convenient access to riders
- Develop conceptual plans and analyze proposed improvements to maximize efficiency within the current and future transit system
- Through appropriate evaluation and public engagement, recommend a preferred routing through the City of Cheney
- Conduct field research and data collection as necessary to complete required tasks

### Task 3 – Land Surveying

Complete all necessary land surveying, and provide all horizontal and vertical control as needed for project design and property acquisition including required topographic surveys, legal descriptions, ALTA surveys, and other plans and legal documents as needed.

### Task 5 – Architectural and Engineering Design Services

Provide full service architectural and engineering design services for all projects, including all disciplines of engineering design necessary to complete contemplated projects. Elements of this task include, but are not limited to:

- Provide all necessary architectural services as needed for projects
- Provide all engineering services as needed for projects, including but not limited to civil, structural, environmental, geotechnical, electrical, and traffic
- Prepare all project plans and specifications necessary to obtain all agency approvals and construct the project
- Prepare cost estimates at major milestones
- Provide support to Spokane Transit throughout the bidding process

### Task 5 – Right of Way Acquisition

Provide assistance to Spokane Transit in negotiations and land acquisition procedures consistent with Spokane Transit procedures, and all state and federal laws for property acquisition.

Elements of this task include, but are not limited to:

- Determine property ownership through public and private records
- Coordinate the preparation of appraisals, appraisal reviews and title reports
- Coordination with landowners, including initial contact through negotiations, to property closing
- Preparation of all necessary offer letters, notices, intents, diaries and other required documents for acquisition

### Task 6 – Community Outreach Support

Assist Spokane Transit to develop and implement stakeholder engagement and outreach strategies that will result in comprehensive and thoughtful design process from a wide range of stakeholders, agencies and the public. Elements of this task include, but are not limited to:

- Develop public outreach materials for public meetings, workshops and open houses as needed
- Attend and lead public meetings
- Coordinate with agencies of jurisdiction throughout project development
- Work with Spokane Transit in the development of marketing materials and copy for presentation in print and web media

### Task 7 – Construction Management

Provide assistance to Spokane Transit throughout the construction process. Elements of this task include, but are not limited to:

- Providing inspection and observation services and interpreting test results
- Assist in the preparation of record drawings
- Responding to questions, RFI's and reviewing submittals
- Attend construction meetings and coordinate with contractors

### Task 8 – Grant Preparation Support

Provide assistance to Spokane Transit in the preparation of grant applications as appropriate.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

AGENDA ITEM **7.A.** AMENDMENT TO STA MOVING FORWARD - RESOLUTION

REFERRAL COMMITTEE: Planning & Development (*Waldref*)

SUBMITTED BY: Karl Otterstrom, Director of Planning

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**SUMMARY:**

The STA Moving Forward plan was adopted by resolution on December 18, 2014. Since then, the STA Board of Directors has reviewed the financial assumptions associated with the plan funding requirements. Additionally, the timing of plan implementation has been impacted by the narrow defeat of the April 2015 Proposition 1, which proposed to the voters a three-tenths of a cent sales tax increase to fund the plan. On April 21, 2016, the STA Board of Directors approved a new proposition which sets out a funding request of two-tenths of a cent, phased in over a two-year period and subject to a sunset in 2028, and directs staff to accelerate certain service improvements where feasible.

On May 19, 2016, staff reviewed with the Board the proposed revisions to the sequencing of the plan. The sequencing is still subject to voter approval of a sales tax, and in the cases of some of the projects, award of various state and federal grants. There were no concerns raised or alternatives presented to the proposed sequencing. Subsequently, staff has prepared updated cost estimates for projects included in the plan. This new data, as well as striking language that was specific to the original implementation timeline (e.g. sales tax rate, early project sequencing) needs to be reflected in the plan. Staff has prepared a resolution to amend the plan to reflect these updated parameters. The resolution and exhibits are attached for review. Also attached is a slide presentation which outlines the impacts of the new sequencing and timing.

**RECOMMENDATION TO COMMITTEE:** Recommend the Board adopt, by resolution, the attached amendments to the STA Moving Forward Plan, originally approved in December 2014, to reflect updates to the implementation schedule targets and related changes.

**COMMITTEE ACTION:** Recommended the Board adopt the resolution as presented and forwarded to the Board Action: Committee Recommendations agenda.

**RECOMMENDATION TO BOARD:** Adopt, by resolution, the attached amendments to the STA Moving Forward Plan, originally approved in December 2014, to reflect updates to the implementation schedule targets and related changes.

**FINAL REVIEW FOR BOARD BY:**

Division Head ICG

Chief Executive Officer ESM

Legal Counsel LM

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION FOR THE PURPOSE OF AMENDING STA MOVING FORWARD: A PLAN  
FOR MORE AND BETTER TRANSIT SERVICES

SPOKANE TRANSIT AUTHORITY  
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area; and,

WHEREAS, pursuant to RCW 36.57A.060, the STA Board of Directors adopted Connect Spokane: A Comprehensive Plan for Public Transportation in 2010 by Resolution No.665-10 and most recently amended in 2015 by Resolution No. 711-13; and,

WHEREAS, the Spokane Regional Transportation Council (SRTC) Metropolitan Transportation Plan: Horizon 2040, identifies transportation improvements, including transit improvements consistent with Connect Spokane, to be completed to meet the increased demand for transportation resulting from population growth; and,

WHEREAS, the STA Board of Directors and STA staff have engaged in planning an implementation strategy for Connect Spokane; and,

WHEREAS, the planning process included extensive deliberations among members of the STA Board of Directors, the STA Citizen Advisory Committee, Corridor Advisory Panels, local jurisdictions, STA employees, and interested stakeholder groups, as well as the general public, culminating in draft plan titled "STA Moving Forward: A Plan for More and Better Transit Services" (the Plan); and,

WHEREAS, the Plan sets forth a plan for maintaining and expanding the transit system, including fixed-route bus, paratransit and vanpool services in order to connect the community to public services, improve travel flow by connecting jobs and workers and partner in advancing regional economic development; and; and,

WHEREAS, the Plan was adopted by the Board by Resolution No. 727-14 and referenced an implementation that could begin in 2015; and,

WHEREAS, the Plan was extensively reviewed and reaffirmed by the Board through an extensive series of public meetings in 2015 and 2016; and,

WHEREAS, due to the passage of time and changes in regional economic conditions, the timing for implementing the Plan, as well as funding assumptions, need to be updated to reflect current conditions;



NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. Page 12 of the Plan is amended as follows:

~~The implementation of the projects outlined in this plan will begin after voters approve a 3/10ths of a cent increase to Spokane Transit's tax rate. Although the concepts for each project have been outlined in this plan, each of the projects will be brought forward through a public process to receive public input before construction and service can begin.~~

Some of the projects identified in this plan could take five years or more to implement as the planning, preliminary engineering, property acquisition, final design, permitting, funding and construction can offer uncertainty in the timeline. For the purposes of creating this plan, the projects contained herein have been conceptually placed on a conservative timeline for implementation. Should more funding become available, projects may advance more quickly than originally envisioned and conversely, a project could be delayed due to an unexpected drop in revenue.

~~Should the voters approve this plan in 2015, work to implement some of the basic service improvements will begin immediately thereafter and can be expected later in 2015. All of the projects are expected to be completed by the year 2024, with the exception of the shelter installation program completed in 2026.~~

Section 2. Appendix A of the Plan is hereby amended as set forth in Exhibit A to this resolution.

Section 3. Exhibit B to this resolution is hereby amended into the plan as Appendix B.

Section 4. This resolution shall take effect and be in force immediately upon passage.

ADOPTED by STA as a regular meeting thereof held on the June 16, 2016.

ATTEST:

SPOKANE TRANSIT AUTHORITY

\_\_\_\_\_  
Jan Watson  
Clerk of the Authority

\_\_\_\_\_  
Al French  
Chair of the Board

Approved as to form

\_\_\_\_\_  
Legal Counsel for Spokane Transit Authority

# Appendix A:

## Detailed Project Table

(As of December 2014 - see Appendix B for amended sequencing of projects)

Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Extend Saturday night service past 11 pm	Basic Route Improvements	Region	Region-wide	Year 1 (2015)	No capital cost	3,500 net increase in annual service hours	+50,000 annual boardings	<ul style="list-style-type: none"> <li>Consistent customer input for additional night service: Saturday night represents the greatest opportunity for new demand at lowest price</li> </ul>
Add new Sunday service on North Nevada	Basic Route Improvements	City of Spokane, Spokane County	Northeast Spokane	Year 1 (2015)	No capital cost	2,100 net increase in annual service hours	+30,000 annual boardings	<ul style="list-style-type: none"> <li>Connect Spokane policy FR 3.1 calls for a basic service span that lasts until 9pm on Sundays; Route 28 does not meet that standard today.</li> <li>More than 9,700 people who are within a ¼ mile of this route have regular bus service during the week but do not have weekend service that meets the standard for the system</li> <li>Improve north-side connectivity</li> </ul>
Add better weekend service on Wellesley Avenue in North Spokane	Basic Routes Transitioning to HPT	City of Spokane	North Spokane	Year 1 (2015)	No capital cost	800 net increase in annual service hours	+10,000 annual boardings	<ul style="list-style-type: none"> <li>Connect Spokane policy 3.1 calls for a basic service span that lasts until 11pm on weekdays; Route 23 does not meet that standard today.</li> <li>More than 4,800 people who are within a ¼ mile of this route have regular bus service during the day but do not have late night or weekend service that meets the standard for the system</li> </ul>
Add new night and weekend service to Indian Trail	Basic Route Improvements	City of Spokane	Northwest Spokane	Year 2 (2016)	No capital cost	3,800 net increase in annual service hours	+75,000 annual boardings	<ul style="list-style-type: none"> <li>Connect Spokane policy 3.1 calls for a basic service span that lasts until 11pm on weekdays; Route 23 does not meet that standard today.</li> <li>More than 4,800 people who are within a ¼ mile of this route have regular bus service during the day but do not have late night or weekend service that meets the standard for the system</li> </ul>
Construct the Moran Prairie Park & Ride for bus layover and passengers from South Spokane County	Connection Facilities	Spokane County	Unincorporated Spokane County (south)	Year 2 (2016)	Local Capital: \$1,633,000 (Total: \$1,633,000)*	No net increase in annual service hours	+50,000 annual boardings	<ul style="list-style-type: none"> <li>STA Moving Forward Corridor Advisory Panel work</li> </ul>

Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Create a frequent HPT "i-ite" bus line from North Monroe to South Regal with more sheltered stops	HPT Corridors	City of Spokane, Spokane County	Northwest Spokane, South Spokane,	Year 2 (2016)	Local Capital: \$1,000,000 (Total: \$1,000,000)*	9,500 net increase in annual service hours	+200,000 annual boardings	<ul style="list-style-type: none"> <li>STA Moving Forward Corridor Advisory Panel work</li> <li>This service adjustment is Phase I of the Monroe-Regal HPT Line</li> </ul>
Create a new south commuter express from the Moran Prairie Park & Ride	Peak Commuter Express Service	City of Spokane, Spokane County	South Spokane	Year 2 (2016)	No capital cost	3,400 net increase in annual service hours	+125,000 annual boardings (including Moran Park and Ride ridership)	<ul style="list-style-type: none"> <li>Connect Spokane policy 2.3 calls for each travel shed partition to have at least one Commuter Peak route, this project would bring STA's service into compliance with the policy</li> <li>This route will also serve portions of 29<sup>th</sup> and Bernard St. that would lose service due to the Monroe-Regal restructure</li> </ul>
Improve reliability for bus service on Division and Sprague	Basic Route Improvements	City of Spokane, Spokane County, Spokane Valley,	North Spokane, Downtown Spokane, East Spokane, Spokane Valley,	Year 2 (2016)	Local Capital: \$552,000 (Total: \$552,000)	4,000 net increase in annual service hours	Improves schedule certainty for 2,000,000 current riders annually	<ul style="list-style-type: none"> <li>Part of Plaza operational improvement effort</li> <li>Improves reliability and schedule</li> </ul>
Expand and upgrade maintenance facilities to meet existing and projected growth requirements	Other System Requirements	Region	Region-wide	Year 3 (2017)	Local Capital: \$17,691,000 Total Capital: \$20,691,000†	No net increase in annual service hours	N/A	<ul style="list-style-type: none"> <li>Construct new secondary base to alleviate overcrowding at Boone Ave. and accommodate new fleet (either Wilbert Vault or Mission/Greene)</li> </ul>
Add service between Spokane Valley Mall and Greenacres.	Basic Route Improvements	Spokane Valley, Liberty Lake	Spokane Valley, Liberty Lake	Year 4 (2018)	No capital cost	7,000 net increase in annual service hours	+85,000 annual boardings	<ul style="list-style-type: none"> <li>Serve new apartment, office and medical developments along Indiana, east of Sullivan Rd., with new route</li> <li>Keep Route 98 straight on Appleway Ave. to Liberty Lake</li> </ul>
Construct the West Plains Transit Center at Exit 272 on I-90, and provide a Park & Ride for commuters	Connection Facilities	Spokane County	West Plains	Year 4 (2018)	Local Capital: \$5,005,000 (Total: \$13,705,000)	No net increase in annual service hours	+83,000 annual boardings	<ul style="list-style-type: none"> <li>Ranked very important regional project by recent community survey</li> <li>STA Moving Forward Corridor Advisory Panel work</li> <li>Enables efficient connections between West Plains cities</li> </ul>



Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Implement Cheney HPT service to expand capacity, quality and reliability	HPT Corridors	City of Spokane, Spokane County, Cheney	West Plains	Year 4 (2018)	Local Capital: \$2,758,000 (Total: \$4,651,000) (excluding West Plains Transit Center)	No net increase in annual service hours	+320,000 annual boardings (including West Plains Transit Center)	<ul style="list-style-type: none"> <li>STA Moving Forward Corridor Advisory Panel work</li> </ul>
Add direct service between Airway Heights and Medical Lake	Basic Route Improvements	Airway Heights, Medical Lake	Airway Heights, Medical Lake	Year 4 (2018)	No capital cost	5,500 net increase in annual service hours	+90,000 annual boardings	<ul style="list-style-type: none"> <li>Consistent support expressed for better connectivity on West Plains</li> <li>Connects Medical Lake and Airway Heights with West Plains Transit Center</li> <li>Approximately 1500 jobs within walking distance of proposed alignment that are not served by transit today</li> </ul>
Use larger buses, provide more sheltered stops and sidewalks as part of HPT "Life" on North Division and begin design for future full HPT improvements.	HPT Corridors	City of Spokane, Spokane County	North Spokane	Year 4 (2018)	Local Capital: \$1,500,000 (Total: \$1,900,000)	No net increase in annual service hours	+70,000 annual boardings	<ul style="list-style-type: none"> <li>STA Moving Forward Corridor Advisory Panel work</li> <li>Increase capacity by ~50% with larger vehicles to meet growing demand</li> </ul>
Construct an expanded Upriver Transit Center at Spokane Community College to allow for additional service growth in Spokane	Connection Facilities	City of Spokane	Northeast Spokane	Year 5 (2019)	Local Capital: \$2,333,000 (Total: \$2,917,000)	No net increase in annual service hours	Ridership growth attributed to service increases in investments serving the transit center	<ul style="list-style-type: none"> <li>Necessary to accommodate added routes and shift recovery time from Plaza</li> </ul>
Restore and Improve West Plains Rural Highway Stops	Passenger Amenities	City of Spokane, Airway Heights, Spokane County, Cheney	West Plains	Year 6 (2020)	Local Capital: \$600,000 (Total: \$800,000)	No net increase in annual service hours	Restore 14,000 annual boardings	<ul style="list-style-type: none"> <li>The existing stops along HWY 2 and SR 904 do not meet WSDOT or STA standards.</li> </ul>
Add more trips and buses to Airway Heights during busy travel times	Basic Routes Transitioning to HPT	Airway Heights	West Plains	Year 6 (2020)	No capital cost	3,400 net increase in annual service hours	+80,000 annual boardings	<ul style="list-style-type: none"> <li>Future HPT Corridor</li> <li>Analysis conducted as part of the Spokane Tribe Economic Project (STEP) EIS suggested service would be over capacity, especially PM peak, weekends</li> <li>Intent is that STEP mitigation could provide service earlier than planned</li> </ul>

Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Implement frequent and convenient HPT service on the Central City Line and change how bus loading occurs at the STA Plaza	HPT Corridors	City of Spokane	Downtown Spokane, Northeast Spokane	Year 6 (2020)	Local Capital: \$12,200,000 (Total: \$70,125,000)	30,800 net increase in annual service hours	+500,000 annual boardings	<ul style="list-style-type: none"> <li>Alternatives Analysis process included Core Stakeholders group, Technical Advisory Group and Sounding Board</li> <li>Part of Plaza operational improvement effort to reduce curb space required around the Plaza for transit operations</li> <li>Enable system restructure to emphasize connections outside of Downtown</li> </ul>
Improve routes and frequency to Hilliard / Northeast Spokane	Basic Route Improvements	City of Spokane	Northeast Spokane	Year 6 (2020)	No capital cost	6,000 net increase in annual service hours	+150,000 annual boardings	<ul style="list-style-type: none"> <li>Add service to an area of more than 4,500 people who have no transit service today</li> </ul>
Add direct service between the Logan and Lincoln Heights neighborhoods	Basic Routes Transitioning to HPT	City of Spokane	Northeast Spokane, South Spokane	Year 6 (2020)	No capital cost	Restructure of resources made possible by Central City Line	Neutral boardings as will draw more people but reduce number of boardings per trip.	<ul style="list-style-type: none"> <li>Enabled through Central City Line implementation</li> <li>Creates new north/south connection without having to travel downtown</li> </ul>
Add and improve service in West Central Spokane	Basic Route Improvements	City of Spokane	Northwest Spokane	Year 6 (2020)	No capital cost	9,200 net increase in annual service hours	+200,000 annual boardings	<ul style="list-style-type: none"> <li>Enabled through Central City Line implementation</li> <li>Creates better frequency and allows for north/south connections to occur throughout city without having to go downtown</li> </ul>
Construct a new Mirabeau Transit Center with expanded passenger and vehicle capacity to allow for continued service growth in the City of Spokane Valley	Connection Facilities	Spokane Valley	Spokane Valley	Year 7 (2021)	Local Capital: \$8,240,000 (Total: \$8,240,000)	No net increase in annual service hours	Ridership attributed elsewhere	<ul style="list-style-type: none"> <li>Part of Plaza operational improvement</li> <li>Consider moving or expanding Park and Ride facility to create more capacity for transit vehicles</li> </ul>
Relocate and expand the Liberty Lake Park & Ride, providing over 300 parking stalls for commuters	Connection Facilities	Liberty Lake	Liberty Lake	Year 8 (2022)	Local Capital: \$1,080,000 (Total: \$5,400,000)	No net increase in annual service hours	+35,000 annual boardings	<ul style="list-style-type: none"> <li>Demand projections suggests that 300-400 car trips could be diverted by a larger park and ride</li> </ul>



Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Upgrade to HPT "Lite" service along I-90 between Spokane and Liberty Lake via Spokane Valley including new night and weekend service	Basic Routes Transitioning to HPT	Spokane Valley, Liberty Lake	Liberty Lake	Year 8 (2022)	No capital cost	7,100 net increase in annual service hours	+70,000 annual boardings	<ul style="list-style-type: none"> <li>Supported by Corridor Advisory Panel</li> <li>Part of Phase B for Spokane Valley HPT</li> </ul>
Provide improved amenities and infrastructure for a reliable HPT "Lite" bus line on East Sprague Avenue	HPT Corridors	Spokane Valley, City of Spokane	East Spokane	Year 8 (2022)	Local Capital: \$6,365,000 (Total: \$6,365,000)	No net increase in annual service hours	+25,000 annual boardings	<ul style="list-style-type: none"> <li>Consistent with revitalization efforts</li> <li>Support continued ridership growth</li> </ul>
Provide direct, non-stop service between Liberty Lake and Spokane during peak hours	Peak Commuter Express Service	Liberty Lake	Liberty Lake	Year 10 (2024)	No capital cost	3,200 net increase in annual service hours	+40,000 annual boardings	<ul style="list-style-type: none"> <li>The maturation of service in the corridor will justify direct express service during peak commute times.</li> </ul>
Create an extension of HPT "Lite" service on I-90 East to Post Falls and Coeur d'Alene on a pilot basis	Basic Route Improvements	Region	Spokane Valley, Liberty Lake, University District	Year 10 (2024)	No capital cost	3,500 net increase in annual service hours	+50,000 annual boardings	<ul style="list-style-type: none"> <li>Test the ridership case for long-term investments in the connectivity and future corridor</li> <li>Number one corridor based on employee input</li> <li>One of top projects in public opinion poll</li> <li>Part of Phase C for Spokane Valley HPT</li> </ul>
Optimize bus service in response to continuing customer feedback	Basic Route Improvements	Region		Years 2, 4, 6, 8, 10 (2016, 2018, 2020, 2022, 2024)	Local Capital: \$7,500,000 (Total: \$7,500,000)	All of the above plus a 3,500 net increase in annual service hours	+1,000,000 annual boardings	<ul style="list-style-type: none"> <li>Connect Spokane calls for continual monitoring of system and adjustments to optimize network</li> <li>Activities to increase ridership above will have secondary ridership benefits as people make connections and their needs are better met by transit for more trips throughout the day</li> </ul>
Expand and replace the existing bus fleet in line with growth and life-cycle requirements	System Requirements	Region		2016-2024	Local Capital: \$14,703,000 (Total: \$14,703,000)	N/A	See above	<ul style="list-style-type: none"> <li>Necessary for service growth beginning in 2016.</li> </ul>

Project Short Description	Project Type	Jurisdictions	Sub-geography	Year of Implementation (Concept)	Capital Cost Estimates (rounded to the nearest \$1,000)	Annualized Operating Outlays	Estimated Ridership Benefits	Other Rationale/Information
Improve waiting areas and provide an additional 75 sheltered stops and stations	Passenger Amenities	Region		2016-2026	See above	N/A	See above	<ul style="list-style-type: none"> <li>Improved waiting areas reduced perceived wait time</li> </ul>

\*The entire cost of the Moran Prairie Park & Ride and 50% of the cost of the HPT Improvements for Monroe to South Regal are included in the 2015-2020 Capital Improvement Plan.

† Some cost may be included in the Central City Line figure shown.

Total Estimated Local Capital: \$ 83,160,000  
Total Estimated Capital (Local + Grants): \$ 160,182,000  
Total Net Operating Hours Increase: 106,300  
Total Estimated Ridership Increase: 3,352,000

Totals include 2015 project expenses. Vanpool and Paratransit service growth costs are encompassed in the baseline financial forecasts.

Targeted Year for Project Completion		STA Moving Forward Project Description
		<i>✓ Projects to be delivered earlier than original plan</i> <i>⌚ Projects that are more than 18 months delayed from the original plan</i>
2017	May	<ul style="list-style-type: none"> <li>Extend Saturday night service past 11 pm</li> <li>Add better weekend service on Wellesley Avenue in North Spokane</li> <li><i>✓</i> Add service on Indiana Avenue between Spokane Valley Mall and Greenacres <i>Phase 1 – Weekdays only</i></li> <li><i>✓</i> Add more trips and buses to Airway Heights during busy travel times <i>Phase 1 – Weekends</i></li> </ul>
	September	<ul style="list-style-type: none"> <li>Add new Sunday service on North Nevada</li> <li>Improve reliability for bus service on Division and Sprague</li> <li><i>✓</i> Use larger buses, provide more sheltered stops and sidewalks as part of HPT "Lite" on North Division and begin design for future full HPT improvements <i>Phase 1 – Sidewalks and shelters</i></li> <li><i>✓</i> Upgrade to HPT "Lite" service along I-90 between Spokane and Liberty Lake via Spokane Valley including new night and weekend service <i>Phase 1 – Introduce more mid-day weekday trips</i></li> </ul>
2018		<ul style="list-style-type: none"> <li>Add service on Indiana Avenue between Spokane Valley Mall and Greenacres <i>Phase 2 – Nights and weekends</i></li> <li>Add new night and weekend service to Indian Trail</li> <li>Expand and upgrade maintenance facilities to meet existing and projected growth requirements</li> <li>Construct the West Plains Transit Center at Exit 272 on I-90, and provide a Park &amp; Ride for commuters <i>Phase 1 – On-site improvements</i></li> </ul>
2019		<ul style="list-style-type: none"> <li><i>⌚</i> Construct the Moran Prairie Park &amp; Ride for bus layover and passengers from South Spokane County</li> <li><i>⌚</i> Create a frequent HPT "Lite" bus line from North Monroe to South Regal with more sheltered stops</li> <li><i>⌚</i> Create a new south commuter express from the Moran Prairie Park &amp; Ride</li> </ul>
2020		<ul style="list-style-type: none"> <li><i>⌚</i> Construct the West Plains Transit Center at Exit 272 on I-90, and provide a Park &amp; Ride for commuters <i>Phase 2 – Interchange-related improvements</i></li> <li><i>⌚</i> Add direct service between Airway Heights and Medical Lake via the West Plains Transit Center</li> <li>Improve West Plains Rural Highway Stops</li> </ul>
2021		<ul style="list-style-type: none"> <li><i>⌚</i> Implement Cheney HPT service to expand capacity, quality and reliability</li> <li><i>⌚</i> Use larger buses, provide more sheltered stops and sidewalks as part of HPT "Lite" on North Division and begin design for future full HPT improvements <i>Phase 2 – Larger buses</i></li> <li>Add more trips and buses to Airway Heights during busy travel times <i>Phase 2 – Weekdays</i></li> <li>Implement frequent and convenient HPT service on the Central City Line and change how bus loading occurs at the STA Plaza</li> <li>Improve routes and frequency to Hillyard / Northeast Spokane</li> <li>Add direct service between the Logan and Lincoln Heights neighborhoods</li> <li>Add and improve service in West Central Spokane</li> </ul>



Targeted Year for Project Completion	STA Moving Forward Project Description
	<i>✈ Projects to be delivered earlier than original plan</i> <i>🕒 Projects that are more than 18 months delayed from the original plan</i>
2022	<ul style="list-style-type: none"> <li>Construct a new Mirabeau Transit Center with expanded passenger and vehicle capacity to allow for continued service growth in the City of Spokane Valley</li> </ul>
2023	<ul style="list-style-type: none"> <li>Relocate and expand the Liberty Lake Park &amp; Ride, providing over 300 parking stalls for commuters</li> <li>Provide improved amenities and infrastructure for a reliable HPT “Lite” bus line on East Sprague Avenue</li> <li>Provide direct, non-stop service between Liberty Lake and Spokane during peak hours</li> </ul>
2024	<ul style="list-style-type: none"> <li>Upgrade to HPT “Lite” service along I-90 between Spokane and Liberty Lake via Spokane Valley including new night and weekend service <i>Phase 2 – Nights and weekend service</i></li> </ul>
2025	<ul style="list-style-type: none"> <li>Create an extension of HPT “Lite” service on I-90 East to Post Falls and Coeur d’Alene on a pilot basis</li> </ul>
2026	<ul style="list-style-type: none"> <li>Continue operations of new facilities and services</li> </ul>
2027	<ul style="list-style-type: none"> <li>Continue operations of new facilities and services</li> </ul>
2028	<ul style="list-style-type: none"> <li>Continue operations of new facilities and services</li> </ul>
<p><b>Additional System Improvements</b></p> <ul style="list-style-type: none"> <li>Expand Paratransit service as the bus service area grows</li> <li>Improve waiting areas, provide more shelters and install short-term rentable bike lockers</li> <li>Expand bus fleet in line with increased service levels</li> <li>Replace buses and vans at the end of their useful life</li> <li>System-wide optimization in response to continuing customer feedback</li> </ul>	



# STA Moving Forward

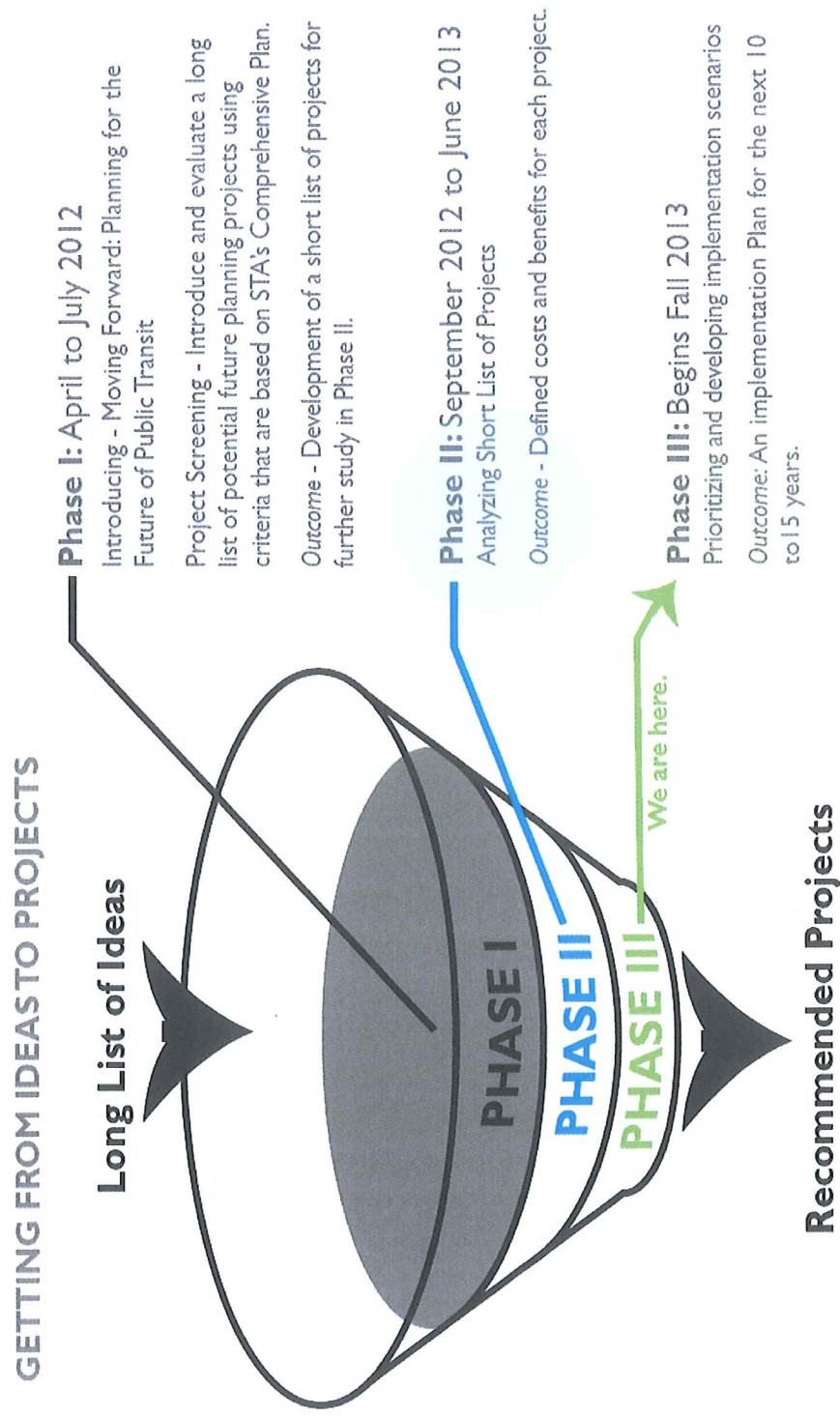
## Amendments

5/26/2016

# STA Moving Forward – Board Support for Implementation

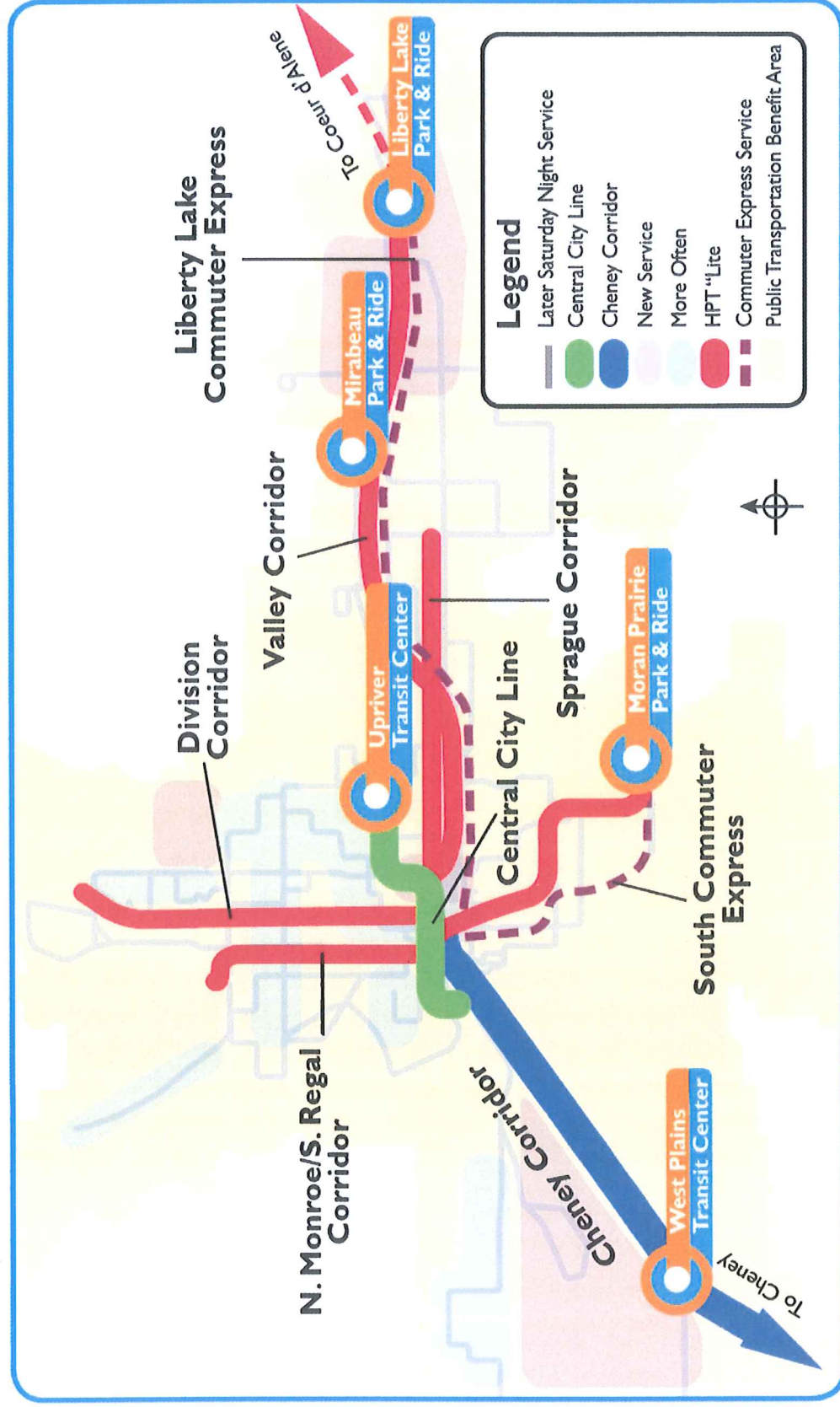
- Connect Spokane is the basis for STA Moving Forward.
- STA Moving Forward was adopted in December 2014. Members of the Board confirmed their continued support for the plan in November 2015.
- On April 21, 2016, the Board adopted Resolution 742-16 to seek voter approval to levy a sales tax of up to 2/10 of a cent (1/10 in 2017, 1/10 in 2019) to fund STA Moving Forward through 2028.

# STA Moving Forward Planning Framework





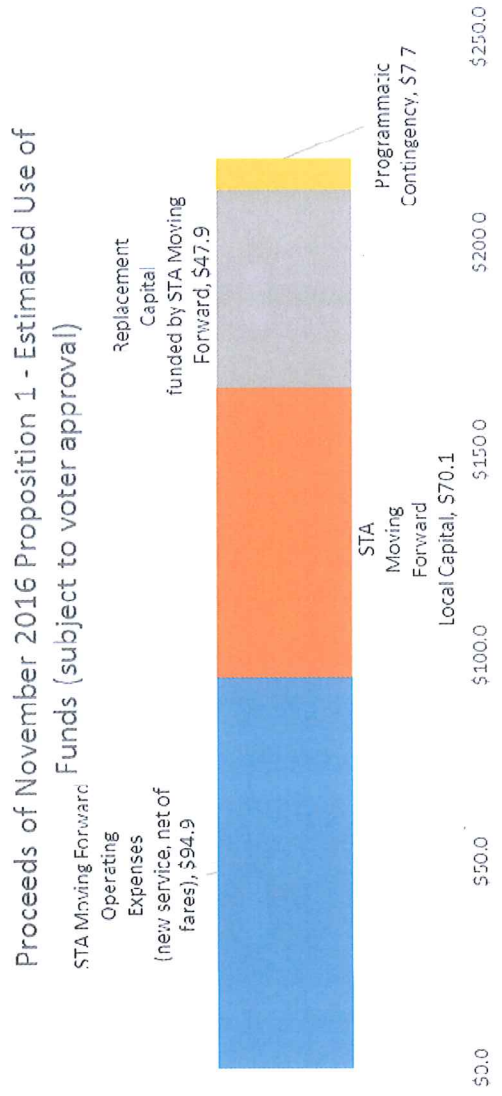
# Projects are Planned Throughout the Region



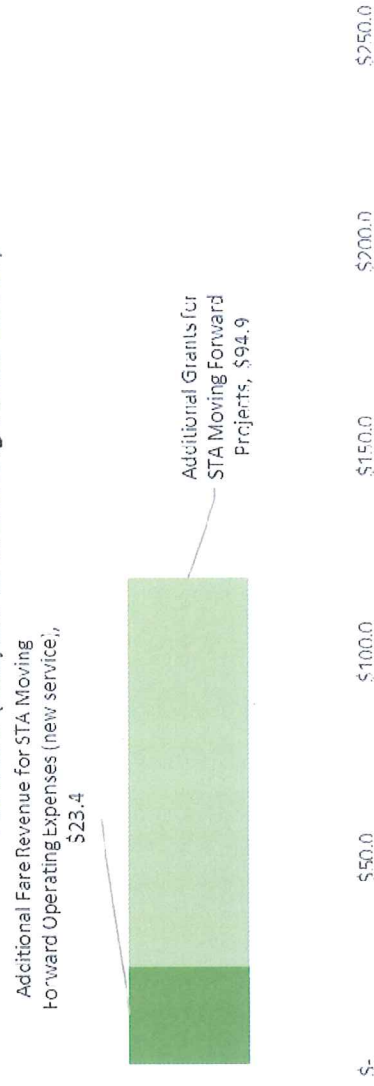
# Sequencing of the Plan

- Revised to reflect:
  - 18-month delay from original plan implementation.
  - Projects impacted by external factors (construction done by others).
  - Direction given in Resolution X-16-X to accelerate service.
- Review handout (Exhibit B to Proposed Resolution)

# Estimated Available Funds for Implementing STA Moving Forward (thru 2028)



## Estimated Additional Funds Available to Fund STA Moving Forward (subject to matching funds above)



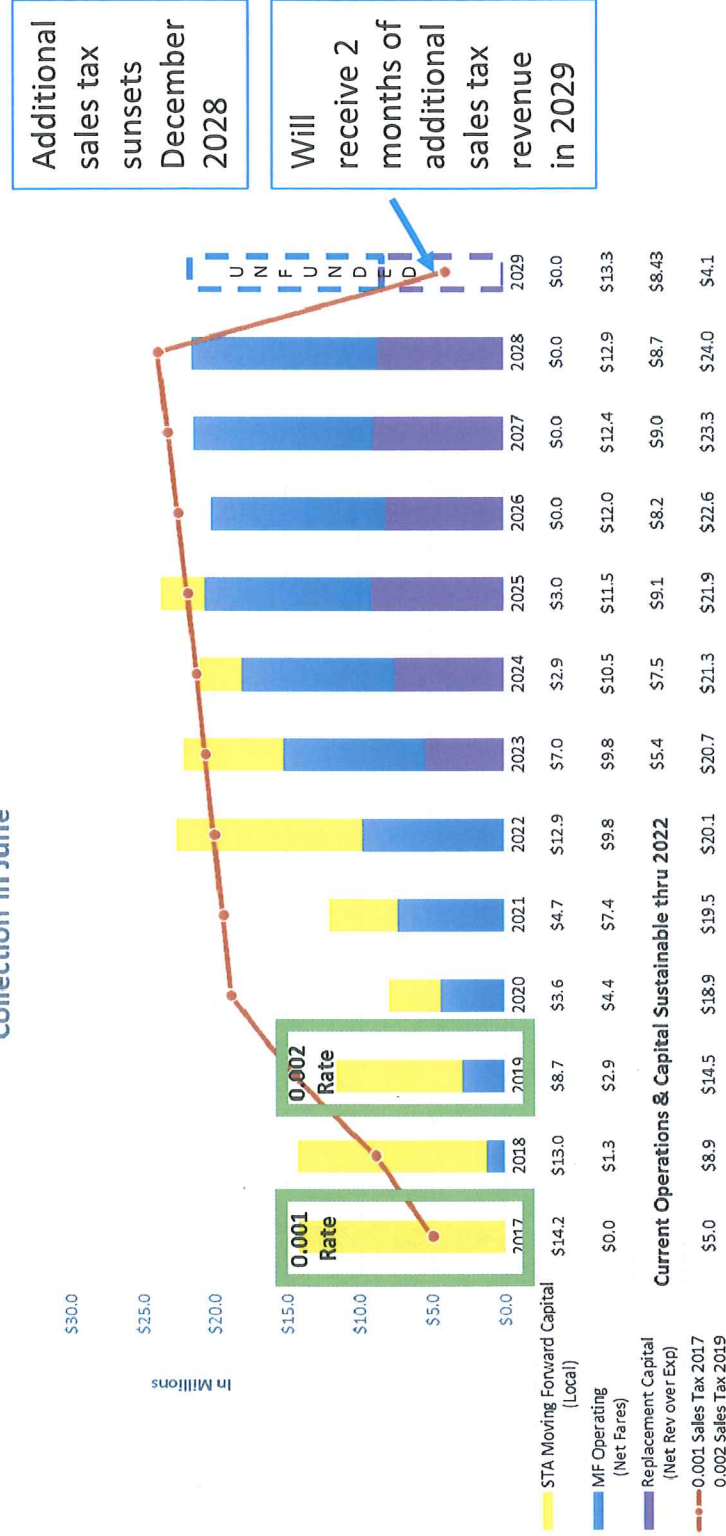
All figures in millions. Excludes baseline expenses in the approved or draft Capital Improvement Program. This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ.



# Estimated Use of STA Moving Forward Sales Tax Funds Over Time (Subject to Voter Approval)

Updated Financial Analysis  
of STA Moving Forward  
November 2016 Election  
April 2017 0.001 Rate Change  
April 2019 0.002 Rate Change  
Collection in June

**DRAFT**



This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ.





# STA Moving Forward and Proposition I

## Annual Estimated Use of Funds

Year	STA Moving Forward Operating Expenses (Net of Fares)	STA Moving Forward Local Capital	Replacement Capital (Net Annual Revenue over Expense)	0.001 Sales Tax effective April 1, 2017 0.002 Sales Tax effective April 1, 2019	Net Difference Revenue over Expenses for STA Moving Forward and Prop 1
(In millions)					
2017	\$0.0	\$14.2	-	\$5.0	(\$9.2)
2018	\$1.3	\$13.0	-	\$8.9	(\$5.3)
2019	\$2.9	\$8.7	-	\$14.5	\$2.9
2020	\$4.4	\$3.6	-	\$18.9	\$10.9
2021	\$7.4	\$4.7	-	\$19.5	\$7.4
2022	\$9.8	\$12.9	-	\$20.1	(\$2.6)
2023	\$9.8	\$7.0	\$5.4	\$20.7	(\$1.5)
2024	\$10.5	\$2.9	\$7.5	\$21.3	\$0.3
2025	\$11.5	\$3.0	\$9.1	\$21.9	(\$1.7)
2026	\$12.0	-	\$8.2	\$22.6	\$2.4
2027	\$12.4	-	\$9.0	\$23.3	\$1.8
2028	\$12.9	-	\$8.7	\$24.0	\$2.4
<b>Totals</b>	<b>\$94.9</b>	<b>\$70.1</b>	<b>\$47.9</b>	<b>\$220.7</b>	<b>\$7.7</b>

Additional sales tax sunsets December 2028

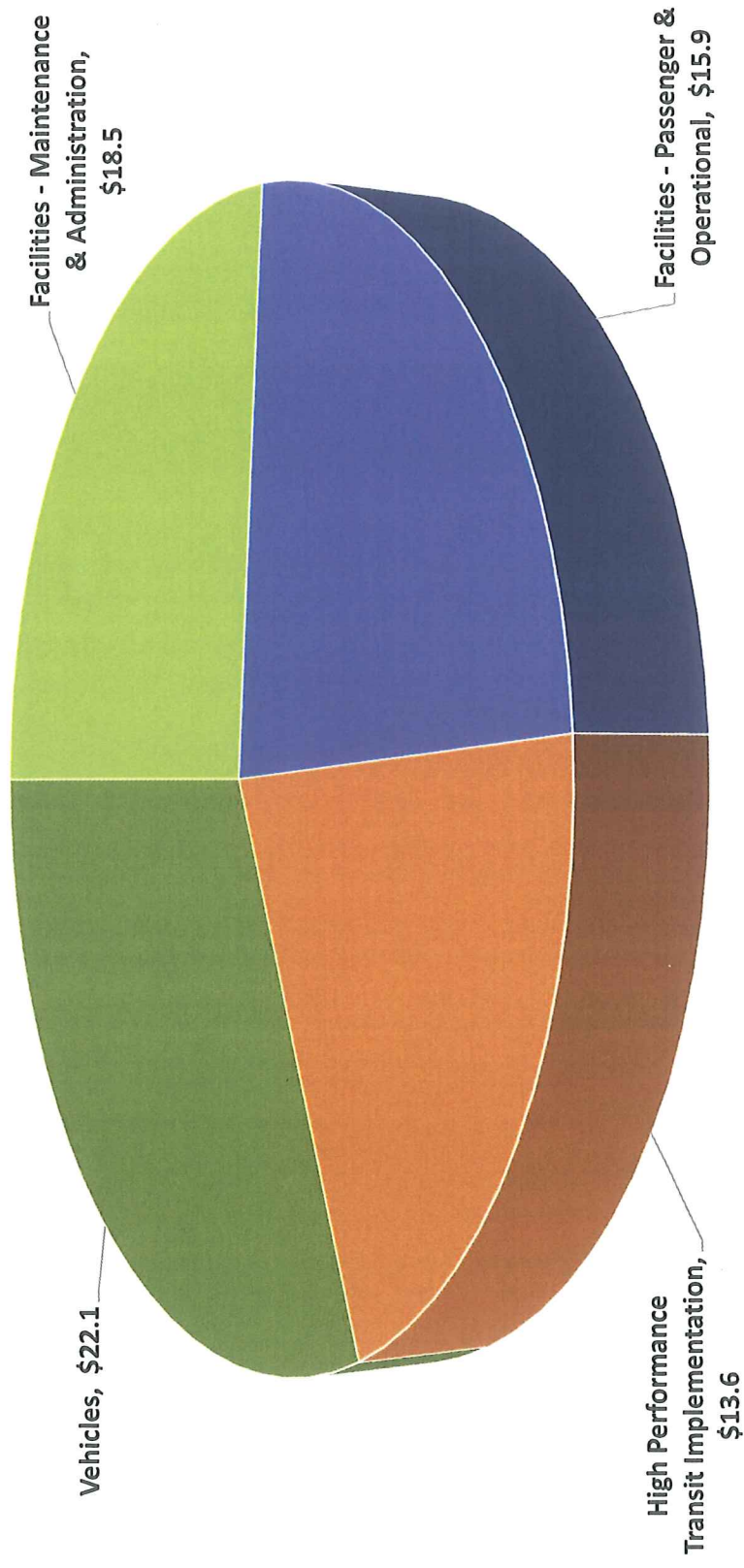
Will receive 2 months of additional sales tax revenue in 2029 (approx. \$4.1M)

This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ. Expenditures are subject to annual budget approvals.



# STA Moving Forward Estimated Local Capital Expenses (2017-2028) by Capital Program Category

(\$70.1 million total; figures below are in millions and exclude replacement capital)



This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ.

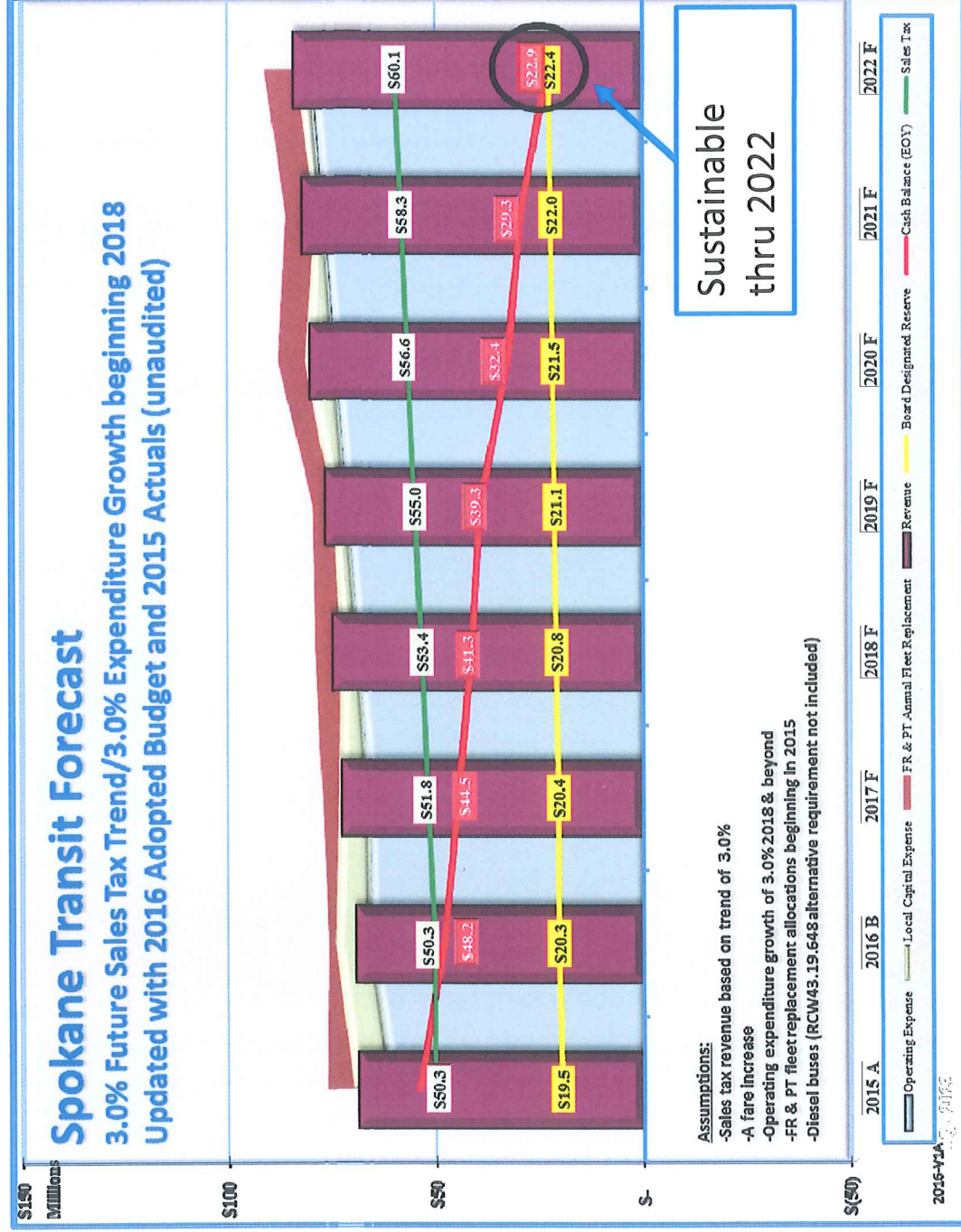
5/26/2016

# Impacts to 6-Year Forecast

- In October 2015, the Board agreed to align detailed financial forecasts with the Transit Development Plan (TDP).
- The following forecasts will be reflected in the financial projections of the 2016 TDP.



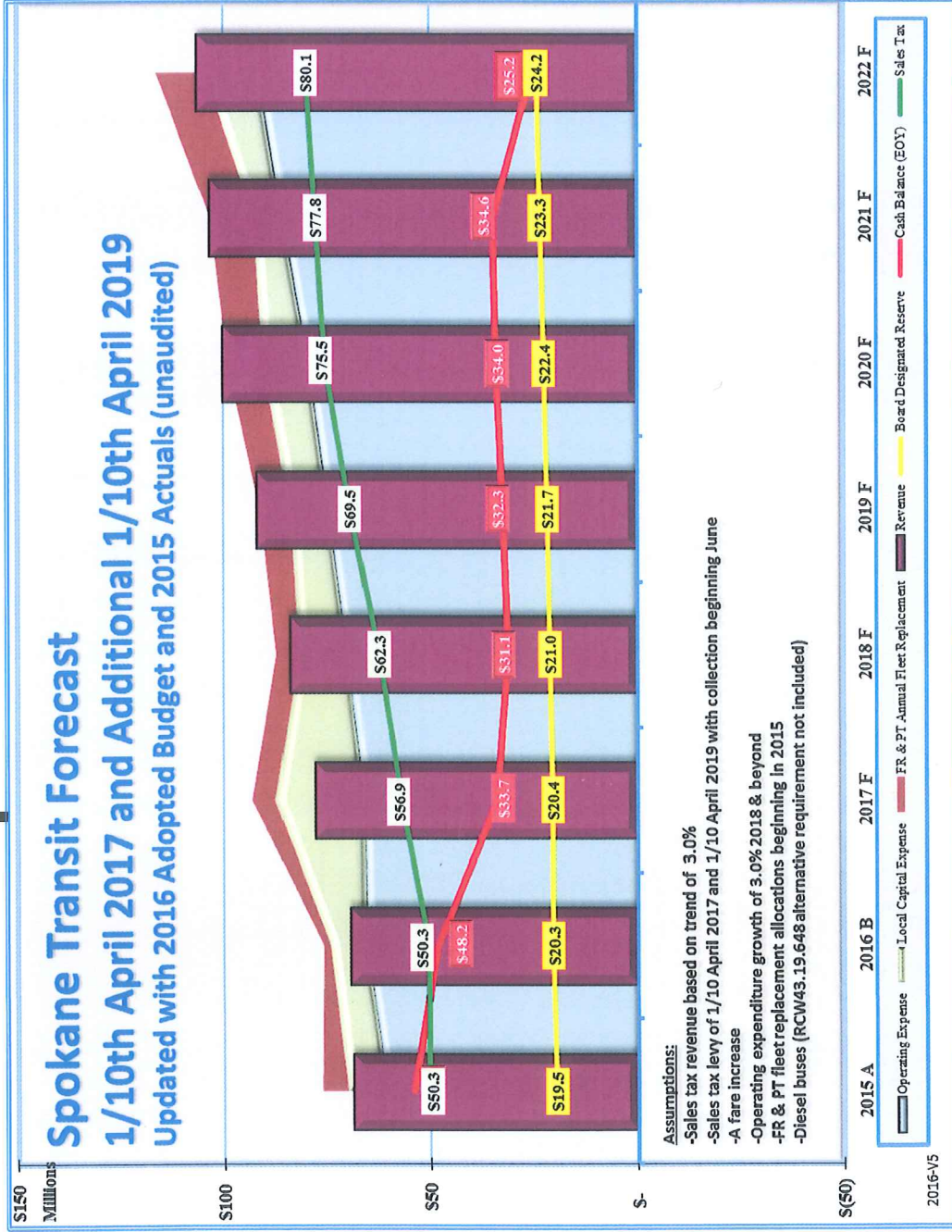
# 6 Year Base Forecast (2016 Draft TDP)



This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ.



# 6 Year STA Moving Forward and Proposition I Forecast



This financial forecast is based on certain assumptions. Due to various risks and uncertainties inherent in long-term projections, actual results may differ.



# Draft Resolution

- Strikes language in the plan that was specific to the original timeline and financial forecast assumptions.
- Annotates Appendix A of the plan as a historic implementation timeline.
- Adds a new Appendix B to reflect the updated sequencing of the plan.
- The preceding slides are aligned with these amendments.



## Recommendation

- Recommend the Board adopt by resolution amendments to the STA Moving Forward Plan, originally approved in December 2014, to reflect updates to the implementation schedule targets and related changes.

# **SPOKANE TRANSIT AUTHORITY**

## **BOARD MEETING OF**

June 16, 2016

### **AGENDA ITEM 7.B.**

**FEDERAL TRANSIT ADMINISTRATION SECTION 5310 PROJECT FUNDING AWARDS**

**REFERRAL COMMITTEE:** Planning & Development Committee (*Waldref*)

**SUBMITTED BY:** Karl Otterstrom, Director of Planning

**SUMMARY:** With the passage of MAP-21, Spokane Transit Authority (STA) is the designated recipient for federal funds from the Enhanced Mobility of Seniors and Individuals with Disabilities program, also known as Section 5310. The goal of the 5310 program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding the transportation options available. As the designated recipient, STA has the responsibility of administering and managing Section 5310 funds among subrecipients within the UZA (urbanized areas). Currently there is an available balance of \$729,374 in Section 5310 funds.

#### **FEDERAL TRANSIT ADMINISTRATION (FTA) REQUIREMENTS AND AVAILABLE FUNDS**

One of the federal requirements for Section 5310 funding is that 55% of the allocation be spent on Traditional Capital Projects, which are capital projects that are carried out by private, non-profit organizations to meet the special needs of seniors and individuals with disabilities. These projects include: purchase of accessible buses or vans; placement of passenger facilities (i.e. benches, shelters); and support for mobility management and coordination programs. The remaining 45% may be used by non-profits, local governments, and other public transportation providers for "Other" 5310 projects which are for capital or operating projects and may be: public transportation projects that exceed the requirements of ADA (Americans with Disabilities Act) Paratransit services; projects that improve access to fixed route service and decrease reliance on Paratransit; or alternatives to public transportation that assist seniors and individuals with disabilities. Table 1 shows the annual apportionments and the breakdown of how the apportionments are allocated to each category.

Table 1: Section 5310 Annual Apportionments with Available Funding by Category

Year	Annual Apportionment	Available Funding by Category	
		Traditional	Other
2015	\$359,622	\$197,792	\$161,830
2016	\$369,752	\$203,364	\$166,388
<b>Total</b>	<b>\$729,374</b>	<b>\$401,156</b>	<b>\$328,218</b>

STA issued a call for projects for Section 5310 funding on December 27, 2015, published a public notice in the *Spokesman Review* and posted notices to the STA and Spokane Regional Transportation Council websites. In addition, STA sent letters directly to several area agencies that serve the needs of seniors and people with disabilities inviting them to submit project applications. A pre-application meeting was held January 14, 2016, to clarify any questions related to the program or application. The application submittal period ended February 1, 2016. Five applications were received, of which four were capital projects and one an operating project. Of these, only one qualified under the Traditional funding category. The project applications were reviewed and scored by STA and SRTC staff. Table 2 (on the following page) summarizes the projects and scoring.

Table 2: Submitted 5310 Project Applications and Scoring

Project Name	Agency	Project Type	Traditional Funds Requested	Other Funds Requested	Average Score (out of 100)
Sidewalk - 9th	City of Spokane Valley	Capital		\$192,000	86
Sidewalk - Coleman	City of Spokane Valley	Capital		\$136,000	80
Mobility Management	Special Mobility Services	Capital	\$160,640		75
Coordinated Transportation System Feasibility Study	Spokane Regional Health District	Capital		\$19,627	61
Care Cars	Frontier Behavioral Health	Operating		256,372	59
Paratransit	STA	Capital	240,516		NA
<b>Total</b>			<b>\$401,156</b>	<b>\$603,999</b>	
<b>Remaining</b>			<b>\$0</b>	<b>( \$275,781 )</b>	



### **FUNDING STATUS FOR THE “TRADITIONAL” CATEGORY**

Based on the applications received, the Mobility Management project by Special Mobility Services (SMS) in the amount of \$160,640 is the only project eligible for funding under the Traditional Category. After the award to SMS, there will still be \$37,152 in 2015 Traditional funds and \$203,364 in 2016 Traditional funds remaining. Staff recommends that STA apply the remaining funds to STA Paratransit services, as allowed by the FTA.

### **FUNDING STATUS FOR THE “OTHER” CATEGORY**

The amount available for “Other” project funding is \$328,218. The total funding amount requested for projects that are eligible under the “Other” category is \$603,999. Fully funding all eligible projects in the “Other” category apportionment would create a deficit of \$275,781. These funding constraints require decisions to be made between eligible projects in the “Other” category.

### **ADDITIONAL FUNDING CONSIDERATIONS**

The scoring committee evaluated the projects on three main categories: description of the project; description of how the applicant intends to measure the benefits; and experience of the applicant to implement the project. Based on discussions with City of Spokane Valley staff, the timeline for the sidewalk project on 9<sup>th</sup> Avenue is planned for 2017-2018. The sidewalk project on Coleman is scheduled for design in 2018 with construction in 2019. Based on the timeline requirements of FTA grant funding, COSV staff agreed that the Coleman Sidewalk project may be a better fit for submittal in the next Call for Projects.

The Care Cars application received a lower score mainly due to a lack of specificity and a perceived high overall funding request in relation to services offered. Care Cars is an established program that fills an identified gap in services to elderly or disabled passengers who require accompaniment during medical appointments. STA funded Care Cars in the amount of \$160,000 in December of 2015. STA contacted Frontier Behavioral Health for further clarification on their grant application.

### **PREFERRED FUNDING SCENARIO RECOMENDATION**

At the June 1 Committee meeting, members reviewed three potential funding scenarios for consideration as a starting point. Public comment was received from Mr. Mike Markus, Frontier Behavioral Health Director, regarding the Care Cars program and from Ray Wright, Planning/Grants Engineer, on behalf of the City of Spokane Valley sidewalk project submittals. Based upon several considerations, the Committee concurred with moving forward with “Scenario 2,” as represented in the table below, as a recommendation to the Board for project awards.

Table 3: Preferred Funding Scenario

Project Name	Agency	Funds Requested	Committee Funding Recommendation
Mobility Management	Special Mobility Services	\$160,640	\$160,640
Paratransit	STA	\$240,516	\$240,516
<i>Total Traditional</i>		<b>\$401,156</b>	<b>\$401,156</b>
<i>Remaining Traditional</i>		\$0	\$0
Sidewalk - 9th	City of Spokane Valley	\$192,000	\$192,000
Coordinated Transportation System Feasibility Study	Spokane Regional Health District	\$19,627	\$19,627
Care Cars	Frontier Behavioral Health	\$256,372	\$116,591
<i>Total Other*</i>		<b>\$467,999</b>	<b>\$328,218</b>
<i>Remaining Other</i>		<b><i>\$(139,781)</i></b>	<b><i>\$0</i></b>

\* Sidewalk – Coleman is not funded in this scenario

**RECOMMENDATION TO COMMITTEE:** Discuss and prioritize projects for funding and recommend to the Board for approval.

**COMMITTEE ACTION:** Reviewed and discussed three proposed funding prioritization options for FTA Section 5310 funding awards. Concurrence to recommend funding as summarized in “Table 3: Preferred Funding Scenario” table above.

**RECOMMENDATION TO BOARD:** Recommend the Board award to the grantees at the amounts listed in the “Recommended Funding Scenario” table above.

### **FINAL REVIEW FOR BOARD BY:**

Division Head KO

Chief Executive Officer JS

Legal Counsel LM

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

AGENDA ITEM **9.A.**

BOARD OPERATIONS COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE:

Board Operations (*French*)

SUBMITTED BY:

Al French, Committee & Board Chair

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**SUMMARY:**

A verbal report will be given at the Board meeting.

**RECOMMENDATION TO BOARD:** Receive report.

**FINAL REVIEW FOR BOARD BY:**

Division Head       

Chief Executive Officer ESM

Legal Counsel CM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 10.A**

**PLANNING & DEVELOPMENT COMMITTEE CHAIR'S REPORT**

**REFERRAL COMMITTEE:**

Planning & Development (*Waldref*)

**SUBMITTED BY:**

Amber Waldref, Committee Chair

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**SUMMARY:**

A verbal report will be given at the Board meeting including:

- i. New Service & Policy Considerations

**RECOMMENDATION TO BOARD:** Receive report.

**FINAL REVIEW FOR BOARD BY:**

Division Head       

Chief Executive Officer ESM

Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY  
BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 10.A.i : NEW SERVICE AND POLICY CONSIDERATIONS**

**REFERRAL COMMITTEE:** Planning & Development (*Waldref*)

**SUBMITTED BY:** Karl Otterstrom, Director of Planning

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**SUMMARY:**

In response to Board member comments at the May 19, 2016 Board meeting, this item was placed on the June 1, 2016 Planning & Development Committee meeting agenda to address members' interest in new service and policy considerations. Due to time constraints, members briefly discussed the context of the request and, through a motion, directed staff to provide the following information for Board and Committee consideration for further discussion:

- A list of policy issues brought forward by Mayor Peterson that can be addressed during the Comprehensive Plan update next year.
- The process by which new service and routes can be considered through the annual public process of developing the Transit Development Plan.
- For context, a list of proposed service improvements and routes that have been generated by public input (including the service improvements Commissioner O'Quinn and Mayor Peterson mentioned at the last board meeting).

At the pleasure of the Board, staff can briefly present on the planning and implementation framework currently in place to respond to customer input, operational requirements and the Board's strategic direction in a productive fashion. Additionally, staff has prepared the following attachments to respond to the motion from the Planning and Development Committee:

- The policy and service issues broached at the May 2016 board meeting with associated suggestions for how the input can be addressed in upcoming plan updates
- A copy of memos 1.01 and 1.05 from the STA Moving Forward planning process, as well as the board resolution, that identify the focus of Phase II of said planning process
- Staff reports from the February 2016 and June 2016 Performance Monitoring and External Relations Committee reporting out recent public input on service design.

**RECOMMENDATION TO BOARD:** Discussion.

**FINAL REVIEW FOR BOARD BY:**

Division Head KO

Chief Executive Officer ESM by  
aw

Legal Counsel LM

To address in the upcoming update to the Comprehensive Plan (Connect Spokane)	To be considered for the Service Implementation Plan covering 2018-2020 (developed Spring 2017)
<ul style="list-style-type: none"> <li>• Embrace the driverless car, van and bus in the 2040 plan (Regional Context Chapter)</li> <li>• Embrace Uber and Zip Car in the transportation mix (Regional Context and Rideshare Element)</li> <li>• Define correct capacity to ridership and sizing buses appropriately (Annex 1 – Fixed Route Performance Standards)</li> <li>• Increase fares to support continued growth rather than use tax dollars (Revenue and Fares Element)</li> <li>• Provide timely route changes due to increase or decrease in demand by passengers and communities (Annex 1 – Fixed Route Performance Standards)</li> <li>• Size park and ride to right locations in areas of need (System Infrastructure Element)</li> <li>• Establish vanpools using electric car models within five years (Rideshare Element)</li> <li>• Break down the electric bus vs. carbon bus to size and cost per ride to ensure return on investment (Sustainability Element)</li> <li>• We are partnering with others to the greatest extent possible with the transportation plan for the new 21<sup>st</sup> Century (Regional Transportation and Land Use Coordination Element)</li> <li>• Established ridership goals should address management accountability (Monitoring and Improvement Element, Annex 1: Fixed Route Performance Standards)</li> <li>• Ensure market ridership goals in our two largest classes (education and business) are being met (Fixed Route Element, Annex 1: Fixed Route Performance Standards)</li> </ul>	<ul style="list-style-type: none"> <li>• Review requests for service that were screened out in Phase 1 &amp; 2 of the previous prioritization process that created STAMF</li> <li>• Specific recent requests (May 2016 Board Meeting):             <ul style="list-style-type: none"> <li>• Introduce new service to the SNAP housing on Upriver Drive east of Havana Street</li> <li>• Introduce new service to the Northwood neighborhood along Argonne Road</li> <li>• Airport bus service and ridership must be established between our western cities including Medical Lake, Airway Heights and Cheney</li> </ul> </li> </ul>

## Moving Forward

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### Memo 1.01 – Long List of Conceptual Projects

***Approved by:***  
**Board of Directors**

**Final**

**4/18/2012**



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# Table of Contents

Introduction .....	1
Geography (Space).....	2
New Cities/Areas.....	2
New Routing.....	2
Service (Time).....	2
Frequency .....	2
Span.....	3
Express/Direct Service .....	3
Capital Investments (Matter).....	3
Passenger Interface Components.....	3
Major Connection Facilities .....	3
Modes .....	4
Narrowing the Focus: The Long List of Projects .....	4
Draft Long List of Conceptual Projects.....	5
High Performance Transit Corridors .....	5
HPT Blue Lines.....	5
HPT Red Lines.....	5
HPT Green Lines.....	6
Basic Fixed-Route Service Improvements.....	6
Commuter Service Improvements.....	7
Paratransit Service Improvements .....	7
Rideshare Service Improvements .....	8
System Infrastructure Improvements.....	8
Passenger Interface Components.....	8
Major Connection Facilities .....	8
System Requirements .....	9



# Introduction

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Whether somebody is a frequent rider or one who sees buses through the windshield of their car, transit has the rare ability to capture the creative imagination of multitudes of people. “We should construct a monorail from Hillyard to Downtown Spokane!” “I need a bus shelter near my house.” “If only there was light rail from the airport to Coeur d’Alene...,” are just a few of the ideas submitted through notecards at the Plaza, e-mails to customer service, or comments made at a public open house. Spokane Transit has received countless suggestions for improved transit services throughout the region. Together, these thoughts make up the “Universe of Ideas”, a collection of views that have been used during visioning exercises, influenced planning documents at Spokane Transit and served as the starting point for this planning effort.

As Spokane Transit begins this phase of work to analyze and prioritize projects, it is important to recognize the immense range of possible transit enhancements. The opportunities to improve each route, add service during specific hours of the day, or construct a new facility are infinite; so, categorizing the suggestions into different groups help us better understand the types of desires as opposed to trying to address each of the thousands of comments received. We know that the universe is made up of elements found in the categories of space, time and matter; and in the same way, the Universe of Ideas for transit improvement can be classified as space (geographic ideas), time (service ideas), and matter (capital investment ideas). While not all of the ideas that have ever been conceived are listed in this memo, the categories described below summarize the different types of suggestions that we receive.

This memorandum offers examples for each of the categories within the “Universe of Ideas” and describes how these ideas have become organized in Spokane Transit’s Comprehensive Plan, *Connect Spokane*. Subsequently, a “Long List of Conceptual Projects” is presented that is proposed to be the starting list for screening, evaluating and prioritizing transit projects that could be implemented in ten to fifteen years.



## Geography (Space)

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### New Cities/Areas

Expanding Spokane Transit's service area is often a topic that captures imaginations because it represents new opportunities for connections. To the north, south, east and west, ideas about connecting places like Deer Park, Tumtum, Rockford, Coeur d'Alene, Davenport, Nine Mile, Spangle, Reardan, Mead and Newport are often noted.

### New Routing

Although Spokane Transit provides basic service to at least 85% of the PTBA population residing in urbanized areas, Spokane Transit occasionally receives requests to extend transit lines or deviate from the existing route to travel closer to a person's property or business. Most recently, the 2011 service change evoked ideas about modifying routes in Medical Lake, the South Hill, Latah Creek, the Spokane Valley and North Spokane.

## Service (Time)

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### Frequency

Because frequency represents the level of freedom to transit customers, by far the most requested improvement for Spokane Transit is to increase the frequency of bus routes. When asked "If you could pick one thing to make STA's service better, what would it be?" in the 2010 *Behaviors and Perceptions of STA's Bus Riders* survey, 19% of respondents wanted more frequent routes in general. 10% wanted more frequent routes on the weekend and the next closest response was that the service was "fine as it is" at 6%. Most requests to increase frequency are associated with a specific route. Some also ask for the system to maintain the same daytime frequencies later into the evening.

## Span

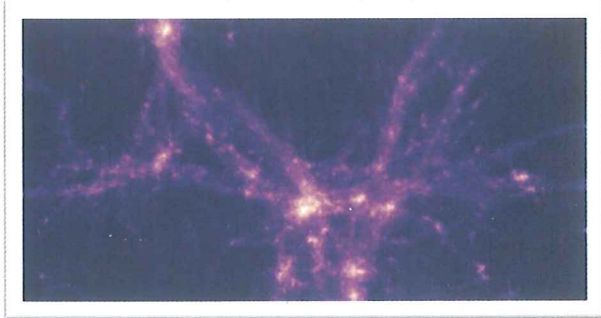
Another common request is to have more service late at night and on the weekends. Currently, fixed route service operates between 6am to 11pm on weekdays, 6am to 10pm on Saturdays and 8am to 9pm on Sundays. "Night Owl" routes or the addition of low-frequency service from midnight until 6am is requested to provide transit opportunities for those who would like to travel later in the evening or into the early morning.

## Express/Direct Service

As a request to save time or eliminate the need to transfer, customers request direct or express service from one area to another. Suggestions often ask for a connection between two parts of the city or region without having to transfer buses or travel out of direction. For example, to travel between Airway Heights, Medical Lake and Cheney today, one would have to transfer buses in Downtown Spokane. Adding regional express service to areas without one, like the South Hill, has also been recommended.

## Capital Investments (Matter)

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## Passenger Interface Components

Passenger Interface Components include bus benches, bus shelters, informative signs, real-time passenger signs, improved lighting, bicycle facilities, pedestrian improvements, adjacent ADA accessibility, off board payment stations, etc. Placed strategically, these can dramatically enhance the customer experience for a relatively low cost. Several times a month Spokane Transit receives requests to put these in various locations throughout the region.

## Major Connection Facilities

Major Connection Facilities include park and ride lots and transit centers. Park and Rides have the ability to serve large areas where basic transit service may not be feasible by allowing people to drive their cars for a portion of their journey and then continue on transit. This helps

people avoid parking and fuel costs. Transit Centers provide comfortable opportunities for customers to transfer to routes that converge at a particular location. Requests for Park and Rides include locations such as Moran Prairie, I-90 Exit 272, Seven Mile, Nine Mile, North Spokane Corridor.

## Modes

Additional modes are often the topic of request and inquiry because they are such an intimate part of the transit customer's experience as well as a powerful visible impact for those not riding. From streetcars to light rail and magnetic levitated trains to aerial trams, people are interested in riding on a variety of different vehicle types.

## Narrowing the Focus: The Long List of Projects

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As presented above, the universe of comments, ideas and thoughts is too vast to begin any detailed analysis without ensuring that the ideas meet basic criteria. By narrowing the focus down to only the elements of the universe that are in direct alignment with the community's goals and vision, staff is more able to effectively determine which projects will best support the region's transportation needs. Adopted in September 2010, *Connect Spokane: A Comprehensive Plan for Public Transportation* is the sextant used to guide the focus of ideas and create a draft Long List of Conceptual Projects. Every project in this list has been included in a transit planning document over the past two decades, particularly *Connect Spokane*. Projects that meet the screening criteria in Phase I will move on to Phase II for further analysis. If a project does not advance for further evaluation during this process, it does not mean that the project will not be considered in the future, but maybe that it is not in the top tier of projects that can be implemented within the next 10 to 15 years.

During Phase I, the Long List of Conceptual Projects will be evaluated based on the adopted screening criteria to create a List of Conceptual Projects for a more detailed analysis involving extensive public input and technical analysis. This list will eventually be prioritized and the projects readied for implementation in the event that future funding becomes available.



# Draft Long List of Conceptual Projects

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The following list represents a proposed starting point, established in Spokane Transit's comprehensive plan, for planning for the next 10 to 15 years of transit investments. The list is divided by service and infrastructure categories.

## High Performance Transit Corridors

The vision of High Performance Transit (HPT) Network is the foundation, framework and basis for future service investments. HPT service is defined as "all-day, two-way, reliable and frequent service which offers competitive speeds to the private automobile and features improved amenities for passengers." (*Connect Spokane*) A preliminary draft network plan was adopted into the comprehensive plan after input from the public and jurisdictional partners.

### HPT Blue Lines

Blue lines cover long distances quickly to connect major regional destinations. Typically the speed is higher but there are fewer stops. Frequencies for this service are between 15 and 30 minutes.

ID	Corridor	Draft Priority (from Connect Spokane)
B1	Cheney to Spokane via I-90, Downtown Spokane, SCC, North Spokane Corridor	Cheney – Intermediate NSC – Long Range
B2	Spokane Int'l Airport <> Coeur d'Alene, ID via Downtown Spokane, Spokane Valley Mall, Post Falls	Long Range

### HPT Red Lines

Red lines offer direct service to major destinations within a metropolitan area. Both the speed of the vehicle and the amount of access for passengers is moderate. These lines have 10-15 minute frequency.

ID	Corridor	Draft Priority (from Connect Spokane)
R1	Airway Heights to Newport Hwy & Hawthorne via Sunset Blvd., Downtown Spokane, Division Street	Division – Near Term Airway Heights – Long Term
R2	Downtown Spokane to Liberty Lake via I-90 Corridor, Sprague Ave., Spokane Valley, Greenacres	Intermediate
R3	VA Hospital to Sprague and Sullivan via Wellesley Ave,	Long Range

	Hillyward, SCC, Millwood, Spokane Valley Mall	
<b>R4</b>	Holland and Division to South Hill Park and Ride via Nevada St, Francis Ave, Market Street, Freya St, 29 <sup>th</sup> Ave	Long Range

## HPT Green Lines

Green lines support spontaneous travel, short trips and provide quick, easy access to other service types. A green line generally has a lower average speed but higher passenger access. The frequencies are the highest at 6-10 minutes.

ID	Corridor	Draft Priority (from Connect Spokane)
<b>G1</b>	Five Mile to Moran Prairie via Monroe St, Downtown Spokane, Grand Blvd, Lincoln Heights, Regal St	Near Term
<b>G2</b>	Browne's Addition to SCC via Downtown Spokane, Riverpoint Campus, Hamilton St, Mission Ave	Near Term
<b>G3</b>	Downtown Spokane to Valley Transit Center via Sprague	Near Term
<b>G4</b>	Indian Trail to Lincoln Heights via Shadle Park, Downtown Spokane, Perry District, Southeast Blvd	Intermediate
<b>G5</b>	14 <sup>th</sup> and Lincoln to Crestline & Francis via Downtown Spokane, Riverpoint Campus, Hamilton St, Euclid Ave, Crestline St	Intermediate
<b>G6</b>	Five Mile Park & Ride to Southside Medical District via Francis Ave, Nevada St, Hamilton St, Riverpoint Campus, South University District	Long Range
<b>G7</b>	SFCC to SCC via Maxwell Ave, Mission Ave	Long Range
<b>G8</b>	Millwood to South Valley via Argonne Rd, Valley Transit Center, Sprague Ave, Pines Rd	Long Range

## Basic Fixed-Route Service Improvements

Spokane Transit refers to its conventional fixed-route bus route as "Basic Service" in the context of service planning and implementation. Currently, five routes have geographic or temporal gaps in service from the fixed-route policies of the Comprehensive Plan. They include:

- Route 23 Maple/Ash: Mid-day service is every 60 minutes (rather than 30 minutes) and there is no service north of Francis mid-day, nights and weekends
- Route 26 Lidgerwood: Route does not extend north of Francis late nights and Sundays

- Route 28 Nevada: Route does not extend north of Francis late nights and Sundays
- Route 62 Medical Lake: Service is less frequent than minimum frequency for interurban basic service and there is no service nights and weekend along route
- Route 44 does not serve Bernard Street nights and weekends

Most of these gaps were identified in the adopted 2011-2013 Service Implementation Plan as existing conditions that could not be resolved in the major service revisions implemented in September 2011. In addition to these gaps, there may be opportunities to make adjustments to schedules and routing if there are additional resources. These opportunities should be considered during Phase II.

## **Commuter Service Improvements**

Commuter Peak service is focused on premium/express service to a major employment or education center on weekdays at peak periods for the destination. Such routes are typically one-way in each peak. It may be anchored by a park and ride facility or have a collection segment through residential areas before traveling limited stop to the employment/education center.

*Connect Spokane* calls for geographic allocation of fixed-route services such that each “travel shed partition” has at least one Commuter Peak route originating within the partition so long as it meets service performance standards. Currently the South Spokane travel shed partition does not have a commuter route. Possible route opportunities should be evaluated in this partition and opportunities to create additional corridors or augment existing service should be evaluated in Phase II.

## **Paratransit Service Improvements**

Paratransit is a wheelchair-accessible shared-ride transportation service for individuals whose disability prevents them from using the regular fixed-route buses. The impact of implementing any HPT corridor or other project on Paratransit services will be considered during this planning process. Improvements to Paratransit services include identifying designated pick-up and drop-off locations for those areas which have high Paratransit activity or those locations which have multiple entrance and exit points should be evaluated and identified. Furthermore, STA could consider investigating a time-dependent Paratransit boundary or the implementation of additional programs or types of service related to Paratransit.



## Rideshare Service Improvements

Rideshare services are made up of vanpool service, special use van agreements, and vanshare. Vanpool, the most common type of rideshare service offered by Spokane Transit, is a van provided by STA that is shared by people who live and work in approximately the same areas and can commute together to a place of employment. The driver is not an employee of STA. Improvements to Rideshare include the investigation of innovative strategies to more efficiently utilize rideshare resources.

## System Infrastructure Improvements

### Passenger Interface Components

Policies listed under SI-3.0 of Connect Spokane list components of the transit system that are important to passengers connecting by car, foot or bicycle to use transit. They include bus stops, benches, shelters and awnings, lighting, bicycle facilities and pedestrian infrastructure such as sidewalks. For the most part, these investments are relatively low cost when applied to a specific location; however, a program of improvements calls for an analysis of existing conditions and recommendations for improvements.

### Major Connection Facilities

Park and ride lots, transit centers and other major facilities designed to connect multiple modes or routes are referred to as "Major Connection Facilities" in this document. Conceptual projects that have been identified in past official planning documents by STA are considered as part of the Long List.

Concept Description	Reference
Shadle Park Transit Center	1993 STA Comprehensive Plan Technical Report
Joe Albi Terminal and Park and Ride	2009-2015 Transit Development Plan
Nine Mile Road Park and Ride	2009-2015 Transit Development Plan
Farwell Road Terminal and Park and Ride	2009-2015 Transit Development Plan
Northeast Transit Center	2009-2015 Transit Development Plan/1993 STA Comprehensive Plan Technical Report
Upriver Transit Center (SCC)	1993 STA Comprehensive Plan Technical Report/2009-2015 Transit Development Plan
New Liberty Lake Park and Ride/Transit Center	2009-2015 Transit Development Plan
Argonne Road Park and Ride	1993 STA Comprehensive Plan Technical Report

<b>Moran Prairie Terminal/Park and Ride</b>	<i>Connect Spokane/2009-2015 Transit Development Plan</i>
<b>West Plains Transit Center</b>	<i>Connect Spokane</i>
<b>Four Lake Park and Ride</b>	1993 STA Comprehensive Plan Technical Report/2009-2015 Transit Development Plan
<b>Exit 276 Transit Center</b>	1993 STA Comprehensive Plan Technical Report
<b>US 195/Hangman Valley Park and Ride</b>	2009-2015 Transit Development Plan
<b>Indian Trail Park and Ride</b>	2009-2015 Transit Development Plan
<b>Post Falls or Coeur d'Alene Park and Ride</b>	2009-2015 Transit Development Plan

### **System Requirements**

System requirements include additional vehicle maintenance capacity, bus layover sites and other infrastructure that doesn't directly interface with our customers. The scope of these requirements will vary based upon the improvements considered in Phase II of the HPT Network Development.

## Moving Forward

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### Memo 1.05: Phase I Public Outreach and Feedback Summary

***Prepared for:***  
**Planning and Development Committee**

**Draft**

**7/3/2012**



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# Table of Contents

Introduction and Overview .....	3
Outreach Activities.....	4
Public Open House.....	4
Process .....	4
Results.....	5
Online Survey .....	5
Process .....	5
Results.....	5
Citizen Advisory Committee Workshop.....	7
Process .....	7
Results.....	7
All-Employee Meeting.....	8
Process .....	8
Results.....	9
Appendix A.....	11
Appendix B .....	13
Appendix C .....	15
Appendix D.....	19

# Introduction and Overview

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This memo contains a description of the public outreach efforts and the information gathered from those efforts of Phase I of *STA Moving Forward*, the High Performance Transit planning process. This memo is not intended to be a list of all of the work that has been conducted, but rather a summary of the highlights of the major activities that took place and the results of the questions that were asked. Framed in a variety of different ways throughout this public outreach effort, three general questions were asked. First, staff wanted to know which of the High Performance Transit (HPT) characteristics (i.e. Frequency, Span, Enhanced Vehicles, etc.) people felt were the most important. Second, the public was asked if they agreed with the weights given to the HPT corridor evaluation criteria (i.e. Existing Ridership, Travel Density, Development Support, Grant Opportunities). Finally, the public was asked about the most important destinations and corridors for the High Performance Transit Network.

Overall, the response from the community has been generally positive while providing some important feedback for preferences of HPT corridors. For the Blue Corridors, both Cheney to Downtown Spokane and Spokane Airport to Coeur d'Alene were often the top choices of the respondents. Division St. HPT and an HPT Line through the Spokane Valley to Liberty Lake topped the ranking of the Red Lines. With a few exceptions, G1-Five Mile Park and Ride to Moran Prairie and G2-Browne's Addition to SCC were ranked highest among the Green Lines.

Furthermore, staff asked the public if they agreed with the draft weights given to each scoring criteria for the corridor screening (30% Existing Ridership, 30% Travel Density, 30% Development Support and 10% Grant Opportunities). With only eight surveys responding to the question asking if the weights of the evaluation criteria for the HPT Corridors reflected the opinions of the public, staff cannot draw definitive conclusions from the survey. However, those who did respond would have liked to see a slightly higher weight given to the score of Existing Ridership (33% instead of 30%) and slightly less for Development Support (25% as opposed to the recommended 30%). The responses for the weight percentage for Travel Density and Grant Opportunities remained close to those values presented as recommendations.

With regard to the HPT characteristics, Higher Frequency and Greater Span were consistently ranked at the top of the most important features for respondents. Although it varied depending on the group, real-time information for customers, transit signal priority and improved station amenities were generally ranked in the second tier of characteristics. Respondents seem to favor any HPT feature which allows them to travel with more speed and flexibility (i.e.

frequency, span, transit signal priority) or with more travel comfort (i.e. real-time information, passenger amenities and enhanced vehicles).

## Outreach Activities

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### Public Open House

#### Process

On May 16, 2012, STA staff hosted an open house on the second floor of the Plaza in partnership with Spokane Regional Transportation Council and the City of Spokane. More than 100 people attended the open house to learn more about the STA Moving Forward planning effort that is taking place. From 4-6pm staff answered questions and received feedback about the High Performance Transit corridors that are being evaluated. There were opportunities to review maps of potential HPT corridors, connection facilities and to complete a survey. The survey was the result of collaboration between Spokane Transit, City of Spokane and Spokane Regional Transportation Council to seek input about transit and transportation topics in the region. The following photo shows the setup on the second floor of the Plaza and the computers available for open house participants to complete their survey online. See Appendix A for the comments collected from the comment card submittal at the open house.





## Results

Attendees commented and provided input about current and future transit service. Comments touched on topics ranging from crosswalks near bus stops to the need for more seating capacity to installing and operating railed infrastructure. Comments concerning HPT corridors supported R1-A on Division St., B2 between Spokane Airport and Coeur d'Alene and R2 in the Spokane Valley.

Twelve of the open house attendees participated in the open house survey taken on computers provided at the open house. The first transit related question asked the respondents to prioritize their top three choices of HPT characteristics. Providing a greater span of transit service was the top HPT feature that people felt was the most important and higher frequency was the second most important HPT feature. The rest of the features were a step below the top two and each received a handful of votes, except for "enhanced vehicles" which received no top 3 votes.

## Online Survey

### Process

Staff created an online survey to receive feedback on questions posed during Phase I of STA Moving Forward. The short three question survey asked about when the respondent first heard about High Performance Transit, their top ranked HPT features and their preference for destinations that should be served by HPT. This survey was open for about three weeks before staff tabulated the results on June 15<sup>th</sup>. At that point 58 people had responded to the survey. See Appendix B for a copy of the survey questions.

### Results

Below is a list of qualities of High Performance Transit. Please prioritize your top three choices based on the three characteristics you feel are the most important (1 = Highest). The response count column denotes how many times an individual voted that particular HPT feature in their list of top three most important HPT features. The ranking average is a weighted score based on the average placement of each feature. In this case a lower score means that it ranked higher overall.

Higher service frequency was the most important attribute; greater span ranked a close second. Those two features were set apart from the rest of the group by a large margin. Real-time information for customers topped the second tier of HPT features. We may be able to infer that increased passenger capacity is very important to those who are directly affected by it as it had a better ranking than transit signal priority despite receiving fewer responses overall.

Rank	Answer Options	Response Count	Ranking Ave. (1 = Highest)
1	Higher frequency	39	1.54
2	Greater span (hours of service)	34	1.82
3	Real-time information for customers	18	2.06
4	Improved station amenities (shelters, benches, ramps, lighting, etc.)	16	2.06
5	Transit Signal Priority (extends green lights or shortens red lights for buses)	16	2.50
6	Increased passenger capacity to meet demand in each corridor	13	2.08
7	Off-board fare payment stations to speed up boarding by allowing all-door boarding (no farebox onboard)	12	2.33
8	Enhanced vehicles	12	2.33

The survey asked, "What are some destinations in our region you think HPY should serve? (check up to five)." Downtown Spokane was the most popular answer with more than 60% of respondents selecting that location. EWU/Cheney and Coeur d'Alene scored well with roughly 40% of respondents choosing destinations outside of the urban core of the Spokane Region. North Division/Norhtown Mall, the Southside Hospitals and Liberty Lake also scored well among the survey respondents.

Answer Options	Response Percent
Downtown Spokane	60.3%
EWU/Cheney	41.4%
Coeur d'Alene	39.7%
North Division	37.9%
Southside Hospitals	34.5%
Liberty Lake	32.8%
Norhtown Mall	29.3%
Other (please specify up to three locations)	29.3%
East Sprague	20.7%
Valley Mall	20.7%
Airway Heights	20.7%
Medical Lake	17.2%
Millwood	13.8%
Lincoln Heights	12.1%
Mirabeau	3.4%

In addition to the questions highlighted above, respondents were also asked when they first heard about the High Performance Transit Network. According to 58% of respondents, this was the first time or within the past month was the first time they had heard about the HPTN. 28% heard about it more than a year ago and 14% had heard about it within the past year.

Respondents were also given an option to provide any other additional comments. Many of the comments requested more service, later service, improved stop amenities or the construction of railed transit. See Appendix C for the open ended responses.

## Citizen Advisory Committee Workshop

### Process

At the June 13, 2012 Citizen Advisory Committee (CAC) meeting, the committee was briefed about the work being done for STA Moving Forward up until that point. Each member of the CAC received dots to place next to the HPT features or HPT corridor that they felt were the most important.

### Results

Keeping in line with typical requests from STA customers and the public in general, higher frequency and greater span were the top vote getters. Improved station amenities and off-board fare payment stations were the second tier of preferences followed by the rest of the HPT features. This remains relatively consistent with other groups who provided input.

Characteristic	Vote Count
Higher frequency	5
Greater span (hours of service)	5
Improved station amenities (i.e. shelters, benches, ramps, lighting, etc.)	4
Off-board fare payment stations	3
Transit Signal Priority	2
Real-time information for customers	2
Increased passenger capacity to meet demand in each corridor	2
Enhanced vehicles	1

CAC members were asked to rank their top corridors for each of the HPT segments listed below. The Division Line R1-A received the most votes, consistent with other feedback. Two blue segments, one between Cheney and Downtown Spokane and one between Cheney and SCC combined to receive 7 votes as well. The relatively low ranking of the Spokane Airport to Coeur

d'Alene is not consistent with the other groups who provided input. The highest Green Line was Five Mile to Moran Prairie G1 but the group distributed preference through most of the Green Lines.

Designation	Name	Score
<b>B1-AB</b>	SCC to Cheney	<b>4</b>
<b>B1-A</b>	Downtown to Cheney	<b>3</b>
<b>B1-B</b>	Downtown to Hastings	<b>2</b>
<b>B2</b>	Spokane Airport to Coeur d'Alene	<b>2</b>

Designation	Name	Score
<b>R1-A</b>	North Division to Downtown	<b>7</b>
<b>R3-A</b>	Shadle Park to SCC	<b>3</b>
<b>R1-B</b>	Airway Heights to Downtown	<b>2</b>
<b>R2</b>	Liberty Lake to Downtown	<b>2</b>
<b>R4-B</b>	Lincoln Heights to SCC	<b>2</b>
<b>R3-B</b>	SCC to Sprague/Sullivan	<b>0</b>
<b>R4-A</b>	SCC to Holland/Division	<b>0</b>

Designation	Name	Score
<b>G1</b>	Five Mile to Moran Prairie	<b>3</b>
<b>G2</b>	Browne's Addition to SCC	<b>2</b>
<b>G4</b>	Indian Trail to Lincoln Heights	<b>2</b>
<b>G5-A</b>	Empire/Cook to 14th/Lincoln	<b>2</b>
<b>G6-A</b>	Five Mile to Riverpoint via Hamilton	<b>2</b>
<b>G3</b>	Downtown to Valley Transit Center	<b>1</b>
<b>G7</b>	SFCC to SCC	<b>1</b>
<b>G8</b>	Millwood to SR27 & E 32nd Ave	<b>0</b>

## All-Employee Meeting

### Process

On April 30<sup>th</sup>, 2012, Spokane Transit held four all-employee meetings throughout the day and conducted exercises to obtain feedback from the employees about which High Performance Transit (HPT) features and corridors they believed were the most important. Selected volunteers from departments across the agency were trained as table facilitators. During the meeting, the facilitators helped employees understand the projects and fill out the survey sheet that asked them to rank the HPT corridor segments and the HPT features that they feel are most important. See Appendix D to view the sheet that was distributed to all of the employees who attended one of the meetings.

To score and rank the selections, staff used a variety of techniques to evaluate the survey data to consider different ways of assessing the ranking of each project. However, the technique of scoring each item inverse to the rank given (1 = 5, 2 = 4, 3 = 3, 4 = 2, 5 = 1) and then summed appeared to be the most comprehensive. For both the corridors and the features the scores aligned with other ranking and scoring methods.

The tables below provide the full rankings for each question.

## Results

The ranking of the HPT corridors by Spokane Transit employees resulted in two long-distance Blue Line corridors as the top HPT corridors to implement. The route traveling between the Spokane Airport and Coeur d'Alene was the most popular route followed by the Cheney to Spokane corridor. The Liberty Lake to Spokane and Airway Heights to North Division ranked the highest of the Red Lines and SCC to SFCC via Mission and Five Mile to Moran Prairie via Monroe, Downtown, Grand and Regal scored the best out of the Green HPT Lines.

Rank	Corridor	Weighted Score
1	Airport to Coeur d'Alene via Spokane	470
2	Cheney to Spokane	394
3	Liberty Lake to Spokane	300
4	Airway Heights to North Spokane US 2 and Division Street	239
5	SCC to SFCC via Mission	187
6	Shadle to Central Valley via Wellesley and Trent	183
7	Five Mile to Moran Prairie via Monroe, Downtown, Grand, Regal	165
8	Browne's Addition to SCC via Downtown	152
9	Northpointe to Lincoln Heights via Hillyard and SCC	151
10	Five Mile to University District via Francis, Nevada, Hamilton	145
11	VTC to Downtown via Sprague	143
12	Indian Trail to Southeast Blvd via Downtown	82
13	14th & Lincoln to Crestline/Francis	62
14	Millwood-South Valley	61

Improved transit service frequency is the most important HPT attribute according to STA Employees who completed the survey. Real Time information (e.g. arrival and departure times), while not preferred for most importance, scored better than greater service span after weighting the score as described above. Considering the differences between each weighted



score, there is a clear delineation between the fifth and sixth rank. If one is to consider the top five rankings, all of them affect actual and perceived travel times (even greater span: if the bus doesn't come until the morning then there is a very long travel time). Improved station amenities and enhanced vehicles improve the image and the experience but not to the same degree as frequency, reliability (signal priority, off-board fare collection) and solid dynamic rider information.

Rank	Attribute of High Performance Transit	Weighted Score
1	Higher Service Frequency	457
2	Real-time Information	380
3	Transit Signal Priority	322
4	Greater Span	315
5	Off-board Fare Payment	274
6	Enhanced Vehicles	178
7	Improved Station Amenities	158
8	Boarding All Doors	80

# Appendix A

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Card No.	Comment
1	Frequent rider of #45 * South Perry District. Suggestion: bigger buses, especially the peak hours of school! And...I sure hope you are really reading these (comments, etc.)
2	Might be a good idea to encourage travelers to park at certain transit stops and ride to downtown. *A good example of this is the Link in Tacoma.
3	Would be nice if it went further North (Mall) and over 2 the 2 community colleges.
4	Paint the crosswalks! And <u>thank</u> you for keeping the bus stop on the corner of Helena & 37th.
5	Service is stopped too early in the evening. If the buses ran later into the night, I would be able to get out into the city more.
6	I like the B2 route, with light rail and the R2 with overhead electric in addition to a few more with frequent stops would be good.
7	Please put in a rail network. Airway heights to CDA via I-90 corridor. Downtown Spokane to Mead along Division/Hwy 2. I will use it!
8	We need the use of bathrooms at VTC & all park & rides.
9	#2 is too bumpy. Need to fix streets or better cushion seats. Fifth/Howard/6th/Wall. Got no response from S. Millbank. Cell phone on the bus should be prohibited. Drivers are on a tight schedule.
10	I would like a card that I could load with \$20 toward riding the bus.
11	Northeast quad of area is completely void of public transit. I keep proposing a loop on Upriver Drive to provide minimal service.
12	The recent changes to the Cheney bus routes are pretty terrible. There needs to be a better way to set these routes up.
13	Saturday, Sunday & evening service.
14	More local feeder routes & in Airway Heights etc and then main lines into downtown.
15	Bus up Boone & Sharp by GU.

16	Consider a Red Line from 5-Mile to Downtown/U-District. Prioritize R1-A and B2. Many more park & rides along North Spokane Corridor, I-90 and in the suburbs. Spokane's culture is car-drive and probably will remain so in the future. Denver's transit system has a lot of park and rides and it seems to work well for that "sprawled-out" metro area. Transit access points should be more visible on HPTN routes - more than just a metal sign - part of transit is branding and promoting it. Celebrate its presence!
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## Appendix B

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**1. When was the first time you heard about the proposed High Performance Transit Network?**

- ☐ This if the first time
- ☐ In the past month
- ☐ In the last year
- ☐ Over a year ago

**2. Below is a list of qualities of High Performance Transit. Please prioritize your top three choices based on the three characteristics you feel are the most important (1 = highest).**

	1	2	3
Higher frequency	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Greater span (hours of service)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Improved station amenities (shelters, benches, ramps, lighting, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Transit Signal Priority (extends green lights or shortens red lights for buses)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Off-board fare payment stations to speed up boarding by allowing all-door boarding (no farebox onboard)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Enhanced vehicles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Real-time information for customers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Increased passenger capacity to meet demand in each corridor	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**3. What are some destinations in our region you think HPT should serve? (check up to five)**

- ☐ Southside Hospitals
- ☐ Coeur d'Alene
- ☐ EWU/Cheney
- ☐ Northtown Mall
- ☐ Downtown Spokane
- ☐ Lincoln Heights
- ☐ North Division
- ☐ East Sprague
- ☐ Valley Mall
- ☐ Liberty Lake
- ☐ Airway Heights
- ☐ Medical Lake
- ☐ Mirabeau
- ☐ Millwood
- ☐ Other (please specify up to three locations)

**4. If you would like more information on upcoming events as we move forward, please provide your email address.**

Email Address: \_\_\_\_\_

**5. Do you have any other comments you would like us to consider?**



## Appendix C

1	Evening and week-end service to and from Medical Lake
2	presently live in post falls and work in liberty lake myself and several coworkers could use service in this area
3	A limited stop express run should be considered between 57th Ave and Downtown, similar to the north side #124, morning and evening rush times.
4	You need to give your driver's training on being friendly & helpful. We take public transport on vacation. Had a wonderful experience in Chicago SO UNLIKE WHAT WE EXPERIENCE HERE AT HOME IN SPOKANE. Here they are rude and unwilling to help customers!
5	Keep evenings and weekend service
6	They ought to consider "last call" hours on Friday and Saturday's from downtown going in each direction (north south east and west) in an obvious abridged version of the typical routes for those areas. This would be a good addition towards the city's efforts of rebuilding Spokane downtown include the night life downtown has to offer. Last call is typically at 1:30am, so bus departures should be at 2 am.
7	<p>To replace the popular Downtown Shuttle and Medical Shuttle services (operating from the Spokane Arena to Downtown and Downtown to the Hospitals on the Southside), consider the benefits of cable-based transit. Here's my idea, since it's very specific.</p> <p>Build a Monocable Detachable Gondola (MDG) or a 3S Gondola system. The MDG system is exactly the same as those that you see at ski resorts like Crystal Mountain, WA and Silver Mountain, ID, as well as others worldwide. It's a one-rope system whose cabins can hold as many as 15 people. The 3S is more like Whistler's Peak2Peak Gondola; among the differences, it has three ropes, can operate in higher winds, and can operate at slightly higher speeds. Its cabins can hold up to thirty passengers.</p> <p>A gondola IS NOT an aerial tram. Aerial trams only have two cabins and stop when each one is at the opposite terminal. A gondola allows for many additional terminals, turn stations, among other things.</p> <p>I've been looking into the benefits of addition a system like this in Spokane, and the list is long. Built in a corridor with stations at the Spokane Arena, a new/remodeled Macy's Building or perhaps the old Cyrus O'Leary's parking lot, South Downtown, Deaconess, and Sacred Heart, a gondola could save millions of pounds of carbon dioxide emissions, revitalize an urban corridor, and provide a sustainable transit solution for years to come. When integrated into the larger STA system (that is, fares on the gondola transfer on buses or future light rail), the potential grows exponentially. Alternate routes could serve the University District and continue to replace the Riverfront Park Aerial Skyride--which would create new synergies between STA and Spokane Parks &amp; Recreation, which is currently working on its master plan which CONTAINS an idea to extend a new line of their Spokane Falls Skyride to the Convention Center. If STA and Spokane Parks worked together to build a new monocable detachable "Skyride" (their current system is an aerial pulsed-movement ropeway) from its current station beneath the Monroe Street Bridge to stations near Riverpark Square, the Old and New Convention Centers, and the University District, costs could be shared, reducing the burden on the taxpayer and creating a new, vibrant district downtown. And eliminating circulation issues with people getting downtown from the Convention Center and U-District and vice-versa.</p> <p>A Monocable Detachable or 3S Gondola would: -cost less than light rail or electric streetcar systems</p>

	<ul style="list-style-type: none"> <li>-eliminate geographical issues (the river, hills, etc.)</li> <li>-provide opportunity for public/private redevelopment projects</li> <li>-eliminate circulation issues for conventions and education interests downtown (for U-District idea)</li> <li>-eliminate need for buses in the Medical/Downtown shuttle routes (for Medical Centers idea)</li> <li>-provide less-than-one-minute wait times, the holy grail of transit planning</li> <li>-create new synergies between SPRD and STA (for U-District idea)</li> </ul> <p>Consider the idea. Actually consider it. Then visit this site</p> <p><a href="http://gondolaproject.com/faqs/">http://gondolaproject.com/faqs/</a></p> <p>and its parent blog at <a href="http://gondolaproject.com/">http://gondolaproject.com/</a> and research the idea. It's not as crazy as it sounds. Even I thought it was crazy at one point. But considering the obstacles (the river, hills, a freeway viaduct) as well as the benefits (lower cost, LT1M, potential opportunities to work with local governments, etc), I think it's worth considering in one or more corridors.</p> <p>Thank you for the opportunity to share my information with you. If you would like additional information on the idea, email me at <a href="mailto:anthonyegill@gmail.com">anthonyegill@gmail.com</a>. Or, since I am not an expert and can only offer you secondhand information based only on totally outside information, contact Steven Dale of Creative Urban Projects, the brainchild behind the Gondola Project website--<a href="mailto:steven@creativeurbanprojects.com">steven@creativeurbanprojects.com</a>. He could probably help you better with technical information, FAQs, and cost analysis. I'm just an avid reader of his blog.</p> <p>Many different cities are currently considering gondola transit. It's new, noteworthy, and somewhat different. But I do hope that Spokane can be the next.</p>
8	<p>I had a career in Rail Transportation from 1972 through 2003. My last 16 years I was a conductor on Amtrak in the Northwest. Retiring off the Empire Builder between Seattle and Spokane.</p> <p>When I went to Amtrak full time in 1987, my first run was on the Mount Rainier service between Seattle and Portland. There were a total of 4 trains North and 4 trains South between Seattle and Portland. I proposed at that time they needed at least 8 and as many as 10 or 12 trains in each direction and extending service to Vancouver BC and Salem, OR. The more frequent the service, the more attractive the train becomes. I was laughed at because ridership was fairly low at that time. I saw the reason for that was the lack of service. When people got their business done in Portland or Seattle they did not want to wait 4 to 6 hours for the next train. Now that there 8 or 9 trains in each direction they are all nearly sold out on every one. My theory was correct.</p> <p>I also suggested feeder lines, whether they be buses or trains that would stop at small communities to bring passengers to larger stations where they could then catch long distance trains. The long distance trains would not stop in the smaller communities allowing for shorter run times over the longer runs. Sounder service does just that for the Everett, Seattle Tacoma corridor.</p> <p>I would like to see STA serve the Spokane Transit Station (Amtrak/Greyhound depot) at the times the trains and buses are scheduled which is mostly from 10 PM until 3 AM. I</p>

would like to see service from Cheney, Coeur d' Alene and Deer Park coming in and Arriving about 11:30 PM and then Leaving Amtrak/ Greyhound about 3:AM returning to Cheney, Coeur d' Alene & Deer Park They would make strategic stops in each direction. They may be able to get funding assistance from Amtrak and/or Greyhound as these would primarily feed their service.

I would like to see more park and rides. If you build them, they will come. But you need to have frequent service. People do not want to go to a park and ride get on their bus only to either get to work 5 minutes late or get there 50 minutes before they go to work. For the most part 30 minutes is about the tolerance level and 15 minute intervals during peak times are a draw. Park and Ride service should be semi-express service. If the ride takes an hour and you can drive it in 20 minutes, people will not get out of their cars. On the other hand, if they can do it in 30 minutes they will trade the extra 10 minutes for not having the stress of driving and buying the additional gas & maintenance on their vehicles. Here again, run local buses making all the stops and bring riders into a park and ride to connect with the semi-express or express buses going to Downtown Transit or other large employment locations, Hospital District, EWU, Whitworth, Gonzaga. etc. Encourage large employers to supplement their employees/ customers/ students etc. bus passes. Hold meetings with mall managers. If the stores and shops in the malls worked together in their employee scheduling it may be worthwhile to bring buses into the malls 1/2 hour before regular opening time for employees and if shift changes are established about the same time for all shops and stores then there need to be buses scheduled to return the employees to their park & rides or where they came from. Again trying to work with the stores for the benefit of their employees, the stores should help pay for the employee bus pass. Maybe with minimum purchase, stores would offer a one trip bus pass for their shoppers. Sell such passes to the merchants at a reduced rate.

My other idea is to provide express or semi-express service to and from Park & Rides or other specified locations for sporting events, special shows at the Arena, Fairgrounds or Joe Albi Stadium. I used to park in Monroe WA and pay \$5 for a ride to SafeCo for a Mariner game. The bus would be waiting and left about 15 to 20 minutes after the last out. I would be back in Monroe 40 minutes later. If I drove it would take about an hour and I'd have to pay \$20 to park. Not to mention the car getting dinged up in the parking garages. I have trouble driving at night. I live 5 blocks from NorthTown Mall. If I could catch a bus there and ride to the Fairgrounds and be able to catch a bus back after the game, I would go to more Indian baseball games. I might even consider season tickets. As it is now I only go to the day games when I can drive home in daylight.

Same thing with football at Joe Albi. I love High School football, But I won't go out there if I have to drive in the dark.

Park & Rides have to be secure. When I was working in Seattle I used to catch a bus at the Kent P&R. Quite often there would be parts of bicycles locked to the bike stand with tires, chains etc. missing. I would arrive 2 buses early so if my bus did not have room for a bike I had time to wait for the next bus, or the next. I only had to lock and leave my bike once and fortunately for me it did not get vandalized. I often saw cars with broken windows and heard people on the bus talking of having their stereo stolen or gas siphoned. A lot of regulars would buy a \$400 - \$500 whoop-die just for parking at the park & ride. Nobody would steal them or bust them up. They figured if they did, they were out less than their deductible on their good car. They could scrap them out and buy another one with just a couple hundred more.

I am sure I can think of more ideas if I put my mind to it. Thank you for allowing for citizen input. I hope you pay attention to the citizens and this is not just a smoke screen and your mind are already made up regardless of input from the public. I saw way too much of that working for Amtrak.

9	I think that we should build a light rail or commuter train that connects Coeur d'Alene to Spokane with stops in communities in between. I think that we need to look into other transportation options than just buses. Anything we can do to model Seattle or Portland's transit systems and make it so easy to take public transit that many people choose that over driving is the way to go. I myself am Blind and have no choice but to take public transit and have longed for the day Spokane's transit system would become more advanced with more service at more times to make living in Spokane as a disabled person just a bit easier.
10	I don't know if there are lots of express busses coming from outlying cities/neighborhoods into Downtown Spokane, but if there aren't that should be a major consideration.
11	Later buses, especially on weekends, would allow folks to go out and enjoy the town without having to worry about drinking and driving. And they wouldn't need to run frequently, just late so you can go out and get home safely.
12	would like to see light rail in Spokane ASAP
13	I just want to reiterate that I really want more shelters at bus stops. Often times the weather (rain, snow, intense winds, extreme cold, etc) makes shelters much more desired.
14	VA Hospital needs to keep service for the Vets that use STA all the time. What services you now have works but some of the new ideas for new towns would be great also should ridership from the new towns be enough to provide service to them. I use STA all the time and I am a Vet that needs service to VA Hospital whether by fixed route service or by paratransit for some local Vets are wheelchair bound.
15	Please don't raise the price of paratransit anymore
16	Keep up the conscientious work!
17	It's hard to get into a bus habit when it runs so infrequently and covers such a limited area.

# Appendix D



## STA MOVING FORWARD

1) Below is a list of Qualities of High Performance Transit. Please prioritize your top three choices based on the three characteristics you feel are most important (1 = highest):

- \_\_\_\_\_ Higher frequency
- \_\_\_\_\_ Greater span (hours of service)
- \_\_\_\_\_ Improved station amenities (i.e. shelters, benches, ramps, lighting, etc.)
- \_\_\_\_\_ Transit Signal Priority (extends green lights or shortens red lights for buses)
- \_\_\_\_\_ Off-board fare payment stations to speed up boarding
- \_\_\_\_\_ Enhanced vehicles
- \_\_\_\_\_ Real-time information for customers

2) Prioritize the top five corridors you think would most benefit the community (1 = highest):

**Blue Lines** cover long distances quickly to connect major regional destinations. Typically the speed is higher, but there are fewer stops. Frequencies are between 15-30 minutes.

- \_\_\_\_\_ **Cheney to Spokane** via I-90, downtown Spokane, SCC and North Spokane Corridor (future)
- \_\_\_\_\_ **Spokane International Airport to Coeur d'Alene, ID** via downtown Spokane, Spokane Valley Mall and Post Falls

**Red lines** offer direct service to major destinations within a metropolitan area. Both the speed of the vehicle and the amount of access for passengers is moderate. Frequency: 10-15 minutes.

- \_\_\_\_\_ **Airway Heights to Newport Highway & Hawthorne** via Sunset Boulevard, **Downtown Spokane** and **Division Street**
- \_\_\_\_\_ **Downtown Spokane to Liberty Lake** via I-90 Corridor, Sprague Avenue, Spokane Valley and Greenacres
- \_\_\_\_\_ **VA Hospital to Sprague and Sullivan** via **Wellesley Avenue**, Hillyard, SCC, Millwood, and Spokane Valley Mall via **Trent**
- \_\_\_\_\_ **Holland & Division to South Hill Park and Ride** via Nevada Street, **Francis Avenue**, **Market Street**, **Freya Street** and 29th Avenue

**Green lines** support spontaneous travel, short trips and provide quick, easy access to other service types. A green line generally has a lower average speed, but higher passenger access. The frequencies are the highest at 6-10 minutes.

- \_\_\_\_\_ **Five Mile to Moran Prairie** via **Monroe Street**, **downtown Spokane**, **Grand Boulevard**, Lincoln Heights and **Regal Street**
- \_\_\_\_\_ **Browne's Addition to SCC** via **downtown Spokane**, Riverpoint Campus, Hamilton Street, and Mission Avenue
- \_\_\_\_\_ **Downtown Spokane to Valley Transit Center** via **Sprague**
- \_\_\_\_\_ **Indian Trail to Lincoln Heights** via Shadle Park, downtown Spokane, Perry District, and **Southeast Boulevard**
- \_\_\_\_\_ **14th & Lincoln to Crestline & Francis** via downtown Spokane, Riverpoint Campus, Hamilton Street, Euclid Avenue, and **Crestline Street**
- \_\_\_\_\_ **Five Mile Park & Ride to Southside Medical District** via **Francis Avenue**, **Nevada Street**, **Hamilton Street**, Riverpoint Campus and South University District
- \_\_\_\_\_ **SFCC to SCC** via Maxwell Avenue and **Mission Avenue**
- \_\_\_\_\_ **Millwood to South Valley** via Argonne Road, Valley Transit Center, Sprague and Pines Road

OTHER: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

RESOLUTION NO. 697-12

A RESOLUTION FOR THE PURPOSE OF DIRECTING STAFF TO CONDUCT FURTHER ANALYSIS  
AND PUBLIC OUTREACH AS A PART OF THE STA MOVING FORWARD PLANNING PROCESS

SPOKANE TRANSIT AUTHORITY  
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, including RCW Title 36, Chapter 57A, Public Transportation Benefit Area (PTBA); and,

WHEREAS, the STA Board of Directors adopted *Connect Spokane: A Comprehensive Plan for Public Transportation* on September 15, 2010, as amended; and,

WHEREAS, contained within *Connect Spokane* is a vision for a network of High Performance Transit corridors and associated facilities; and,

WHEREAS, findings from a report completed by Eastern Washington University Urban Planning students found that "Proposed enhancements to the transit network will continue connecting people to the places that matter most to them. As the city, region, and county change, proactive planning and investment in public transit will allow Spokane to remain an important economic and cultural hub in the Inland Northwest"; and,

WHEREAS, STA, as the provider of public transportation services in the Spokane Region, has the primary responsibility to plan for future transit needs in the region; and,

WHEREAS, during Phase I of STA Moving Forward, projects contained within past and present formal planning documents have been preliminarily evaluated and screened based on the screening criteria submitted to the Board of Directors on April 18, 2012; and,

WHEREAS, quantitative and qualitative evaluations of potential projects to be considered for further study have been conducted and documented in Memo 1.03 HPT Corridor Screening Results and Memo 1.04 Connection Facilities Screening Results as submitted to the Board of Directors on June 21, 2012; and,

WHEREAS, staff conducted outreach to gather feedback about the projects and screening criteria by polling transit staff, conducting surveys, hosting an open house and considering written feedback as documented in Memo 1.05 Public Feedback of Phase I; and,

WHEREAS, the Board of Directors is committed to planning for the future of public transportation for the region;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of STA as follows:

Section 1. The STA Board of Directors hereby directs staff to evaluate projects, improvements and service modifications as identified in Exhibit A. As a part of this evaluation staff is directed to do the following:

- By May 16, 2013 report to the Board and public findings, including costs and benefits, for all projects enumerated in Exhibit A;
- Engage community leaders and citizens with the tools presented in Exhibit B; and,



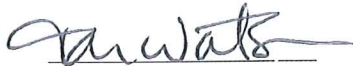
- Update *Connect Spokane*, the *Transportation Development Plan* and provide input to the Spokane Regional Transportation Council as it develops the *Horizon 2040 Metropolitan Transportation Plan* consistent with said findings.

Section 2. This resolution shall not be construed to indicate project priority or a financial commitment for project implementation.

ADOPTED by STA as a regular meeting thereof held on the 25<sup>th</sup> day of July 2012.

ATTEST:

SPOKANE TRANSIT AUTHORITY

  
Jan Watson  
Clerk of the Authority

  
Al French  
STA Board Chair

Approved as to form:

  
Laura McAloon  
Attorney for Spokane Transit Authority

# Exhibit A

The study of all projects listed in Exhibit A will consider operational, capital and ridership impacts along with land use integration, network and infrastructure integration, any other questions listed within this document or any other reasonable issues that may arise as the planning process moves forward. See Appendix A for a map of the 6 HPT corridors to be studied in Phase II.

	Project	Analysis Description	Rationale
1	<b>B1-A Downtown Spokane to Cheney</b>	<p>Evaluation of HPT “Blue Line” service between Cheney, WA/Eastern Washington University along I-90, possibly stopping at a future park and ride/transit center at Exit 272 and on to Downtown Spokane. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What is the most appropriate vehicle type?</li> <li>• Where should the stops/stations be located?</li> <li>• How will this line interface with conceptual Exit 272 Park and Ride/Transit Center and local West Plains bus service?</li> <li>• Where are the terminal and alignment for this corridor within the City of Cheney?</li> </ul>	<p>B1-A is the highest ranked Blue Line (Memo 1.03) and STA employees who participated in an April 30<sup>th</sup> workshop indicated the corridor was second most important to them. With additional capital investment, the corridor could connect all three cities on the West Plains without having to go downtown Spokane.</p>
2	<b>B2 Spokane Airport to Coeur d’Alene</b>	<p>Evaluation of HPT “Blue Line” service between Spokane International Airport and Downtown Spokane. Interstate 90 would be the primary alignment for the corridor with specific intermediates stops and stations to be determined. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What type of vehicle is most appropriate for this route? Probable options: articulated coach, standard coach, ADA accessible over-the-road (aka inter-city) coach</li> <li>• Where should the stops/stations be located?</li> <li>• What are potential funding solutions for residents in Idaho to contribute to the project?</li> <li>• What are the costs/benefits of expanding STA’s service area?</li> <li>• What are the challenges by crossing state lines?</li> <li>• What additional infrastructure would need to be constructed to make this project a success?</li> </ul>	<p>B2 is the second ranked Blue Line (See Memo 1.03) and STA employees who participated in April 30<sup>th</sup> workshop indicated the corridor was the most important to them. Of online surveys, 42% rated Coeur d’Alene as one of the top five destinations.</p>

Project	Analysis Description	Rationale
3 <b>G1 Five Mile to Moran Prairie</b>	<p>Evaluation of HPT “Green Line” service from Five Mile Park and Ride to Downtown Spokane on Monroe St. From Downtown, the Line travels south to 57<sup>th</sup> Ave. and the Palouse Hwy. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What type of vehicles would be appropriate?</li> <li>• Where are the stops/stations located?</li> <li>• How does this Line operate at the Plaza?</li> <li>• Does this line go into the South Hill Park and Ride? Another solution?</li> </ul>	<p>G1 is the second highest ranked Green Line (see Memo 1.03) and it serves several development priority centers for the City of Spokane.</p>
4 <b>R1-A North Division to Downtown Spokane</b>	<p>Evaluation of HPT “Red Line” service along the Division Street Corridor from downtown Spokane to the Northpointe/Wandermere Area. Study parameters may change subject to a pending a federal alternatives analysis request. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What is the most appropriate place for a northern terminal?</li> <li>• What are the operational challenges with being on a State Highway?</li> <li>• What operation improvements could be accomplished?</li> <li>• Where would the stops/stations be located?</li> <li>• What type of vehicles are the most appropriate?</li> <li>• What is the most effective routing in Downtown Spokane? Layover point?</li> </ul>	<p>R1-A is the highest ranked Red Line (See Memo 1.03) and was supported by a strong employee preference. Currently there is an outstanding grant to augment an evaluation effort with toll credit match from WSDOT and written support from Spokane County, Spokane Regional Health District, Spokane Regional Transportation Council and City of Spokane. There is strong existing ridership on Route 25 and North Division was ranked in the top 5 destinations that should be served by 40% of respondents.</p>
5 <b>R2/G3 East Sprague to Valley and Liberty Lake</b>	<p>Evaluation of HPT “Red Line” and/or “Green Line” service between Downtown to Valley Transit Center (G3 Corridor) and Liberty Lake to Downtown (R2). Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What type of vehicles would be appropriate?</li> <li>• Where are the stops/stations located?</li> <li>• How does this Line operate at the Plaza?</li> <li>• What combination of service types would be the most appropriate?</li> </ul>	<p>G3 was tied for the 2<sup>nd</sup> ranked Green Line and R2 was the 3<sup>rd</sup> ranked Red Line (See Memo 1.03). Combining the analysis is an effective way to engage stakeholders and to consider transit integration issues.</p>



	Project	Analysis Description	Rationale
6	<b>G2 Central City Line</b>	<p>Continue the effort to prepare the project for a Small Starts grant application or other third-party funding strategy. Study the option for possible extensions of the corridor. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• Is there a viable extension to the current footprint of the planned Central City Line?</li> <li>• What is the best funding strategy?</li> </ul>	G2 was ranked the highest of all Green Lines and scored above all other corridors in Memo 1.03. The STA Board has adopted a Locally Preferred Alternative and allocated funding to continue planning and design of the project.
7	<b>Basic Route Improvements</b>	<p>Evaluate the cost of completing the basic route network to eliminate existing gaps in frequency and span on existing routes. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What changes would be required to bring the entire system of basic routes into compliance with policies in <i>Connect Spokane</i>?</li> <li>• What basic route investments would generate the greatest ridership benefit?</li> <li>• What are the implications for integration with HPT Corridors?</li> <li>• Evaluate strategies to communicate and measure service span and the ramifications for service costs.</li> </ul>	Identified in Memo 1.01 as project to move forward on short list. Currently, some routes do not fully comply with the fixed-route service design policies guiding system-wide design and route-specific policies identified in <i>Connect Spokane</i> .
8	<b>Improvements to Transitioning Basic Routes</b>	<p>Augment service above minimum service levels on routes that correspond to key pieces of the HPT Network that are not otherwise addressed, specifically R3-A (Wellesley), G5-A (Foothills-Cannon), G6-A (Hamilton), and G4 (South Perry/Indian Trail). Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What are the options for improving service on these future HPT Corridors?</li> <li>• What investments would generate the greatest ridership benefit?</li> <li>• How would these investments integrate with HPT Corridors that are receiving a full evaluation?</li> </ul>	These corridors, while not moving forward as HPT studies, scored within the top half of HPT corridors evaluated in Memo 1.03.
9	<b>South Commuter Service</b>	<p>Determine proper routing for a commuter peak route in the south travel partition. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• Is there a concentrated location for such service?</li> <li>• Can it exist in an area with no basic service (i.e. US 195 corridor)?</li> </ul>	Current <i>Connect Spokane</i> policy calls for a commuter route in each travel partition.

Project	Analysis Description	Rationale
10 <b>Farwell Road Terminal and Park and Ride</b>	Determine the costs and benefits of a park and ride facility adjacent to the North Spokane Corridor that could serve future Red Line HPT Service on Division Street or Blue Line Service on the NSC. Key questions for analysis include: <ul style="list-style-type: none"> <li>• What is the existing and future demand?</li> <li>• What routes will serve this facility?</li> </ul>	Met screening in Memo 1.04
11 <b>Upriver Transit Center (SCC)</b>	Evaluate the long range requirements of the Upriver Transit Center to determine the appropriate size and integration into adjoining land uses (i.e. Spokane Community College). Key questions for analysis include: <ul style="list-style-type: none"> <li>• How does this facility change operations near SCC?</li> <li>• Is any parking included?</li> <li>• How will the facility accommodate future HPT?</li> </ul>	Met screening in Memo 1.04
12 <b>New Liberty Lake Park and Ride/Transit Center</b>	Evaluate the existing capacity of the Liberty Lake Park and Ride and consider the need for an additional facility. Key questions for analysis include: <ul style="list-style-type: none"> <li>• Where will the facility be located?</li> <li>• What is the existing and future demand?</li> <li>• How does it interact with Routes 98, 174 and future HPT?</li> <li>• How will the facility integrate into future highway facilities including a potential interchange west of Harvard Road?</li> </ul>	Met screening in Memo 1.04
13 <b>Argonne Road Park and Ride</b>	Evaluate the need for a connection facility in the location of Argonne Road and I-90. Key questions for analysis include: <ul style="list-style-type: none"> <li>• Where will the facility be located?</li> <li>• How does it interact with routes traveling on I-90 and Route 94?</li> <li>• How many parking stalls are needed to meet demand?</li> </ul>	Met screening in Memo 1.04
14 <b>Moran Prairie Terminal/Park and Ride</b>	Evaluate the need for a connection facility in the Moran Prairie area. Key questions for analysis include: <ul style="list-style-type: none"> <li>• Where will the facility be located?</li> <li>• What are the capacity demands?</li> </ul>	Met screening in Memo 1.04

	Project	Analysis Description	Rationale
15	<b>West Plains Transit Center</b>	<p>Evaluate options for a connection facility on the West Plains near exit 272. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• Where will the facility be located and how will it be designed?</li> <li>• How does it interact with Route 62, 66, 165 and future HPT B1?</li> <li>• What are the funding strategies for this facility?</li> </ul>	Met screening in Memo 1.04
16	<b>Indian Trail Park and Ride</b>	<p>Evaluate the need for a connection facility on Indian Trail Rd. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• Is this needed prior to implementation of HPT?</li> <li>• Where will this facility be located?</li> <li>• What is the parking demand?</li> </ul>	Met screening in Memo 1.04
17	<b>Paratransit</b>	<p>Consider improvements to Paratransit services as well as growth potential beyond the 2017 planned expansion. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• Are there any high activity locations with multiple entrance and exit points where there should be a designated pick-up and drop-off location?</li> <li>• Should STA consider investigating a time-dependent Paratransit boundary?</li> </ul>	Automatically moved forward to Phase II.
18	<b>Rideshare</b>	<p>Consider improvements to Rideshare services. Key questions for analysis include:</p> <ul style="list-style-type: none"> <li>• What improvements or innovative strategies could be implemented to more efficiently utilize rideshare resources?</li> </ul>	Automatically moved forward to Phase II.
19	<b>Passenger Interface</b>	<p>Consider improved strategies for implementing bus benches, shelters, informative signs, real-time passenger signs, improved lighting, bicycle facilities, pedestrian improvements, adjacent ADA accessibility, off board payment stations, etc. Targeted evaluations will include:</p> <ul style="list-style-type: none"> <li>• Safety and accessibility of rural highway bus stops (including US 2, SR 904, SR 902).</li> <li>• Interface with regional trailheads.</li> </ul>	Automatically moved forward to Phase II.



	Project	Analysis Description	Rationale
20	<b>Other System Requirements</b>	<p>Identify other system requirements, such as revenue vehicles, maintenance and bus storage requirements, downtown operational capacity with varying levels of service, which will include:</p> <ul style="list-style-type: none"> <li>• Current levels of fixed-route and Paratransit services, including vehicle replacements between 2018 and 2025 and sustaining basic service levels already in existence.</li> <li>• Requirements for varying subsets of the conceptual projects.</li> </ul>	Automatically moved forward to Phase II.

# Exhibit B

The following list is not a comprehensive list of the public involvement strategies that will be employed during Phase II of STA Moving Forward, but Exhibit B is a list of potential tools, a broad description of those tools and a summary of how they could be applied during this process.

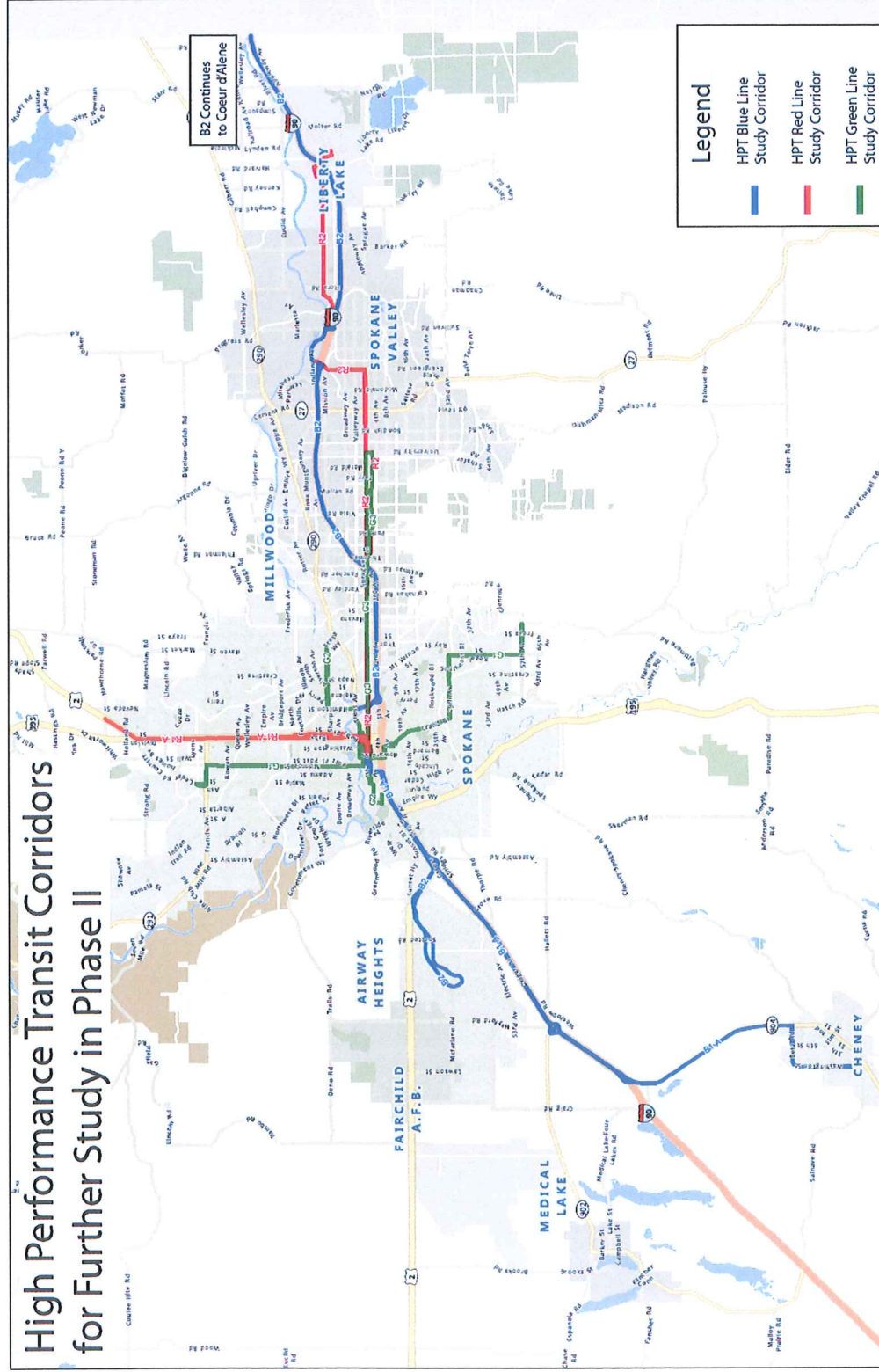
Public Involvement Strategy	Description	Application(s)
<b>Corridor Advisory Panels (CAP)</b>	Comprised of interested stakeholders, these panels will provide input and feedback about the planning process and technical analysis for each HPT corridor study.	One CAP will be established for at least four of the five HPT Corridors being studied.
<b>Agency and Public Official outreach</b>	Conduct meetings and make presentations to elected officials.	All relevant studies. The HPT Corridor from the Spokane Airport to Coeur d'Alene corridor.
<b>Open Houses</b>	Open houses provide an opportunity to engage the citizens, receive feedback and present content.	There will be at least 1 open house per CAP. Additionally, there will be 1 to 2 community-wide open houses.
<b>Online Surveys</b>	Online surveys provide an opportunity to receive key feedback from a wide audience.	Several online surveys will be project specific. Staff expects to conduct one scientific survey at end of Phase II to gather public feedback about the projects that were studied.
<b>Plaza Display</b>	The second floor of the Plaza contains a permanent display area where new information can be presented as it becomes available. This allows patrons of the plaza and others in the downtown area to keep apprised of current news and information.	During Phase II, the information at the Plaza Display will continually be updated to reflect the latest information about the projects being studied.
<b>Other Public Displays</b>	Displays with up-to-date information that are located in high-traffic areas (outside of the Plaza) can reach a wide segment of the general public.	These displays may be located at places like Northtown Mall, Spokane Valley Mall, local Universities, etc.
<b>Web</b>	The <a href="http://www.stamovingforward.com">www.stamovingforward.com</a> website will continually be updated to host study documents and provide an opportunity for public comments.	Staff will continually update the website throughout Phase II.

<b>Public Involvement Strategy</b>	<b>Description</b>	<b>Application(s)</b>
<b>Social Media</b>	Social media including Twitter and Facebook, staff can send information to customers who are following the feeds of Spokane Transit.	These tools will be used to recruit stakeholders for the Corridor Advisory Panels and keeping the general public informed on the status of Phase II planning efforts.
<b>TV, Radio, Print</b>	Creating TV, Radio and Print advertising can be an effective way of reaching the general public with a broad message.	As appropriate, these tools will be used to ask the public to be involved in the planning process of Phase II.
<b>Visual simulations</b>	Visual simulations can help the public see what a project could look like if it were implemented.	Visual simulations of envisioned corridor implementations could take place at the end of the planning process if needed.
<b>Direct Mail</b>	Direct mailings can disseminate information to people who live in a particular area.	These notifications could be used to notify property owners of an open house or a public hearing.
<b>Hotline</b>	A phone hotline allows callers to receive information, leave a message requesting more information, or record their opinion on a planning process.	A hotline will be established at Spokane Transit. The purpose of the hotline will change as the process enters various phases.
<b>Public Presentations</b>	Informative presentations generally accompanied with a PowerPoint presentation can update specific groups about a project.	Jurisdictions, community groups, business groups etc. will receive tailored presentations to their organizations as needed.
<b>Media Involvement</b>	Conversations with media outlets can inform reporters about the efforts that are taking place.	As requested or at key junctions, staff will meet with local media representatives to discuss the details of the planning process.
<b>All-Employee Meetings</b>	STA staff is a key source of information as they interact with customers on a daily basis. Keeping them informed will assist with accurate information dissemination. All-employee meetings are also a way to receive feedback from staff.	Following the regular all-employee meeting schedule, each will include key information about the STA Moving Forward planning process.



# Appendix A

## High Performance Transit Corridors for Further Study in Phase II



**SPOKANE TRANSIT AUTHORITY**  
**PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING**

February 3, 2016

**AGENDA ITEM 8E :**      **FOURTH QUARTER 2015 SERVICE PLANNING INPUT REPORT**

**REFERRAL COMMITTEE:**      N/A

**SUBMITTED BY:**              Karl Otterstrom, Director of Planning  
   Matt Kenney, Transit Planner III

**SUMMARY:**

The Planning Department documents comments received from external sources in order to follow up with each customer and document feedback for emerging opportunities for future service changes. These comments are obtained from a variety of sources since customer engagement cannot be a one-size-fits-all approach. Planning Department staff obtain feedback from customers at public meetings, through Customer Service, phone calls, letters, emails, voice messages, emails from STA Questions (STA website), and feedback from Coach Operators and Supervisors. Planning staff may also receive inquiry requests from STA Board Members. STA's Planning staff respond to every comment received when valid contact information is provided. Comments are also discussed at the Service Improvement Committee meetings.

The purpose of this summary is to inform the Performance Monitoring & External Relations Committee of the customer feedback received by the Planning Department in the 4<sup>th</sup> Quarter of 2015. It should be noted that this feedback summary applies only to Planning Department related activities which include, but are not limited to, planning bus service and/or feedback related to specific bus stops.

A total of 33 comments were received by the Planning Department in the 4<sup>th</sup> Quarter of 2015. Of the 33 comments, 14 were related to requests for new service, 7 were related to existing service, 10 were related to bus stops, and 2 comments were not related to bus stops or new service. This "other" category could be requests for new park and rides or general planning related requests for data from other jurisdictions, businesses, or the general public. The comments are summarized below. It is also noted if any comments were listed in the STA Moving Forward plan.

<b>NEW SERVICE COMMENTS</b>
<b>2 comments</b> requesting new service to the CHAS Clinic in Spokane Valley east of Sullivan Rd on Indiana Ave. <u>Included in STA Moving Forward Plan but unfunded at this time.</u>
<b>2 comments</b> requesting new service to the Beau Rivage/Riverwalk Apartment complexes (Upriver Dr east of Havana St north to Frederick Ave). <i>Not included in STA Moving Forward Plan due to difficulties in serving this area. Current bus service travels as far as Myrtle St and Frederick Ave forcing passengers to walk in an area notorious for incomplete sidewalks.</i>
<b>4 comments</b> requesting later service past 11 pm and/or 24 hour service in order to make connections to Greyhound/Amtrak and to provide more options for people who work late hour/early morning shifts. One comment elaborated further to request express service past midnight from the Liberty Lake, 5-Mile, Valley Transit Center, and South Hill Park & Rides. <u>Service past 11 pm was included in STA Moving Forward Plan but unfunded at this time; however, 24 hr service was not due to the high costs with little ridership return on investment in a city this size.</u>
<b>1 comment</b> requesting service to Coeur D'Alene. <u>Included in STA Moving Forward Plan but unfunded at this time.</u>
<b>1 comment</b> requesting more mid-day service to Mirabeau Park & Ride on Route 174 due to large gaps in service. <u>Included in STA Moving Forward Plan but unfunded at this time.</u>
<b>1 comment</b> requesting express return service to Hastings Park & Ride on Route 66 from the Eastern Washington University. <i>Not included in STA Moving Forward Plan due to Routes 25 and 124 already providing return service. This request would also increase peak vehicle requirements because students wanting to travel downtown would avoid these buses.</i>
<b>1 comment</b> requesting service to Chase Middle School which is about 1.5 miles east of Ferris High School on 37 <sup>th</sup> Ave on the South Hill. <i>Not included in STA Moving Forward because it is extremely out of direction from existing</i>

### NEW SERVICE COMMENTS

*routes. It is also difficult to turn a bus around in this area. It would also expand the Paratransit boundary.*

**1 comment** requesting service to the Hangman Valley/Latah area. *Not included in STA Moving Forward because of the difficulties in serving this area due missing sidewalks, disconnected roadways, and buses having to cross two directions of Hwy 195 with other vehicles traveling in excess of 55 mph. STA served this area before and the route had very low ridership.*

**1 comment** requesting service to the Veterans Resource Center in the Mirabeau Pkwy and Pines Rd area south of Trent Ave in Spokane Valley. *Not explicitly included in STA Moving Forward but may be considered as part of service restructures that could occur concurrent with service improvements as part of STA Moving Forward.*

### EXISTING SERVICE COMMENTS

**2 comments** related to not having enough time to transfer between routes at SCC (Route 32 to Route 29) and the existing transfer bus stop environment at Trent Ave and Dale Rd(Route 32 to Route 94). *STA is currently working with WSDOT in order to provide an alternative connection point or improve the existing connection point through sidewalk improvements and/or stop relocations thereby making the transfer environment safer for passengers.*

**1 comment** from someone wanting all Plaza bus routes to arrive downtown early enough to transfer to Route 174 at 5:20 am. *This would be a cost increase and comment was noted.*

**1 comment** to move the Route 28 end of line from the Whitworth shelter to North Waikiki Rd. *The end of line on Route 28 is a known issue due to limited access to a restroom for coach operators and will be addressed in 2017.*

**1 comment** on catching the bus at Campbell St and Prentis St on Route 62 in Medical Lake.

**1 comment** from someone wanting STA to provide 60 ft buses on Route 25 on weekdays due to overcrowding. *STA has a limited number of articulated coaches and they are mostly used on Route 66 on weekdays. STA Moving Forward included additional articulated coaches and a reconfiguration of the Plaza loading zones to accommodate additional capacity on the route.*

**1 comment** regarding the proposed May 2016 Route 29 revision in the U District that eliminates service on Riverpoint Blvd due to loss of service to the Health Science Building. *All routes serving the U District are proposed to follow the same path thereby simplifying service and providing more buses to catch. The proposed bus stops will be a short walk to the Health Science Building. This is a minor change still under consideration.*

### BUS STOP COMMENTS

**8 comments** related to bus stop locations. This includes requests from business owners to relocate stops and/or eliminate stops due to issues that are perceived to be caused by bus riders such as litter and vandalism. It also includes issues with safety such as requesting a crosswalk at an existing bus stop in Spokane Valley which is outside of STA's authority.

**1 comment** stating that they did not like the color of the existing bus stops.

**1 comment** requesting new stops on an existing route.

### OTHER COMMENTS

**1 comment** requesting the SEPA checklist for a project in the Indian Trail area and ridership data on Route 23.

**1 comment** suggesting we build a park & ride at Joe Albi stadium for 7-Mile and 9-Mile residents. *Not included in STA Moving Forward. Spokane Transit has an optional lease with the Spokane Parks Board for a bus layover and park and ride on the site.*

**RECOMMENDATION TO COMMITTEE:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head \_\_\_\_\_

Chief Executive Officer \_\_\_\_\_

Legal Counsel \_\_\_\_\_



**SPOKANE TRANSIT AUTHORITY**  
**PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING**

June 1, 2016

**AGENDA ITEM \_\_\_\_:**                    **FIRST QUARTER 2016 SERVICE PLANNING INPUT REPORT**

**REFERRAL COMMITTEE:**        N/A

**SUBMITTED BY:**                    Karl Otterstrom, Director of Planning  
   Matt Kenney, Transit Planner III

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**SUMMARY:**

The Planning Department receives comments from external sources and itemizes each comment in order to follow up and document feedback used for emerging opportunities for future service changes. These comments are obtained from a variety of sources since customer engagement cannot be a one-size-fits-all approach. Planning Department staff obtains feedback from customers at public meetings, through the Customer Service department, phone calls, letters, emails, voice messages, emails from STA Questions (STA website), and feedback from Coach Operators and Supervisors. Planning staff may also receive inquiry requests from STA Board Members. STA's Planning staff responds to every comment received when valid contact information is provided. Comments are also discussed at the Service Improvement Committee meetings.

The purpose of this summary is to inform the Performance Monitoring & External Relations Committee of the feedback received by the Planning Department in the 1<sup>st</sup> Quarter of 2016. It should be noted that this feedback summary applies only to Planning Department related activities which include, but are not limited to, planning bus service and/or feedback related to specific bus stops.

A total of 23 comments were received by the Planning Department in the 1<sup>st</sup> Quarter. Of the 23 comments received, 10 were related to requests for new service, five were related to existing service, four were related to bus stops, and four were general comments about STA service. This "other" category could be requests for new park and rides or general planning related requests for data from other jurisdictions, businesses, or the general public. The comments are summarized below. It is also noted if any comments are currently listed in the STA Moving Forward plan.

<b>NEW SERVICE COMMENTS</b>
<b>1 comment</b> requesting new service east of Sullivan Rd on Indiana Ave. <i>Included in STA Moving Forward Plan but unfunded at this time.</i>
<b>1 comment</b> requesting Indian Trail weeknight and weekend service on Route 23. <i>Included in STA Moving Forward Plan but unfunded at this time.</i>
<b>1 comment</b> requesting new service in the Northwood Apartments area in Millwood (Columbia Dr. west of Argonne Rd. and north of Upriver Drive). Multiple comments from the same person were summarized into one general comment. <i>Not included in STA Moving Forward Plan due to difficulties in serving this area and it would significantly expand the Paratransit area. Comment was noted.</i>
<b>2 comments</b> supporting the Central City Line project. One commenter asked if they could volunteer to help with the planning process. Another went on to suggest STA build an underground bus plaza in order to relieve congestion. <i>Central City Line included in STA Moving Forward Plan and project is moving forward. Plaza remodel is moving forward as approved by the Board of Directors.</i>
<b>1 comment</b> requesting new service when Costco relocates to a new site between Farwell Rd. and Hawthorne Rd. on Hwy 2. <i>Not included in STA Moving Forward Plan. Option to serve the new location with an express route could be possible if a new park &amp; ride is built in the Farwell Rd/North Spokane corridor area. A study of High Performance Transit on the Division Corridor is funded and programmed for later this decade. Future service extensions could be explored.</i>
<b>1 comment</b> requesting new service on the south side of I-90 in the vicinity of exit 272 because the existing Route 62 stop is dangerous to get to. <i>The West Plains Transit Center project is included in the STA Moving Forward Plan but not completely funded at this time. A new local route connecting cities in the West Plains could serve that area once the project is completed, but plans have not been solidified. Another option is to work with area jurisdictions to improve the pedestrian environment.</i>

### NEW SERVICE COMMENTS

**1 comment** requesting express bus service between the Valley Transit Center (VTC) and the Mirabeau Park & Ride. *Not included in STA Moving Forward Plan but an interesting idea that requires more research to establish a need. Comment was noted.*

**2 comments** requesting service to the Hangman Valley/Latah/Vinegar Flats/Eagle Ridge area. *Not included in STA Moving Forward because of the difficulties in serving this area due to missing sidewalks, disconnected roadways, and buses must to cross two directions of Hwy 195 with other vehicles traveling in excess of 55 mph. STA served this area previously and the route had very low ridership.*

### EXISTING SERVICE COMMENTS

**1 comment** requesting 15 minute service to the VA Hospital on Route 22 *This would be a cost increase and comment was noted. Route 22 currently operates with 30 minute frequency.*

**1 comment** from a property owner in the 57<sup>th</sup> and Perry St area about idling buses in front of their house. *Comment was noted and justified; therefore, the schedule will be updated effective May 15, 2016.*

**1 comment** about the long connection wait times between Routes 32 and 94 on the weekends. *This would be a cost increase to improve frequency with all routes in the STA network and comment was noted. Route 32 is interlined with Route 29 at S.C.C. which is tied to the pulse at the Plaza, as is Route 94, which makes the schedules difficult to change.*

**1 comment** recommending a Route 34 modification in the S.C.C. area to make is safer for passengers and coach operators exiting the college. *Comment was noted. Plans for a re-located transit center at S.C.C. are included in STA Moving Forward but not yet funded. STA would seek further feedback at the time of project design and engineering. The City of Spokane also has plans for a traffic signal in the area.*

**1 comment** supporting the proposed U-District plan that eliminates service on Riverpoint Blvd (Route 29) and the relocation of Routes 26/28 to travel on MLK Way and Pine St. *All routes serving the U-District are proposed to follow the same path eventually, thereby simplifying service and providing more buses to catch. The changes to Routes 26 and 28 will take place in May and the Route 29 change is proposed for September.*

### BUS STOP COMMENTS

**2 comments** related to bus stop locations. This includes a complaint from a homeowner near an existing bus stop who thinks the stop announcements are too loud. The other commenter was wondering why the stop near him was relocated due to the multi-year stop consolidation project.

**1 comment** stating that the bus stop signs are difficult to see in snow. Commenter went on to say that the bus stop announcements inside the bus are very helpful.

**1 comment** about a bus stop that was knocked down and needed repair.

### OTHER COMMENTS

**1 comment** asking what STA is planning in terms of a phone app now that the real time data is available.

**1 comment** suggesting we build a park & ride in the Northwood Apartments area in Millwood (see new service comment). *Not included in STA Moving Forward.*

**1 comment** asking why STA does not provide restrooms for riders at the VTC.

**1 comment** asking if the VA Hospital participates in a bus pass program.

**RECOMMENDATION TO COMMITTEE:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head \_\_\_\_\_

Chief Executive Officer \_\_\_\_\_

Legal Counsel \_\_\_\_\_

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

AGENDA ITEM **11, A**

PERFORMANCE MONITORING & EXTERNAL RELATIONS  
COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE:

Performance Monitoring & External Relations (*Trulove*)

SUBMITTED BY:

Tom Trulove, Committee Chair

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**SUMMARY:**

A verbal report will be given at the Board meeting including the following:

- i. Draft Recommendation Fare (Tariff) Policy

**RECOMMENDATION TO BOARD:** Receive report.

**FINAL REVIEW FOR BOARD BY:**

Division Head       

Chief Executive Officer ESM

Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 11.A.i :** DRAFT RECOMMENDATION FARE (TARIFF) POLICY

**REFERRAL COMMITTEE:** Performance Monitoring & External Relations (*Trulove*)

**SUBMITTED BY:** Lynda Warren, Director of Finance and Information Services  
Steve Blaska, Director of Operations  
Beth Bousley, Director of Communications and Customer Service

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**SUMMARY:**

In February 2016, the Performance Monitoring and External Relations Committee (PMER) and the Board approved the outreach plan for the preliminary fare proposal. This preliminary proposal included the following:

<b>Category</b>	<b>Current Fare as of 2012</b>	<b>Preliminary Proposal 7/1/2017</b>
<b>Adult</b>		
Cash Fare	\$1.50	\$2.00
2-Hour Pass	\$1.50	\$2.00
Day Pass	\$3.50	\$4.00
31-Day Rolling Pass	\$45.00	\$60.00
<u>City Ticket (Shuttle Service)</u>	\$30.00	\$40.00
<u>7-Day Rolling (New)</u>		\$17.00
<u>4-Day Rolling (New)</u>		\$12.00
<b><u>Reduced Fare</u></b>		
Cash Fare	\$0.75	\$1.00
2-Hour Pass	\$0.75	\$1.00
31-Day Rolling Pass	\$22.50	\$30.00
<u>Student Pass</u>	\$37.00	Discontinue
<b>Youth</b>		
Cash Fare	\$1.50	\$2.00
Day Pass	\$3.50	\$4.00
31-Day Rolling Pass	\$30.00	\$40.00
Youth Summer	\$45.00	Discontinue
<b><u>Paratransit</u></b>		
Cash Fare	\$1.50	\$2.00
PT One Ride	\$1.50	\$2.00
Monthly Pass	\$45.00	\$60.00

Based on extensive public outreach, (summary attached – Attachment 1) staff is recommending a phased-in approach and adjustments to the preliminary proposal as follows:

Category	Current Fare	Preliminary Proposal	Draft Recommendation	
	as of 2012	7/1/2017	7/1/2017	7/1/2018
<b>Adult</b>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
2-Hour Pass	\$1.50	\$2.00	\$1.75	\$2.00
Day Pass	\$3.50	\$4.00	\$4.00	\$4.00
31-Day Rolling Pass	\$45.00	\$60.00	\$50.00	\$60.00
<b>City Ticket (Shuttle Service)</b>	\$30.00	\$40.00	\$35.00	\$40.00
<b>7-Day Rolling (New)</b>		\$17.00	\$15.00	\$17.00
<b>4-Day Rolling (New)</b>		\$12.00	N/A	N/A
<b>Reduced Fare</b>				
Cash Fare	\$0.75	\$1.00	\$0.75	\$1.00
2-Hour Pass	\$0.75	\$1.00	\$0.75	\$1.00
31-Day Rolling Pass	\$22.50	\$30.00	\$25.00	\$30.00
<b>Student Pass</b>	\$37.00	Discontinue	\$42.00	\$52.00
<b>Youth</b>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
Day Pass	\$3.50	\$4.00	\$4.00	\$4.00
31-Day Rolling Pass	\$30.00	\$40.00	\$35.00	\$40.00
Youth Summer	\$45.00	Discontinue	Discontinue	Discontinue
<b>Paratransit</b>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
PT One Ride	\$1.50	\$2.00	\$1.75	\$2.00
Monthly Pass	\$45.00	\$60.00	\$50.00	\$60.00

Staff is presenting a draft recommendation of the attached Tariff Policy (Attachment 2).

- It retains fares for STA services at a level at or below that of other comparable transit agencies yet achieves the minimum 20% farebox return objective for fixed route services by 2018. This complies with the Board's philosophy and strategic direction.
- The fare increases are sequenced over time to allow agencies and individuals to plan ahead.

Staff shares the concern for low income customers. However, the solution to this challenge should not be an across-the-board constraint on the fare structure. Such a course of action can directly impact the sustainability of the system. The real problem seems to be the relationship of fares to the available discretionary funds for a select part of the population.

Staff recommends that an appropriate course of action focuses our effort on a solution specific to low income users. The more focused the effort is on who specifically needs assistance, the more efficiently and effectively financial resources can be applied. Staff has already reached out to a group of social service providers/advocates to collaboratively look for solutions.

**RECOMMENDATION TO BOARD:** Conduct Public Hearing.

**FINAL REVIEW FOR BOARD BY:**

Division Head EW

Chief Executive Officer ESM

Legal Counsel CM

# DRAFT RECOMMENDATION FARE (TARIFF) POLICY

**Purpose:** Public Hearing

6/16/2016



# Fare Analysis Timeline

- December 2015 Staff presents calendar
- February 2016 PMER/Board reviews Preliminary Proposal and approves Public Outreach Plan
- March – May 2016 Public Outreach on Preliminary Proposal
- May 2016 Draft Recommendation
- June 2016 Public Hearing on Draft Recommendation
- July 2016 Final Recommendation for Board Decision
- August 2016–June 2017 Communicate Changes
- July 1, 2017 Effective Date of Changes

# Fare Philosophy

Encourage increased ridership by providing a convenient and reasonably priced method for citizens to enjoy the advantages of public transportation.

Tariff policy first adopted: July 20, 2006

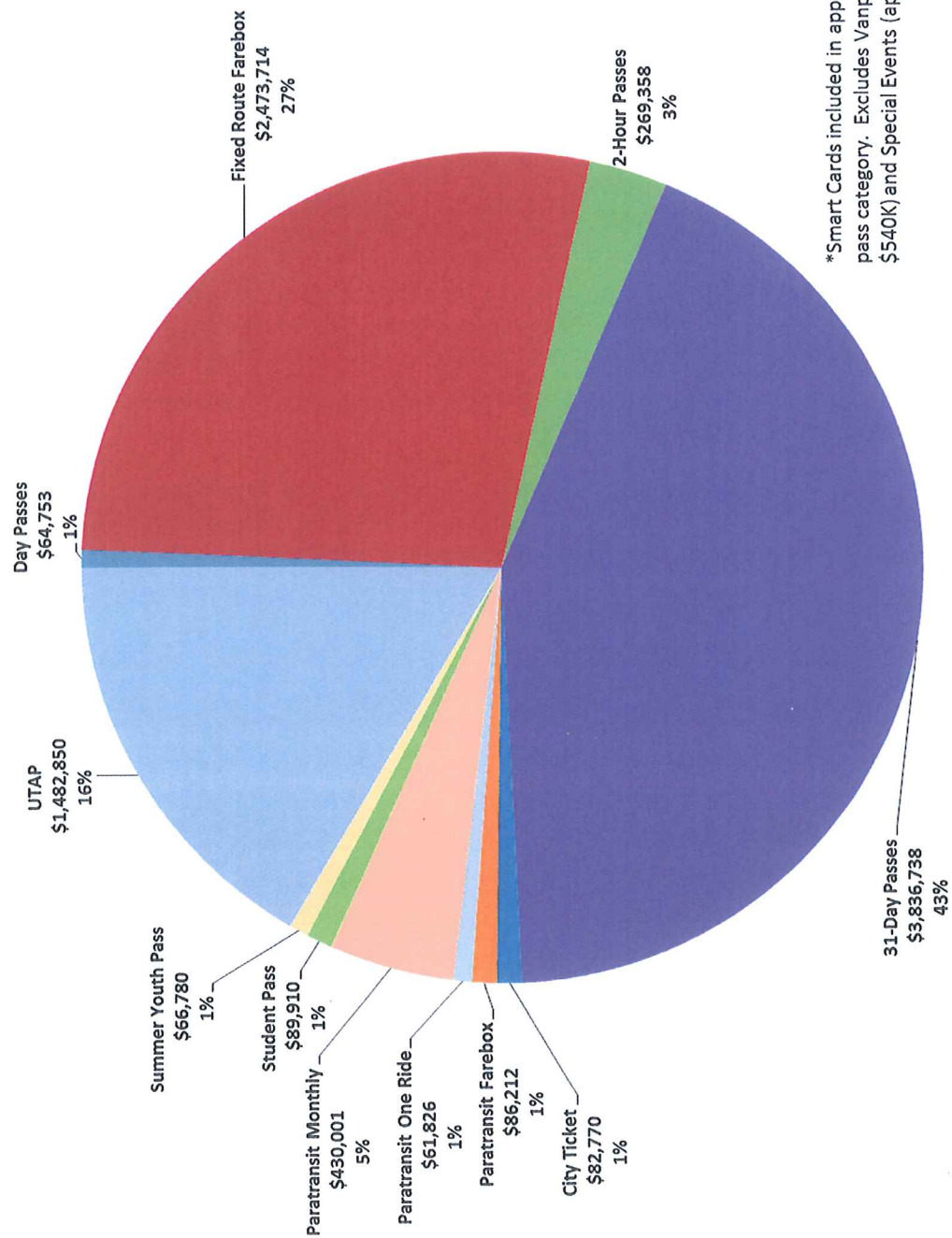
Last Confirmation: May 22, 2014

# Major Objectives

- Convenient
- Reasonably priced
- **Minimum** Farebox return of 20%
- Minimize complexity
- Increase pre-payment and reduce use of cash  
(No charge for first smart card)

# Revenue by Type of Fare\*

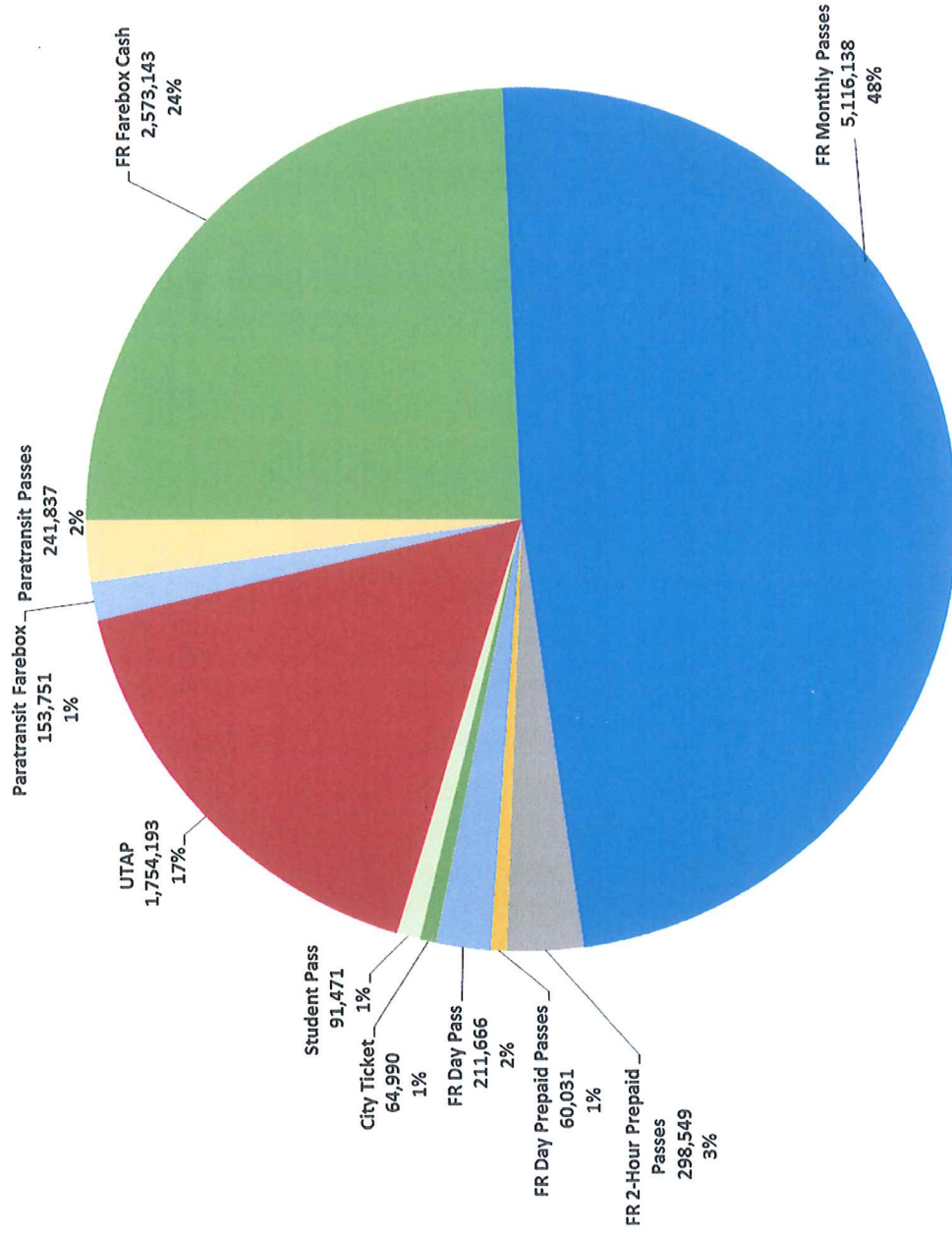
## Year to date 2015



\*Smart Cards included in appropriate pass category. Excludes Vanpool (appr. \$540K) and Special Events (appr. \$19K)

# Ridership by Fare Type\*

## Year to date 2015



\* Excludes Vanpool and Special Events.



# Revenue per Trip by Fare Type

## YTD December 2015

	Ridership	Revenue	Revenue per Trip
FR Monthly Passes	5,116,138	\$ 3,903,518	0.76
FR Farebox Cash	2,573,143	\$ 2,245,115	0.87
UTAP	1,754,193	\$ 1,482,850	0.85
FR 2-Hour Prepaid Passes	298,549	\$ 269,358	0.90
Paratransit Passes	34,351	(Revenue is included in Paratransit information)	
FR Day Pass	211,666	\$ 228,599	1.08
Student Pass	91,471	\$ 89,910	0.98
City Ticket	64,990	\$ 82,770	1.27
FR Day Prepaid Passes	60,031	\$ 64,753	1.08
<b>Fixed Route Totals</b>	<b>10,204,532</b>	<b>\$ 8,366,873</b>	<b>0.82</b>
Paratransit Farebox	153,751	\$ 179,100	1.16
Paratransit Passes	241,837	\$ 398,939	1.65
<b>Paratransit Totals</b>	<b>395,588</b>	<b>\$ 578,039</b>	<b>1.46</b>
<b>Total Revenue &amp; Ridership</b>	<b>10,600,120</b>	<b>\$ 8,944,912</b>	<b>0.84</b>



# Farebox Recovery



Farebox recovery from internal calculations, which varies from NTD due to reclassification of grant money that is used for fares.

# Preliminary Proposed Fare Structure

Category	Current Fare as of 2012	Preliminary Proposal 7/1/2017
<u>Adult</u>		
Cash Fare	\$1.50	\$2.00
2-Hour Pass	\$1.50	\$2.00
Day Pass	\$3.50	\$4.00
31-Day Rolling Pass	\$45.00	\$60.00
<u>City Ticket (Shuttle Service)</u>		
	\$30.00	\$40.00
<u>7-Day Rolling (New)</u>		\$17.00
<u>4-Day Rolling (New)</u>		\$12.00
<u>Reduced Fare</u>		
Cash Fare	\$0.75	\$1.00
2-Hour Pass	\$0.75	\$1.00
31-Day Rolling Pass	\$22.50	\$30.00
<u>Student Pass</u>		Discontinue
	\$37.00	
<u>Youth</u>		
Cash Fare	\$1.50	\$2.00
Day Pass	\$3.50	\$4.00
31-Day Rolling Pass	\$30.00	\$40.00
Youth Summer	\$45.00	Discontinue
<u>Paratransit</u>		
Cash Fare	\$1.50	\$2.00
PT One Ride	\$1.50	\$2.00
Monthly Pass	\$45.00	\$60.00

# Projected Revenue per Trip by Fare Type with Proposed Fares

	Ridership	Projected Revenue	Projected Revenue per Trip
FR Monthly Passes	5,116,138	\$5,115,570	\$1.00
FR Farebox Cash	2,573,143	\$3,036,997	\$1.18
UTAP	1,754,193	\$1,482,850	\$0.85
FR 2-Hour Prepaid Passes	298,549	\$355,653	\$1.19
Paratransit Passes	34,351	(Revenue is included in Paratransit information)	
FR Day Pass	211,666	\$261,289	\$1.23
Student Pass	91,471	\$0	\$0.00
City Ticket	64,990	\$111,414	\$1.71
FR Day Prepaid Passes	60,031	\$74,013	\$1.23
<b>Fixed Route Totals</b>	<b>10,204,532</b>	<b>\$10,437,785</b>	<b>\$1.02</b>
Projected Annual Revenue with 2018 Fares (\$10,543,189) / 2015 Allocated expenses (\$47,010,082)=FR Farebox Return of: 22.2%			
Paratransit Farebox	153,751	\$238,800	\$1.55
Paratransit Passes	241,837	\$532,009	\$2.20
<b>Paratransit Totals</b>	<b>395,588</b>	<b>\$770,809</b>	<b>\$1.95</b>
Projected Revenue with 2018 Fares (\$770,809) / 2015 Allocated expenses (\$12,903,290)= PT Farebox Return of: 6.0%			
<b>Total Revenue &amp; Ridership</b>	<b>10,600,120</b>	<b>\$11,208,594</b>	<b>\$1.06</b>

# Outreach Comments/Response

- What we heard...
  - A 20% farebox return objective is reasonable
  - Appreciate having no fare increases for 5 years
  - Too big of a jump all at once – especially for 31-Day and Monthly Passes
- How we responded...
  - Phase-in Increase in two steps:
    - 31-Day and Monthly Passes smaller increment in 1<sup>st</sup> step



# Outreach Comments/Responses

- What we heard...
  - Summer Youth Pass is still attractive to some
- How we responded...
  - We will monitor sales again this summer; tentatively retain plan to cancel

# Outreach Comments/Responses

- What we heard...
  - 7-Day Rolling Pass was a good idea
  - 4-Day Rolling Pass had some support but many surmised that it might not be well used
    - Sales locations
    - Additional fare media
- How we responded...
  - Introduce only the 7-Day Pass



# Outreach Comments/Responses

- What we heard...
  - Student Pass program is important although much smaller population using it
- How we responded...
  - Retain Student Pass program

# Outreach Comments/Responses

- What we heard...
  - Any increase in fares is very difficult to manage for those with extremely low income
- How we responded...
  - Phase-in the increase
  - Use time to collaborate with Health and Human Services providers to find comprehensive solutions
    - Invitations were sent to key group of stakeholders to participate in a workshop with STA

# Draft Recommended Fare Structure

Category	Current Fare as of 2012	Preliminary Proposal 7/1/2017	Draft Recommendation 7/1/2017	7/1/2018
<u>Adult</u>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
2-Hour Pass	\$1.50	\$2.00	\$1.75	\$2.00
Day Pass	\$3.50	\$4.00	\$4.00	\$4.00
31-Day Rolling Pass	\$45.00	\$60.00	\$50.00	\$60.00
<u>City Ticket (Shuttle Service)</u>	\$30.00	\$40.00	\$35.00	\$40.00
<u>7-Day Rolling (New)</u>		\$17.00	\$15.00	\$17.00
<u>4-Day Rolling (New)</u>		\$12.00	N/A	N/A
<u>Reduced Fare</u>				
Cash Fare	\$0.75	\$1.00	\$0.75	\$1.00
2-Hour Pass	\$0.75	\$1.00	\$0.75	\$1.00
31-Day Rolling Pass	\$22.50	\$30.00	\$25.00	\$30.00
<u>Student Pass</u>	\$37.00	Discontinue	\$42.00	\$52.00
<u>Youth</u>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
Day Pass	\$3.50	\$4.00	\$4.00	\$4.00
31-Day Rolling Pass	\$30.00	\$40.00	\$35.00	\$40.00
Youth Summer	\$45.00	Discontinue	Discontinue	Discontinue
<u>Paratransit</u>				
Cash Fare	\$1.50	\$2.00	\$1.75	\$2.00
PT One Ride	\$1.50	\$2.00	\$1.75	\$2.00
Monthly Pass	\$45.00	\$60.00	\$50.00	\$60.00

# Projected Revenue per Trip by Fare Type with Draft Recommended Fares 2017

	Ridership	Projected Revenue 2017 Pass Rate	Projected Revenue per Trip 2017 Pass Rate
FR Monthly Passes	5,116,138	\$4,292,155	\$0.84
FR Farebox Cash	2,573,143	\$2,591,708	\$1.01
UTAP	1,754,193	\$1,482,850	\$0.85
FR 2-Hour Prepaid Passes	298,549	\$309,373	\$1.04
Paratransit Passes	34,351	(Revenue is included in Paratransit information)	
FR Day Pass	211,666	\$244,921	\$1.16
Student Pass	91,471	\$85,134	\$0.93
City Ticket	64,990	\$92,450	\$1.42
FR Day Prepaid Passes	60,031	\$69,376	\$1.16
<b>Fixed Route Totals</b>	<b>10,204,532</b>	<b>\$9,167,967</b>	<b>\$0.90</b>
Projected Annual Revenue with 2017 Fares (\$9,093,149) / 2015 Allocated expenses (\$47,010,082)=FR Farebox Return of: 19.5%			
Paratransit Farebox	153,751	\$208,950	\$1.36
Paratransit Passes	241,837	\$441,616	\$1.83
<b>Paratransit Totals</b>	<b>395,588</b>	<b>\$650,566</b>	<b>\$1.64</b>
Projected Revenue with 2017 Fares (650,566) / 2015 Allocated expenses (\$12,903,290)= PT Farebox Return of: 5%			
<b>Total Revenue &amp; Ridership</b>	<b>10,600,120</b>	<b>\$9,818,533</b>	<b>\$0.93</b>



# Projected Revenue per Trip by Fare Type with Draft Recommended Fares 2018

	Ridership	Projected Revenue 2018 Pass Rate	Projected Revenue per Trip 2018 Pass Rate
FR Monthly Passes	5,116,138	\$5,115,570	\$1.00
FR Farebox Cash	2,573,143	\$3,036,997	\$1.18
UTAP	1,754,193	\$1,482,850	\$0.85
FR 2-Hour Prepaid Passes	298,549	\$355,653	\$1.19
Paratransit Passes	34,351	(Revenue is included in Paratransit information)	
FR Day Pass	211,666	\$261,289	\$1.23
Student Pass	91,471	\$105,404	\$1.15
City Ticket	64,990	\$111,414	\$1.71
FR Day Prepaid Passes	60,031	\$74,013	\$1.23
<b>Fixed Route Totals</b>	<b>10,204,532</b>	<b>\$10,543,189</b>	<b>\$1.03</b>
Projected Annual Revenue with 2018 Fares (\$10,543,189) / 2015 Allocated expenses (\$47,010,082)=FR Farebox Return of: 22.4%			
Paratransit Farebox	153,751	\$238,800	\$1.55
Paratransit Passes	241,837	\$532,009	\$2.20
<b>Paratransit Totals</b>	<b>395,588</b>	<b>\$770,809</b>	<b>\$1.95</b>
Projected Revenue with 2018 Fares (\$770,809) / 2015 Allocated expenses (\$12,903,290)= PT Farebox Return of: 6.0%			
<b>Total Revenue &amp; Ridership</b>	<b>10,600,120</b>	<b>\$11,313,998</b>	<b>\$1.07</b>

**Fare Increase Proposal Outreach – Summary of Input****May 17, 2016****Summary**

Generally speaking, audiences agreed that the proposed increased fare was reasonable in relation to the cost of service. That is, 20% farebox recovery is a reasonable expectation. The primary concern regarding the proposed increase surrounds the impacts to low-income populations. Those populations on fixed income, primarily social security, pay for transit costs out of discretionary spending that has not increased in more than ten years.

**Significant Feedback Themes:**

1. A phased increase
  - a. Phased two-hour passes, \$.25 at a time over x number of years
  - b. Increase cash fare and two-hour passes in 2017, and phase passes \$5 at a time over a period of time.
  - c. Hold reduced and paratransit fares steady, but increase regular fixed route fares.
2. A 5-day or 7-day pass. The 4 day pass was only relevant to the tourist community. The 5-day or 7-day pass seemed like a more viable solution for workers who may not be able to afford a 31-day rolling pass all at once.
  - a. A 5-day or 7-day pass should have the same incremental value as a 31-day rolling pass.
3. Do not implement a fare increase at this time.
  - a. Many people predicted that an increase in fares would likely result in lower revenue and lower ridership.

**Other feedback:**

1. Most organizations that purchase passes for their low-income customers believed that a year was enough time to plan, but the increase would result in fewer passes purchased.
2. People appreciated that we haven't increased fares in five years.
3. Service organizations are interested in identifying grants and/or other creative solutions to help fund paratransit services. Some organizations offered to verify eligibility for the passes they purchase.
4. People acknowledged that STA is keeping costs down compared to other transit agencies.
5. Many people did not realize the levels to which STA services are subsidized.
6. When it came to the national fare average, people wanted to make sure that we were making fair comparisons between communities.
7. People understood that we were conducting public outreach because we were below the board-identified objective of 20% farebox recovery.
8. Create the equivalent of an ESBP pass for residential buildings (adult living and senior facilities)
9. People regularly questioned why we would discontinue student passes or summer youth passes.
10. There was a concern that some people with disabilities may switch to cash fares or two hour passes to avoid the cost increase of the monthly pass without understanding that it is actually more expensive in the long run.
11. People felt that a \$15.00 increase was too much at once (for the 31 day pass).
12. Major impacts to the fare increase were primarily in reference to fixed income populations.



**Community Presentations:**

March 18, 2016 Paratransit Users Group  
April 7, 2016 Community Advocates  
April 13, 2016 Citizen Advisory Committee  
April 22, 2016 Aging & Long Term Care of Eastern Washington  
April 25, 2016 City of Spokane Council  
May 2, 2016 2nd Harvest  
May 3, 2016 SNAP  
May 3, 2016 People First  
May 4, 2016 The Arc of Spokane  
May 9, 2016 Park Tower Apartments  
May 12, 2016 Skills'kin  
May 16, 2016 City of Airway Heights  
May 17, 2016 City of Spokane Valley Council  
May 17, 2016 City of Medical Lake  
May 17, 2016 City of Liberty Lake  
May 19, 2016 Audubon-Downriver Neighborhood Council  
May 24, 2016 City of Cheney  
May 24, 2016 Pedestrian Traffic and Transportation Committee (PeTT)  
June 1, 2016 West Plains Support Network  
June 7, 2016 Rockwood Neighborhood Council

**Walk-Up Open House Booths:**

May 15, 2016, 12-2pm, Rosauers on 29th Ave.  
May 16, 2016, 7-9am, Riverfront Park, Bike to Work Week kick off  
May 21, 2016, 10am-1pm, Sunset Park, S. Lawson St, Airway Heights, WA 99001, Airway Heights  
Wellness and Safety Fare  
May 25, 2016, 3-6pm, STA Plaza, 701 West Riverside Avenue, Spokane, WA 99201  
May 26, 2016, 3-6, Valley Transit Center, 4th and University, Spokane Valley, WA

**Paratransit Specific Outreach:**

April 14, 2016 Davita Mirabeau and Downtown  
April 18, 2016 East Central Community Center  
April 21, 2016 Northpointe Dialysis  
April 25, 2016 Spokane Center for Independent Living (SCIL)  
April 26, 2016 DSI North  
April 28, 2016 Skilskin  
May 4, 2016 Evergreen Club  
May 5, 2016 Mid-City Concerns  
May 6, 2016 Parks and Recreation  
May 9, 2016 Lighthouse for the Blind  
May 10, 2016 Providence Adult Day Health (ADH)  
May 12, 2016 Valley North Pines Dialysis  
May 16, 2016 Artisans Ark



May 18, 2016 Wolf Den (Project ID)

June 6, 2016 Northwest Center

June 8, 2016 Spokane Kidney Center

June 13, 2016 SFCC Lodge

June 15, 2016 Northeast Community Center

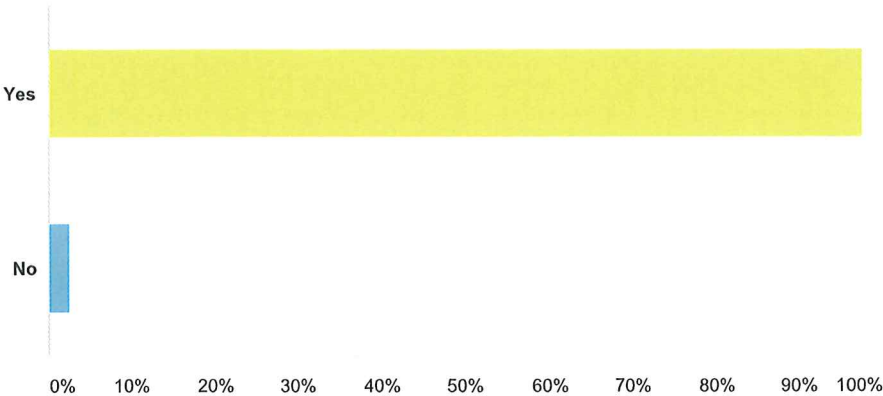
**Online Survey Monkey Preliminary Results: 277 responses**

(See attachments for summary results and specific written responses)

Preliminary Fare Increase Proposal

Q1 Is public transportation in the Spokane region important to you?

Answered: 276 Skipped: 1

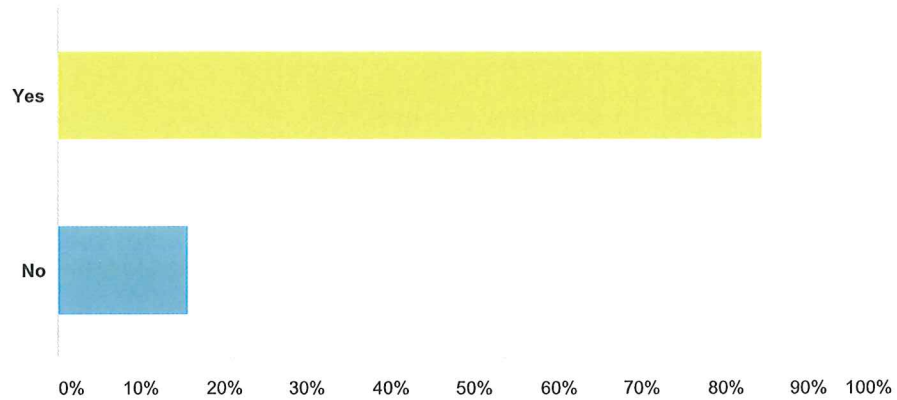


Answer Choices	Responses	
Yes	97.46%	269
No	2.54%	7
Total		276

## Preliminary Fare Increase Proposal

### Q2 Do you ever ride the bus or use Paratransit services?

Answered: 276 Skipped: 1

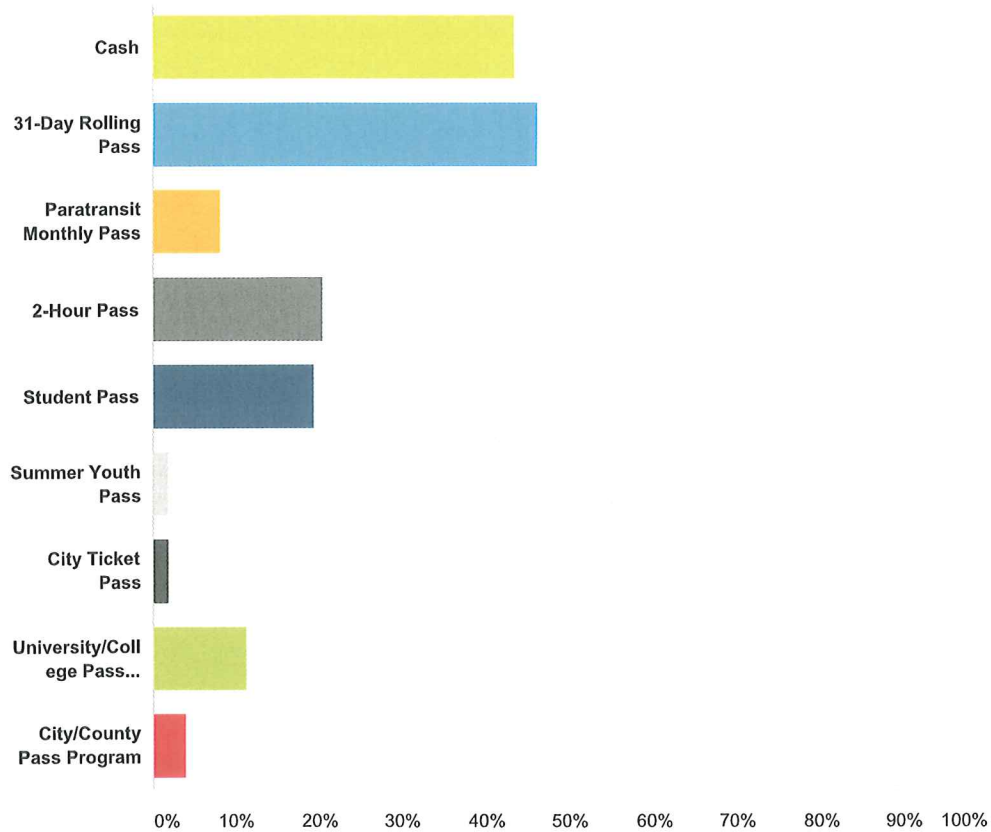


Answer Choices	Responses	
Yes	84.42%	233
No	15.58%	43
Total		276

## Preliminary Fare Increase Proposal

### Q3 If you ride the bus or Paratransit van, what type of fare do you pay with?

Answered: 258 Skipped: 19



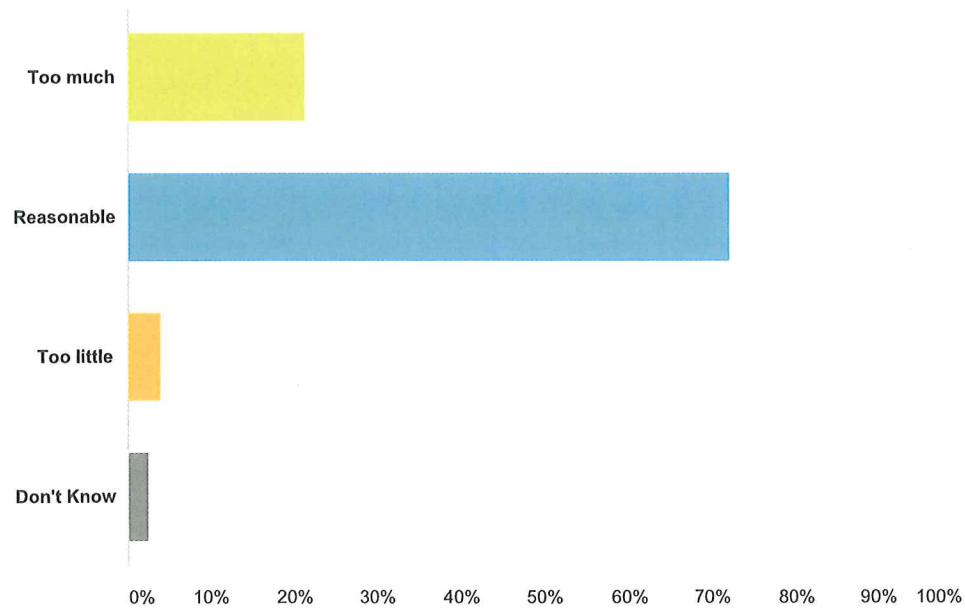
Answer Choices	Responses	
Cash	43.41%	112
31-Day Rolling Pass	46.12%	119
Paratransit Monthly Pass	8.14%	21
2-Hour Pass	20.54%	53
Student Pass	19.38%	50
Summer Youth Pass	1.94%	5
City Ticket Pass	1.94%	5
University/College Pass Program	11.24%	29
City/County Pass Program	3.88%	10
Total Respondents: 258		



## Preliminary Fare Increase Proposal

**Q4 The current adult fare for riders is \$1.50.  
In your opinion, this cost is:**

Answered: 276 Skipped: 1

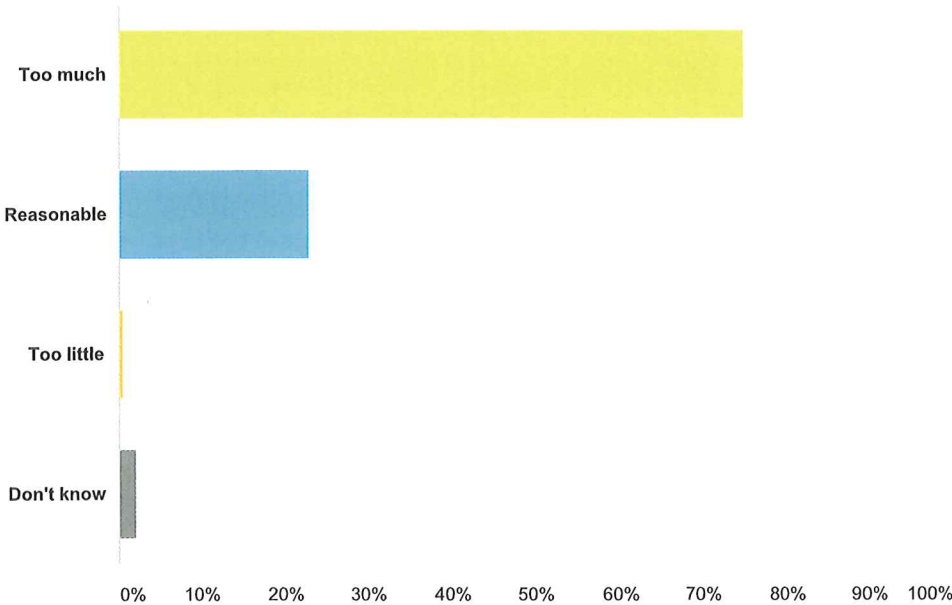


Answer Choices	Responses	
Too much	21.38%	59
Reasonable	72.10%	199
Too little	3.99%	11
Don't Know	2.54%	7
Total		276

Preliminary Fare Increase Proposal

**Q5 The proposed adult fare for riders is \$2.00. In your opinion, this cost is:**

Answered: 277 Skipped: 0

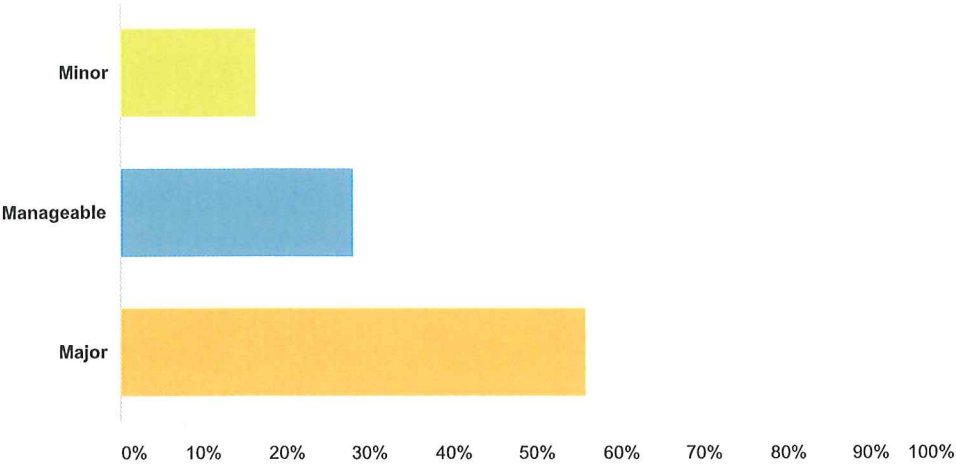


Answer Choices	Responses	
Too much	74.73%	207
Reasonable	22.74%	63
Too little	0.36%	1
Don't know	2.17%	6
Total		277

Preliminary Fare Increase Proposal

Q6 How would you describe the increase's impact on you?

Answered: 276 Skipped: 1

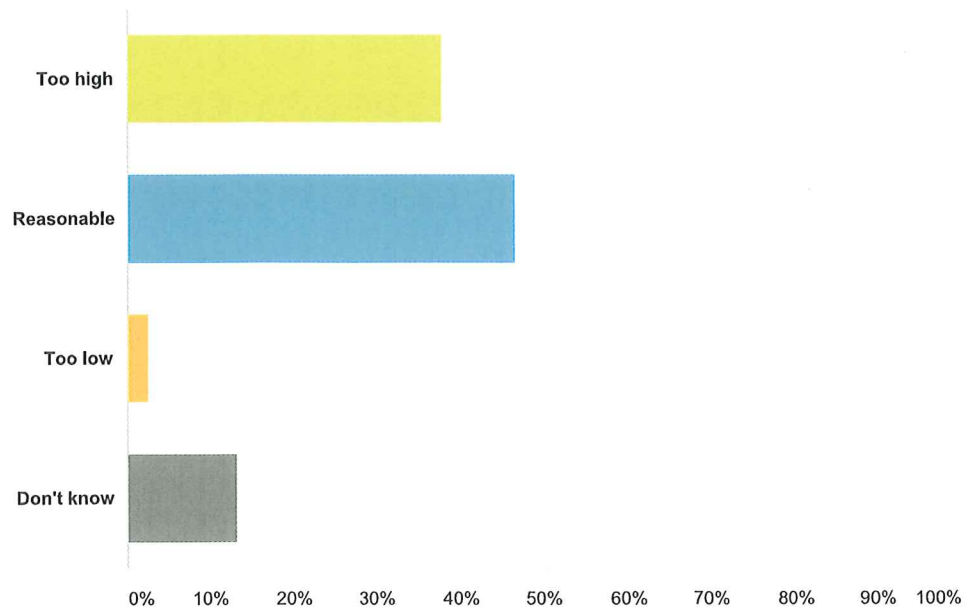


Answer Choices	Responses	
Minor	16.30%	45
Manageable	27.90%	77
Major	55.80%	154
Total		276

## Preliminary Fare Increase Proposal

**Q7 STA's passenger fare policy aims to have riders share at least 20% of the cost to run the buses. The national average is for riders to share at least 23% of the cost to run the buses. Knowing this, STA's passenger fare policy is:**

Answered: 275 Skipped: 2

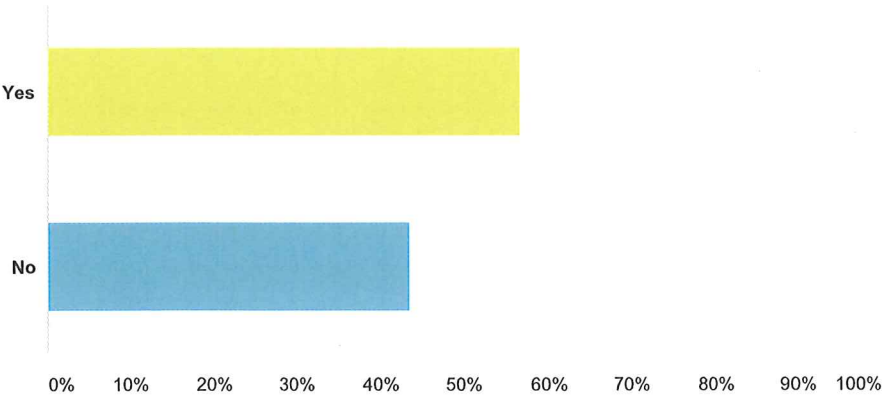


Answer Choices	Responses	
Too high	37.82%	104
Reasonable	46.55%	128
Too low	2.55%	7
Don't know	13.09%	36
Total		275

Preliminary Fare Increase Proposal

**Q8 If the fare increase were to be implemented in July of 2017, is a full calendar year enough time for riders to prepare for the change?**

Answered: 274 Skipped: 3



Answer Choices	Responses	
Yes	56.57%	155
No	43.43%	119
Total		274



Preliminary Fare Increase Proposal

**Q9 Do you have a different idea for  
passenger fares?**

Answered: 145 Skipped: 132

## Preliminary Fare Increase Proposal

### Q9 Do you have a different idea for passenger fares?

Answered: 145 Skipped: 132

#	Responses	Date
1	Please find a way not to discontinue the student fare. My students will have difficulties.	5/24/2016 9:38 AM
2	I use the city arena pass but do not ride the shuttle. I would like to see an arena pass that is only for parking and not have to pay for the shuttle service	5/24/2016 8:52 AM
3	No, but our bus needs a longer evening schdule. Please consider later buses for later flights	5/24/2016 8:45 AM
4	\$2.00 for adults \$1.00 for students, seniors and disabled.	5/23/2016 7:45 PM
5	It is upsetting to pay more after you took away more convenient connections from my homeward route, now I leave work at 5:30 and connections drop me at my stop for home at 7:32pm, one mile walk and home by 8pm (taking 29 & 97 until stop @16th).	5/20/2016 12:54 PM
6	I would just want to know the impact on services. Will increasing costs provide more bus service or will the provided services be cut as they have in the past? As in, less frequent busses and fewer stops. Thank you	5/19/2016 9:10 PM
7	I think buses that are express or goto a different city should be a quarter too fifty cents more to ride those particular buses. Or buses leaving the main ride area above Francis, 29th, maple, Havana would also incurred this fee.	5/19/2016 2:14 PM
8	More than fair and about time	5/19/2016 11:06 AM
9	I use the City Pass and it is not that far from the Plaza. Why should our price go up? If you are going to increase, increase the riders who are riding out to Cheney and Spokane Valley. If you are still going to increase the City Pass, then have the rides in the morning and afternoon every 5 minutes.	5/19/2016 10:29 AM
10	My biggest issue with the fare changes is that you guys are planning to do away with the Summer Youth passes. As a single mother of 2 children, the loss of those passes would be a major hit to my wallet. Yes, I pay the normal fare the rest of the year for them. Yes, I will be able to budget in the new proposed prices of the passes, and I get the reasoning behind it. But I think that for myself and probably a lot of other parents, we count on the savings in the summer. I can use the savings to buy school clothes and supplies. Items which would be a tighter fit into the budget otherwise...Especially paying \$140/month just for 3 bus passes.	5/19/2016 8:19 AM
11	I thibk the more it keeps going up the less riders will show up.	5/19/2016 5:11 AM
12	While I think rides for \$2 is fair, I think an adult pass for a rolling 31 days at \$60 is too high. For some an additional \$15 may make riding the bus too expensive. This city has a large section of the population who are students, elderly, and those who are above the poverty line but are still poor. I think the \$15 hike is far too high. Chances are these individuals have not seen an increase in income that would match the increase of cost for your services. I think increasing costs incrementally as the economy grows, and keep it tied to the cost of inflation, so you implement small increases over the next 5 to 7 years. With enough planning and advertising, I think the citizens would accept this more gracefully. I think your fare should increase by .25, at first. If you lower the costs you've proses by at least half and advertise the changes I think you could implement them, January 1. My .02cents.	5/18/2016 11:23 PM
13	Ya let the fares be low cuz sum ppl in this world can't really afford much like me im a single mom of 3 n struggle as it is wit rent electric and other bills n to ad on a huge bus fare just for me to go take my kids to docs appts a few times a month is hurting me..	5/18/2016 10:14 PM
14	Last time fare increased by \$15, it was done over a three year period (and we had seen gas prices reach \$4/gal!!). To increase fare by \$15 in a single pop now is ridiculous! With fare at \$60/mo, I may as well just drive...as I do have a reliable vehicle and riding the bus is a choice, NOT a necessity! I've been riding STA faithfully for 12 years but it's not like Spokane is that big or difficult to get around. Funny how a fare hike comes on the heels of plans for a very major & costly renovation to the plaza?!?! I say, the plaza is fine...leave it alone...leave fares where they are!! We live in Spokane, NOT Seattle, LA, Chicago, etc...if I wanted to pay bigger city prices, I'd move to a bigger city.	5/18/2016 9:31 PM
15	\$15 is too much of an increase in adult fares. Just because you increase how much it costs us to get to work, doesnt mean our jobs are going to start paying us more. The last increase was \$15, try \$5-10	5/18/2016 8:08 PM
16	\$60 is way too high for an adult 31 day rolling pass considering the times the bus stops running on the weekends and holidays, and how early certain routes stop running on a regular schedule nightly and turn to an hourly schedule. Have more service times and longer hours and then it'll all be fair. Also, expand the routes to reach more out skirts.	5/18/2016 8:02 PM

## Preliminary Fare Increase Proposal

17	Don't higher them!! It will make a lot more people walk or get rides other than the city bus. A lot less riders.	5/18/2016 7:43 PM
18	Keep reducefarethe or make them cheaper, I use a 22.50 31 day pass, if it goes up to 30.00 I will quit riding to Spokane and do everything in Cheney from now on. So you will not make 22.50 from me, you will then make 0.00 instead.	5/18/2016 7:34 PM
19	I know so many people who simply won't be able to afford to the bus with the increases... You are putting so many elderly, disabled and even young adults like me out of transportation. Yes, we may or may not be able to walk, but it's hard enough scraping together the fare of a bus pass as it stands right now. I won't be able to and you are doing a disservice to the Spokane population when we depend on this service to get everywhere.	5/18/2016 7:21 PM
20	Honestly 2.50 would even be reasonable and fair this is a great service and it demands a little bit more of a fare than 2.00	5/18/2016 7:18 PM
21	" FIRST...*STA does NOT have the RIGHT to DETERMINE * about * DISABLED in WHEEL CHAIRS <<< WHOM NEEDS a CARE TAKER and WHO Does NOT ...MEDICALLY, ' STA are NOT LICENSED MEDICAL DOCTORS to DETERMINE the FACTS ' !!!!!!!!!!!!! " ..... " DISABLED should get a MONTHS PASS at HALF the COST !!!!! "....." NO PERSON , whom SMELLS like PISS, SHIT, Body Odor, BOOZE, are STONED, HARASSING Passengers & Driver , and any Passenger knowingly CARRYING WEAPONS , SHOULD NEVER be GIVEN ' FARES or RIDES on ANY STA BUS / TRANSIT !!!!!!!!!!!!! "....." If, STA RAISES FARES....then, STA SHOULD CONDUCT Themselves with RESPECT towards PASSENGERS , WHOM are DISABLED and the Care Takers at All Times [ MOST of Your Drivers do....there are a few * Drivers , that ACT like THEY ARE GOD * ] .....* I SERVED in VIETNAM , and I've EARNED RESPECT far ABOVE ' Your IRROGANT BUS DRIVERS whom SHOW NO RESPECT ' Towards Myself, and My Wife ' !!!!! "....." I'm in a * Wheel Chair Most of The Time, and Use *My CANADIAN CRUTCHES * , also ....1/4th of Your SmartASS Bus Drivers are RUDE to US , when going to & from MEDICAL APPTS. !!!!!!! "....." I believe in FAIR JUSTICE ....what goes around COMES Around ; You GIVE RESPECT towards US , and WE will GIVE RESPECT towards CERTAIN BUS DRIVERS !!!!!!! "....." WE are * OLD SCHOOL ....WE BELIEVE in ' GIVE RESPECT - EARN RESPECT ' ....MANNERS * !!!!!!! "....." Your TRANSITS should be * CLEAN and ODORLESS of SHIT SMELL, Etc. * ....YOU WANT RESPECT ....EARN RESPECT from PASSENGERS that have GIVEN RESPECT !!!!!!! "....." My Parent's told me : * Be HONEST and CLEAN to Others 'and Your Surroundings , and therefore, You will get The SAME RESPECT in RETURN !!!!! "....." What's ' YOUR 1/4 UNRULY DRIVERS EXCUSE ' for being RUDE to US ??? " Bluntly Respectful, James F. Herzog , Vietnam Veteran / Disabled CANCER Patient , and Debbie L. Herzog, Wife / Equal to James F. Herzog ~ 5 / 18 / 2016 - 6:30 PM PST	5/18/2016 6:34 PM
22	only a 25 cent increase would I support. I have ridden the Route 1 bus from the Arena and the frequency scheduled times, especially in the morning, have gone from 5 minutes to 7 minutes years ago and now to 10 minutes leaving the Arena so I can get to work. If there is any increase, I would like to see more buses running into downtown on Route 1, especially in the morning between 7:30 and 8:15 AM. Also, there are too many young people who "hang out" consistently around the bus depot and smoke with their friends. *Everyone* needs to absorb the cost of the fare increase, IMHO. They are spending their money frivolously on unnecessary essentials and they need to pay their fair share too. Thanks.	5/18/2016 9:15 AM
23	25% increase for those of us who pay -- is one thing -- but when I see people ride for free or less I get VERY angry -- not at the bus drivers but at YOU!!!!!!!!!!!! A 25% increase is stupid especially when I KNOW you do NOT support your drivers. I have ridden the bus for four years but I may consider buying a car and driving. Shame on you!!!!	5/17/2016 3:55 PM
24	For the 31 day pass, \$60 seems pretty high for it. Maybe about \$50 is more reasonable.	5/17/2016 2:07 PM
25	No, but it will greatly impact those who are low income and depend on public transportation to get to jobs and other business they need to take care of as well as the elderly on fixed income. the working poor and elderly are not going to receive a raise in what they get to off set this increase in bus fares. \$15 may not seem much to you, but it may be the difference between eating a few meals and going to the doctors.	5/16/2016 9:47 PM
26	Increase the cost for city/county employees. I feel very guilty paying \$5/month when poor and disabled people are paying \$1.50 per ride. I would happily pay double or triple my current cost for riding the bus if we could keep fares lower for the needy. Also, if the fare increases to \$2.00, the pass should be good for the entire day (like it is in Seattle). That way people will get more for their money and not feel as though they are being ripped off by paying more for the same service. I wholly support the fare increase, but the increase should be felt by ALL RIDERS, not just those paying per ride. Make it fair and equal, and make the \$2.00 last all day!	5/16/2016 10:11 AM
27	If you made a pass for 16 and under 2 hr pass cheaper or free i could afford 2.00 for an adult.	5/14/2016 9:18 AM
28	\$1.75	5/12/2016 5:12 PM
29	Lower the prices	5/12/2016 9:48 AM
30	If the fares have to be increased, I would suggest raising the fare by a quarter (\$ 0.25). I think the current plan is too much of an increase in one go.	5/11/2016 8:39 PM

## Preliminary Fare Increase Proposal

31	The increase is reasonable if and only if there is really an increase in service particularly in frequencies. It will hurt to increase a monthly pass but it would be bearable if buses ran more often.	5/11/2016 6:41 PM
32	How about charging the city residents more? They have the majority of the service. Valley and other county residents need better transportation and already struggle to pay for it. This will impact them the most. As a tax payer, I would vote to pay more taxes since I don't use the bus, but know how important it is to others.	5/10/2016 2:26 PM
33	Pretty much every other urban area I've been to, fares are at least \$2.00, so I think it is a very reasonable increase. Honestly, it would also make it easier to pay fares so that I don't have to fumble around with extra quarters. I do have a few comments on the new multi-day rolling pass options though: I'm not quite sure I understand the reasoning behind the new 4-day rolling pass. Most other cities seem to go with a either 3-day or a 5-day option. Has there been research done to show that a 4-day pass would make more sense in Spokane? For example is four (4) days the typical length of tourist's visits and conventions here in Spokane? Or in another example, is four (4) days the typical turnaround time for an automobile repair in Spokane (which could be another reason someone would take transit)? The new 7-day pass is a great addition, but I think it should be \$20. To have it at \$17 means it is a 40% discount off of buying seven individual day passes, which seems excessive.	5/9/2016 8:35 PM
34	I will be fine with an increase. My concern are the parents taking children to sitters on the way to work and/or low paying jobs and how will they be able to afford passes for themselves and their children. Also some people in the winter ride the bus because they do not have heat in their home. People with disabilities on fixed income and seniors are not getting raises but struggle now. I am doing good but some are not. STA is great!!	5/9/2016 3:39 PM
35	Most of the people that use paratransit services are on a fixed income and cannot afford the rate increase. Most can barely afford it now as it is. The paratransit services are detrimental to those individuals' independence and safety.	5/9/2016 10:22 AM
36	Save five million from your budget by eliminating the unnecessary remodel of the Plaza. Stop trying to make a not-a-trolley down town, it is also unneeded and the voters have told you this repeatedly.	5/6/2016 11:58 AM
37	i think everything should be priced the same at 20.00 besides the 2 hour passes they should be 1.00 RF should be .50	5/6/2016 10:41 AM
38	place a higher tax on something else.	5/6/2016 10:12 AM
39	To raise the taxes on alcohol and marijuana to pay for the bus fares	5/6/2016 10:06 AM
40	Get additional funding through business owners.	5/6/2016 9:13 AM
41	1.00	5/6/2016 8:26 AM
42	Keep the rates as they are.	5/6/2016 7:40 AM
43	limited income and those with disabilities need some extra help.	5/6/2016 7:21 AM
44	Please leave as is. \$3.00 is a lot now. All of us on Paratransit are on a fixed income. I know I will have ride para	5/6/2016 12:59 AM
45	Most people riding Para Transit are on very fixed incomes. The proposed increase would further limit their ability to meet their most basic needs. Please consider finding an alternative to this increase. Thank you.	5/5/2016 4:32 PM
46	Pair with other businesses, DDA, DSHS to see if there could be some changes in the system as a whole. Maybe adding a monthly bus pass to the CORE Waiver.	5/5/2016 4:32 PM
47	Please leave the current fares for the Paratransit, senior and youth demographic. Thank you.	5/5/2016 4:30 PM
48	I am an upper middle class person with a car, so for me, I can handle the fare increase. But, there are people I work with who have developmental disabilities and rely completely on STA for transportation. An increase of this size might really limit their ability to ride the bus. Many people live off \$35 a month after their residential facility is paid. All of their incidentals such as shampoo, toothpaste etc... comes from this \$35. I believe they just cannot afford it, and they cannot afford to become even more isolated from society than their circumstances already make them. Please take this into consideration. Maybe there is another way for them to continue to ride without paying all the increase.	5/5/2016 4:26 PM
49	With gas prices low, it's actually cheaper to drive. When gas goes back up, it will be more economical for drivers. But at \$2 a ride, it will stretch that affordability threshold much higher. I think you'll actually lose revenue.	5/5/2016 4:16 PM
50	partner with ARC and DDA to get reduced fares for paratransit riders since a 60.00 a month pass will leave me with 2.00 extra for the rest of the month, since i live in an adult family home	5/5/2016 12:27 PM

## Preliminary Fare Increase Proposal

51	As a rider who owns a vehicle but tries to commute sustainably as much as possible, the proposed fare increase unfortunately prices me out of using transit, because there is nowhere in Spokane or its surroundings that I could then travel more affordably by bus than by car. Right now bus service is comparable or a little more than driving, but takes about twice as long. And even though I care a great deal about the environment, there's an extent to which I have to do things which make financial sense for me as well. I suspect this may be a similar case for other riders (except those who do not own vehicles). I would be very curious to see how many riders will be similarly priced out of the system, thereby leading to a decrease in ridership that actually reduces overall fare levels. I am curious how actually incrementally decreasing fares to be more competitive than driving, or focusing on travel time improvements, would impact ridership to potentially result in overall higher fare revenues. I am also very interested in the idea of differential fares based on travel distances, such as there are in other transit agencies, that allow fares to be cheaper for inner-city riders and higher for outlying areas, thereby helping to consolidate ridership where it is most cost-effective to provide it, and best serving (I imagine) lower-income populations living in the city. There's much I don't know about the system, but I appreciate the STA taking time to gather input. Thanks!	5/5/2016 10:35 AM
52	\$1.75	5/5/2016 10:15 AM
53	\$2 is not unreasonable for the full fair folks, but discounts should be available for using the smart cards and multi-day passes. Low income and especially paratransit riders cannot handle this kind of increase. You will loose those riders and they will loose independence.	5/4/2016 6:39 PM
54	I work with homeless men. A two-hour bus pass is a MAJOR tool for them to access services. Often they do not access services because they have no way to get there and do not have the \$3.00 to do two 2-hr passes. It is a major line item in my budget to help them. As far as an alternative, what about offering either a sliding fee schedule or using categorical eligibility in another program to justify low cost passes. For example, participation in food stamps, Social Security Supplemental Income (SSI) or Medicaid wherein they would have some proof of their "low-income" to justify giving them a lower cost for the passes. I have literally had clients that spent two days walking just to sign up for food stamps and SSI, just because they couldn't afford the bus passes.	5/4/2016 2:37 PM
55	People who take the bus usually don't own cars, are not driving age or are disabled. The less people driving means less emissions and pollution in the city, which equals better air quality for all city residents. I think they should leave the costs the same and come up with another solution. If the fares are increased there should be one free ride day every month. You have to give to get. People might not mind an increase if there were some incentives.	5/3/2016 1:22 PM
56	no; nothing seems to work out for those of us who are on stagnant income (minimal S.S.)	5/3/2016 10:58 AM
57	They should stay the same.	5/3/2016 10:42 AM
58	Make Farr free increase rider base for 5 years then reevaluate if usage warrants actually charging a fare. Seems system is not serving the community and if ridership increased public would offer greater support. Weekend service is terrible for those employed in mon 9 to 5 jobs.	5/2/2016 6:52 PM
59	Maybe allow donations and increase marketing to encourage 'green' riders	5/2/2016 10:25 AM
60	Yes - I believe that the far for seniors should not be increased. Most seniors are on fixed income and not subject to COL or wage increases that the working individual gets. I also believe that the STA policy of 20% sharing is too high. It is in the city's interest to increase transit ridership. It saves money on street repair and by eliminating vehicles, extends the time needed to implement road alterations to accommodate traffic. It seems perfectly reasonable for the city to fully subsidize transit at the current fare levels. One additional suggestion - increase the 2 hour pass to 3 hours. Unless you are at the filthy and dangerous downtown transit center, or at one of the other TC's, the scheduled time between buses and connections is too long for shopping or appointments to be completed within the 2 hour window.	5/2/2016 12:06 AM
61	I feel more tax dollars should be used to subsidise fares. People that rise the bus are saving our environment and help conserve resorces. They should not pay more for fares. Public transportation should be free or at least low cost.	5/1/2016 12:47 PM
62	Keep passenger fares at current rate.	5/1/2016 11:14 AM
63	I do not, however 60\$ for a month pass is ludicrous. I will just take cabs or walk.	4/30/2016 3:28 PM
64	It would be nice to only have a \$0.25 increase instead of \$.50.	4/30/2016 12:17 PM
65	Seek subsidies for disabled and poor seniors.	4/30/2016 11:15 AM
66	no	4/29/2016 8:59 PM
67	If you were to consider the demographic of those whom ride the bus you would see a substantial group of "swing shift " workers who are forced to find other ways to get home, rather than paying for their return trip. Consider the potential of expansion as, not only incentive, but a bid for more business. Instead, as with most politics, increases in fares are our short term solutions not like "us" missing that last bus for our increased wage to debt ratios.	4/29/2016 2:51 PM

## Preliminary Fare Increase Proposal

68	Make the bus system better and I'll gladly pay more. If you were to increase the cost and not extend the hours that buses run I would stop riding the bus all together. You have already raised the price on citizens and I've only seen very minor changes made. Some routes only run hour to hour and I find myself stuck at the Plaza for extended periods of times. Also one of my biggest pet peeves is that you always have hundreds of homeless people just sitting inside the Plaza panhandling and selling drugs and it's really deturing for my ridership.	4/29/2016 2:06 PM
69	What about the people who can't afford it and have no other means of vehicle transportation? For some people it's hard enough as it is.	4/29/2016 12:44 PM
70	It said on the proposal to discontinue student passes, does that mean college passes would be discontinued? If so then I think, that is a bad idea, many people who go to the college campuses via STA are on a limited budget and rely on the bus passes to get to and from school.	4/29/2016 8:48 AM
71	The fare increase is reasonable, but STA needs to have better service. The low income workers can't use the bus because the bus run times are not long enough for a low wage worker work day. When working at window products (now cascade windows) I wanted to use the bus to save money but couldn't because my work day started before the buses, the same as when I worked for the county road crew as summer help. Also the wait times, 1/2 an hour between buses makes it really inconvenient. A simple errand run can have 1 1/2 hour in wasted wait time. This is even worse on the weekends. So I hope with the fare increase that better service will be provided.	4/29/2016 7:43 AM
72	The proposed fares are too high. I would not be able to ride the STA busses anymore if it happened, because I would not be able to afford the pass. I think raising the monthly just a dollar or 2 would be reasonable, but the 60.00 a month proposal is way too much!	4/28/2016 10:41 PM
73	I am fortunate to have my company pay for my monthly pass. I see people everyday who struggle to afford anything and a 30% increase for bus fare is very unreasonable. Can you imagine if the price of milk was increased 30% all at once? Insurance companies are vilified if they increase they rates by 10% in a year and your asking for 30%. This is another example of how the poor just keep getting poorer.	4/28/2016 6:37 PM
74	Ma disable senior on a fixed income!	4/28/2016 12:43 PM
75	I use the 31 day pass if the increase occurs it will raise to 60 dollars which is completely ridiculous and stupid maybe 50 dollars is reasonable. I don't think anyone on the board has ever rode the bus because it is obvious that no one on the board cares if people can afford the 31 day pass as long as they can line their pockets with more money.	4/28/2016 12:41 PM
76	with the high cost of everything, raise 25 cents better that fifty cents from 45.00 to 65.00 is too much!!!!!!!!!!!!!!	4/28/2016 11:24 AM
77	Keep the bus fare the same price or I feel like sta is going to lose people	4/28/2016 8:49 AM
78	If you're going to raise the fare, bring back stops or routes to popular buses. Or make the buses more frequent, bring more service back! I'm a full time student with a full time job that barely leaves me anything after I pay my bills. If the fares were raised and no new services were added or services were cut more, people will flip. When STA raised it's fare over the last eights years twice, you've cut out many stops to areas where people need to go work or school such as the #23 Indian Trail bus or the #31 towards Shadle. Don't raise the fare if you're going to cut more services, otherwise STA will be more known as a greedy, money grubber, cheapskate company than you already are!	4/28/2016 8:12 AM
79	Make buses stop letting people on for free! Almost every time I ride with STA there is someone hitching a free ride that I just paid my only money for. I believe a simple \$1 fare would be ideal, for I am a 17 year old without other use of transportation and I barely have the change to get \$1.50/\$3.00 to go to and from places I need to. I understand the price of running buses and all, but we are obviously the people without the option of other rides and without the money. Thank you for your time.	4/27/2016 9:19 PM
80	Have zone system for bus fare. This allows for 2 tier fare system. Encourage businesses to provide rebates with purchases like Macy's use to do it.	4/27/2016 6:52 PM
81	Don't change anything. If you increase the fare then it's just as much as paying gas. People ride to save money and that would cost more.	4/27/2016 2:44 PM
82	I believe this increase in fares is not warranted. The statement made that the cost of running the buses has gone up is false the price per barrel of oil is almost half of what it was in 2011 and inflation has not increased in such significance to raise the price of bus fares. Finally I find it interesting how there is no proposal flyers posted on buses going and coming from Ewu. I'm not sure how it will affect the universities program with STA, but I know included in our tuition for every student at eastern is a bus charge and I'm guessing this new proposal will increase that charge on our tuition which already pays hundreds of thousands of dollars a year to provide this service. Also I know that bus drivers are paid over 20 dollars an hour to drive a route with great benefits; I don't see a reason to raise prices unless you provide more detailed evidence of your claims for raising the price to the public or find other reasons on why the price should be raised. Thank you for allowing the public to partake in this survey.	4/27/2016 1:42 PM
83	no - I think STA is trying to be as responsive as possible to the community. We need funding to ensure our buses can still run on their current routes.	4/27/2016 11:48 AM



## Preliminary Fare Increase Proposal

84	No	4/27/2016 11:31 AM
85	I suggest a gas tax increase to subsidize public transport, it should go back down to \$1 fare. Otherwise, stage the increase over a greater time period, fares jumped 50% just a few years back, now a 33% increase is proposed, that's a compounded jump of 100% - NOT REASONABLE. YOU WILL LOSE RIDERS. ESPECIALLY WITH GAS SO CHEAP. I drive and cycle too, but believe the hike will dissuade people from using public transport. Right now it costs me much more to ride the bus to work than to simply drive the 3 miles(\$15/week bus vs \$2/week for gas) , this shouldn't be the case. - and "SMART CARD" isn't an available selection in your survey	4/27/2016 8:30 AM
86	Maybe student discounts for \$30. College students are in a financial bind.	4/26/2016 9:28 PM
87	Fare increase and increase tax ballot at the same time is difficult.	4/26/2016 8:03 PM
88	A lot of the people that ride paratransit van are on limited resources and paying \$45 a month is hard if you raise the prices you raise a bigger hardship for these people.. This is the only transportation some people have but it doesn't mean you need to raise fares to the point you make them home bound because they can no longer afford to ride the bus. You will create a lot of problems for a lot of people. I know my self I cant afford the prices now but I'm left with no choice so each month something else go unpaid and risks going to collections because I desperately need the bus. You can't tell me fares really needs to be raised again. Look at who rides now and what you will be loosing in revenue if and when you raise the prices. Back in 2015 you had a record high in people riding he bus. Gas prices have gone down and stayed down. I know it costs money to run the buses however, it really gouges us who are on a limited income. We dont get a cost of living raise like most of the working people do. The prices keep going up and our income doesn't,We are the ones that suffer and we are also the ones that use the buses. A raise at this point is not good. I truely appreciate this service and it would be a shame for it to come to an end for me cause I have no idea what I would do, however I dont have the income to keep paying higher prices. The reduced fares arent really reduced are they. Think about it. thank you and think about what i have said. I would hate to loose my transportation however you are leaving me with no choices it looks like.	4/26/2016 7:57 PM
89	Why are you thinking about increasing the fares? I'm asking because it would be a great idea if the STA would expand the service to Deer Park, Mead, North of Wandermere,etc.	4/26/2016 7:48 PM
90	The individual fare rate increase is reasonable but I think the monthly passes should not increase. Your question about what STA aims for doesn't address what riders have paid vs what they will be paying vs national average as well.	4/26/2016 5:37 PM
91	Should be 100% funded by fares. Tax dollars should not be used for public transportation. Everyone should pay their own way.	4/26/2016 4:02 PM
92	Recommend that STA keep passenger fares as low as possible for patrons of this system and quit planning and forcing transit "growth" just to keep pace with transit companies/agencies that serve other cities/counties! Spokaneites love and prefer their own automobiles, and STA needs to accept that and quit forcing greater financial obligations on residents. This is not NYC, where public transit investment is, in fact, necessary!	4/26/2016 2:10 PM
93	Leave it at the same price	4/26/2016 12:41 PM
94	keep the current \$1.50 fare the same, and extend it from a 2-hour pass to at least a 4-hour pass.	4/26/2016 12:25 PM
95	Please consider a small city tax to make riding the bus free for everyone. It will be cheaper to drive a car than ride the bus if the prices are raised this much. The student/ youth summer passes are discontinued as well. Not only is the cost of riding a bus important for my personal transportation, but it's vitally important for the clients I work with who experience poverty and have no access to a car. Is raising the cost to ride the bus vital for the STA to keep running?	4/26/2016 10:31 AM
96	I don't know if I have a different idea, but I am really concerned that it costs more money to ride the bus (of which I am a big fan) than it does for me to drive to work. I am also worried that it will be difficult for those who are low-income or on fixed incomes to manage a dollar a day increase (supposing that they take the bus both ways). I am lucky that my university provides a pass program, because otherwise I don't know if I would be able to afford to take the bus.	4/26/2016 9:57 AM
97	Leave them alone	4/26/2016 9:41 AM
98	just keep it the same homie. six quarters are easy to find laying around the house in a pinch, but eight is a little too much and a low probability of actually getting enough fare.	4/25/2016 7:23 PM
99	Still a huge bargain	4/25/2016 6:36 PM
100	Is it possible to use other resources to make up the remaining percentage like doing fundraisers that doesn't put as much stress on those whose budget is already too stressed..	4/25/2016 4:59 PM
101	To be lower under \$1	4/25/2016 3:33 PM
102	Increase service, increase the fair. I do agree that riders should share 20% of the cost of riding the bus, however your your service does not reflect that of a major city who can get away with charging that much. Better your service, and I would be willing to pay more.	4/25/2016 11:26 AM

## Preliminary Fare Increase Proposal

103	I think that the challenge is for low income folks that \$2.00 each way is a substantial cost for travel, in some areas that would be more than the cost of driving a car. I think this would have a large impact on low-income families, or families on the margins.	4/25/2016 9:13 AM
104	with gas prices low, I'm currently not saving much by riding the bus, if the price went up it would be cheaper for me to drive than take the bus, also I think charging children the same fare as an adult is too much, I have three children and if I want to take them somewhere using the bus , it costs me \$9.00 round trip and if the fare goes up, \$12.00 for kids is way too much. Thanks You	4/25/2016 8:32 AM
105	If you're gonna increase the fares to being almost as high as King County fares, then extend the service hours. I'd have no problem paying a higher fare if the buses until 1:00AM-2:00AM. It'd be a cheaper and safer option for movie goers and people that go out late. My coworkers and I tend to work until midnight to 1:00AM. Cab fare is expensive. I've spent \$40 on a cab trying to get home.	4/25/2016 8:26 AM
106	\$1.75 per two hour pass, \$51 for a 30-day pass	4/24/2016 5:32 PM
107	Keep the 2 hour pass at \$1.50, implement a new \$2.50 pass which allows 4 hours of ride time	4/24/2016 8:13 AM
108	No	4/23/2016 12:17 PM
109	Don't need to fix any current bus plaza's, just use the increase to run a later schedule on Sunday's	4/23/2016 10:58 AM
110	I do not, I don't have enough information and knowledge of this subject at this time.	4/22/2016 6:47 PM
111	Make them cheaper. The \$2 for 2 hour pass is unacceptable. If you spend \$1.50 for 2 way, you're saving .50 for another ride. Saving people money should be the most important thing.	4/22/2016 5:55 PM
112	STA last raised the fare due to rising fuel costs. fuel is half the cost today compared to the last fare hike. this proposed rate increase is unwarranted. STA could save money by hiring more part time drivers then having seasoned drivers work 10-20 hrs of OT like they do now. Part-timers are not subject to health insurance so the company would save right there	4/22/2016 5:07 PM
113	I dont know, but I can hardly afford the monthly pass as it is, and if it were to increase to 60 dollars I would probably have to stop riding the bus.	4/22/2016 2:52 PM
114	DO NOT DISCONTINUE THE YOUTH DISCOUNT PASSES. WHAT'S THE MATTER WITH YOU? GET KIDS USED TO TAKING THE BUS SO THEY'LL FEEL MORE COMFORTABLE WITH IT WHEN THEY'RE OLDER. YOU WANT THEM BUYING CARS? BUS RIDERSHIP FOR YOUTH SHOULD BE INCENTIVISED.	4/22/2016 1:57 PM
115	Offer a low income fare for people receiving public assistance such as food stamps. Some places like Seattle have a higher fare (\$2.75) but they have what is called a lift fare that is a reduced (\$1.50). This would make people such as myself able to rely on public transportation more often than if the increase were to go through.	4/22/2016 1:15 AM
116	Pre-pay/reusable hard plastic pass. It might be helpful for those on lower incomes to have money automatically transferred to their cards from paychecks or government allowances.	4/21/2016 11:26 PM
117	I think it would be okay to up passes but not to discontinue student pass options.	4/21/2016 4:21 PM
118	I think changing the fare to \$2.00 a ride is unreasonable. In seattle the bus fare is \$1.75 with much more convenient service for its riders.	4/21/2016 1:42 PM
119	Better public funding, though that's apparently beyond anyones control on this earth	4/21/2016 10:57 AM
120	Hello, I'm all for periodic fare increases, I was just thinking about extending the 2-hour pass window to possibly 2.5 hours. Most people see a fare increase and don't see anything else change, so an increase of 30min on a standard fare would let them feel they are getting more as they are paying more. Thank you	4/21/2016 8:40 AM
121	That is a 33% increase! Kind of large, especially for people that have to ride the bus. I am disabled and unemployed. It will make it very hard!	4/20/2016 6:38 PM
122	Just keep it as is...or lower monthly passes please. Sometimes you only need to go a small distance. .one.of which is not worth spending \$2 i could use towards something else.	4/20/2016 6:30 PM
123	A 50 cent increase in the fare would greatly impact a large population who utilize the bus system. I am concerned the adjustment would make riding the bus impossible for those with low and fixed income. If the goal is to limit the number of indigent individuals riding the bus, then this would be the way to go.	4/20/2016 5:52 PM
124	Free ride zone: Boone to 3rd and Monroe to Hamilton	4/20/2016 5:49 PM
125	75 cents to a dollar is reasonable but it's hard enough for families to scrap up 1.50 let alone another .50 cents on top of that how about the executive take a pay cut instead of trieng to drain more out of the citizens of spokane	4/20/2016 1:31 PM

## Preliminary Fare Increase Proposal

126	People ride the bus because they can't afford to get a car or to save on gas. Putting it to 2\$ people might as well pay a friend or just use their car and put that 2\$ in a gas tank. STA already makes enough money as is. You should keep it at 1.50 or lower it to 1\$ making it easier for people to be able yo afford getting around. Oh and the whole adult and youth bus passes? You have to be kidding me about those. You should just have a bus pass for regular People and then reduced fair.	4/20/2016 12:51 PM
127	Keep it the same.	4/20/2016 12:27 PM
128	Lower the fair a little. Think of the people who have low income	4/19/2016 4:56 PM
129	Yes children should not be full price and if you increase fares the 31 day passes which are already a poor value should not increase. Right now passes Dont save any money for anyone that doesnt ride it six days a week twice a day	4/19/2016 4:41 PM
130	.50 is too large of an increase. With continued issues regarding the Plaza being unsafe, routes being changed and canceled, I'd rather use Uber or a cab. My bus only takes 10 minutes to get downtown, and there are often detours. You can't pass these expenses on to those of us who can't afford cars, don't drive, and are generally below the poverty level. This is coming from someone who's used STA for almost 30 years. Put security guards on the busses, or sell that abomination of a Plaza. It's ruined business downtown, and created a criminal element that didn't exist before it was built.	4/19/2016 3:22 PM
131	Start with \$1.75 to see how it works but I personally would prefer to keep it the same as some people can't always afford even the \$1.50 as it currently is	4/19/2016 2:24 PM
132	Leave it alone or put it back to a buck	4/19/2016 2:15 PM
133	I wouldn't mind paying the extra .50 cents if it actually went into the plaza. It's always been such a depressing place. I know there are artists who will lend their hand in livening up the place and making it more inspirational. It's not a fun place to wait. It's such a beautiful facility. Sad to say it's not being displayed at it's fullest potential	4/19/2016 2:11 PM
134	I don't mind paying \$2.00. What sucks is when bus drivers let other people get on the bus because of certain reasons by passengers - they forget or lost their buss pass, they didn't get paid yet, and all the other excuses. This also includes when a bus driver goes on a break and leaves the door open, some people just get on the bus without paying or swiping their card. This has to stop! If I'm paying extra, others should too!	4/19/2016 2:00 PM
135	Don't increase them since they aren't convenient. If busses came more often and ran through more areas then it could be a different story. Many stops are a long ways apart, hard to get to and totally inconvenient. If the bus ran more often through more areas and if people didn't have to constantly fight to keep certain routes running then more people would ride the bus. If more people rode the bus then enough money would come in to run them and therefore no increase in fare would have to be made. In short term it might cost more to initiate, but in the long run it would help STA's public transportation to flourish.	4/19/2016 1:32 PM
136	I cannot imagine that increasing regular fare month pass by \$15 and reduced fare month pass by \$7.50 is a reasonable cost to riders.	4/19/2016 10:57 AM
137	Sure, for a two hour pass 2.00 is a reasonable price. But if you are planning on changing the monthly pass price to 40.00 for a youth, that is unreasonable. People who ride the bus are doing so because they need cheap transportation. Most people ride the bus to school or work, and in my opinion, the availability, reliability, and convenience of the system as it is now does not deserve an increase in fare.	4/19/2016 10:38 AM
138	I just want to know if it will affect the relationship between EWU and the STA; having tuition price increase because of the bus fare increase could damage many students who don't use the bus.	4/19/2016 9:24 AM
139	Improve bus service on weekdays & weekends before raising rates	4/19/2016 8:31 AM
140	Charge an optional, once-yearly fee of 40-60 to get a 'rider's permit' type of thing where riders will be interviewed, licensed to ride, and given info on rider policies. If riders display a rider permit card, they pay 1.50, if not they pay 2.00.	4/19/2016 7:43 AM
141	1) service has to be better to warrant the increase 2) reduced commuter passes that are for those who ride to work, like student passes 3) this doesn't mention the fare increase of a monthly pass	4/19/2016 7:14 AM
142	I can afford to pay \$2 for the few times a month I ride the bus. People who have to count on it for all their transportation likely cannot. I serve people with developmental disabilities at work and this would hit them extremely hard. I know Paratransit services are expensive to provide, but honestly, the quality of service we deal with isn't compensatory with the service we receive now. A raise would be extremely harmful to their person budgets, but it would also be a slap in the face to those who have to deal with early or late paratransit buses, impatient drivers who don't even look for the person meeting their rider before they call and start a series of upset calls about missed connections, etc.	4/12/2016 11:03 AM

## Preliminary Fare Increase Proposal

143	Offer graduating fee savings...daily vs weekly vs monthly. Give more options for paying the fee also: online, mobile, etc. Offer savings to those using loaded value card vs cash.	4/10/2016 3:04 PM
144	Stair Stepping? Start off at \$1.75? Then progressively move to \$2.00? I think this will be a better option, then jumping to \$2.00 right away.	4/8/2016 10:39 AM
145	STA is awesome, especially their communications department!	3/31/2016 4:36 PM

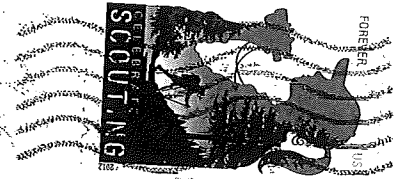
How is people going to ride the Sta  
route I take the paratranist I'm on a  
fixed income How are they going to pay  
the two dollars for the increase. And  
can't afford the two dollars I'm on a fixed  
income.

Thanks,

Ashley Cavan  
1019 N. Arc Ct

SPOKANE WA 990

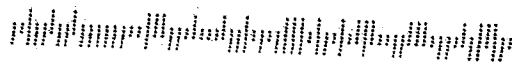
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Spokane Valley wa 99016 Sta Board

RECEIVED  
APR 23 2016  
SPOKANE TRANSIT

1230 W Boone Ave,  
Spokane, wa 99201



STA Board

February, 25 2016

I can't afford to pay two dollars the  
sta Because I'm on a fixed income  
is people going to ride if they have to pay  
with the increase to pay the two dollars.

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SPOKANE TRANSIT

Thanks,

2917 S. Chapman Rd  
Greenacres WA 99016

SPOKANE WA 580

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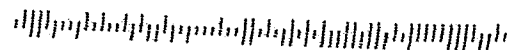
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SPOKANE TRANSIT

Sta Board

1230 W Boone Av  
Spokane <sup>washington</sup> ~~wa~~ wa, 9920

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**Spokane Transit Authority Tariff Policy and Procedures  
for  
Fixed Route and Paratransit Services**

- I. **Effective Date:** Effective ~~May 22, 2014~~ July 21, 2016, until revised by Resolution of the Spokane Transit Authority Board of Directors.
- II. **Applicability:** This policy applies to all STA fixed route and paratransit services within the STA's service area.
- III. **Tariff Policies:** The Comprehensive Transit Plan articulates the following fare policies.
  - A. **Tariff Philosophy:** Spokane Transit Authority's philosophy is to encourage increased ridership by providing a convenient and reasonably priced method for citizens to enjoy the advantages of public transportation.
  - B. While the fare structure will provide value to our riding customers, a minimum fixed route farebox return<sup>1</sup> objective of 20% of the fully allocated costs<sup>2</sup> of this service is maintained.
  - C. Spokane Transit's operating cost per passenger compares favorably to the Washington State statewide average of urban transit systems. To maintain this favorable comparison, increasing the fixed route ridership component of this metric will be emphasized.
  - D. Minimize complexity – emphasize a simple and easily understood system.
    1. Sustain a flat rate fare structure throughout the Public Transit Benefit Area with fixed fares for regular route/service.
    2. Customers use time-limited passes (two hour, day, monthly, etc.) to accomplish multi-route/directional trips. Transfers are not used.
  - E. Increase pre-payment and reduce the use of cash.
    1. By contract, monthly billing and post-payment may be allowed for employers, institutions and other groups participating in special pass programs.
    2. When possible, existing identification cards (the EWU Eagle Card, etc.) containing appropriate technology (magnetic stripes, chips, etc.) may be used to develop and implement pass programs for groups.
  - F. STA supports opportunities for low-income individuals to use public transportation at a discounted cost. These opportunities should be made available through community programs that subsidize the purchase of standard fare instruments rather than as direct STA discounts or special fare structures. This strategy helps manage eligibility challenges and supports other strategic objectives.

#### IVVI. **Fare Types**

<sup>1</sup> **Farebox return** is measured as the percentage of total operating costs recovered through user fares.

<sup>2</sup> **Fully allocated costs** include all administrative, maintenance, and operational costs applied to delivery of service. This cost is usually reflected as a total cost per hour that a vehicle is in service.

<sup>3</sup> **Flat rate fare structure** means that the fare structure is consistent throughout the entire service area. There is no premium cost based on trip distance or peak service period. The alternative to a flat rate structure is a zonal fare structure in which a system of transit zones are established and different fares are charged for travel within and between zones, or different times of day.

- A. Single Ride – direct travel from one origin to one destination on a single vehicle.
- B. Fixed Route Two-Hour Pass – unlimited travel during a consecutive two-hour period on fixed route services.
- C. Paratransit One Ride Pass – unlimited travel during a consecutive two-hour period between paratransit and fixed route services or fixed route service only.
- D. Day Pass – unlimited travel on fixed route service during a given service day.
- E. Fixed Route 31-Day Pass – unlimited travel on fixed route service during a rolling 31-day period effective on first use or on day of purchase depending on fare media.
- F. Paratransit Calendar Monthly Pass – unlimited travel on paratransit and/or fixed route service during a given calendar month.
- G. City Ticket Pass – unlimited travel on shuttle vehicles Rt. 1-Plaza/Arena Shuttle, Rt. 2-Southside Medical Shuttle, and Rt. 27-Hillyard and Rt. 39 Mission (between Plaza and Arena only) during a given calendar month.
- ~~I. A pilot fare structure is authorized for the use of the City Ticket Pass as a valid fare payment on Route 27—Hillyard and Route 39—Mission between The Plaza and the Arena during all hours of fixed route operations for the temporary period of March 1, 2014, to June 30, 2015.~~
- H. Student Calendar Monthly Pass – unlimited travel on fixed route service during a given calendar month.
- ~~I. 7-Day Rolling Pass – unlimited travel on fixed route service during a rolling 7-day period effective on first use or on day of purchase depending on fare media.~~

#### **VH. Fare Programs**

- A. Fixed Route Reduced Fare – This program is available to people who are: 1) 65 years of age or older; or 2) have a qualifying disability; or 3) have a valid Medicare card issued by the Social Security Administration. An STA-provided reduced fare or paratransit identification card must be shown to the bus operator each time the bus is boarded and the reduced fare paid.
- B. Paratransit Fare – Paratransit eligibility is determined through an application process. Once eligibility is established, individuals are entitled to pay STA's existing reduced fare rate on fixed route services and the paratransit fare on paratransit services. The STA paratransit identification card must be shown to the operator each time the vehicle is boarded and the fare paid when using fixed route services.
- C. Employer Sponsored Bus Pass – Passes are made available, on a contractual basis, to employers with five or more employees, at a discount of up to \$3.00 per monthly pass. The employer must pass on the discount to their employees and offer a discount that at least matches the STA discount.

If an employer has a minimum of 100 participants in the program, the employer may make passes available to all employees at no cost to the employee. If so, STA will sell passes to the employer at 25% discount. This discount is not available on City Ticket Passes.

- D. Universal Transit Access Pass (U-TAP) – An annual program made available on a contractual basis in which all members of an organization have unlimited access to STA services. The organization pays a fee that allows all identified members of their organization to use STA services for the contracted time period. Eligible participants must be identifiable by an identification card that is readable by STA fare collection equipment. –The number of these programs is dependent on the capacity of STA's fare collection equipment.



The contract price is based on each unlinked trip taken by members of the program. The charge for each unlinked trip is calculated based on an established rate for each route in STA's system. A rate sheet for each route is published annually and included in the annual contract update.

The participating organization is billed monthly for the previous month's trips. However, in order to allow participating organizations to budget, contracts will also include a "not to exceed" total price for an annual contract. The "not to exceed" fee will be calculated by STA prior to each contract period. Actual monthly ridership may result in the cost of the contract to be lower than the "not to exceed" fee.

- E. Student Pass – This program provides reduced cost access to public transportation for individuals enrolled in post-secondary education, technical, or job/career training institutions.

Eligible educational and training institutions are institutions that either:

1. are qualified providers of federal financial aid and have obtained a Federal School Code; or
2. have obtained a vocational school license issued by the Washington State Workforce Training and Education Coordinating Board.

Any individual who possesses a valid proof of enrollment in a registered institution is eligible for a Student Pass. The price of the Student Pass is the full 31-day adult fare discounted by \$8.00 ~~through Federal and State Grant funding. If grant funding for this program is eliminated, the continuation of the Student Pass program will be re-evaluated.~~

- ~~F. Summer Youth Pass – The program provides a youth customer (6-18 years of age) the opportunity to purchase a discounted three-month bus pass for June, July, and August).~~

- ~~G.F. City Ticket – City Ticket is a cooperative effort with the Downtown Spokane Partnership and the Public Facilities District that allows pass holders to park at the Arena Park and Ride lot and use the Plaza-Arena Shuttle and the Southside Medical Shuttle, and Rt. 27-Hillyard and Rt. 39-Mission (between Plaza and Arena only).~~

- H.G. Pass Outlet Program – Adult, Youth, and Reduced Fare 31-Day Passes are made available to authorized Pass Outlets in quantities of at least 100. Passes will be provided to the Pass Outlet at a discount of \$3.00 per pass.

#### VIII. Accepted Fare Media

- A. Cash – Exact fare required in cash or coin, no change will be given, no pennies will be accepted.
- B. Magnetic Stripe Media – These are read by making the appropriate contact between the card and the farebox card reader. Paratransit van operators may record fare use of these for the paratransit rider as needed.
- C. Proximity Smart Cards – Smart Cards are chip-embedded cards holding data that allows a vast array of potential fare opportunities. ~~A one-time fee~~ The first Smart Card for this re-useable card will be charged to the customer. ~~The fee will be provided free of charge.~~ Replacement card fees will be based on STA's cost to provide the cards. Smart cards can also serve as an identity card (by adding a photo and other basic information). They can be reloaded with additional value or time and reused indefinitely. They are read by passing the card near or "within proximity" of the Smart Card reader on the farebox or mobile data computer on paratransit.
- D. Identification Card – Combination ID/Smart Card issued to current participants in the STA pass programs.
- E. Free Ride Tickets or Coupons – These are coupons given to customers as STA personnel deem appropriate. They are good for one free ride on either fixed route or paratransit service.

- F. Employee Passes – All employees shall, after 10 days of service, receive free transportation on fixed route/paratransit service operated by STA. Employee Smart Card/ID Cards serve as this pass.
- G. Dependent Passes – Upon request, Smart Cards for free transportation will be issued to dependents of all active employees. These passes are renewed every two years. They are issued per STA established dependent pass criteria and must be surrendered upon the employee leaving STA employment.
- H. Retiree Passes – Upon request, Smart Cards for free transportation will be issued to employees separating from STA who meet eligibility criteria as outlined in company policy and/or union contracts. These passes are renewed every two years.
- I. Easy Park Coupons – ~~Coupons distributed by downtown Spokane businesses that are good for a free ride on STA service or \$1 off of parking downtown. This is a partnership with Downtown Spokane Partnership and they reimburse STA for all Easy Park Coupons accepted on STA service.~~

**VIII. Fare Table effective ~~May 22, 2014~~ July 21, 2016, until revised by Resolution of the Spokane Transit Board of Directors.**

(Effective 22 May 2014)

Category	Cash	Two-Hour Pass	Day Pass	31-Day Rolling Pass	Monthly Pass	Summer Youth Pass (1)	City Ticket (3)
Adult	\$1.50	\$1.50	\$3.50	\$45.00			
Youth (6 – 18 years)	\$1.50	\$1.50	\$3.50	\$30.00		\$45.00	
Reduced Fare	\$0.75	\$0.75	\$3.50	\$22.50			
Paratransit	\$1.50	\$1.50			\$45.00		
Student (2)					\$37.00		
Shuttle Service							\$30.00
Special Events (4)	Determined by Special Event Plan						
Children(5) (up to 3 children under age 6 with an adult, youth, student, reduced fare, or paratransit passenger)	FREE						
Personal Care Attendant (PCA) (needs no identification; however the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)	FREE						

Notes:

- (1) Summer Youth Pass is a three-month instrument covering June, July, and August
- (2) Monthly Student Pass is priced as a 31-day adult pass with discount applied.
- (3) City Ticket transit pass includes parking at the Arena east lot, as per Arena specified rules
- (4) Spokane Transit Authority CEO, with Board approval, can implement reduced special fare structures and/or alternate payments for selected community events
- (5) A responsible individual must accompany children under six (6) years of age or the child will not be allowed to board the bus or van



(Effective 1 July 2017)

<u>Category</u>	<u>Cash</u>	<u>Two-Hour Pass</u>	<u>Day Pass</u>	<u>31-Day Rolling Pass</u>	<u>Monthly Pass</u>	<u>7-Day Rolling Pass</u>	<u>City Ticket (3)</u>
<u>Adult</u>	<u>\$1.75</u>	<u>\$1.75</u>	<u>\$4.00</u>	<u>\$50.00</u>		<u>\$15.00</u>	
<u>Youth (6 – 18 years)</u>	<u>\$1.75</u>	<u>\$1.75</u>	<u>\$4.00</u>	<u>\$35.00</u>			
<u>Reduced Fare</u>	<u>\$0.75</u>	<u>\$0.75</u>	<u>\$4.00</u>	<u>\$25.00</u>			
<u>Paratransit</u>	<u>\$1.75</u>	<u>\$1.75</u>			<u>\$50.00</u>		
<u>Student (2)</u>					<u>\$42.00</u>		
<u>Shuttle Service</u>							<u>\$35.00</u>
<u>Special Events (4)</u>	<u>Determined by Special Event Plan</u>						
<u>Children(5)</u> <small>(up to 3 children under age 6 with an adult, youth, student, reduced fare, or paratransit passenger)</small>	<u>FREE</u>						
<u>Personal Care Attendant (PCA)</u> <small>(needs no identification; however the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)</small>	<u>FREE</u>						

Notes:

- (1) Monthly Student Pass is priced as a 31-day adult pass with discount applied.
- (2) City Ticket transit pass includes parking at the Arena east lot, as per Arena specified rules
- (3) Spokane Transit Authority CEO, with Board approval, can implement reduced special fare structures and/or alternate payments for selected community events
- (4) A responsible individual must accompany children under six (6) years of age or the child will not be allowed to board the bus or van

(Effective 1 July 2018)

<u>Category</u>	<u>Cash</u>	<u>Two-Hour Pass</u>	<u>Day Pass</u>	<u>31-Day Rolling Pass</u>	<u>Monthly Pass</u>	<u>7- - Pass</u>	<u>City Ticket (3)</u>
<u>Adult</u>	<u>\$2.00</u>	<u>\$2.00</u>	<u>\$4.00</u>	<u>\$60.00</u>		<u>\$17.00</u>	
<u>Youth (6 – 18 years)</u>	<u>\$2.00</u>	<u>\$2.00</u>	<u>\$4.00</u>	<u>\$40.00</u>			
<u>Reduced Fare</u>	<u>\$1.00</u>	<u>\$1.00</u>	<u>\$4.00</u>	<u>\$30.00</u>			
<u>Paratransit</u>	<u>\$2.00</u>	<u>\$2.00</u>			<u>\$60.00</u>		
<u>Student (2)</u>					<u>\$52.00</u>		
<u>Shuttle Service</u>							<u>\$40.00</u>
<u>Special Events (4)</u>	<u>Determined by Special Event Plan</u>						
<u>Children(5)</u> <small>(up to 3 children under age 6 with an adult, youth, student, reduced fare, or paratransit passenger)</small>	<u>FREE</u>						
<u>Personal Care Attendant (PCA)</u> <small>(needs no identification; however the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)</small>	<u>FREE</u>						

Notes:

- (1) Monthly Student Pass is priced as a 31-day adult pass with discount applied.
- (2) City Ticket transit pass includes parking at the Arena east lot, as per Arena specified rules
- (3) Spokane Transit Authority CEO, with Board approval, can implement reduced special fare structures and/or alternate payments for selected community
- (4) A responsible individual must accompany children under six (6) years of age or the child will not be allowed to board the bus or van

**Spokane Transit Authority Tariff Policy and Procedures  
for  
Fixed Route and Paratransit Services**

- I. **Effective Date:** Effective July 21, 2016, until revised by Resolution of the Spokane Transit Authority Board of Directors.
- II. **Applicability:** This policy applies to all STA fixed route and paratransit services within the STA's service area.
- III. **Tariff Policies:** The Comprehensive Transit Plan articulates the following fare policies.
  - A. **Tariff Philosophy:** Spokane Transit Authority's philosophy is to encourage increased ridership by providing a convenient and reasonably priced method for citizens to enjoy the advantages of public transportation.
  - B. While the fare structure will provide value to our riding customers, a minimum fixed route farebox return<sup>1</sup> objective of 20% of the fully allocated costs<sup>2</sup> of this service is maintained.
  - C. Spokane Transit's operating cost per passenger compares favorably to the Washington State statewide average of urban transit systems. To maintain this favorable comparison, increasing the fixed route ridership component of this metric will be emphasized.
  - D. Minimize complexity – emphasize a simple and easily understood system.
    1. Sustain a flat rate fare structure<sup>3</sup> throughout the Public Transit Benefit Area with fixed fares for regular route/service.
    2. Customers use time-limited passes (two hour, day, monthly, etc.) to accomplish multi-route/directional trips. Transfers are not used.
  - E. Increase pre-payment and reduce the use of cash.
    1. By contract, monthly billing and post-payment may be allowed for employers, institutions and other groups participating in special pass programs.
    2. When possible, existing identification cards (the EWU Eagle Card, etc.) containing appropriate technology (magnetic stripes, chips, etc.) may be used to develop and implement pass programs for groups.
  - F. STA supports opportunities for low-income individuals to use public transportation at a discounted cost. These opportunities should be made available through community programs that subsidize the

<sup>1</sup> **Farebox return** is measured as the percentage of total operating costs recovered through user fares.

<sup>2</sup> **Fully allocated costs** include all administrative, maintenance, and operational costs applied to delivery of service. This cost is usually reflected as a total cost per hour that a vehicle is in service.

<sup>3</sup> **Flat rate fare structure** means that the fare structure is consistent throughout the entire service area. There is no premium cost based on trip distance or peak service period. The alternative to a flat rate structure is a zonal fare structure in which a system of transit zones are established and different fares are charged for travel within and between zones, or different times of day.



## ATTACHMENT 2b

purchase of standard fare instruments rather than as direct STA discounts or special fare structures. This strategy helps manage eligibility challenges and supports other strategic objectives.

### IV. Fare Types

- A. Single Ride – direct travel from one origin to one destination on a single vehicle.
- B. Fixed Route Two-Hour Pass – unlimited travel during a consecutive two-hour period on fixed route services.
- C. Paratransit One Ride Pass – unlimited travel during a consecutive two-hour period between paratransit and fixed route services or fixed route service only.
- D. Day Pass – unlimited travel on fixed route service during a given service day.
- E. Fixed Route 31-Day Pass – unlimited travel on fixed route service during a rolling 31-day period effective on first use or on day of purchase depending on fare media.
- F. Paratransit Calendar Monthly Pass – unlimited travel on paratransit and fixed route service during a given calendar month.
- G. City Ticket Pass – unlimited travel on Rt. 1-Plaza/Arena Shuttle, Rt. 2-Southside Medical Shuttle, and Rt. 27-Hillyard and Rt. 39 Mission (between Plaza and Arena only) during a given calendar month.
- H. Student Calendar Monthly Pass – unlimited travel on fixed route service during a given calendar month.
- I. 7-Day Rolling Pass – unlimited travel on fixed route service during a rolling 7-day period effective on first use or on day of purchase depending on fare media.

### V. Fare Programs

- A. Fixed Route Reduced Fare – This program is available to people who are: 1) 65 years of age or older; or 2) have a qualifying disability; or 3) have a valid Medicare card issued by the Social Security Administration. An STA-provided reduced fare or paratransit identification card must be shown to the bus operator each time the bus is boarded and the reduced fare paid.
- B. Paratransit Fare – Paratransit eligibility is determined through an application process. Once eligibility is established, individuals are entitled to pay STA's existing reduced fare rate on fixed route services and the paratransit fare on paratransit services. The STA paratransit identification card must be shown to the operator each time the vehicle is boarded and the fare paid when using fixed route services.
- C. Employer Sponsored Bus Pass – Passes are made available, on a contractual basis, to employers with five or more employees, at a discount of up to \$3.00 per monthly pass. The employer must pass on the discount to their employees and offer a discount that at least matches the STA discount.

If an employer has a minimum of 100 participants in the program, the employer may make passes available to all employees at no cost to the employee. If so, STA will sell passes to the employer at 25% discount. This discount is not available on City Ticket Passes.

- D. Universal Transit Access Pass (U-TAP) – An annual program made available on a contractual basis in which all members of an organization have unlimited access to STA services. The organization pays a fee that allows all identified members of their organization to use STA services for the contracted time period. Eligible participants must be identifiable by an identification card that is readable by STA fare

## ATTACHMENT 2b

collection equipment. The number of these programs is dependent on the capacity of STA's fare collection equipment.

The contract price is based on each unlinked trip taken by members of the program. The charge for each unlinked trip is calculated based on an established rate for each route in STA's system. A rate sheet for each route is published annually and included in the annual contract update.

The participating organization is billed monthly for the previous month's trips. However, in order to allow participating organizations to budget, contracts will also include a "not to exceed" total price for an annual contract. The "not to exceed" fee will be calculated by STA prior to each contract period. Actual monthly ridership may result in the cost of the contract to be lower than the "not to exceed" fee.

- E. Student Pass – This program provides reduced cost access to public transportation for individuals enrolled in post-secondary education, technical, or job/career training institutions.

Eligible educational and training institutions are institutions that either:

1. are qualified providers of federal financial aid and have obtained a Federal School Code; or
2. have obtained a vocational school license issued by the Washington State Workforce Training and Education Coordinating Board.

Any individual who possesses a valid proof of enrollment in a registered institution is eligible for a Student Pass. The price of the Student Pass is the full 31-day adult fare discounted by \$8.00.

- F. City Ticket – City Ticket is a cooperative effort with the Downtown Spokane Partnership and the Public Facilities District that allows pass holders to park at the Arena Park and Ride lot and use the Plaza-Arena Shuttle and the Southside Medical Shuttle, and Rt. 27-Hillyard and Rt. 39-Mission (between Plaza and Arena only).

- G. Pass Outlet Program – Adult, Youth, and Reduced Fare 31-Day Passes are made available to authorized Pass Outlets in quantities of at least 100. Passes will be provided to the Pass Outlet at a discount of \$3.00 per pass.

## VI. Accepted Fare Media

- A. Cash – Exact fare required in cash or coin, no change will be given, no pennies will be accepted.
- B. Magnetic Stripe Media – These are read by making the appropriate contact between the card and the farebox card reader. Paratransit van operators may record fare use of these for the paratransit rider as needed.
- C. Proximity Smart Cards – Smart Cards are chip-embedded cards holding data that allows a vast array of potential fare opportunities. The first Smart Card for a customer will be provided free of charge. Replacement card fees will be based on STA's cost to provide the cards. Smart cards can also serve as an identity card (by adding a photo and other basic information). They can be reloaded with additional value or time and reused indefinitely. They are read by passing the card near or "within proximity" of the Smart Card reader on the farebox or mobile data computer on paratransit.
- D. Identification Card – Combination ID/Smart Card issued to current participants in the STA pass programs.
- E. Free Ride Tickets or Coupons – These are coupons given to customers as STA personnel deem appropriate. They are good for one free ride on either fixed route or paratransit service.

## ATTACHMENT 2b

- F. Employee Passes – All employees shall, after 10 days of service, receive free transportation on fixed route/paratransit service operated by STA. Employee Smart Card/ID Cards serve as this pass.
- G. Dependent Passes – Upon request, Smart Cards for free transportation will be issued to dependents of all active employees. These passes are renewed every two years. They are issued per STA established dependent pass criteria and must be surrendered upon the employee leaving STA employment.
- H. Retiree Passes – Upon request, Smart Cards for free transportation will be issued to employees separating from STA who meet eligibility criteria as outlined in company policy and/or union contracts. These passes are renewed every two years.

### VII. Fare Table effective July 21, 2016, until revised by Resolution of the Spokane Transit Board of Directors.

(Effective 22 May 2014)

Category	Cash	Two-Hour Pass	Day Pass	31-Day Rolling Pass	Monthly Pass	Summer Youth Pass (1)	City Ticket (3)
Adult	\$1.50	\$1.50	\$3.50	\$45.00			
Youth (6 – 18 years)	\$1.50	\$1.50	\$3.50	\$30.00		\$45.00	
Reduced Fare	\$0.75	\$0.75	\$3.50	\$22.50			
Paratransit	\$1.50	\$1.50			\$45.00		
Student (2)					\$37.00		
Shuttle Service							\$30.00
Special Events (4)	Determined by Special Event Plan						
Children(5) (up to 6 children under age 6, with an adult, youth, student, reduced fare, or paratransit passenger)	FREE						
Personal Care Attendant (PCA) (needs no identification; however the person with whom they are traveling must have "PCA" on their STA paratransit identification card)	FREE						

#### Notes:

- (1) Summer Youth Pass is a three-month instrument covering June, July, and August
- (2) Monthly Student Pass is priced as a 1-day adult pass with discount applied.
- (3) City Ticket transit pass includes parking at the Arena east lot, as per Arena specified rules
- (4) Spokane Transit Authority CEO, with Board approval, can implement reduced special fare structures and/or alternate payments for selected community events
- (5) A responsible individual must accompany children under six (6) years of age or the child will not be allowed to board the bus or van

# ATTACHMENT 2b

(Effective 1 July 2017)

Category	Cash	Two-Hour Pass	Day Pass	31-Day Rolling Pass	Monthly Pass	7-Day Rolling Pass	City Ticket (3)
Adult	\$1.75	\$1.75	\$4.00	\$50.00		\$15.00	
Youth (6 – 18 years)	\$1.75	\$1.75	\$4.00	\$35.00			
Reduced Fare	\$0.75	\$0.75	\$4.00	\$25.00			
Paratransit	\$1.75	\$1.75			\$50.00		
Student (2)					\$42.00		
Shuttle Service							\$35.00
Special Events (4)	Determined by Special Event Plan						
Children(5) (up to 3 children under age 6 with an adult, youth, student, reduced fare, or paratransit passenger)	FREE						
Personal Care Attendant (PCA) (needs no identification; however the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)	FREE						

Notes:

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(Effective 1 July 2018)

Category	Cash	Two-Hour Pass	Day Pass	31-Day Rolling Pass	Monthly Pass	7-Day Rolling Pass	City Ticket (3)
Adult	\$2.00	\$2.00	\$4.00	\$60.00		\$17.00	
Youth (6 – 18 years)	\$2.00	\$2.00	\$4.00	\$40.00			
Reduced Fare	\$1.00	\$1.00	\$4.00	\$30.00			
Paratransit	\$2.00	\$2.00			\$60.00		
Student (2)					\$52.00		
Shuttle Service							\$40.00
Special Events (4)	Determined by Special Event Plan						
Children(5) (up to 3 children under age 6 with an adult, youth, student, reduced fare, or paratransit passenger)	FREE						
Personal Care Attendant (PCA) (needs no identification; however the person with whom they are traveling must have "PCA" on their ADA paratransit identification card)	FREE						

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**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 13.A.**

**COMMITTEE MINUTES – INFORMATION**

- Board Operations Committee
- Planning & Development Committee
- Performance Monitoring & External Relations Committee

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Jan Watson, Executive Assistant to CEO & Clerk of the Authority

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**SUMMARY:**

Minutes of the May 4, 2016 meeting of the Planning & Development Committee are attached. The Performance Monitoring & External Relations Committee did not meet in May.

Minutes of the May 11, 2016 Board Operations Committee meeting are also attached.

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head                       
attachment

Chief Executive Officer BM

Legal Counsel CM

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

**PLANNING & DEVELOPMENT COMMITTEE**

**MEETING 10:00 A.M.**

Minutes of the May 4, 2016, Meeting  
Southside Conference Room

**MEMBERS PRESENT**

Amber Waldref, City of Spokane\*  
Candace Mumm, City of Spokane  
Ed Pace, City of Spokane Valley  
E. Susan Meyer, CEO, Ex-Officio  
Kevin Freeman, Small Cities Representative  
(Millwood), Ex-Officio

**MEMBERS ABSENT**

Shelly O'Quinn, Spokane County

\*Chair

**STAFF PRESENT**

Steve Blaska, Director of Operations  
Beth Bousley, Director of Communications  
& Customer Service  
Karl Otterstrom, Director of Planning  
Lynda Warren, Director of Finance & Information Services  
Jessica Charlton, Capital Projects Manager  
Merilee Robar, Executive Assistant, Finance & Information Systems

**Guests**

Al French, Spokane County  
Mike Kunder, Local 3939

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

Chair Waldref called the meeting to order at 10:07 a.m. Ms. Waldref thanked Commissioner French and STA staff for attending the morning "Public Transit Investment, Talent Attraction and Downtown Vibrancy" event which featured Transportation for America chair, John Robert Smith. Chair Waldref said there would be a luncheon event involving Greater Spokane Incorporated and also an afternoon event at McKinstry featuring Mr. Smith which Board members are invited to attend. Chair Waldref suggested having STA Moving Forward and Central City Line information available at these events.

*Mr. Pace arrived at 10:13 a.m.*

Roll was called.

**2. PUBLIC EXPRESSIONS**

None.

**3. COMMITTEE CHAIR REPORT**

None.

**4. COMMITTEE ACTION**

**A. MINUTES OF THE APRIL 6, 2016, COMMITTEE MEETING**

Ms. Mumm moved to recommend approval of the April 6, 2016, Planning & Development Committee meeting minutes. The motion was seconded by Mr. Pace. Motion passed unanimously.

**5. BOARD ACTION – COMMITTEE RECOMMENDATIONS AGENDA**

**A. BOARD CONSENT AGENDA**

No items being presented this month.

**B. BOARD ACTION AGENDA**

No items being presented this month.



**C. BOARD DISCUSSION AGENDA**

**1. STA MOVING FORWARD DISCUSSION**

Context and the background of the STA Moving Forward (STAMF) Plan were reviewed including the April 21, 2016 Board adopted resolution to seek voter approval to levy a sales tax of up to 2/10 of a cent to fund STA Moving Forward through 2028. Mr. Otterstrom reviewed the activities related to STA Moving Forward implementation as anticipated to occur May through November of 2016 such as:

- Development of the 2016 Transit Development Plan
- 2017 budget and annual strategic plan preparation
- STAMF project-specific activities
- Ballot measure citizen education and information

Mr. Otterstrom reviewed the additional STA Moving Forward hardcopy items distributed to the Committee which included:

- Hardcopy of the PowerPoint presentation
- Revised STAMF Implementation Schedule

Items will be further developed and expanded for the Board of Directors meeting presentation. The Committee made several suggestions for modifications to the revised STAMF Implementation Schedule for the May Board meeting. Mr. Otterstrom said that the goal is to have a clearer picture of the implementation schedule by the June 1, 2016 Committee meeting. The slide presentation will also be revised to provide the resolution language in greater detail. There are four major activities related to STAMF anticipated to occur May – November of 2016. These activities include: development of the 2016 Transit Development Plan, 2017 budget and annual strategic plan preparation, STAMF project-specific activities, and ballot measure citizen education and information. Mr. Otterstrom briefly explained that the Service Implementation Plan (SIP), Capital Improvement Program (CIP) and the Operating & Financial Projections in the TDP will include addendums provisional of the passage of STA Proposition 1. The TDP is anticipated to be Board adopted in July of 2016 to meet the state requirement to submit the final TDP by September 1 of each year. The TDP will also be submitted to SRTC for the region's Transportation Improvement Program in August. Mr. Otterstrom next reviewed the 2017 budget and annual strategic plan preparation and highlights of the STAMF project-specific activities. The ballot measure citizen education and information plan was also reviewed. Discussion ensued regarding the naming requirements for the proposition and whether it could alternatively be titled a "measure." Mr. French recommended contacting Vickie Dalton as soon as possible regarding this question and deciding upon which would define it best. Mr. French said he will follow up with Ms. Dalton and report back to the Board regarding options. Mr. Otterstrom gave a brief overview of ten STAMF project-specific activities that are in the works, or need to be, by November of 2016 in order to deliver on the projects. Chair Waldref mentioned that there is a new neighborhood group forming for the north of Francis Avenue and east of Division Street and they might be a good resource for public feedback. Ms. Mumm mentioned the improvements being made to arterials connecting the Indian Trail and 5-mile neighborhoods as food for future thought. The fourth area of activity over the next few months is the ballot measure citizen education and information effort. Ms. Bousley will be presenting methods of delivery for the ballot measure citizen education and information at the June Performance Monitoring and External Relations meeting. There was discussion about pursuing some of the information that was presented by Mr. John Robert Smith at the "Public Transit Investment, Talent

Attraction and Downtown Vibrancy” event and also how to position the STA Moving Forward plan in other local and regional planning processes.

**6. REPORTS TO COMMITTEES**

**A. PRELIMINARY DRAFT TRANSIT DEVELOPMENT PLAN: SERVICE IMPLEMENTATION PLAN & CAPITAL IMPROVEMENT PROGRAM**

Mr. Otterstrom explained that the Service Implementation Plan (SIP) and Capital Improvement Program (CIP) connect the long-range vision, goals and policies of the Comprehensive Plan (*Connect Spokane*) to the near-term strategies outlined in the Annual Strategic Plan. The SIP and CIP are approved as part of the TDP development process. Mr. Otterstrom reviewed the TDP development timeline and draft outline of the plan. The draft SIP (2017 – 2019) guides the delivery of fixed-route service over the next 3-year period. Service changes proposed in the SIP address routes that don’t meet the standards outlined in *Connect Spokane*, implement the High Performance Transit (HPT) network, and respond to the Board resolution directing project acceleration. The list of draft service changes for May 2017, September 2017, 2018 and 2019 were reviewed. The draft service changes called out items which are contingent upon STAMF funding. In relation to the Medical Shuttle route that was briefly touched upon, Ms. Mumm requested to put the Medical Shuttle route on a future Planning & Development Committee meeting agenda with regard to the shuttle traveling on Riverside and the Riverside “pedestrian mall” plan proposal. Ms. Meyer will meet with Ms. Mumm to discuss further. Brief discussion ensued regarding potential routing and interconnections that might be realized with STA Moving Forward and ideas for map visuals for communicating the potential routing configurations. Ms. Mumm shared several suggestions that she felt could assist in making the information more easily envisioned “at a glance.” Mr. Otterstrom then turned the meeting over to Ms. Warren to present on the CIP portion of the TDP.

Ms. Warren presented on the Capital Improvement Program background and details of the proposed program. The CIP reflects programming of projects for January 1, 2017 – December 31, 2022. The program includes projects already underway. Most projects were included in the 2016 – 2021 Capital Improvement Program that was approved in 2015. No unfunded STAMF projects or project phases are included in the programmed list of projects. STA Moving Forward is referenced in the unfunded project section with references to the expected year of completion. Ms. Warren presented charts and graphs of the CIP program categories and reviewed the major aspects of the CIP: vehicles, fleet replacement updates, facilities – maintenance & administration, facilities – passenger & operational, technology, and High Performance Transit Implementation. The total draft 2017-2022 CIP funding from local, state, and federal sources is *estimated* at \$ 73,777,675. The unfunded projects contingent on STA Moving Forward were also reviewed. Brief discussion ensued about the projects that are and are not included in the CIP. Mr. Otterstrom reviewed the federal funding formula for 5307, 5310 and 5339.

**B. 2016 PLANNING & DEVELOPMENT COMMITTEE WORK PROGRAM**

Mr. Otterstrom gave a brief overview of the P&D Committee 2016 work program. The outlined program is consistent with the program approved by the Committee in December of 2015. Mr. Otterstrom proposed postponement of the Comprehensive Plan update due to the other items of focus for 2016, such as the STA Moving Forward plan and ballot measure. The Committee concurred with this proposal.

**7. COMMITTEE INFORMATION**

None.

## **8. CEO REPORT**

Ms. Meyer reported that STA is requesting vacation of Sharp Avenue between Cedar and Jefferson, AKA Wilbert Vault, to connect STA property and to allow for a secondary garage to be built. The City of Spokane engineering accepted the application that was submitted last year and opened the project for comment. The comment period closed November 25, 2015 but the City has been waiting for Century Link to complete their comments. Several attempts have been made by the City; however, to date, CenturyLink has been unresponsive. The item will appear on the next PCED (Planning Community Economic Development) committee meeting. STA owns the property on both sides of Sharp. There are no residences on the area to be vacated. Building on this location, because it is relatively flat, will be a significant cost savings. It is not anticipated that there is any conflict with the street vacation.

A news release was distributed on April 21 with facts regarding the Central City Line project. Ms. Bousley said that the fact sheet was provided also for distribution at the luncheon that Chair Waldref mentioned earlier in the meeting.

Bloomsday ridership was just over 18,000 on the express service to the race. This was in addition to ridership on the regular routes. Ms. Meyer said this event is a labor of love for STA. Approximately seventy extra Coach Operators work the event as well as many volunteer staff. Mr. Pace mentioned that the crowds to catch the Bloomsday express at the Valley Mall were very large but impressively orderly. He also noted that he observed above-normal pedestrian traffic within the mall later that day. Mr. Blaska said that over 4,600 riders used the Bloomsday express just from the Valley Mall and that this was one of the most highly used points for Bloomsday ridership.

## **9. NEW BUSINESS**

None.

## **10. COMMITTEE MEMBERS' EXPRESSIONS**

None.

## **11. REVIEW OF MAY 4, 2016, COMMITTEE MEETING DRAFT AGENDA**

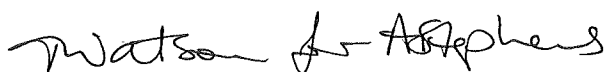
As presented in packet.

## **12. NEXT MEETING – WEDNESDAY, JUNE 1, 2016, 10:00 A.M. STA SOUTHSIDE CONFERENCE ROOM, 1230 W BOONE AVENUE**

## **13. ADJOURN**

Chair Waldref adjourned the meeting at 11:36 a.m.

Respectfully submitted,



Angela Stephens, Executive Assistant

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

## **BOARD OPERATIONS COMMITTEE MEETING**

Meeting Minutes for May 11, 2016

Northside Conference Room

### **MEMBERS PRESENT**

Al French, Spokane County, *Board Operations Committee Chair*  
Amber Waldref, City of Spokane, *Planning & Development Committee Chair*  
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

### **MEMBERS ABSENT**

Tom Trulove, City of Cheney, *Board Operations Committee Member*

### **STAFF PRESENT**

Karl Otterstrom, Director of Planning  
Steve Blaska, Director of Operations  
Lynda Warren, Director of Finance & Information Services  
Beth Bousley, Director of Communications & Customer Service  
Steve Doolittle, Director of Human Resources  
Jan Watson, Executive Assistant to the CEO & Clerk of the Authority

### **PROVIDING LEGAL COUNSEL**

Laura McAloon, Workland Witherspoon PLLC

### **GUESTS**

Eva Marquette, FreshVue  
Mike Kunder, AFSCME 3939

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

Chair French called the meeting to order at 1:40 p.m. and conducted roll call.

#### **2. APPROVE COMMITTEE AGENDA**

Committee members reviewed the agenda.

*Ms. Waldref moved approval of the agenda and Mr. French seconded the motion. There was no further discussion and the motion passed.*

#### **3. CHAIR'S COMMENTS**

Mr. French congratulated staff on all their work to assist the STA Board in their decision on a ballot measure. Ms. Waldref also thanked Ms. McAloon for her help at the last Board meeting.

Mr. French said that the event hosting John Robert Smith, Public Transit Investment speaker on May 4 was well done. Ms. Waldref said it turned out to be very timely.

Mr. French reintroduced Eva Marquette of FreshVue. He said that she will be spending time with Board members and staff. Authorization to move forward on a contract with her company was received from the STA Board on April 21. Ms. Marquette has submitted her proposal and it will be finalized soon. The first step will be interviews. The goal is to improve quality of communication and Board effectiveness. One of the Board Operations Committee's core functions is to ensure the effective functioning of the Board. Mr. French said he is very optimistic about the outcome.

Ms. Marquette said that she is looking forward to the one-on-one interviews and added that all conversations are confidential.

#### **4. COMMITTEE ACTION/DISCUSSION**

##### **a. April 19, 2016 Special Committee Minutes**

*Ms. Waldref moved approval of the April 19, 2016 special committee minutes and Mr. French seconded. There was no further discussion and the motion passed.*

**5. COMMITTEE CHAIR REPORTS**

**a. Amber Waldref, Planning & Development (P&D)**

Ms. Waldref said the STA Planning Staff has been preparing for the potential for new service with the passage of the ballot measure. Mr. Otterstrom continues to review the Transit Development Plan (TDP) with the Committee. Ms. Warren said that 2017 Budget and Strategic Plan preparations are beginning. In addition, ballot measure education, projects in the STA Moving Forward (STAMF) plan, and public outreach are being discussed.

Mr. Otterstrom said the STAMF Groundwork Activities presentation will be shared with the Board. There are 4 major topics highlighted with different colors in the PowerPoint presentation; the TDP, 2017 Budget, STAMF Project-Specific Activities and the Ballot Measure Citizen Education. As part of the STAMF Project discussion, Mr. Otterstrom will share a new two page list of the STAMF projects timeline showing when each project is expected to be delivered in the next ten years (2017-2028). He mentioned that some of these projects will either be delivered earlier than the original plan or are more than 18 months delayed from the original ballot measure. The two main projects delayed are the West Plains Transit Center and the Monroe-Regal corridor. Continued operations of new facilities and services will occur in years 2026-2028 because almost everything will be substantially complete. As mentioned at the Committee meeting, to accommodate the increased service in May 2017 there will need to be an extra class of drivers hired.

Ms. Waldref commented that this was a great consolidated list. She would like to see larger buses on Division Street sooner than 2021.

Mr. Otterstrom said discussions will be held next week regarding fleet plans. The cost of the Capital Improvement Program (CIP) will change when projects are moved.

Mr. Otterstrom said that two financial forecasts would be included in the TDP; the first forecast will be status quo and the second if STAMF passes in November 2016. The Board's direction in 2015 was for STA staff to focus on a six year projection. The projection to include all of STAMF beyond six years would be a different number.

Ms. Waldref agreed and said that there would be two sets of financial forecast numbers.

**b. Chair, Performance Monitoring & External Relations (PM&ER)**

Meeting cancelled. No report.

**6. APPOINTMENT OF CHAIR TO PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE FOR 2016**

Mr. French said that he has asked Mayor Tom Trulove, City of Cheney, to serve as Chair of the Performance Monitoring & External Relations Committee for the remainder of 2016. Mr. Trulove has agreed. The Board will confirm the appointment at the May 19 meeting.

**7. APPOINTMENT OF BOARD MEMBERS TO BOARD OPERATIONS COMMITTEE FOR 2016**

Mr. French said that he has asked Council Member Ed Pace, City of Spokane Valley, to serve on the Board Operations Committee on a temporary basis until the City of Spokane Valley Council makes its STA Board appointment. Mr. Pace has agreed. The Board will confirm the appointment at the May 19 meeting.

**8. BOARD WORKSHOP JUNE 16, 2016**

Ms. Meyer said that she discussed with Mr. French and Ms. Marquette whether to use the Board workshop time scheduled for June 29 regarding the 2017 budget assumptions & annual strategic plan for a workshop with Ms. Marquette instead.

Staff will prepare the annual strategic plan & 2017 budget assumptions and request the Board's approval in the fall.

Both Mr. French and Ms. Waldref agreed to use the June 29 timeframe for a workshop with Ms. Marquette.

Ms. Waldref reminded staff that she will not be able to attend that workshop.

Mr. French said that there will be a short 30 minute workshop prior to the June 16 Board meeting which will be used as a short introduction for Ms. Marquette.

**9. BOARD OF DIRECTORS AGENDA: MAY 19, 2016**

Mr. French asked about the Recognition for Rick Krochalis in 4B.

Ms. Meyer said that Mr. Krochalis will be recognized for his contributions to STA and particularly for his assistance in identifying grants for the Central City Line project.

Ms. Meyer said the staff would like the Board's consensus on the STAMF projects timeline in 9Ai.

Mr. Otterstrom said that the order of projects impacts cost projections for service and capital.

Ms. Waldref asked if consensus or approval is sought for 9Ai.

Mr. Otterstrom said the initial thought was consensus to ensure that staff understood the Board's intent when passing the resolution last month and reflecting on the reality of project timing.

Ms. McAloon said that the Board could have a discussion, offer suggestions and give their consensus.

Ms. Waldref suggested adding the words "final" or "updated" to the timeline.

Ms. Waldref said with the Board's consensus, staff can move forward with costs and projections to prepare for the June 1 Planning & Development (P&D) committee meeting. She asked about updating the STAMF timeline in the TDP.

Ms. McAloon said that technically the revised STAMF plan would need to be formally adopted by the Board especially if projects and their timing have changed. The current document would not match the public education materials.

Mr. French said the STAMF two page summary is a great education piece which shows the public exactly what will happen and on what date. It is important that the public see a Board adopted plan with current timelines.

Ms. Waldref suggested updating the plan during the June 1 P&D committee meeting.

Mr. Otterstrom said there will be a presentation at the June meeting with feedback from the P&D Committee which will be forwarded to the June Board meeting for action to amend the appendix.

Mr. Blaska said that that financial guidance may change how projects are ordered.

Ms. Waldref asked if that is related to the ordering of buses.

Mr. Blaska said yes on timing, but same number of buses.

Mr. Blaska said that the Award of Contract for Mobility Training/In-Person Assessments is on the Board consent agenda. The item did not go through the Performance Monitoring & External Relations Committee because that meeting was cancelled. The item does not need a Committee recommendation. There was only one bidder and it is the same vendor that STA is currently using.

Mr. French commented that the contract is part of an on-going program.

Ms. Bousley said that the [stamovingforward.com](http://stamovingforward.com) website is being simplified and the public education presentations are scheduled to begin June 1.

Mr. French suggested adding disclaimers to the STAMF materials noting that they are subject to final Board approval.

Mr. Otterstrom said that a link to the entire TDP along with the PowerPoint presentation will be included in the Board packet and asked for guidance regarding a verbal presentation to the Board. In May 2016 a presentation was made to the P&D Committee. He asked if an overview or a detailed review should occur at the May Board meeting. The public hearing is at the June Board meeting.

Ms. Meyer commented that the Capital Improvement Program (CIP) is approved when the TDP is approved.

Ms. Warren said that detailed information for the CIP can be included in the Board packet.

Mr. Blaska said that in the past, staff offered individual meetings with Board members.

Mr. French agreed with the individual meeting approach.

Ms. Waldref suggested staff offer individual meetings, she will invite all Board members to the P&D Committee meeting for a deeper discussion and suggested a short PowerPoint presentation at the Board meeting.

Ms. Waldref said she is having difficulty accessing the materials off her laptop in the STA Boardroom and asked about the wireless connection.

Ms. Warren will check into the situation.

***Ms. Waldref moved to approve the Board agenda. Mr. French seconded and the motion passed unanimously.***

#### **10. CEO REPORT**

Ms. Meyer said the Interlocal agreement between STA and the Police Department was approved by the Spokane City Council on Monday, May 9<sup>th</sup> and is in effect as of May 10<sup>th</sup>, 2016.

Build Your Dreams (BYD), a company headquartered in China, with a manufacturing plant in Lancaster, CA brought a 60 foot battery electric bus to STA. Staff was able to look it over and take a ride on the bus. The cost of this bus is approximately \$1.2M. It runs very quietly and will go to Pennsylvania for testing soon. The bus had five doors; three doors on the curb side and two doors on the street side which would allow for center runways.

Mr. Otterstrom said pictures are posted on STA's Facebook page.

The Gonzaga University pass program which was started in September 2015, is off to a good start and it has been renewed for another year. Gonzaga staff has been excellent to work with. There were 37,000 rides in the first three months.



**11. NEW BUSINESS**

Ms. Waldref asked if there were any changes to the Community Colleges of Spokane pass program. Her student intern had recently received a survey about the program.

Ms. Bousley said the students at both Community Colleges of Spokane (CCS) recently voted on whether they wanted this fee added to the student fee to continue the Universal Transit Access Pass (UTAP) program. The UTAP program has been funded through a Congestion Mitigation & Air Quality (CMAQ) grant that will be depleted in the next year. STA was just notified that both Community Colleges have voted to include this fee in their student fee which is great news. Information has been provided to the CCS Board for their approval, then a UTAP agreement will be developed for next year.

Ms. Bousley said that a video is being made occurring on the Gonzaga University campus featuring the Director of Sustainability, which will be shared on social media. It will be used as a footprint for the other campuses. Approval is now needed to promote services on college campuses. This was a hurdle for STA, but approval to promote transit ridership has recently been received from Eastern Washington University, Washington State University – Spokane, and the Community Colleges of Spokane.

Mr. French asked if the challenge to promote was related to gifting or an internal policy.

Ms. Bousley said that the Colleges regulate what is posted on their campuses. It is an internal policy.

**12. ADJOURN**

Chair French moved to adjourn the meeting and all agreed by consensus. With there being no further business to come before the Committee, Chair French adjourned the meeting at 2:27 p.m.

Respectfully submitted,



Merilee Robar

Executive Assistant to the Director of Finance & Information Services

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 13.B. APRIL 2016 FINANCIAL RESULTS SUMMARY**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Lynda Warren, Director of Finance & Information Services  
Lynn Holmes, Financial Services Manager  
Tammy Johnston, Budget and Accounting Manager

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**SUMMARY:** Attached are the April 2016 financial results. The emphasis is on what percent of the budget has been received or expended to date compared to where we are in the year. April equates to 33.0% of the year.

Revenue

Overall, Revenue is at 33.0% of budget (\$23.1M) which is only slightly below the expected (\$23.2M).

Fares & Other Transit Revenue is slightly below budget at 29.8%.

Sales Tax Revenue is equivalent to the budget at 33.0%.

Federal & State Grants is slightly higher than the expected budget at 36.2%.

Miscellaneous Revenue is slightly higher than the expected budget at 35.8%.

Operating Expenses

All Operating Expenses at 27.9% of budget (\$18.2M) are 16% below the expected amount of 33.0% (\$21.5M).

Fixed Route 28.9% of budget expended

Paratransit 26.4% of budget expended

Vanpool 25.0% of budget expended

Plaza 20.1% of budget expended

Administration 26.9% of budget expended

Operating expenses are greatly influenced by timing of payments. For example, only 12.1% (\$556K) of the fuel budget has been spent to date and we expect that to change significantly as the year goes along.

**RECOMMENDATION TO BOARD:** Information only.

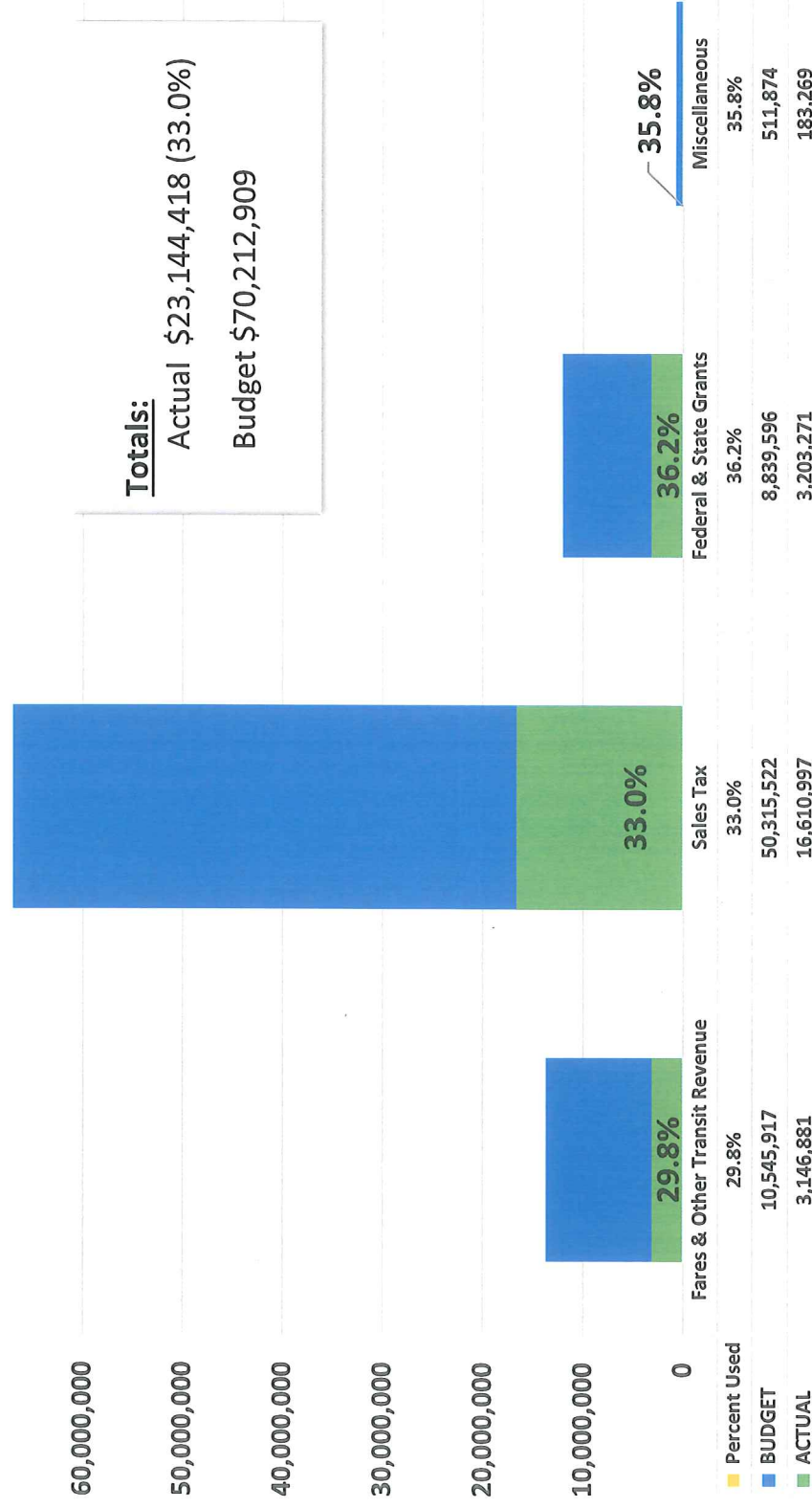
**FINAL REVIEW FOR BOARD BY:**

Division Head LLW

Chief Executive Officer ESM

Legal Counsel CM

# Spokane Transit Revenues <sup>(1)</sup> - April 2016 [April = 33% of Year]



<sup>(1)</sup> Above amounts exclude grants used for capital projects. Year-to-date April 2016, state capital grant reimbursements total \$28,635 and federal capital grant reimbursements total \$281,877.

60,000,000

## Spokane Transit Operating Expenses<sup>(1)</sup> - April 2016 [April = 33% of Year]

50,000,000

40,000,000

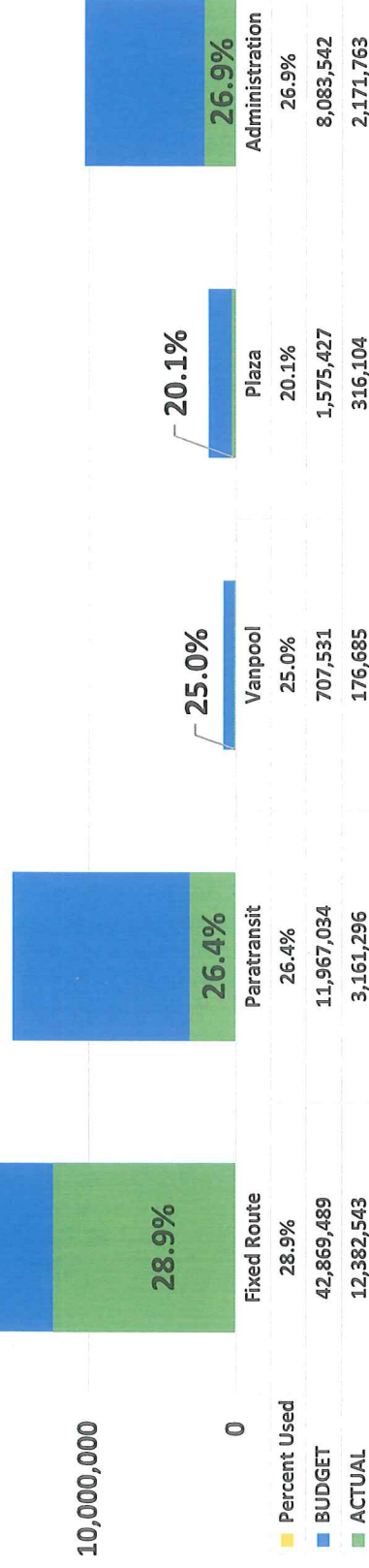
30,000,000

20,000,000

10,000,000

0

<b>Totals:</b>	
<b>Actual</b>	<b>\$18,208,381 (27.9%)</b>
<b>Budget</b>	<b>\$65,203,023</b>
<b>Fuel:</b>	
<b>Actual</b>	<b>\$ 555,644 (12.1%)</b>
<b>Budget</b>	<b>\$4,606,058</b>



<sup>(1)</sup> Operating expenses exclude capital expenditures of \$708,311 and Street/Road cooperative projects of \$3,580 at year-to-date April 2016.

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 13.C.** MAY 2016 SALES TAX REVENUE INFORMATION

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Lynda Warren, Director of Finance & Information Services  
Lynn Holmes, Financial Services Manager  
Tammy Johnston, Budget and Accounting Manager

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Attached is May 2016 sales tax revenue information.

May sales tax revenue, which represents sales for March 2016, was:

+8.2% over May 2015 actual

+6.1% YTD above budget

+6.2% above YTD actual

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

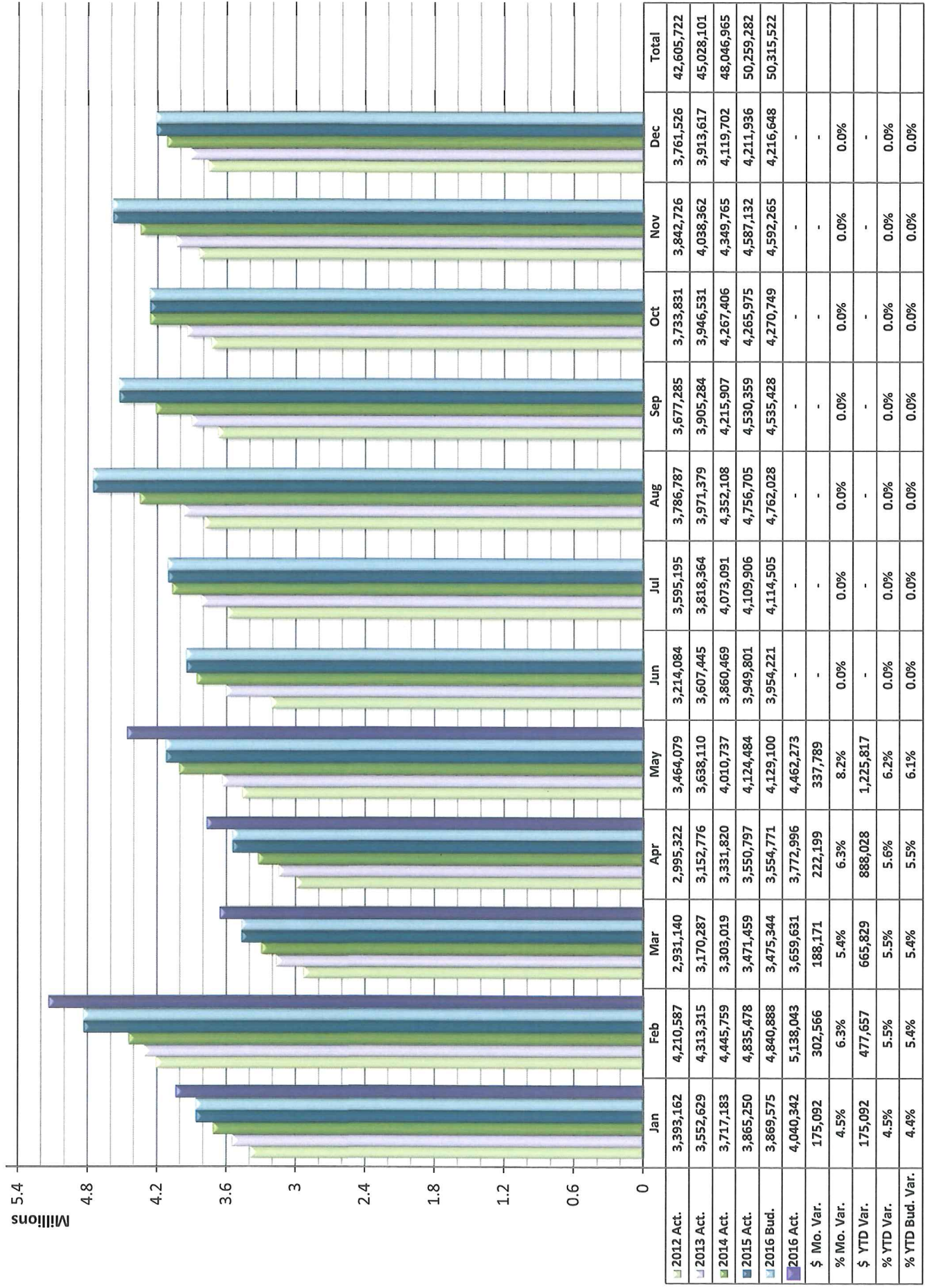
Division Head LLW

Chief Executive Officer BSM

Legal Counsel um



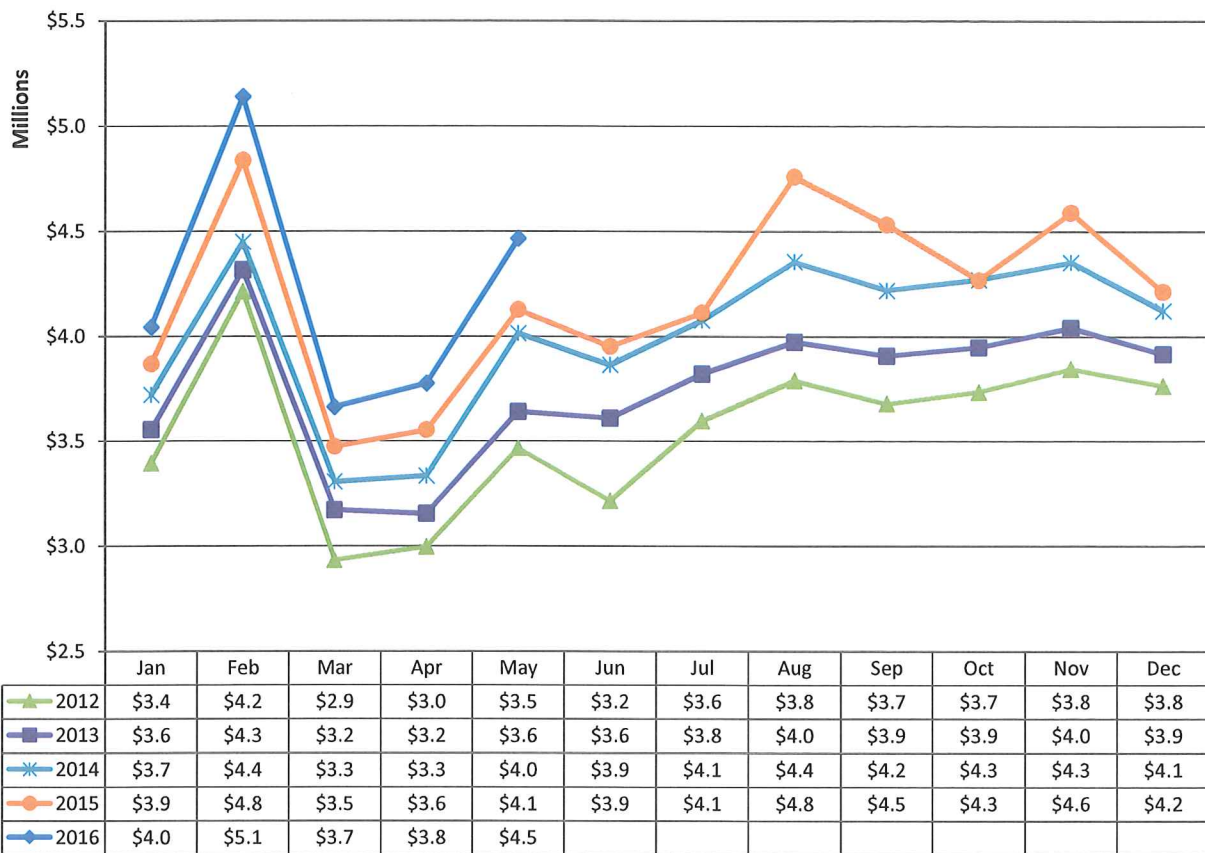
## 2012 - 2016 SALES TAX RECEIPTS (1)



(1) Sales tax distributions lag two months after collection. For example, collection of January taxable sales are distributed in March.



## Sales Tax Revenue History-May 2016<sup>(1)</sup>



(1) Sales tax distributions lag two months after collection by the state. For example, collection of January taxable sales are distributed in March.

### Sales Tax Summary (with Mitigation for All Jurisdictions)

May 2016

	YTD 2015	YTD 2016	\$ CHANGE	% CHANGE
LIBERTY LAKE	889,103	1,104,307	215,204	24.2%
MILLWOOD	\$ 157,074	\$ 184,746	\$ 27,672	17.6%
CHENEY	452,951	525,154	72,203	15.9%
SPOKANE COUNTY	8,876,399	9,662,786	786,387	8.9%
SPOKANE VALLEY	7,153,812	7,783,756	629,944	8.8%
PFD	3,500,622	3,731,679	231,057	6.6%
STA	19,847,468	21,073,285	1,225,817	6.2%
SPOKANE	16,534,475	17,088,785	554,310	3.4%
MEDICAL LAKE	107,735	103,791	(3,944)	-3.7%
AIRWAY HEIGHTS	693,208	667,675	(25,534)	-3.7%
ALL	\$ 58,212,847	\$ 61,925,963	\$ 3,713,116	6.4%

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

AGENDA ITEM **13.D.** APRIL 2016 OPERATING INDICATORS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Steve Blaska, Director of Operations  
Karl Otterstrom, Director of Planning

SUMMARY: April 2016 had one less weekday than April 2015.

**FIXED ROUTE**

Average weekday ridership decreased 5.3% (37,705 vs. 39,833 in April 2015) and is down 5.2% (38,426 vs. 40,520) YTD. Total ridership decreased 6.3% (917,194 vs. 978,798) and is down 4.0% (3,704,412 vs. 3,859,946) YTD.

- Adult ridership decreased 9.4% (570,191 vs. 629,401) in April 2015 and is down 6.8% (2,228,599 vs. 2,499,111) YTD.
- Youth ridership decreased 5.7% (56,553 vs. 59,999) in April 2015 and is up 2.7% (248,746 vs. 242,222) YTD.
- Reduced Fare / Para ridership increased 1.2% (130,352 vs. 128,812) in April 2015 and is up 2.9% (499,078 vs. 485,200) YTD.
- UTAP program ridership decreased 13.5% (163,939 vs. 189,613 in April 2015), and is down 12.1% (666,841 vs. 758,817) YTD.
- CCS Pass ridership decreased 16.3% (63,709 vs. 76,109) in April 2015 and is down 18.6% (264,904 vs. 325,296) YTD.
- Eagle Pass ridership decreased 11.8% (88,109 vs. 99,846) in April 2015 and is down 7.8% (352,024 vs. 381,829) YTD.
- GU Bulldogs Pass ridership totaled 5,751 for April 2016 and totals 22,324 YTD.

**PARATRANSIT**

Monthly ridership decreased 1.8% (39,974 vs. 40,691 in April 2015) and is up 2.82% YTD (162,287 vs. 157,834 in 2015). The 2016 ridership goal is to maintain 2015 ridership.

**VANPOOL**

Vanpool customer trips were down 15.7% (17,030 vs 20,202 in April 2015), and down 9.8% (72,648 vs 80,500) YTD. No new Vanpool groups were formed in April, but 11 new participants joined Vanpool since March. Total vans in service is 94 vs. 97 in 2015. The 2016 ridership goal is a 7% increase over 2015.

**CUSTOMER SERVICE**

Total monthly pass sales increased 0.7% (9,493 vs. 9,423 in 2015). YTD pass sales declined by 8.7% (37,200 vs. 40,752).

Adult Pass/Smartcard sales decreased 10% (3,420 vs. 3,802 in April 2015) and are down 9.8% (15,852 vs. 17,565) due to decreased purchases from, DSHS, Salvation Army, Spokane Tribe of Indians, Rosauers and World Relief.

- ESBP sales decreased 9.8% (819 vs 908 in April 2015) and declined 15.2% (3,155 vs. 3,722) YTD due to fewer purchases by Goodwill, Inland NW Health, Spokane School District, and Travelers.

Student Pass sales decreased 79.2% (42 vs. 202 in April 2015). YTD pass sales decreased 75.5% (214 vs. 872). Decreases are attributed to universities converting to the UTAP program.

Youth Pass/Smartcard monthly sales decreased 7.5% (1,792 vs. 1,667 in April 2015) and are down 11.7% (5,766 vs. 6,533) YTD. The decrease is due to fewer purchases by CENEX, DSHS, Rosauers, and Spokane School District.

Reduced Fare Pass/Smartcard monthly sales increased 32.8% (2,174 vs. 1,637 in April 2015) and increased 1.6% (7,349 vs. 7,234) YTD due to increased purchases by CENEX, Division of Vocational Rehab, and Special Mobility Service,

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

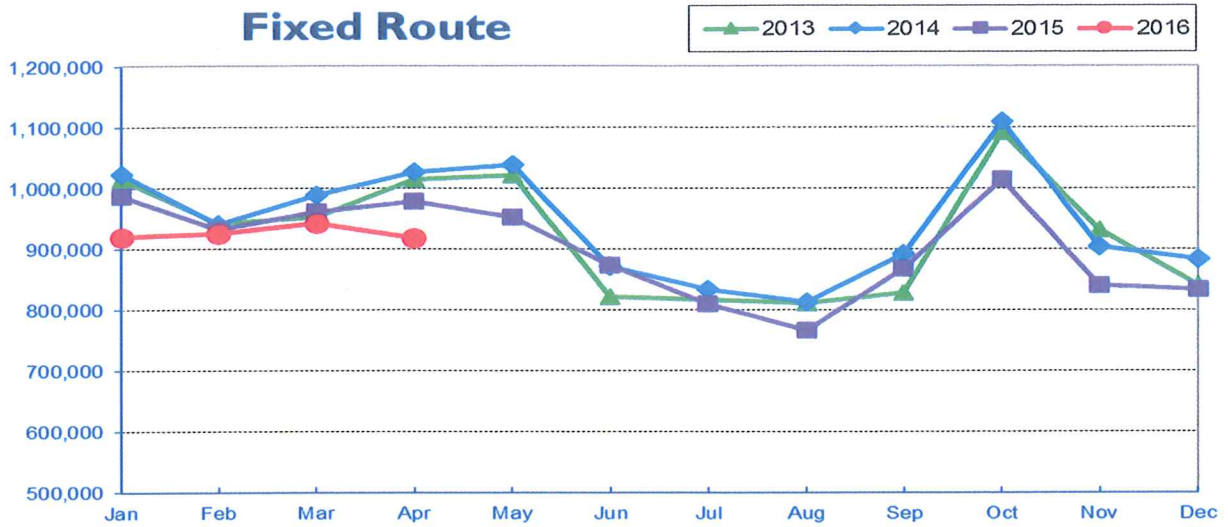
Division Head SB

Chief Executive Officer BSM

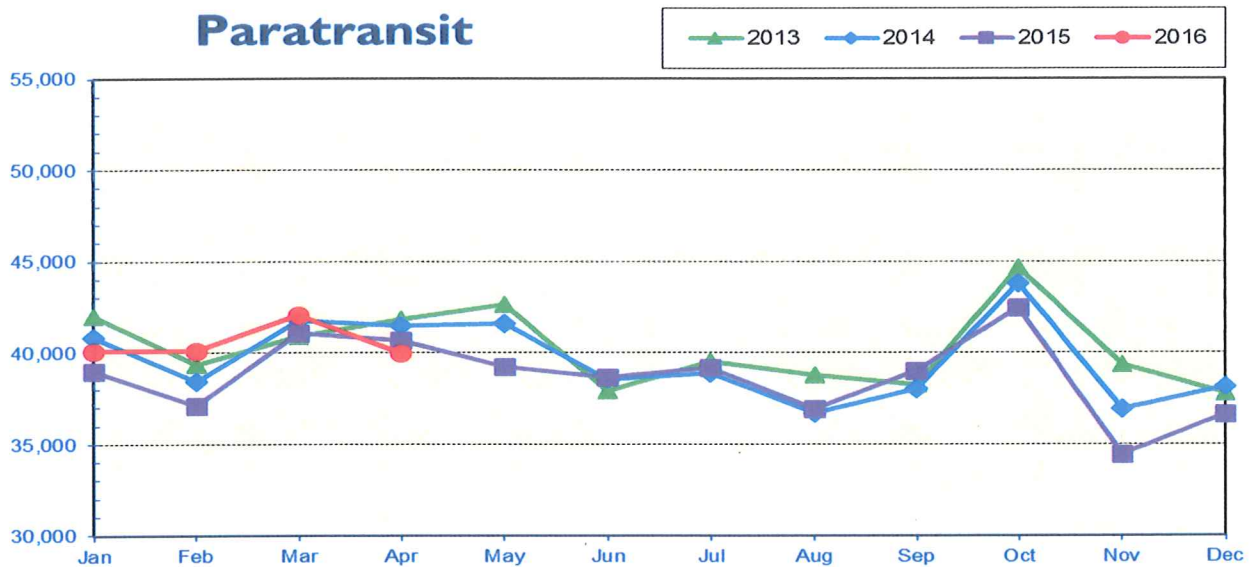
Legal Counsel WM

# RIDERSHIP

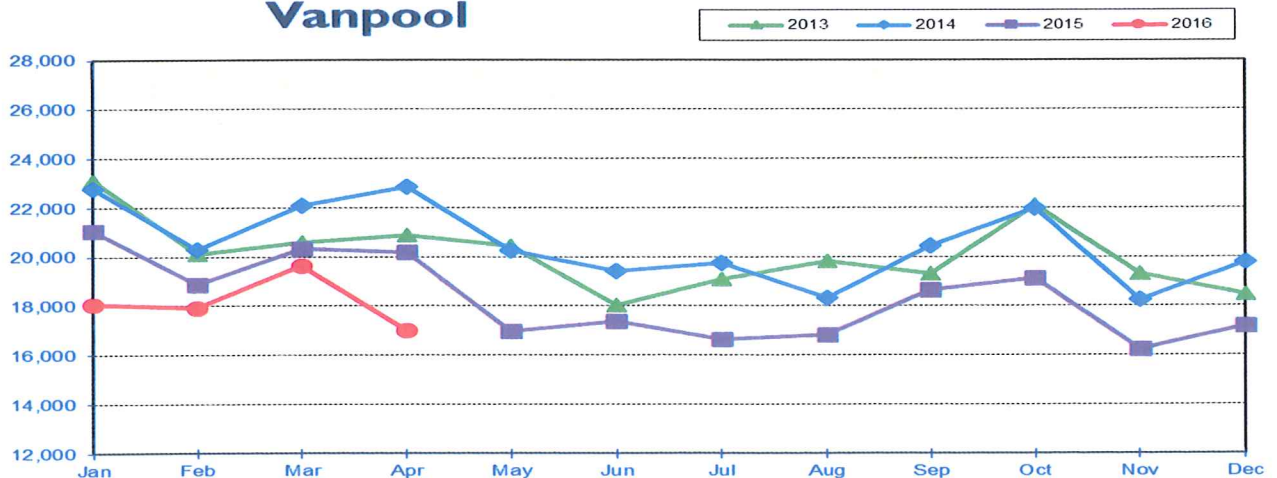
## Fixed Route



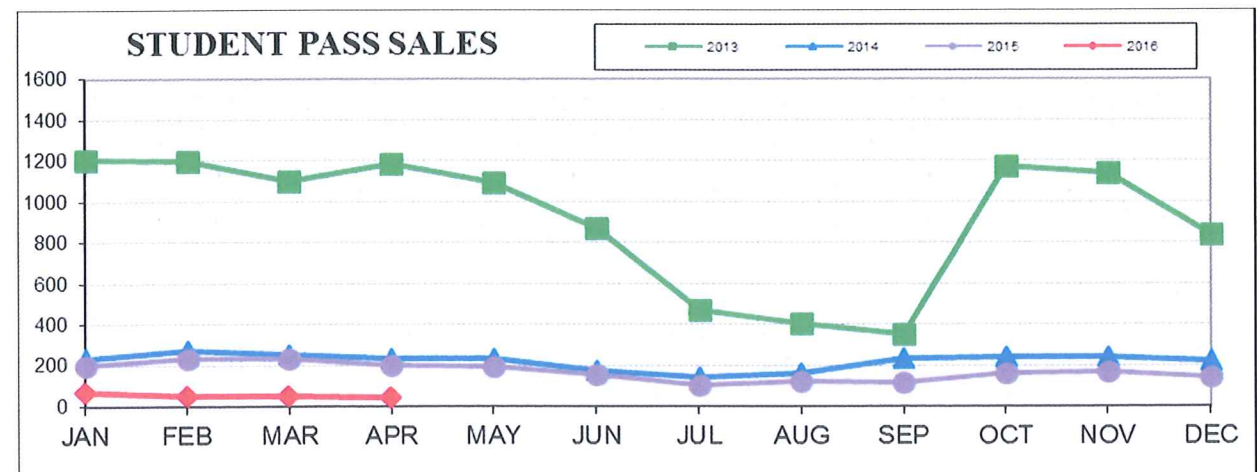
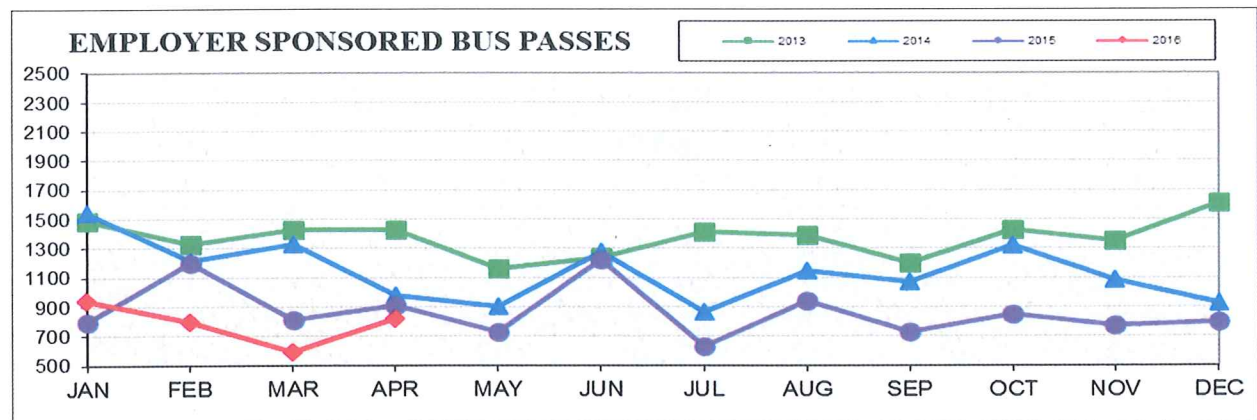
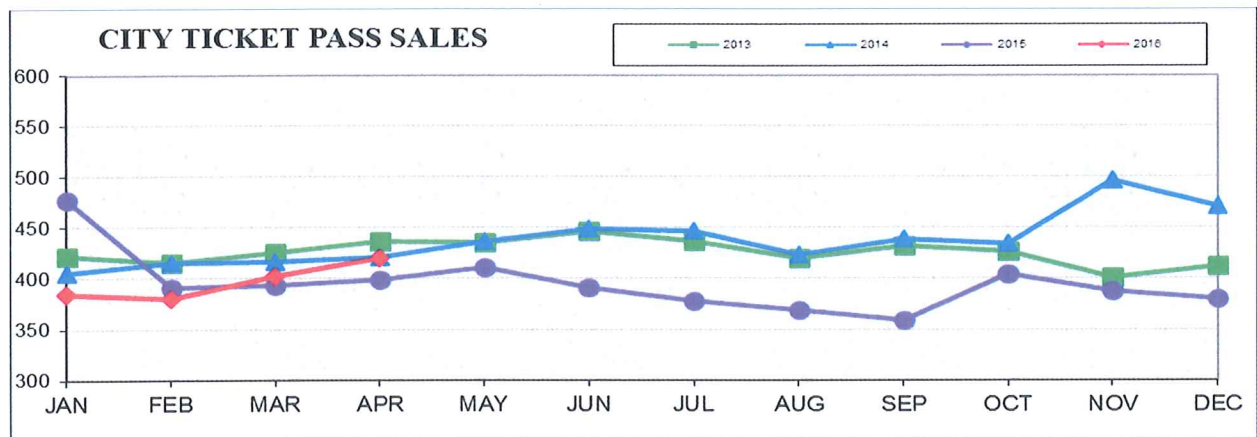
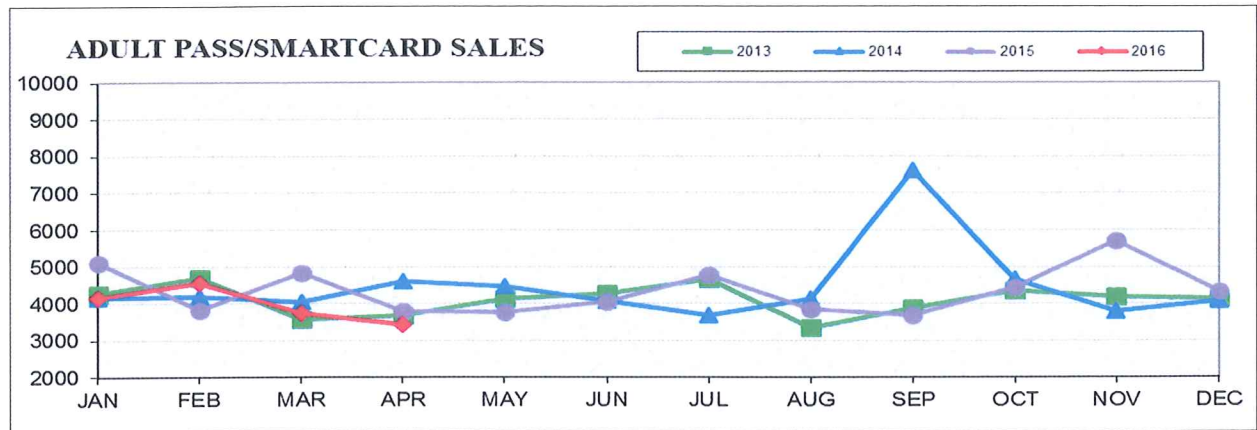
## Paratransit



## Vanpool

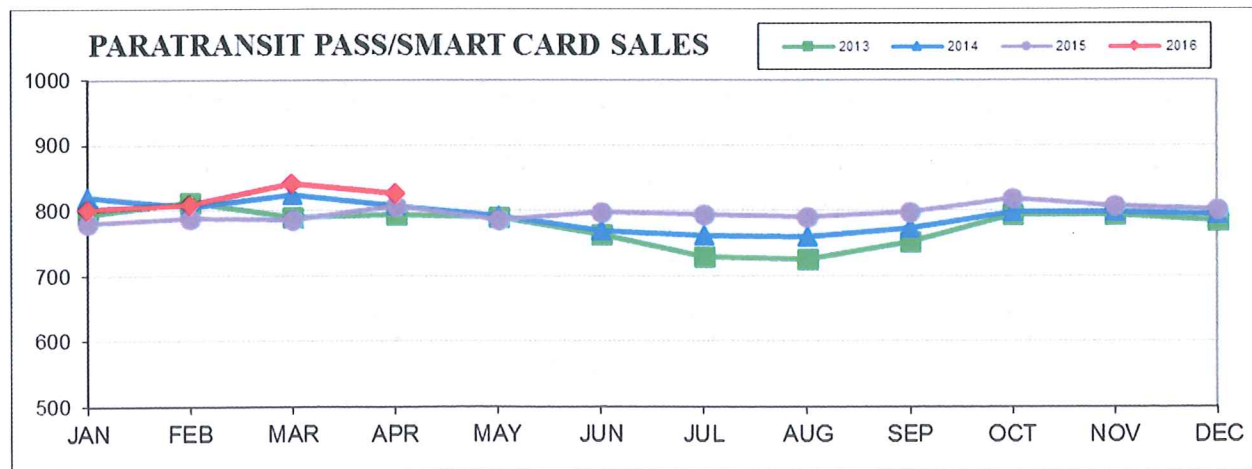
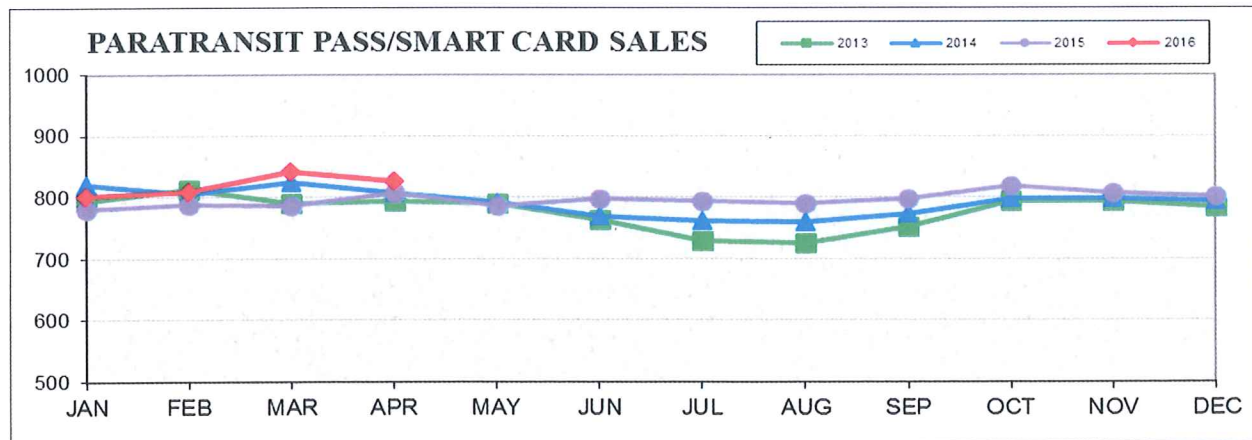
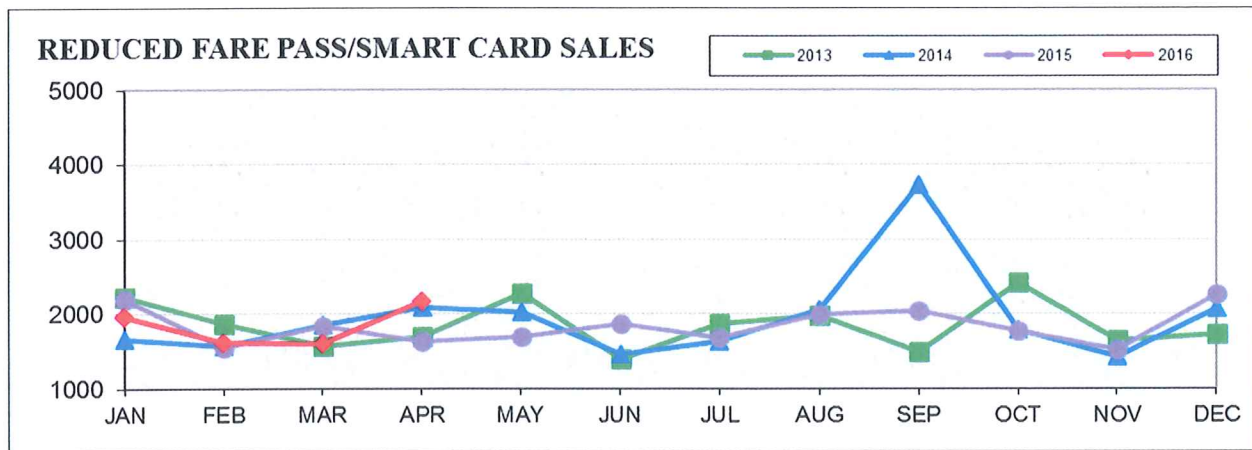
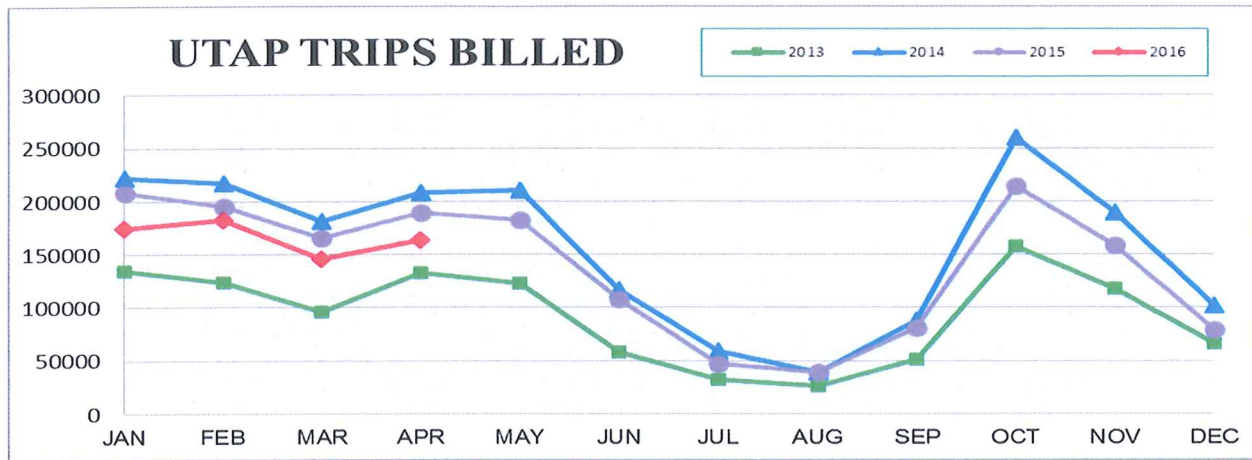


# PASS SALES





# PASS SALES



**SPOKANE TRANSIT AUTHORITY  
BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** **13.E.** **FIXED ROUTE RIDERSHIP PERFORMANCE PERSPECTIVE**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Steve Blaska, Director of Operations

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**SUMMARY:** As has been reported over the last several months, Spokane Transit is taking action to address the recent decline in Fixed Route ridership. Our analysis of this decline and our efforts to restore the record ridership of 2014 is the subject of other reports.

However, Spokane is not immune to national economic and transit industry trends. This report is intended to provide perspective as to Spokane Transit's present position and our record of performance over the last dozen years. The conclusion is that we are going into this current challenge from a strong ridership position. In addition, the results from our previous performance in negotiating the Great Recession should instill confidence that we will weather the current ridership challenge better than most other transits.

**CURRENT POSITION**

It is important to remember that in 2014 Spokane Transit's Fixed Route service provided the highest number of rides in the organization's 35 year history. The most recent declines in ridership are compared against this historic high.

Our research and outreach to other transit systems' performance shows that the recent decline in ridership is an industry-wide trend. Specifically, our coordination with the 20 agencies in the American Bus Benchmarking Group validated both the general decline in ridership and indications that this reduction is more heavily weighted in the post-secondary school population. Since Spokane Transit has established contractual relationships with virtually all of our community colleges and universities, we are well postured to target our marketing to this audience.

**PAST IS PROLOGUE**

Our investigation of other transit agencies that have not experienced recent declines in ridership, generally show that these transits are in the process of restoring services which endured deep cuts during the Great Recession. In this regard, it is helpful to look at how Spokane Transit successfully negotiated the Great Recession and how this Board of Directors should expect that we will be equally successful in handling the current environment.

Cherry picking year over year data does not often give an accurate analysis to drive corrective action. It also denies one of perspective. The attached data tells the correct story of where we are. We have bucked national trends in a positive way for over a decade. We have made good decisions in the past and should be trusted to make good decisions going forward.

*Ridership trends.*

The first attachment (Attachment 1) is an extract from American Public Transit Association's Ridership Report. It shows the ridership trends from 2004 to present. These specific years are relevant because they encompass the dates in which Spokane voters chose to sustain STA funding at the equivalent of the revenue generated by 0.6% sales tax and actions taken by the Board of Directors through the Great Recession.

The agencies selected are those that are currently listed as "urban" transit systems by Washington State DOT. It also shows the national ridership data for all cities in Spokane's population category (100,000 to 499,000).

The data shows that Spokane outperformed all others in terms of ridership growth during this period. In addition, it shows how ridership continued to progress during the difficult years of the Great Recession. Only King County Metro was able to match that record. It should be noted that additional funding was granted to that organization just in time to avoid a critical round of service reductions.



*Measures of Efficiency and Effectiveness.*

The second attachment (Attachment 2) is an extract from the National Transit Database (NTD) comparisons we have been doing with other Washington State urban systems since 2008.

Revenue hour comparisons show that we weathered the Great Recession with far less turbulence than others. Our net loss in hours of service is only 5%. All others, except King County, had double digit reductions in service. King County actually added service due to the promise of additional revenue. Community Transit also dodged further reductions by passing another 0.3% sales tax to bring them to a total of 1.2% sales tax funding for local transit.

STA is the only agency that had a gain in Passengers per Revenue Hour. That fact means we took our service reductions surgically. We actually became more efficient; which is what should happen when service reductions are done correctly.

Our cost per passenger from 2008 to 2014 only went up 4%. All other transits had more than double digit increases in cost per passenger.

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head SB

Chief Executive Officer ESM

Legal Counsel LM

## RIDERSHIP TRENDS

2004 v 2015 Fixed Route  
American Public Transportation Association Data  
(x1000)

	2004	2005	2008	2014	2015	2004-2015 % Chg.
Nat'l Average for Cities with a population of 100,000-499,000	430,316	439,785	430,945	462,845	445,019	3.4%
King County Metro	90,161	98,957	94,109	100,645	102,332	13.5%
Pierce Transit	13,993	12,246	14,985	10,227	9,052	-35.3%
C-Tran	6,680	5,573	6,526	6,065	5,861	-12.3%
Community (Snohomish Co.)	7,853	7,329	10,260	8,682	8,942	13.9%
Everett	1,927	1,969	2,514	1,953	1,930	0.2%
Ben Franklin	2,929	3,066	3,805	2,824	2,478	-15.4%
Kitsap	4,086	4,118	4,110	2,817	2,809	-31.2%
Spokane	7,740	7,688	11,110	11,324	10,816	39.7%

## PERFORMANCE TRENDS

## National Transit Database Data

## 2008 v 2014 Fixed Route

	2008 Bus Revenue Hours	2014 Bus Revenue Hours	Δ	% Chg.	2008 Total Passenger Per Rev. Hour	2014 Total Passenger Per Rev. Hour	Δ	% Chg.	2008 Total Bus Cost per Passenger	2014 Total Bus Cost per Passenger	Δ	% Chg.
King County Metro (Seattle)	2,663,051	2,759,035	95,984	3.6%	36.46	36.48	0.02	0.1%	\$3.91	\$4.47	\$0.56	14.3%
Pierce Transit	600,860	385,007	-215,853	-35.9%	27.94	26.57	-1.37	-4.9%	\$4.63	\$5.24	\$0.61	13.2%
C-TRAN	278,980	219,568	-59,412	-21.3%	25.04	24.28	-0.76	-3.0%	\$4.04	\$5.29	\$1.25	30.9%
Community Transit (Snohomish Co.)	502,690	297,021	-205,669	-40.9%	21.58	19.77	-1.81	-8.4%	\$7.42	\$8.56	\$1.14	15.4%
Everett Transit	111,729	99,491	-12,238	-11.0%	22.53	19.81	-2.72	-12.1%	\$5.11	\$7.11	\$2.00	39.1%
Spokane, WA	414,751	392,087	-22,664	-5.5%	26.79	28.88	2.09	7.8%	\$3.89	\$4.03	\$0.14	3.6%

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

June 16, 2016

AGENDA ITEM: **13.F** CENTRAL CITY LINE STRATEGIC OVERLAY PLAN

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning

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**SUMMARY:**

In 2014, economics firm, ECONorthwest studied the anticipated economic and land use impacts of the Central City Line. The study estimates that over a 20-year period the land and improvement values in the Central City Line corridor will increase by \$175 million as a result of the implementation of the Central City Line. The study also found that these economic benefits could be increased further by the establishment of transit supportive policy measures.

As part of the ongoing planning for the Central City Line (CCL), the City of Spokane and STA, with the help of consultant CH2M, have been reaching out to stakeholders in the corridor to identify transit-supported economic development opportunities and potential land use policy changes. Based on the results of this outreach, a plan is being drafted with a range of policy and program recommendations to catalyze transit-supported development around the CCL. The recommendations aim not only to leverage the investment in the CCL for economic growth in the community, but to also make the Small Starts grant application for funding the capital costs of the CCL more competitive.

A draft plan with recommendations for land use and zoning, economic development, affordable housing and connections to the line by other modes of transportation will be made available for public review in mid-June. The City of Spokane Plan Commission and the CCL Steering Committee will review the draft plan and make a recommendation to the Spokane City Council in July.

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head ko

Chief Executive Officer ESM

Legal Counsel CM

**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM** 13.G. **ANNUAL PASSENGER FACILITIES REPORT**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Karl Otterstrom, Director of Planning

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**SUMMARY:**

*The Performance Report – Passenger Facilities* contains information about Spokane Transit including:

- Bus stop level ridership
- Park and ride utilization
- Capital projects and grant administration

Spokane Transit serves 1,669 bus stops, serves and maintains 127 transit shelters placed at 101 locations, serves and maintains twelve (12) park and ride lots, and provides bike lockers at select locations. Understanding how these passenger facilities are used enables Spokane Transit to focus its resources more efficiently and provides key data points which assist in ensuring the agency invests responsibly in infrastructure that supports the Mission Statement and stated Comprehensive Plan goals and policies.

The report can be found at the link on the next page.

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR BOARD BY:**

Division Head KO

Chief Executive Officer ESM

Legal Counsel LM

Page Two

The passenger facilities report can be found at the following link:

[https://www.spokanetransit.com/files/projects-plans/PassengerFacilities\\_Report\\_4thEd\\_REV.PDF](https://www.spokanetransit.com/files/projects-plans/PassengerFacilities_Report_4thEd_REV.PDF)



**SPOKANE TRANSIT AUTHORITY**

**BOARD MEETING OF**

June 16, 2016

**AGENDA ITEM 13.H.**

**DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND  
PROPOSED GOAL FOR FEDERAL FISCAL YEARS (FFY) 2017, 2018,  
AND 2019**

**REFERRAL COMMITTEE:** N/A

**SUBMITTED BY:** Lynda Warren, Director of Finance & Information Systems

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**SUMMARY:** In response to Federal Transit Administration (FTA) requirements and in accordance with the regulations of the Department of Transportation's (DOT) Disadvantaged Business Enterprise (DBE) Program, staff has developed a proposed DBE goal for the next three federal fiscal years (FFY). This three-year goal captures as completely and accurately as possible, all of the federally assisted contracting opportunities that we reasonably anticipate over the next three federal fiscal years beginning October 1, 2016 through September 30, 2019.

The process of establishing a goal consists of reviewing all anticipated federally funded contracting opportunities for FFYs 2017, 2018, & 2019. Staff then researched the most recent census information to find firms in Spokane County for the classifications of work identified and compared the number of ready, willing and able DBE firms to all firms. The percentage of DBE firms in each category of work corresponds to the overall percentage goal for utilization. Using the FTA-provided formula, staff has established an overall agency DBE goal for FFY's 2017-2019 of 0.49%. Our current goal is 0.29%, which we were able to meet during this three-year period.

Pursuant to FTA public comment policy, notice of the proposed three-year goal was posted on the STA website and advertised in the Spokesman Review on May 22, 2016. This publication marks the commencement of the required thirty day comment period. In addition, staff is seeking public participation from various small and disadvantaged business organizations and the local construction industry.

STA's DBE Program encourages equal opportunity for all firms competing for federally funded contracts with STA. Eligibility for federal grants is contingent on compliance with the DBE Program. To ensure equal opportunity to compete for contracts, staff members participate in local workshops to educate small and disadvantaged businesses on how to do business with STA. In addition, the DBE goal and solicitations for various contracting opportunities are distributed to DBE firms. FTA's triennial reviews have found STA's DBE Program to be in compliance.

Staff will request adoption of the goal during the July Committee/Board cycle. The adopted goal must be submitted to FTA by August 1, 2016.

**RECOMMENDATION TO BOARD:** Information only.

**FINAL REVIEW FOR COMMITTEE BY:**

Division Head     CW    

Chief Executive Officer     JSM    

Legal Counsel     LM