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

BOARD OF DIRECTORS

Draft Minutes of the February 19, 2015, Meeting
Spokane Transit Boardroom
1229 West Boone Avenue, Spokane, Washington

MEMBERS PRESENT
Tom Trulove, Small Cities Representative (Cheney), Chair
Amber Waldref, City of Spokane
Karen Stratton, City of Spokane
Candace Mumm, City of Spokane
Chuck Hafner, City of Spokane Valley
Ed Pace, City of Spokane Valley
Shelly O'Quinn, Spokane County
Al French, Spokane County
Rhonda Bowers, Labor Representative

MEMBERS ABSENT
Patrick Rushing, Small Cities Representative (City of Airway Heights)

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

PROVIDING LEGAL COUNSEL
Laura McAloon, K & L Gates LLP

GUEST
Steven Lawrence, City Councilmember, Airway Heights

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1. CALL TO ORDER AND ROLL CALL
Chair Trulove called the meeting to order at 1:30 p.m. and conducted roll call.

2. APPROVE BOARD AGENDA
Mr. French moved to approve the agenda, Mr. Hafner seconded and the motion passed unanimously.

3. PUBLIC EXPRESSIONS
None.

4. RECOGNITIONS AND PRESENTATIONS

A. Fourth Quarter 2014 Years of Service Awards
Mr. Doolittle read the names of the employees with 5, 10, 20, and 30 years' service. Fixed Route Supervisor, Monte DeChenne, has served Spokane Transit and the community for 30 years.

B. Fourth Quarter 2014 Employee Recognition Winners
Mr. Doolittle read the names of those who won the employee recognition awards for the fourth quarter of 2014. This program was approved by the Board to acknowledge employees who go the extra mile in the course of their work.

C. David Ellis, Coach Operator – Retirement
Mr. Blaska said Mr. Ellis began his career at STA in 1981and has accomplished 30 years of safety awards. He has received numerous compliments and five excellent Quality Counts reports during his tenure.

D. Ken Janke, Coach Operator – Retirement

Mr. Blaska said Mr. Janke has enjoyed a 23 year career with STA and has accumulated 22 years of safety awards. He also has received many compliments during his tenure as a Coach Operator.

E. Brent Mayer, Coach Operator – Retirement

Mr. Blaska reported that Mr. Mayer has served 24 years as a Coach Operator and accumulated 23 years of safety awards. He drove Route # 25 North Division and was popular with his passengers.

F. Rod Sharp, Coach Operator – Retirement

Mr. Blaska reported that Mr. Sharp has been employed by STA for 33 years and has received 32 years of safety awards which is a tremendous achievement.

G. Robert VanWert, Paratransit Mechanic – Retirement

Mr. Blaska said Mr. VanWert is retiring from STA after 26 years of service in the Facilities & Grounds Department, beginning as a Custodian and working his way up to First Class Mechanic. During his tenure he was nominated for the Employee Recognition Award by his fellow employees.

5. BOARD ACTION – CONSENT AGENDA

Mr. French moved to approve the following consent agenda items 5. A through D. Mr. Pace seconded and the motion passed unanimously.

A. Approve the minutes of the January 15, 2015 Board meeting.
B. Approve the following vouchers and payroll for January 2015:

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (January)	Nos. 583793-584121	$ 4,294,889.10
Workers Comp Vouchers (January)	Nos. 214117-214308	$ 92,095.73
Payroll 01/09/2015	ACH – 01/09/2015	$ 1,148,088.60
Payroll 01/23/2015	ACH – 01/23/2015	$ 1,069,746.20
WA State – DOR (Use Tax)	ACH – W0640	$ 6,562.38
JANUARY TOTAL		**$ 6,611,382.01**

C. Approve an Award of Contract for Seven Coaches.
D. Approve Draft 2015 Performance Measures.

6. BOARD ACTION – COMMITTEE RECOMMENDATIONS: None.

7. BOARD ACTION – OTHER: None.

8. BOARD OPERATIONS COMMITTEE:

A. Chair's Report

Mr. Trulove said the committee refined the board agenda and Ms. McAloon spoke about the Public Transportation Improvement Conference meeting which will begin today at 3:30 p.m. The subject of this meeting is to review the composition of the STA Board.

9. PLANNING & DEVELOPMENT COMMITTEE:

Ms. Mumm acted as Chair of this committee in Mr. French's absence. The committee discussed the bus stop policy framework.

Ms. Meyer said a powerpoint presentation on this item is included in the Board packet. There have been ongoing issues surrounding bus stop access, signs and poles, shelters and benches which highlight

the need for better defined standards, procedures and coordination with partner jurisdictions in these areas.
Outreach to stakeholders will be conducted and in June staff will bring back a comprehensive review to the committee including information from other transit agencies. There are different requirements for each jurisdiction, inadequate right of way and some are not compliant with the Americans with Disabilities Act (ADA).

10. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:
Ms. Waldref said the committee brought forward two items to the Board consent agenda including the award of contract for seven fixed route coaches from Gillig Corporation. It currently takes approximately two years to receive coaches; in the past it was 12 to 18 months.

11. CEO REPORT

Ridership

Ms. Meyer reported that fixed route ridership in January decreased by 3.5% over January 2014 for a year to date decrease of 0.9%. Paratransit ridership decreased 4.5% over January 2014. Vanpool ridership decreased by 7.5% over January 2014. It should be noted that January 2015 had one less weekday than January 2014.
Ms. Meyer commented that there is a big turnover in vanpool groups and some groups are only temporary such as those working on construction projects.

Sales Tax

January 2015 sales tax revenue (based on November sales) increased by 4.0% ($148,000) above January 2014.
A complete year end 2014 financial report will be presented at the March Board meeting.

All Employee Meetings

Ms. Meyer reported that there are between three and four all employee meetings each year and the latest one was held on Tuesday, February 17, 2015. Four meetings are held during the day to accommodate as many employees as possible and valuable input is received. The meetings are 90 minutes long and about 200 employees attended one of the meetings this week. Topics discussed include:

- STA Proposition 1
- Plaza Remodel
- Legislative Update
- Paratransit Customer Survey Results

State Legislative Update

Ms. Meyer said this session is due to end on April 26.

- Transportation Package SB5987

Four senators have sponsored a 16-year transportation revenue bill of $15B. This package proposes an 11.7 cent per gallon gas tax increase over 3 years which public transit agencies in the state would not receive. The bill does include increased permits and fees for transit and new local funding options which would require voter approval, including an increase of 3/10ths of one percent sales tax in Snohomish County; taking the maximum allowed for transit from 0.9% to 1.2%.

The Senate transportation package includes a $10M capital grant for STA's Central City Line project, over $1.3B in road projects in Eastern Washington, and $486M in new funding for transit for special needs, the regional mobility grant program, vanpools and rural mobility.

Mr. Trulove said he had just returned from Olympia and commented that this is a great start on the transportation bill. This proposal is 16 years in duration where it has been 12 years in the past. All the projects will not be done in one year; however, there is nothing in the bill to provide for escalation of costs or inflation over this lengthy time period.

- Other Bills of Interest

Many other bills are currently being monitored by staff including those pertaining to human resources, public records, pensions, and transit operations The first cut off is February 20, 2015.
HB 2029 refers to changes in governing bodies of Public Transportation Benefit Areas (PTBA) to require population-based representation on newly formed Boards of Directors and optional for existing PTBAs.

12. BOARD INFORMATION
    - A. Committee Minutes
    - B. January 2015 Sales Tax Summary
    - C. December 2014 Operating Indicators
    - D. West Plains Transit Center Design Update
    - E. Federal Transit Administration (FTA) 5310 Call for Projects

13. NEW BUSINESS – None.

14. BOARD MEMBERS' EXPRESSIONS – None.

15. EXECUTIVE SESSION – None.

16. ADJOURNED
With no further business to come before the Board, Chair Trulove adjourned the meeting at 2:08 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 the week after the meeting.

Cable 5 Broadcast Dates and Times of February 19, 2015 Board Meeting:

Saturday, February 21, 2015	4:00 p.m.
Monday, February 23, 2015	10:00 a.m.
Tuesday, February 24, 2015	8:00 p.m.

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

Planning & Development	March 4, 2015, 10:00 a.m. (Southside) 1229 West Boone
Performance Monitoring & External Relations	March 4, 2015, 1:30 p.m. (Southside) 1229 West Boone
Board Operations	March 11, 2015, 12:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, March 19, 2015, 1:30 p.m., STA Boardroom, 1229 West Boone Avenue, Spokane, Washington.