

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

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for February 12, 2020
Southside Conference Room

MEMBERS PRESENT

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

MEMBERS ABSENT

Ann Campeau
Dick Denenny

STAFF PRESENT

Steve Blaska, Interim Chief Operating Officer
Stacia Bowers, Executive Assistant
Nick Hanson, Capital Projects Manager
Gordon Howell, Transit Planner
Monique Liard, Chief Financial Officer
Brandon Ropez-Betty Director of Communications &
Customer Service
Janet Stowe, Senior Transportation Manager Paratransit,
Vanpool
Kathleen Weinand, Principal Transit Planner

GUESTS

1. CALL TO ORDER AND ROLL CALL

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

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION

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

Michelle Rasmussen asked the committee to review the minutes of the October 9, 2019 and November 13, 2019 meetings. The minutes were approved.

4. COMMITTEE REPORTS:

a. Fare System Update:

Monique Liard updated the committee on the procurement of the fare collection system (FCS). Ms. Liard reviewed the overall concept, technology mix, core values and capabilities for the fare collection system as well as Ticket Vending Machines (TVM's). The FCS should provide flexibility, a mix of payment options, technology that will allow Spokane Transit Authority (STA) to continue with current programs already in place, be agile, reliable and maintainable. Seven proposals were narrowed down to three by the evaluation team and interviews held in October. Site visits will be held late February or early March with the top-ranking proposer's headquarters and customer site before proceeding with a recommendation for Award of Contract (AOC) presented to Board in April. The anticipated project completion is September 2021.

b. Cheney High Performance Transit (HPT) Line:

Nick Hanson provided information on the Cheney High Performance Transit (HPT) Line. Mr. Hanson noted that this project is in the early design stage and the objective is to foster greater ridership in Cheney and the West Plains to support regional economic development and access to jobs and services. The budget includes state, federal and local funds. Mr. Hanson expressed more public outreach is needed to bring forward a revised project plan to the Board this spring for approval.

The original project scope included:

- Improvements at Four Lakes, Jefferson Lot P&R, West Plains Transit Center and EWU Pence Union Building (PUB)
- Upgrade approx. 15 existing stops with shelters, lighting, real-time and accessibility
- Distinctive wayfinding with HPT branded elements at all stops
- Purchase of 7 double decker buses
- Total budget = \$12.97 million

Potential revisions:

- Extension of service from K Street Station to the U District
- Standard STA shelters at stop locations where warranted
 - Provide much larger shelter at Eagle Station next to EWU PUB due to high ridership
- Additional geometric and pedestrian improvements to increase safety, reliability and speed
 - Via savings from shelter scope revision

Mr. Hanson invited the CAC members to the Cheney Line and Four Lakes Open House on February 13th at the Wren Pierson Building at 6pm. Implementation is anticipated this September.

c. September 2021-2022 Service Revisions Preliminary Proposal:

Kathleen Weinand indicated STA Moving Forward (STAMF) includes significant service revisions for 2021-2022. The plan provides general descriptions of the planned improvements, but specifics of route revisions must still be developed with the help of public input. Ms. Weinand reviewed the Planning Process Inputs and the Public Outreach Plan that was adopted June 2019. 2021-2022 Service Revisions Preliminary Proposal Focus Areas are:

- Greater Spokane Valley Network Revisions
 - Address performance of the Rt. 95 Mid-Valley
 - Repurpose resources to make new connections
- Fairchild Air Force Base (FAFB), Airway Heights and Spokane International Airport
 - Increase peak weekday frequency to Airway Heights
 - More direct trips to north Airway Heights
 - More frequent trips to the airport
- Northeast Spokane
 - Expand Hillyard and Northeast Spokane Routes
 - Create direct service between Logan to Lincoln Heights neighborhoods

CAC members were invited to participate in an online survey until March 2nd at [SpokaneTransit.com/Survey](https://spokaneTransit.com/Survey). A Public Hearing will be in July after staff present draft recommendation in June.

d. Legislative Update:

Brandon Rapez-Betty provided a legislative update on the 60-day legislative short session. In a few. There was a call for grant projects that were “green” and STA was ranked number one for electric charging stations. I-976 will now head to the Supreme Court.

e. Paratransit Update:

Janet Stowe noted that Paratransit service is complementary to Fixed Route service within ¾ of a mile, but not outside the boundary, is a door to door and is shared ride service. Ms. Stowe reported on Paratransit ridership, on-time performance, and call center performance. Ms. Stowe reviewed the new real time software PASS Web which is replacing Mobi-Link. Pass Web allows customers to view real-time information, trip history, future trips and allows them to cancel trips online.

f. **Recruitment/Orientation:**

Brandon Rapez-Betty and Michelle Rasmussen interviewed Caleb McDougall, a community college student, and recommended approval to send this applicant to PMER. The committee approved sending this applicant to PMER for consideration of appointment as a CAC member.

g. **Title 6 Update:**

Gordon Howell discussed the Title VI Program, a review of the last three years and setting the stage for the next three years. The program is due March 30th and is being sent to several agencies and jurisdictions via paper, mailers, website, and emails. A Public Hearing will be held on February 20th and the program will go for Board action in March.

5. **COMMITTEE INFORMATION:**

None.

6. **GENERAL BUSINESS:**

Brian Kamp announced that he had heard routes 26 and 28 should serve more apartments on Lincoln.

Mr. Kamp also suggested the CAC members have a Paratransit ride along.

7. **SET MEETING SCHEDULE & AGENDA ITEMS FOR THE FEBRUARY 12, 2020 MEETING:**

- Minutes of the February 12, 2020, Committee meeting – *Corrections/Approval*
- 2019 Year End Financial Report
- Communications Update
- Performance Measures
- Legislative Update
- Recruitment/Orientation

8. **ADJOURN**

Respectfully submitted,



Stacia Bowers

Executive Assistant to the Director of Communication & Customer Service