

Spokane Transit Authority
1230 W Boone Ave
Spokane, WA 99201-2686
509-325-6000

CITIZEN ADVISORY COMMITTEE MEETING

Minutes of the September 11, 2024, Meeting

5:00 p.m. – 6:30 p.m.

STA Northside Conference Room

Spokane Transit Authority, 1230 W Boone Avenue, Spokane, WA

In person w/ Virtual Public Viewing Option

COMMITTEE MEMBERS PRESENT

Dan Brown, Chair
JT Ramsey
Chris Fortensky
Andrew Tse
Tino Andrade
Jackson Deese
Linda Carroll
Caleb McDougall
Perry Crandall

STAFF MEMBERS PRESENT

E. Susan Meyer, Chief Executive Officer
Karl Otterstrom, Chief Planning & Development Officer
Carly Cortright, Chief Communications & Customer
Service Officer
Dianne Peach, Executive Assistant to the Chief
Communications & Customer Service Officer

COMMITTEE MEMBERS ABSENT

Susan Gray
Konrad Capeller
Julie Corpuz
Kinzie Michael
Rhonda Young

STAFF MEMBERS ABSENT

Delana Combs, Ombudsman and Accessibility Officer
Brandon Rapez-Betty, Chief Operations Officer

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

Mr. Dan Brown, Committee Chair, called the meeting to order at 5:00 p.m. and roll call was conducted.

2. **COMMITTEE CHAIR REPORT**

Chair Brown announced that his neighborhood had their annual summer picnic where he distributed STA brochures that helped answer several questions regarding how to take the bus and where the bus stops are located in that specific community. He will continue to spread the word and educate his neighbors.

3. **COMMITTEE ACTION**

A. **Minutes of July 17, 2024, Committee Meeting**

Mr. Fortensky moved to approve the minutes as presented. Ms. Carroll seconded, and the motion passed unanimously.

B. CAC Candidate Application Review

Dr. Cortright reviewed the process for committee member selection to the Citizen Advisory Committee (CAC) noting that the CAC evaluates applications, interviews and recommends members to the Performance Monitoring & External Relations (PMER) Committee. Dr. Cortright briefly reviewed each application as well, before the committee made their motions to move forward applicants to the interview process. Dr. Cortright reminded the committee that it was decided at the June meeting that Nikki Davis would move forward for an interview.

Collin Campbell

Ms. Carroll moved to bring Mr. Campbell forward for an interview. Mr. Deese seconded, and the motion passed unanimously.

Colleen Gardner

Ms. Carroll moved to bring Ms. Gardner forward for an interview. Mr. Deese seconded, and the motion passed unanimously.

John Lemus

Mr. Deese moved to bring Mr. Lemus forward for an interview. Mr. Crandall seconded, and the motion passed unanimously.

Tyler Salyer

Mr. Ramsey moved to bring Mr. Salyer forward for an interview. Mr. Fortensky seconded, and the motion passed unanimously.

Chair Brown asked for volunteers from the CAC to participate on the interview committee. Chair Brown, Mr. Andrade and Mr. Deese all volunteered to participate with Mr. Fortensky as backup, if needed.

4. COMMITTEE REPORTS

A. Connect 2035 Strategic Plan Update

Mr. Otterstrom provided a recap on the Board Workshop Objectives where STA gathered direction on alternative packages and key initiatives. He also described the next steps on public outreach. Connect 2035 is STA's newest strategic plan to elevate customer experience, lead and collaborate with community partners to enhance quality of life and to strengthen capacity to anticipate and respond to the demands of the region. To date, STA has had 2,613 interactions with the community that include, direct emails, phone calls, letters, newsletter, presentations, community events, listening sessions, check ins, open houses and surveys. Mr. Otterstrom stated that identifying investment packages and using evaluation results and additional factors to develop them will lead to sequenced initiatives and investments over the next 10 years. The long term forecast is \$85M will be available for strategic investments, which is contingent on renewal of 0.2% sales tax rate by the end of 2028, (along with outside grants). Of that, \$55M will be dedicated from available resources to the clean energy campus, with \$30M available for Enhancements. Within the \$30M in Enhancements, \$20M will be include enhancements in all packages and \$10M will be available for additional enhancements beyond those that are included in all packages. Mr. Otterstrom reviewed all three packages and reported the numerous community engagement activities that are scheduled in September. Discussion ensued.

B. September Service Change

Mr. Otterstrom reported that there were many schedules printed regarding the September 2024 Service Change. This service change includes several adjustments being made in NE Spokane, the Route 90 Sprague into Route 9, increased frequency for Spokane Valley/Millwood and the Holiday Service schedule. Mr. Otterstrom reviewed the trip planning option on Google maps and shared details of the upcoming Street Team activities. The Street Team concept is meant to pro-actively engage with riders at designated locations to “push” information; 25 STA employees from 4 departments have volunteered at the STA Plaza, SCC Transit Center and West Plains Transit Center to engage with riders. Discussion ensued.

5. CEO REPORT

Ms. Meyer reported that sales tax fares, as well as state and federal grants are STA’s primary sources of funding. STA receives sales tax from the jurisdictions inside the Public Transportation Benefit Area (PTBA), that include City of Spokane, Spokane Valley, Liberty Lake, Cheney, Airway Heights, Millwood, and Medical Lake as well as parts of unincorporated Spokane County. The monthly sales tax revenue was slightly lower than the budget. The draft 2025 STA budget is being prepared for review by the Board in October 2024. Ms. Meyer reported that Dr. Grant Forsyth, an economist with Avista, was consulted and gave his recommendations for sales tax projections.

Ms. Meyer reported that the Plaza 1st floor restroom renovations are complete. The 1st floor restrooms will continue to be monitored. Vandalism and drug use has declined at the Plaza with the restroom policy changes. Discussion ensued.

Ms. Meyer reported that the Spokane County Fair shuttle provides service from SCC to the fairgrounds for \$2.00 round trip. The Spokane County Fair also offers a discount on fair admission for people that ride the bus. In 2024 the first Saturday ridership to the Fair on the shuttle showed approximately 540 rides; in 2023 there were 360, in 2022 there were 193, and in 2021 there were 134 rides.

Ms. Meyer reminded the committee that she is retiring at the end of 2024. The Board appointed four of their members to a CEO Search Task Force. If there is no one hired by the time Ms. Meyer departs, the board could appoint an interim CEO. Discussion ensued.

7. COMMITTEE MEMBER EXPRESSIONS

Mr. Ramsey took this time to thank the staff for a job well done during his tenure and that he has enjoyed his time on the Citizen Advisory Committee.

8. October 9, 2024 – COMMITTEE MEETING DRAFT AGENDA REVIEW

The committee reviewed the proposed agenda items for the October 9, 2024, meeting. There were no suggested corrections or additions.

9. ADJOURN

With no further business, Chair Brown adjourned the meeting at 6:31 p.m.

The next committee meeting will be held on Wednesday, October 9, 2024, at 5:00 p.m. in person at STA Northside Conference Room with a virtual viewing option.

Respectfully submitted,

Dianne Peach

Dianne Peach
Executive Assistant to the Chief Communications & Customer Service Officer