

Spokane Transit Authority
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CITIZEN ADVISORY COMMITTEE
Minutes of the April 10, 2024, Committee Meeting

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| <u>MEMBERS PRESENT</u> Dan Brown, Chair Linda Carroll Susan Gray JT Ramsey Chris Fortensky Caleb McDougall Andrew Tse Rhonda Young Kinzie Michael Perry Crandall | <u>STAFF PRESENT</u> E. Susan Meyer, Chief Executive Officer Carly Cortright, Chief Communications & Customer Service Officer Dianne Peach, Executive Assistant to the Chief Communications & Customer Service Officer Monique Liard, Chief Financial Officer Karl Otterstrom, Chief Planning & Development Officer Brandon Rapez-Betty, Chief Operations Officer |
| <u>MEMBERS ABSENT</u> Steve Faust Tino Andrade Konrad Capeller | <u>GUESTS</u> Madeline Arrendondo, Associate Transit Planner |

1. Call To Order and Roll Call
Mr. Dan Brown, Committee Chair, called the meeting to order at 5:00 p.m.
2. Committee Chair Report
Chair Dan Brown reported that the State Conference for the Education Association begins on April 11, 2024. Chair Brown made sure everyone knew how to use Spokane Transit as parking is always an issue at the Convention Center.
3. Committee Action
 - A. Minutes of April 10, 2024, Meeting
Mr. Fortensky moved to approve the minutes as presented. Dr. Carroll seconded, and the motion passed unanimously.
 - B. Poll of Members
Dr. Carly Cortright reported that per Article VII of the Citizen Advisory Committee (CAC) Charter, the CAC Chair will poll the members each April as to their desire to remain on the Citizen Advisory Committee. If a member cannot fulfill their term, a new candidate may be selected to serve out the remainder of the term. The CAC Chair went on to poll each member. All members stated that they will fulfill their terms of service except Steve Faust who has resigned due to other commitments. JT Ramsey will not renew his service after his first term as he is moving out of the area.

C. Consideration of Applicants for Membership

Dr. Cortright provided background on Article VI of the Charter regarding the member selection process for the Citizen Advisory Committee (CAC). A special CAC meeting was conducted on March 12, 2024, to review three applications received for advancement to the interview process. All three applicants were unanimously selected to be interviewed. CAC Chair Brown, CAC members Kinzie Michael and JT Ramsey along with STA staff representative Carly Cortright met with each applicant. The Chair then called the applicants' references for review. There are two vacant positions available on the CAC; of the three applicants, the CAC can recommend that the Performance Monitoring and External Relations (PMER) Committee appoint up to two of them. There is no obligation to recommend; the Charter only dictates up to 15 members, not that it is required to have 15 members.

Mr. Fortensky moved to approve the recommendation of Ms. Julie Corpuz to the Performance Monitoring and External Relations Committee for membership approval on the Citizen Advisory Committee. Ms. Michael seconded, and the motion passed unanimously.

Dr. Carroll moved to approve the recommendation of Mr. Jackson Deese to the Performance Monitoring and External Relations Committee for membership on the Citizen Advisory Committee. Ms. Michael seconded, and the motion passed unanimously.

D. Change to Monthly Meetings

Dr. Cortright reported that in the past the CAC met on a monthly schedule that aligned with the PMER Committee. PMER meets every month except January and August. To allow more time for full presentations and discussions, plus avoid unnecessary delays on topical items, STA proposed moving back to a monthly cadence to align with the PMER committee. The CAC would meet monthly except the months of January and August.

Mr. Fortensky moved to approve the motion to change the CAC meetings back to a monthly cadence. Ms. Michael seconded, and the motion passed unanimously.

Dr. Cortright left the meeting at 5:34 pm.

4. Committee Reports

A. Service Change-May 2024

Mr. Karl Otterstrom reported that most of the service changes take place on Sunday May 26, 2024, with new schedules planned to be available before changes take effect. City Line frequency will increase to 7.5-minutes at peak and 10-minutes midday, with other night and weekend improvements, as previously approved and to increase service span on Route 11 Downtown/North Bank Shuttle to run on nights and weekends. This change to Route 11 takes effect May 3, 2024, to support the *Expo '74 50th Anniversary celebrations*.

B. Connect 2035 Strategic Plan Update

Mr. Otterstrom discussed the three goals in Phase 1 of *Connect 2035*. He then reviewed the key points of the March 6th Board Workshop and the results of the Insight Network's Survey 3, which focused on transit and technology. Mr. Otterstrom stated that Survey 4 is in process and focuses on how riders travel to and from their bus stops, with the results to be completed by the end of April. There have been three out of four Board engagement tours completed, with the fourth in Paratransit to be completed by the end of April 2024. Upcoming as well as completed outreach for *Connect 2035* updates were reported. Mr. Otterstrom reviewed the schedule for Phase 2 and stated that the goal is to complete this project by the end of 2024.

C. 2025-2030 Transit Development Plan Overview

Mr. Otterstrom provided background on the six-year Transit Development Plan (TDP). There are standard public outreach activities for the development of the TDP: a public notice to issue the draft plan, a public hearing, and the adoption of the plan. In addition to the standard outreach activities, STA staff are implementing a TDP overview, upcoming public open house, a draft TDP, and an upcoming public hearing notification. Staff will return in June 2024 with the Draft TDP and information on the upcoming public hearing.

D. I-90 Valley High Performance Transit: Public Outreach Update

Mr. Otterstrom provided background for the I-90/Valley High Performance Transit (HPT) Corridor. The main public focus is the implementation of Route 7 as it embodies the transformation of existing Route 74 Mirabeau/Liberty Lake to align with *STA Moving Forward's* commitment for night and weekend service in 2025. Given the Corridor Development Plan (CDP) vision, Route 7 is also planned to incorporate Route 60 Airport, thus providing a single route from the Spokane Airport to Liberty Lake. This aligns with the implementation of other HPT investments in *STA Moving Forward*. Current planning and public outreach efforts are focused on defining locations and scope of improvements at stations and stops.

E. Expo '74 50th Anniversary Celebration Update

Ms. Meyer reported. See CEO report.

5. CEO Report

Ms. Meyer stated that the 50th Anniversary of Expo '74 launch is not far off on May 4, 2024, STA was asked to support the events of the Expo celebrations. In response, STA proposed a \$0.50 fare in connection with the 50th anniversary of the Expo for the Downtown/ North Bank shuttle between the Arena and Downtown. The proposal went to the Performance Monitoring & External Relations (PMER) committee which resulted in a tied vote. It then moved on to the Board Operations Committee where it passed. In the meantime, the City of Spokane proposed that STA offer free transit service system-wide for nine weeks. The Board Chair advised that staff would conduct an analysis of each of the alternatives and report back to the Board on April 18, 2024. The draft options are as follows for May 4-July 4, 2024.

- A. A. \$0.50 Route 11 from May 3 through July 7 (all days)
- B. Free Fare Systemwide May 4 through July 7 (all days)
- C. \$0.50 Fare Systemwide May 4 through July 7 (all days)
- D. Free Fare Systemwide Saturdays Only May 4 through July 4
- E. \$0.50 Systemwide Weekends and Holidays May 4 through July 4
- F. Free fare system wide May 4 and July 4 only

STA is assessing the impact/risk to the drivers and cleaning crew of free rides, the nexus to Expo '74 events, passengers' comfort (cleanliness and security), foregone revenue, the implementation requirements such as farebox, validators and pass programs purchased by universities and colleges, etc., as these issues pose a problem in application during this timeframe. The results will be voted on at the April 18, 2024, Board meeting. Ms. Meyer also reported that the Expo '74 battery electric bus on Route 11 is currently in service with new decals commemorating the celebration.

6. Committee Member Expressions

Mr. Perry Crandall expressed his satisfaction with the City-Line, how nice, fast, quiet, and convenient it is. Dr. Linda Carroll expressed her happiness with the enhanced shelters and signage downtown and that there is extra security on the buses. Mr. JT Ramsey expressed excitement that Mr. Perry Crandall is on the CAC and welcomed him on board. Mr. Caleb McDougall reported that Whitworth students are happy overall with STA services.

7. Review Agenda Items for June 12, 2024, Meeting

The committee reviewed the proposed agenda items for the June 12th meeting. There were no suggested additions.

8. Adjourn

With no further business, Chair Brown adjourned the meeting at 6:45 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Dianne Peach". The signature is written in a cursive style with a large initial "D".

[Dianne Peach](#)

Executive Assistant to the Chief Communications & Customer Service Officer