

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

BOARD OPERATIONS COMMITTEE MEETING
Wednesday, October 9, 2019, 1:30 p.m.

Spokane Transit Authority, Northside Conference Room
1230 West Boone Avenue, Spokane, Washington

AGENDA

Estimated Meeting Time: 50 Minutes

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Mumm*)
3. Chair's Comments (*Mumm*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. September 11, 2019, Committee Meeting Minutes – Corrections/Approval
5. Committee Chair reports: (*10 minutes*)
 - A. Chris Grover, Planning & Development
 - B. Lori Kinnear, Performance Monitoring & External Relations
6. Washington Initiative 976 – Public Education (*10 minutes*) (*Rapez-Betty*)
7. Central City Line Temporary Construction Easements (*5 minutes*) (*Otterstrom*)
8. Board of Directors Draft October 17, 2019, Meeting Agenda – Corrections/Approval (*5 minutes*)
9. CEO Report (*10 minutes*)
10. New Business
11. Adjourn

Next Committee Meeting: Wednesday, November 13, 2019, 1:30 p.m.
(STA Northside Conference Rooms, 1230 West Boone Avenue, Spokane, WA)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Candace Mumm, Committee Chair

SUMMARY

At this time, the Board Operations Committee will review the meeting agenda with any revisions enclosed in the blue folders.

RECOMMENDATION TO COMMITTEE: Approve agenda.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Candace Mumm, Committee Chair

SUMMARY

Ms. Mumm will take this opportunity to discuss topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Receive report.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 4A : MINUTES OF THE SEPTEMBER 11, 2019, COMMITTEE MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SUMMARY

The September 11, 2019, meeting minutes are attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the September 11, 2019 Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Candace Mumm, City of Spokane, *Chair*
Al French, Spokane County, *Chair Pro Tempore*
Chris Grover, Small Cities Representative (Cheney),
Planning & Development Committee Chair
Pamela Haley, City of Spokane Valley
Lori Kinnear, City of Spokane, *Performance Monitoring
& External Relations Committee Chair, Ex-officio*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Dana Infalt, *Clerk of the Authority*
Karl Otterstrom, *Director of Planning & Development*
Brandon Rapez-Betty, *Director of Communications &
Customer Service*
Lynda Palmer, *Chief Financial Officer*
Roger Watkins, *Chief Operations Officer*
Nancy Williams, *Director of Human Resources*

MEMBERS ABSENT

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

GUEST

Kendel Froese, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Chair Mumm called the meeting to order at 1:32 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

Ms. Haley moved to approve the agenda, Mr. Grover seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

Ms. Mumm traveled to today's meeting via Monroe Street. She was behind a bus and did not feel that the stops to board and drop off passengers unreasonably impacted her commute.

4. COMMITTEE ACTION/DISCUSSION

a. July 17, 2019 Committee Minutes

Mr. Grover moved to approve the July 17, 2019, committee meeting minutes as submitted, Ms. Haley seconded and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

a. Chris Grover, Chair, Planning & Development (P&D)

The Committee reviewed staff recommendations for the FTA Section 5310 Funding Awards and forwarded a recommendation to approve the Awards to the Board consent agenda. Ms. Mumm asked if there were excess funds that could be approved at a later date. Mr. Otterstrom said yes, and STA may have a second call for projects. The Committee reviewed the 2020 Draft Strategic Plan and 2020 Draft Operating and Capital Budgets. Committee members discussed the Division Line High Performance Transit Study and received an update on the Zero Emission Technology Fleet Transition Evaluation.

b. Lori Kinnear, Chair, Performance Monitoring & External Relations (PMER)

The Committee reviewed the proposed 2020 Community Events Fare Structure which it forwarded to the Board consent agenda for approval. Mr. Watkins reported on the Second Quarter Performance Measures. Mr. Rapez-Betty presented information on the Marketing and Communications outreach for the September Service Changes. Ms. Arneson gave an update on the Income-Based Transit Access research. Ms. Kinnear thanked Ms. Arneson and Ms. Palmer for their time spent researching the subject and the comprehensive information provided to the Committee.

6. APPOINTMENT OF BOARD MEMBER TO PLANNING & DEVELOPMENT COMMITTEE

On July 29, 2019, the Spokane City Council appointed Council Member Karen Stratton to the STA Board of Directors after the resignation of Mayor David Condon. Chair Mumm has appointed Ms. Stratton to serve on the Planning & Development Committee for the remainder of 2019, subject to confirmation by the Board.

Ms. Haley moved to recommend the Board confirm the appointment of Spokane City Council Member Karen Stratton to the Planning and Development Committee for the remainder of 2019, and forward to the Board consent agenda. Mr. Grover seconded and the motion passed unanimously.

7. CENTRAL CITY LINE REAL ESTATE ACQUISITION

Mr. Otterstrom presented information on a temporary construction easement and the acquisition of property owned by the National Association of Letter Carriers (NALC) to accommodate a Central City Line station. The NALC has agreed to \$10,000 for the acquisition of approximately 462 square feet of property and a temporary construction easement.

Mr. French moved to recommend the STA Board of Directors authorize the CEO to execute all closing documents necessary to acquire property and to accept a temporary construction easement owned by the National Association of Letter Carriers for the amount of \$10,000, and forward to the Board consent agenda. Mr. Grover seconded and the motion passed unanimously.

7. BOARD OF DIRECTORS AGENDA SEPTEMBER 19, 2019

Committee members reviewed the agenda. Ms. Meyer said STA staff participated in a presentation at the Spokane Mayor's Cabinet meeting on September 10, regarding the City of Spokane Youth Pass results to-date. Staff were present from the City, Spokane Public Schools, Parks Department and Libraries. She asked if Chair Mumm would like to add the presentation to the September Board meeting. Chair Mumm said yes and requested the presentation be added to the agenda. Staff will invite the staff from the other agencies noted above to participate in the presentation.

Mr. French moved to approve the Board agenda as amended above. Ms. Haley seconded and the motion passed unanimously.

9. CEO REPORT

Fall 2019 Service Changes are effective September 15, 2019. This is STA's single largest service change, before the Central City Line. STA is introducing new South Hill and West Plains connections, schedule adjustments to several routes, and boarding zone reassignments at the Plaza. Many staff have been involved with outreach to customers at the Plaza and transit stations to help with the transition. Staff will also be present at the Plaza on Monday, September 16, in the morning and the afternoon. Customer Service representatives will provide additional support throughout the week. Three new transit facilities will begin operating in the fall: Spokane Community College Transit Center, Spokane Falls Station, and the Moran Station Park and Ride. One element of the change is that STA will no longer board passengers in front of the Spokane Regional Business Center building at Riverside and Post; Route 174 passengers will now board in Zone 1 at the Plaza.

Mr. French asked if the Real Time bus information application (app) is in use. Mr. Ropez-Betty said the app is available on the STA website and staff continue to work on enhancements to improve the user experience before it is broadly promoted to the public. When the announcement is ready, Ms. Kinnear asked Mr. Ropez-Betty to send the information to the Council members who are on the Board so the information can be posted on the Council website and Facebook page.

STA plans to sign the Small Starts Grant Agreement for the Central City Line by mid-December. Staff will give a schedule update at the Board meeting.

10. NEW BUSINESS

Ms. Kinnear introduced a resolution at the September 9, 2019, City Council meeting supporting traffic signal prioritization for STA buses on high-performance transit routes at key/critical intersections as a one-year pilot, starting with the East Sprague Avenue corridor. The resolution (#2019-0073) passed the Council 7-0. Mr. Otterstrom said STA is currently working with the City on transit signal prioritization for the Central City Line.

Mr. French said he will make a presentation to the Board of the Spokane Regional Transportation Council to preserve the old Milwaukee Railroad Right of Way to the state line as a future location for a High-Performance Transit/Congestion Reduction Corridor.

11. EXECUTIVE SESSION

At 2:20 p.m., Chair Mumm announced that the Committee would adjourn for an Executive Session for the purposes of:

1. Considering the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price. (RCW 42.30.110(1)(b))
2. Discussing with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency (RCW 42.30.110(1)(i))

The Committee will reconvene in open session at approximately 2:35 p.m. If it becomes necessary to extend the Executive Session, Legal Counsel or a staff member will return to announce the time at which the Board will reconvene.

At 2:35 p.m., the Committee reconvened and Chair Mumm declared the meeting back in public session. No action was taken.

12. ADJOURN

With no further business to come before the Committee, Chair Mumm adjourned the meeting at 2:35 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Chair, Planning & Development

SUMMARY

Mr. Grover will review the October 2, 2019, and November 6, 2019, committee meeting agendas as part of his report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information & discussion.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, October 2, 2019, 10:00 a.m.
Spokane Transit Southside Conference Room

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report *(10 minutes)*
4. Committee Action *(10 minutes)*
 - A. Minutes of the September 4, 2019 Committee Meeting -- *Corrections/Approval*
5. Committee Action
 - A. Board Consent Agenda
(No items being presented this month.)
 - B. Board Discussion Agenda *(10 minutes)*
 1. Recommended Draft 2020 Annual Strategic Plan – *(Otterstrom)*
6. Reports to Committee *(40 minutes)*
 - A. Proposed 2020 Operating and Capital Budgets – *(Palmer)*
 - B. Shared Mobility – Prioritization of Concepts – *(Otterstrom/Tresidder)*
 - C. Central City Line Update – *(Otterstrom)*
7. Committee Information
(No information included this month.)
8. Review November 6, 2019 Committee Meeting Agenda
9. New Business *(10 minutes)*
10. Committee Members' Expressions *(10 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, November 6, 2019 at 10:00 a.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, WA)

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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, November 6, 2019, 10:00 a.m.
Spokane Transit Southside Conference Room

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report *(10 minutes)*
4. Committee Action *(10 minutes)*
 - A. Minutes of the October 2, 2019 Committee Meeting -- *Corrections/Approval*
5. Committee Action
 - A. Board Consent Agenda *(10 minutes)*
 1. Adoption of 2020 Operating and Capital Budgets – *(Liard)*
 2. Facilities Master Plan: Review Preliminary Assumptions for Future Requirements – *(Watkins)*
 - B. Board Discussion Agenda
(No items being presented this month.)
6. Reports to Committee *(40 minutes)*
 - A. Central City Line Update – *(Otterstrom)*
 - B. Draft 2020 Planning and Development Committee Work Program – *(Otterstrom/Tresidder)*
 - C. Connect Spokane Major Update: Review Draft Scope of Work – *(Otterstrom/Tresidder)*
 - D. Division Line: Review Project Purpose and Need Statement – *(Otterstrom/Tresidder)*
 - E. Zero Emission Technology Fleet Transition Evaluation: Review Findings and Recommendations – *(Watkins)*
7. Committee Information
(No information included this month.)
8. Review December 4, 2019 Committee Meeting Agenda
9. New Business *(10 minutes)*
10. Committee Members' Expressions *(10 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, December 4, 2019 at 10:00 a.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, WA)

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 5B : PERFORMANCE MONITORING & EXTERNAL RELATIONS
COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Lori Kinnear, Chair, Performance Monitoring & External Relations

SUMMARY

Ms. Kinnear will review the October 2, 2019, and November 6, 2019, committee meeting agendas as part of her report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

Spokane Transit Authority
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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, October 2, 2019, 1:30 p.m.
Spokane Transit Southside Conference Room

REVISED AGENDA

Estimated meeting time: ~~40~~ 30 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*5 minutes*)
 - A. Minutes of the July 10, 2019, Committee Meeting – *Corrections/Approval*
 - B. Minutes of the September 4, 2019, Committee Meeting – *Corrections/Approval*
5. **Committee Action** (*10 minutes*)
 - A. Board Consent Agenda
 1. Acceptance of Boone Northwest Garage Contract (*Watkins*)
 - B. Board Discussion Agenda
 1. (*No items being presented this month*)
6. **Reports to Committee** (~~*10 minutes*~~)
~~A. Initiative 976 Public Education (*Rapez-Betty*)~~
7. Committee Information – *no discussion/staff available for questions*
 - A. August 2019 Operating Indicators (*Watkins*)
 - B. August 2019 Financial Results Summary (*Palmer*)
 - C. September 2019 Sales Tax Revenue Information (*Palmer*)
8. November 6, 2019, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: November 6, 2019, 1:30 p.m.

(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington)

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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, November 6, 2019, 1:30 p.m.
Spokane Transit Southside Conference Room

DRAFT AGENDA

Estimated meeting time: 60 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report (*5 minutes*)
4. Committee Action (*5 minutes*)
 - A. Minutes of the October 2, 2019, Committee Meeting – *Corrections/Approval*
5. **Committee Action** (*30 minutes*)
 - A. Board Consent Agenda
 1. Award of Contract: Sump Pumping Services (*Watkins*)
 - B. Board Discussion Agenda
 1. Draft 2020 State Legislative Priorities (*Meyer/Rapez-Betty*)
6. **Reports to Committee** (*10 minutes*)
 - A. 3rd Quarter 2019 Performance Measures (*Watkins*)
7. Committee Information – *no discussion/staff available for questions*
 - A. September 2019 Operating Indicators (*Watkins*)
 - B. September 2019 Financial Results Summary (*Palmer*)
 - C. October 2019 Sales Tax Revenue Information (*Palmer*)
 - D. Third Quarter 2019 Service Planning Input Report (*Otterstrom*)
 - E. STA's Holiday Services and Office Hours (*Infalt*)
8. December 4, 2019, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: December 4, 2019, 1:30 p.m.

(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington)

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 6 : WASHINGTON INITIATIVE 976 – PUBLIC EDUCATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Brandon Rapez-Betty, Director of Communications and Customer Service

SUMMARY: STA will provide public education information regarding Washington Initiative 976, Limits on Motor Vehicle Taxes and Fees Measure (2019). Initiative 976 will be on the November 5, 2019, ballot. Ballots will be mailed to voters October 16-18, 2019.

The information provided by STA will inform transit riders and the community about the reduced funding for public transit in the Spokane region.

Ballot Language:

Initiative Measure No. 976 concerns motor vehicle taxes and fees.

This measure would repeal, reduce, or remove authority to impose certain vehicle taxes and fees; limit annual motor-vehicle-license fees to \$30, except voter-approved charges and base vehicle taxes on Kelley Blue Book value.

RECOMMENDATION TO COMMITTEE: Information.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

SPOKANE TRANSIT AUTHORITY

BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 7 : CENTRAL CITY LINE TEMPORARY CONSTRUCTION EASEMENTS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Don Skillingstad, Capital Projects Manager

SUMMARY: The Central City Line project will require the acquisition of several small slivers of parcels and temporary construction easements (TCEs) for the construction of station platforms and street improvement projects. STA has been in contact with all of the property owners regarding these acquisitions and easements, and all are willing partners.

On May 16, 2019, the STA Board of Directors approved Resolution 770-19, which established the public use and necessity of acquiring all parcels and easements for the Central City Line and expressed the Board's intent to take all steps necessary to complete such acquisitions. Attached is a temporary construction easement (TCE) for Committee consideration and recommendation.

The property subject to the TCE is located at the northeast corner of the intersection of Sharp Avenue and Cincinnati Street, north of the Gonzaga University campus. This easement is necessary for the construction of the future roundabout at this intersection. The easement encompasses approximately 1,250 square feet. The Spokane Transit Real Property Acquisition Manual allows for an exemption from preparing a formal appraisal if the acquisition is less than \$10,000. This easement is valued at less than the maximum amount and so an appraisal has not been completed. However, the value has been established by STA's licensed appraiser and an offer of compensation in the appraised value of \$7,000 was conveyed to the landowner by STA's real estate acquisition agent. The landowner has accepted STA's monetary offer for the temporary construction easement. Funding for this property easement acquisition will be provided by the Central City Line project budget.

Staff requests the Committee recommend the STA Board authorize the CEO to execute all documents necessary to acquire the temporary construction easement for the amount of \$7,000 to the property owner.

RECOMMENDATION TO COMMITTEE: Recommend Board approval of the Temporary Construction Easement between James and Anita Hull and Spokane Transit for \$7,000, and authorize the CEO to execute the easement on behalf of Spokane Transit.

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

James and Anita Hull
Temporary Construction Easement

Property Fact Sheet

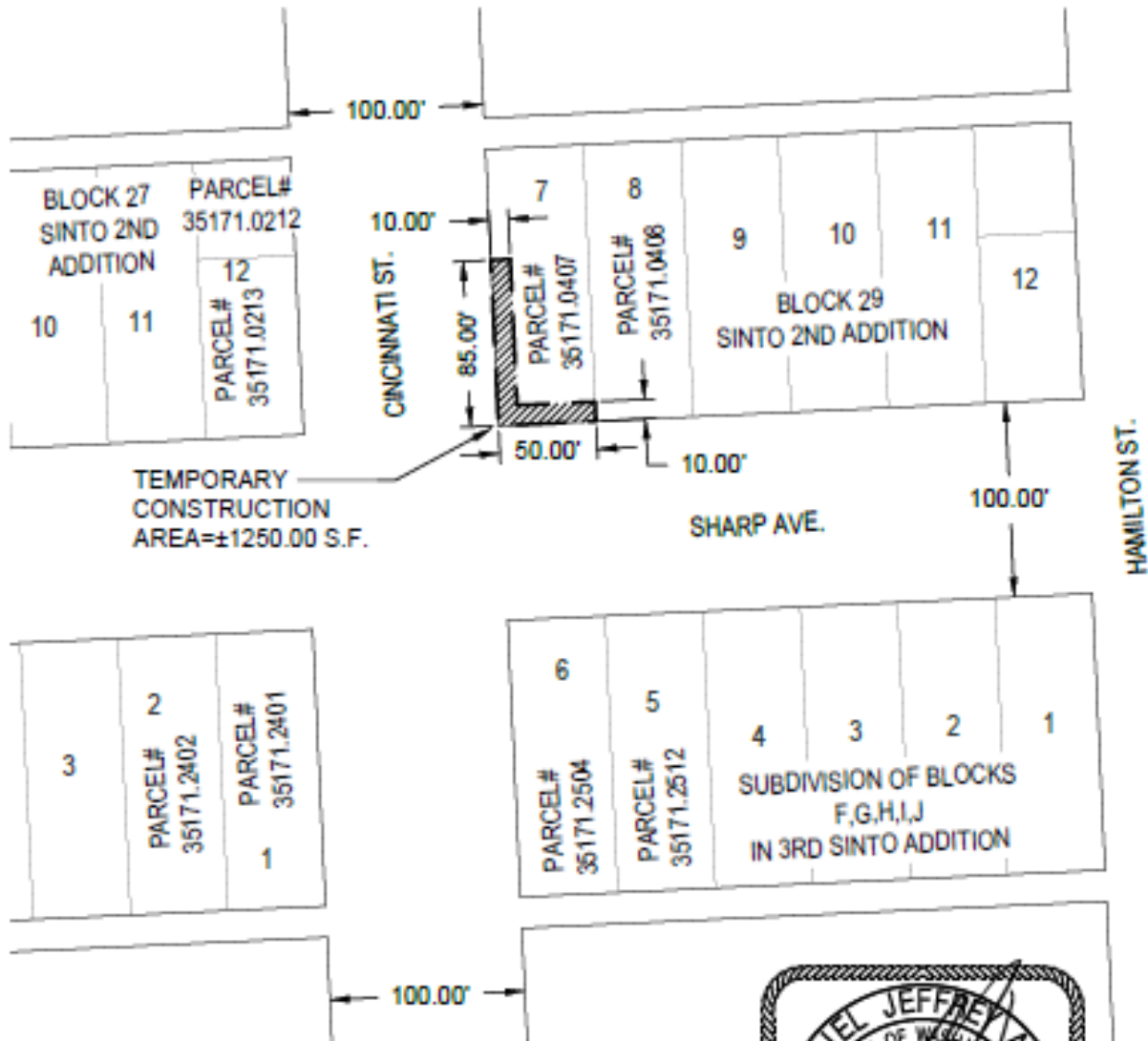
Owner Information	
Property Owner:	James and Anita Hull
Owner Address:	4108 W. Livingston Rd. Pasco, WA 99301
Property Information	
Site Address:	803 E. Sharp Avenue
Parcel Number(s):	35171.0407
Property Size:	7,810 SqFt (total)
Temporary Construction Easement	
Easement Size:	1,250 SqFt
Easement Dimensions:	Varies
Appraised Value:	\$7,018.23 (\$5.61/SqFt)
Total Acquisition Value (rounded)	\$7,000



TEMPORARY CONSTRUCTION EASEMENT
S. 17, 25N, R43E



SCALE: 1"=100'



COFFMAN ENGINEERS
10 N. Post Street, Suite 500
Spokane, WA 99201
ph 509.328.2994
www.coffman.com

PROJECT: CENTRAL CITY LINE TEMPORARY CONSTRUCTION EASE.

LOCATION: CINCINNATI ST AND SHARP AVE

CLIENT: JACOBS

DATE:
06/28/2019

PROJECT NO.
171483

SHEET NO:
1 of 1

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 8 : BOARD OF DIRECTORS MEETING AGENDA OCTOBER 17, 2019 –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, CEO

SUMMARY

The Board of Directors meeting agenda for October 17, 2019, is attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____

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

BOARD MEETING

Thursday, October 17, 2019, at 1:30 p.m.
Spokane Transit Authority Boardroom
1230 West Boone Avenue, Spokane, Washington

DRAFT AGENDA

Estimated meeting time: 70 minutes

1. Call to Order and Roll Call
2. Approve Board Agenda (*Candace Mumm*)
3. Public Expressions
4. Recognitions and Presentations: *10 minutes*
 - A. Lynda (Warren) Palmer – Retirement (*E. Susan Meyer*)
 - B. Third Quarter 2019 Years of Service Awards (*Nancy Williams*)
 - C. Third Quarter 2019 Employee Recognition Winners (*Nancy Williams*)
5. Public Hearing: *20 minutes*
 - A. Proposed 2020 Operating and Capital Budgets (*Lynda Palmer*)
A video presentation of the budget is available on STA's website: www.spokanetransit.com
Comments should be addressed to STA Chief Financial Officer:
budget@spokanetransit.com (*Action at November 21, 2019, Board meeting*)
6. Board Action - Consent Agenda: *10 minutes*
 - A. Minutes of the September 19, 2019, Board Meeting – Corrections/Approval
 - B. September 2019 Vouchers (*Lynda Palmer*)
 - C. 2020 Draft Annual Strategic Plan (*Karl Otterstrom*)
 - D. Acceptance of the Boone Northwest Garage Contract as Complete (*Roger Watkins*)
 - E. Central City Line Temporary Construction Easements (*Karl Otterstrom*)
7. Board Action – Committee Recommendations: (*None*)
8. Board Action – Other: (*None*)
9. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Candace Mumm*)
10. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)
11. Performance Monitoring & External Relations Committee: *5 minutes*
 - A. Chair Report (*Lori Kinnear*)

12. CEO Report: *10 minutes*
13. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. September 2019 Sales Tax Revenue (*Lynda Palmer*)
 - C. August 2019 Financial Results Summary (*Lynda Palmer*)
 - D. August 2019 Operating Indicators (*Roger Watkins*)
14. New Business
15. Board Members' Expressions
16. Executive Session (*McAloon Law PLLC*): *None*
17. Adjourn

Cable 5 Broadcast Dates and Times of October 17, 2019, Board Meeting:

Saturday, October 19, 2019	4:00 p.m.
Monday, October 22, 2019	10:00 a.m.
Tuesday, October 23, 2019	8:00 p.m.

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

Planning & Development	Nov. 6, 2019, 10:00 a.m. (Southside) 1229 West Boone
Performance Monitoring & External Relations	Nov. 6, 2019, 1:30 p.m. (Southside) 1229 West Boone
Board Operations	Nov. 13, 2019, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting:

Thursday, November 21, 2019, 1:30 p.m., STA Boardroom, 1229 West Boone Avenue, Spokane, Washington.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. A video of the Board meeting may be viewed on the website the week after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

October 9, 2019

AGENDA ITEM 9 : CEO REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY

At this time, Ms. Meyer, CEO, will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: N/A

FINAL REVIEW FOR COMMITTEE BY:

Division Head _____ Chief Executive Officer _____ Legal Counsel _____