

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

CITIZEN ADVISORY COMMITTEE MEETING (CAC)
Meeting Minutes for November 14, 2018
Southside Conference Room

MEMBERS PRESENT

Dennis Anderson
Brian Kamp
Larry Lapidus
Madison Leonard

MEMBERS ABSENT

Ann Campeau
Dick Denenny
Charles Howell, Committee Chair
Larry Luton
Michelle Rasmussen

STAFF PRESENT

Emily Arneson, Community Ombudsman and Accessibility Officer
Stacia Bowers, Executive Assistant
Brandon Ropez-Betty, Director of Communications & Customer Service
Roger Watkins, Chief Operations Officer
Kathleen Weinand, Principal Transit Planner
Dan Wells, Deputy Director of Capital Development

GUESTS

1. CALL TO ORDER AND ROLL CALL

Charlie Howell called the meeting to order at 5:03 p.m. and conducted roll call.

2. PUBLIC EXPRESSIONS

None.

3. COMMITTEE ACTION

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

The minutes of the October 10, 2018 meeting were tabled for approval at the next meeting.

4. COMMITTEE REPORTS:

a. Central City Line (CCL) Update:

Dan Wells presented the CCL milestones for 2018. January through March will be very busy with design, online open houses, risk assessments, final draft, and the small starts grant. The Federal Transit Administration (FTA) will assign project management oversight consultants for the PMOC risk assessment.

b. Monroe-Regal Line Update:

Dan Wells reviewed recent milestones and outreach for the Monroe-Regal Line, which included the completion of the online open house. Mr. Wells stated that STA has completed a great deal of public outreach, including several presentations and an in person open house. More information for the project, HPT bus shelter renderings, current timelines, etc., can be found at <http://stamovingforward.com/plan/projects>.

c. Plaza Operations Update:

Kathleen Weinand gave a refresher on the Plaza Operations project. Ms. Weinand reported the purpose of the project is to deliver STAMF improvements and reduce the passenger-loading impacts on adjoining building and businesses. She reviewed the project timeline and stated that STA used a lot of stakeholder consultation and hired a consultant that did a detailed analysis of strategies. The consultant is now drafting the preferred plan.

d. Zero Emission Technology Fleet Transition Evaluation Update:

Roger Watkins provided information on battery operated bus fleet. Mr. Watkins informed the committee that there was a kickoff meeting with members from CTE and WSP (global engineering firm). The staff from CTE and WSP met with STA division experts, performed data collection, facility site visits and created a tentative output timeline. Mr. Watkins briefed the committee on the key project milestones.

The consultants looked at CCL and 16 of our routes and collected data to evaluate routes that were best suited for battery operated buses. They developed an output timeline with deliverables.

The four major key tasks are:

- CCL and Monroe – Regal Line HPT
- System wide service and cost assessment
- Lifecycle economic analysis
- Recommendation to CEO and Board of Directors

e. **Recruitment/Orientation:**

Brandon Rapez-Betty advised the committee of a social media post published to generate applications, but there was no interest. He stated that STA would try again. He also was in touch with Community Minded Enterprises and is waiting to hear back. Mr. Rapez-Betty added that he would like to attend the passenger panel with Kathy Barnes. Mr. Rapez-Betty will also work with HR Recruiters and the Planning department to provide them information in order to recruit CAC members.

5. **COMMITTEE INFORMATION:**

None.

6. **GENERAL BUSINESS:**

Brandon Rapez-Betty will email out an exercise in an email along with instructions asking for the three best ways to improve customer paying fares and requests committee feedback.

Mr. Rapez-Betty reviewed the 2019 Meeting schedule. There were no objections to the schedule.

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

- Minutes of the October 10, 2018 and November 14, 2018 Committee meeting – *Corrections/Approval*
- Snow Plan
- Communications/Survey Update
- Legislative Update
- Recruitment/Orientation

7. **ADJOURN**

Respectfully submitted,



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