

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

BOARD OPERATIONS COMMITTEE MEETING
Wednesday, September 9, 2020, 1:30 p.m.

Via Webex Video Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to view the meeting](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 146 332 4479

AGENDA

Estimated Meeting Time: 50 Minutes

1. Call to Order and Roll Call
2. Approve Committee Agenda (*French*)
3. Chair's Comments (*French*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. July 8, 2020, Committee Meeting Minutes – Corrections/Approval
5. Committee Chair reports: (*20 minutes*)
 - A. Chris Grover, Planning & Development
 - B. Lori Kinnear, Performance Monitoring & External Relations
6. City Line Property Acquisition – Recommendation (*5 minutes*) (*Otterstrom*)
7. Board of Directors Draft September 17, 2020, Meeting Agenda – Corrections/Approval (*5 minutes*) (*Meyer*)
8. CEO Report (*10 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, October 7, 2020, 1:30 p.m. (*first Wednesday*)
(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. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. 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

September 9, 2020

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Committee Chair

SUMMARY

At this time, the Board Operations Committee will review the meeting agenda.

RECOMMENDATION TO COMMITTEE: Approve agenda.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

September 9, 2020

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Committee Chair

SUMMARY

Mr. French will take this opportunity to discuss topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

September 9, 2020

AGENDA ITEM 4A : MINUTES OF THE JULY 8, 2020, COMMITTEE MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

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

SUMMARY

The July 8, 2020, meeting minutes are attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval.

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the July 8, 2020 Meeting
Via Webex Video Conference

MEMBERS PRESENT

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

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Steve Blaska, *Chief Operations Officer*
Dana Infalt, *Clerk of the Authority*
Monique Liard, *Chief Financial Officer*
Karl Otterstrom, *Director of Planning & Development*
Brandon Rapez-Betty, *Director of Communications & Customer Service*
Nancy Williams, *Director of Human Resources & Labor Relations*

MEMBERS ABSENT

Lori Kinnear, City of Spokane, *Performance Monitoring & External Relations Committee Chair*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Chair French called the meeting to order at 1:30 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

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

3. CHAIR'S COMMENTS

Mr. French asked what the response has been from passengers since STA reinstated fare collection on July 1. Ms. Meyer said compliance has been good. It is too soon to indicate any ridership change. Per the Governor's Proclamation mandating face coverings in public places, STA is declining service to anyone who is not wearing a face covering. STA is providing face coverings while the supply lasts and has handed out approximately 20,000 face coverings to date.

4. COMMITTEE ACTION/DISCUSSION

a. June 10, 2020 Committee Minutes

Mr. Grover moved to approve the June 10, 2020, committee meeting minutes as submitted, Mr. French seconded and the motion passed unanimously.

Ms. Haley joined the meeting at 1:32 p.m.

5. COMMITTEE CHAIR REPORTS

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

The Committee recommended the Board authorize the CEO to negotiate and execute a contract with Future Systems, Inc. for High Performance Transit (HPT) Amenities Fabrication. The Committee recommended the Board award Section 5310 funding for five project applications and authorize the CEO to adjust project funding (if available) as necessary to ensure all costs are included for projects. Mr. Otterstrom presented the Committee with an update on *Connect Spokane*, STA's Comprehensive Plan.

b. Performance Monitoring & External Relations (PMER)

Mr. Blaska reported the Committee forwarded to the Board consent agenda two recommendations to award contracts: 1) TRISTAR of Long Beach, California for third party workers' compensation claims administration services; and, 2) Nanonation, Inc. for a digital signage content management system. The Committee forwarded a recommendation to the Board to approve a Vanpool Fare Change. Because it is fare related, it requires the approval of a super majority of the Board. The Committee forwarded a recommendation to the Board to approve a 12-month pilot Nonprofit Discount Program. The Committee received reports on the 2019 State Audit and 2020 Van Grant Recipients. Summaries of both items will be given at the July 16 Board meeting.

6. BOARD MEMBER ATTENDANCE

The committee reviewed Board member attendance at Board and Committee meetings through June 2020. Ms. Meyer said this year's attendance is great. Mr. French said that STA has a very good Board this year as reflected by the consistent attendance.

7. CITY LINE TEMPORARY CONSTRUCTION EASEMENTS

Mr. Otterstrom presented information on two temporary construction easements (TCE) necessary for City Line construction. An appraisal determined the property value of each easement and funding is provided by the City Line project budget. STA has been in contact with the property owners regarding the easements, and both are willing partners.

Mr. Grover moved to forward to the Board consent agenda a recommendation to approve the acquisition of a Temporary Construction Easement on parcel no. 35152.0404 at the southeast corner of Mission Avenue and Regal Street between Barber Engineering Company and Spokane Transit Authority for a price not to exceed \$1,800, and authorize the CEO to execute all documents required for acquisition of the easement on behalf of Spokane Transit Authority. Ms. Haley seconded the motion and the motion passed unanimously.

Mr. Grover moved to forward to the Board consent agenda a recommendation to approve a Temporary Construction Easement on parcel no. 35173.3201 along Spokane Falls Boulevard between Washington State University and Spokane Transit Authority for \$19,400, and authorize the CEO to execute all documents required for acquisition of the easement on behalf of Spokane Transit Authority. Ms. Haley seconded the motion and the motion passed unanimously.

8. FOUR LAKES STATION – WSDOT AIRSPACE LEASE AGREEMENT

Mr. Otterstrom presented information regarding a requirement of the Washington State Department of Transportation (WSDOT) for an airspace lease at the Four Lakes Station in Cheney. WSDOT is preparing a draft lease agreement for review by the CEO and Legal Counsel. The project cannot be advertised for construction until the lease and associated general permit is finalized.

Mr. Grover moved to forward to the Board consent agenda a recommendation to authorize the CEO to negotiate and execute an airspace lease agreement with WSDOT for the Four Lakes Station in a form reviewed and approved by Legal Counsel. Ms. Haley seconded the motion and the motion passed unanimously.

9. BATTERY ELECTRIC BUS CHARGING INFRASTRUCTURE AWARD OF CONTRACT

Mr. Blaska said STA is seeking proposals from qualified firms for Final Design Provision of Equipment, Installation, and Implementation Services for Battery Electric Bus Charging Infrastructure. The project is defined as a Public Works project and the State of Washington requires proposers to have a current contractor's registration at the time of proposal submittal. The project is drawing interest from a number of firms outside of Washington State and contractor registration is expected to be delayed due to a COVID-related backlog at the State of Washington Department of Labor and Industries. Staff extended the proposal due date to July 31, 2020,

in order to encourage open competition from qualified proposers. The extension of the due date along with no Committee or Board of Directors meetings in August significantly reduces the amount of time needed for a vendor to purchase the equipment required and have it installed and ready for testing the pilot battery electric buses. A September Award of Contract would adversely impact the project schedule. Staff requests the Board authorize the CEO to negotiate and execute a contract with the successful proposer.

Ms. Haley left the meeting at 1:58 p.m.

Mr. Grover moved to forward to the Board consent agenda a recommendation to authorize the CEO to negotiate and execute a contract with the Proposer recommended by the STA Evaluation Committee for a contract at a price not to exceed the budgeted amount of \$9.7M. If negotiations are not successful with the top-ranked Proposer, staff will cease negotiations and begin negotiations with the second-ranked Proposer. Mr. French seconded the motion and the motion passed unanimously.

10. BOARD OF DIRECTORS AGENDA JULY 16, 2020

Mr. Grover moved to approve the Board of Directors agenda as presented. Mr. French seconded the motion and the motion passed unanimously.

11. CEO REPORT

Ms. Meyer reminded members that Committee and Board meetings will not be held in August.

Ms. Meyer said in addition to distributing face coverings on board a bus or van, STA is also providing them at the Plaza.

Plexiglas shields are installed on 19 buses and installation continues for the fleet. The shield allows the driver to close it around him or her when passengers are boarding and paying at the farebox. The driver can then swing the shield open, which prevents anyone from the back of the bus getting near the driver from the rear.

12. NEW BUSINESS

None

13. ADJOURN

With no further business to come before the Committee, Chair French adjourned the meeting at 2:01 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

September 9, 2020

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 September 2, 2020, and September 30, 2020 (October meeting), committee meeting agendas as part of his report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information & discussion.

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

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, September 2, 2020, 10:00 a.m.

Via Video Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to view the meeting](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 146 059 2810

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the July 1, 2020 Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda
(*No items being presented this month.*)
 - B. Board Discussion Agenda (*15 minutes*)
 1. Transit Development Plan: 2021-2026 -- (*Otterstrom/Liard/Tresidder*)
 - a. 2021-2026 Capital Improvement Program
 - b. 2021-2023 Service Improvement Program
5. Reports to Committee (*35 minutes*)
 - A. STA Moving Forward: 2020 Plan Amendments – (*Otterstrom/Tresidder*)
 - B. DivisionConnects Study Update – (*Otterstrom/Tresidder*)
 - C. I-90 / Valley High Performance Transit (HPT) Project Overview – (*Otterstrom*)
 - D. 2021-2023 Regional Mobility Grant Submission – (*Otterstrom/Williams*)
6. CEO Report (*10 minutes*)
7. Committee Information
(*No information included this month.*)
8. Review September 30, 2020 (**OCTOBER**) Committee Meeting Agenda
9. New Business (*10 minutes*)
10. Committee Members' Expressions (*10 minutes*)
11. Adjourn
12. Next Committee Meeting: Wednesday, September 30, 2020 (**OCTOBER**), 10:00 a.m., STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington

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

SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, September 30, 2020, (OCTOBER) 10:00 a.m.

Via Video Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to view the meeting](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: XXX XXX XXXX

DRAFT AGENDA

Estimated meeting time: 75 minutes

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the September 2, 2020 Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda
(*No items being presented this month.*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
5. Reports to Committee (*35 minutes*)
 - A. Draft 2021 Annual Strategic Plan – (*Meyer/Otterstrom*)
 - B. Draft 2021 Operating and Capital Budgets – (*Otterstrom/Tresidder*)
 - C. STA Moving Forward: 2020 Plan Amendments – (*Otterstrom/Tresidder*)
 - D. *Connect Spokane* Draft Revisions – (*Otterstrom/Tresidder*)
 - E. City Line Update – (*Otterstrom*)
6. CEO Report (*10 minutes*)
7. Committee Information
(*No information included this month.*)
8. Review November 4, 2020 Committee Meeting Agenda
9. New Business (*10 minutes*)
10. Committee Members' Expressions (*10 minutes*)
11. Adjourn
12. Next Committee Meeting: Wednesday, November 4, 2020, 10:00 a.m., STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

September 9, 2020

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 September 2, 2020, and September 30, 2020 (October meeting), committee meeting agendas as part of her report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, September 2, 2020, 1:30 p.m.

Via Video Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to view the meeting](#)

Audio Conference: Call the number below and enter the access code
+1-408-418-9388 | Access Code: 146 607 2564

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of the July 1, 2020, Committee Meeting – *Corrections/Approval*
4. **Committee Action**
 - A. Board Consent Agenda (*40 minutes*)
 1. Paint Booth and Plaza Controls Contract Final Acceptance (*Blaska*)
 2. Scope of Work and Award of Contract for Uniforms and Accessories (*Blaska*)
 3. Request for Extension of Plaza Power Washing Contract (*Rapez-Betty*)
 4. 2021 Special Community Events Fare Structure (*Rapez-Betty*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
5. **Reports to Committee** (*25 minutes*)
 - A. Community Access Program (CAP) Pilot Program Update (*Rapez-Betty*)
 - B. Community Essentials' Marketing Campaign for Public Awareness (*Rapez-Betty*)
6. CEO Report (*10 minutes*)
7. Committee Information – *no discussion/staff available for questions*
 - A. July 2020 Operating Indicators (*Blaska*)
 - B. July 2020 Financial Results Summary (*Liard*)
 - C. August 2020 Sales Tax Revenue Information (*Liard*)
 - D. June 2020 Semi-Annual Financial Reports (*Liard*)
 - E. 2nd Quarter 2020 Service Planning Input Report (*Otterstrom*)
8. September 30, 2020, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: September 30, 2020 (October meeting), 1:30 p.m.
(STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington)

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

PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, September 30, 2020, 1:30 p.m. (October Meeting)

Via Video Conference

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Public Expressions
3. Committee Chair Report
4. Committee Action (*5 minutes*)
 - A. Minutes of the September 2, 2020, Committee Meeting – *Corrections/Approval*
- 5. Committee Action**
 - A. Board Consent Agenda (*50 minutes*)
 1. Fare Collection System Award of Contract (*Liard*)
 2. Security and Staffing Services at Spokane Community Colleges Interlocal Agreement (*Williams*)
 3. Division Street Stops, Phase II Final Acceptance (*Otterstrom*)
 4. Moran Station Park and Ride Construction Final Acceptance (*Otterstrom*)
 5. Monroe-Regal Phase I Construction Final Acceptance (*Otterstrom*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
6. **Reports to Committee** (*15 minutes*)
 - A. 2022 Service Changes: Preliminary Proposal (*Otterstrom*)
7. CEO Report (*10 minutes*)
8. Committee Information – *no discussion/staff available for questions*
 - A. August 2020 Operating Indicators (*Blaska*)
 - B. August 2020 Financial Results Summary (*Liard*)
 - C. September 2020 Sales Tax Revenue Information (*Liard*)
9. November 4, 2020, Committee Packet Draft Agenda Review
10. New Business (*5 minutes*)
11. Committee Members' Expressions (*5 minutes*)
12. Adjourn
13. Next Committee Meeting: November 4, 2020, 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

September 9, 2020

AGENDA ITEM 6 : CITY LINE PROPERTY ACQUISITION – RECOMMENDATION

REFERRAL COMMITTEE: N/A

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

SUMMARY: Staff is seeking board approval of the acquisition of property and a temporary construction easement (TCE) necessary for City Line construction. Funding will be provided by the City Line project budget.

BACKGROUND: The City Line project requires the acquisition of several small slivers of parcels and temporary construction easements (TCEs) for the construction of station platforms and street improvement projects. 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 City Line and expressed the Board's intent to take all steps necessary to complete such acquisitions. All real estate acquisitions have followed 49 CFR Part 24, the Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally-Assisted Programs (Uniform Act) and STA's Real Property Acquisition Manual, and have been facilitated by HDR Inc., STA's right of way agent for the City Line project.

The first acquisition is procurement of real property located at the Avista headquarters facility along Mission Avenue. The property is generally 16 feet wide and 120 long and fronts Mission Avenue, parcel no. 35093.2104, located at 1403 E. Mission Avenue. The property is owned by Avista Corporation. The current use of the parent parcel is commercial; however, the property being acquired is sidewalk and landscaping/lawn area. The property value was determined by an appraisal. **STA and Avista agreed to a value of \$34,871 (\$19.88/SqFt).**

The second acquisition is procurement of a temporary construction easement also located at the Avista headquarters facility along Mission Avenue. The property is irregularly shaped and is generally located along Mission Avenue, parcels no. 35093.2104 and 35093.2015. The property is owned by Avista Corporation. The current use of the parent parcel is commercial; however, the property subject to the TCE is sidewalk and landscaping/lawn area. The property value was determined by an appraisal. **STA and Avista agreed to a value of \$3,329 (\$1.33/SqFt).**

STA and Avista agreed to a total of \$38,200.

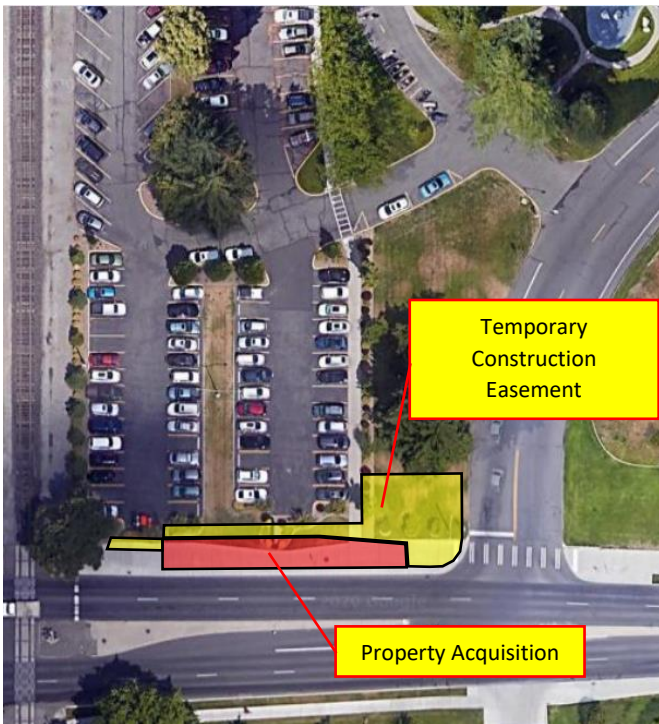
RECOMMENDATION TO COMMITTEE: Forward to the Board consent agenda a recommendation to approve the acquisition of property, which is a portion of parcel no. 35093.2014, currently owned by Avista Corporation for a price of \$34,871, and authorize the CEO to execute all required documents on behalf of Spokane Transit Authority.

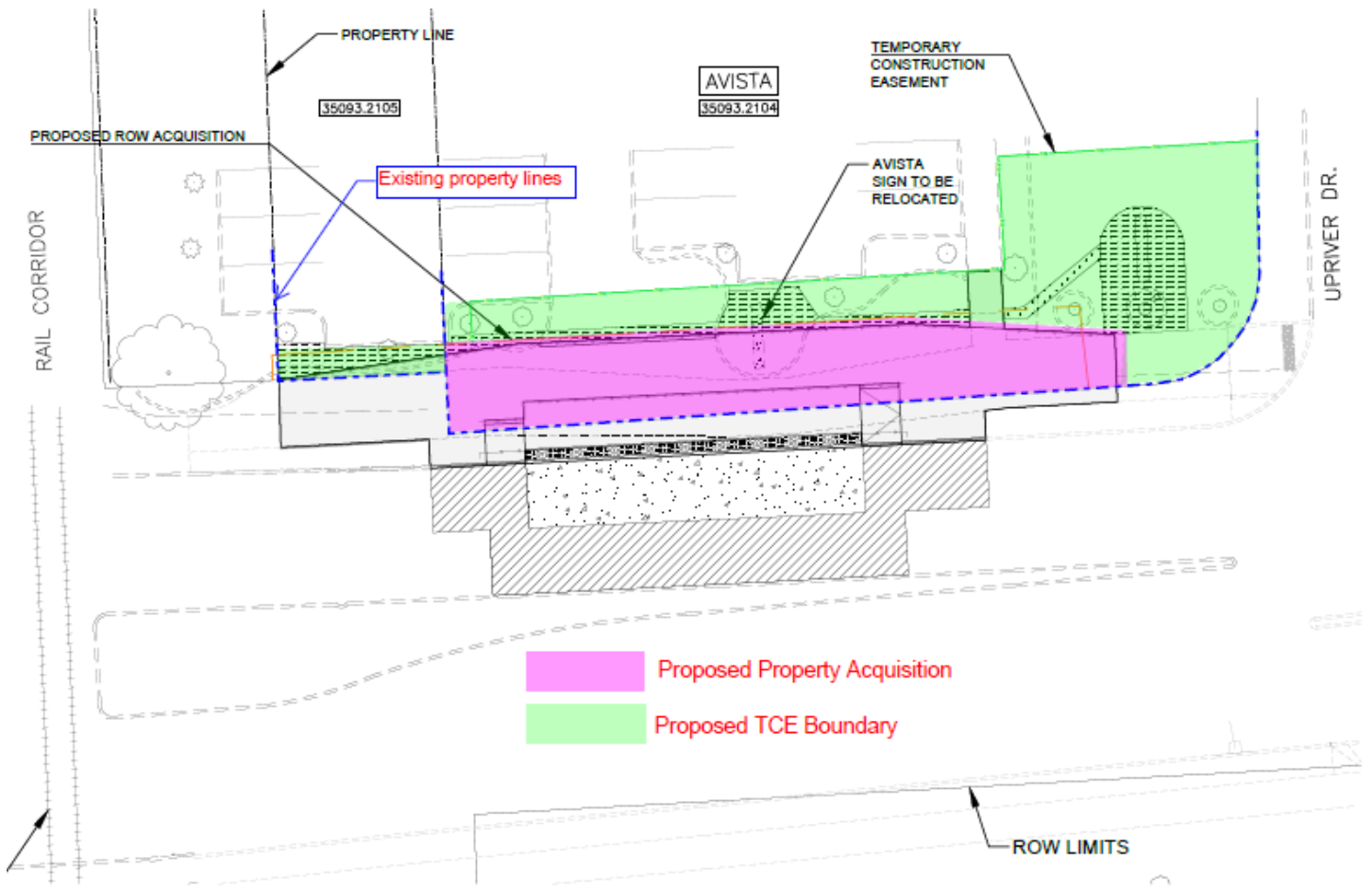
Forward to the Board consent agenda a recommendation to approve a temporary construction easement on parcels no. 35093.2104 and 35093.2105 along Mission Avenue, between Avista Corporation and Spokane Transit Authority for a price of \$3,329, and authorize the CEO to execute all required documents on behalf of Spokane Transit Authority.

Avista Corporation
Property Acquisition & Temporary Construction Easement

Property Fact Sheet

| Owner Information | |
|--|---|
| Property Owner: | Avista Corporation |
| Owner Address: | 1411 E. Mission Ave. Spokane, WA 99202 |
| Site Address: | 1403 E. Mission Ave. 1501 N. Perry St. |
| Property Acquisition | |
| Parcel Number(s): | 35093.2104 |
| Property Size: | 1,754 SqFt |
| Appraised Value: | \$34,871 (\$19.88/SqFt) |
| Acquisition Value: | \$34,871 (\$19.88/SqFt) |
| Temporary Construction Easement | |
| Parcel Number(s): | 35093.2104, 35093.2105 |
| Easement Size: | 2,511 SqFt |
| Appraised Value: | \$3,332 (\$1.33/SqFt) |
| Acquisition Value: | \$3,329 (\$1.33/SqFt) |
| Total Acquisition Value: | \$38,200 |

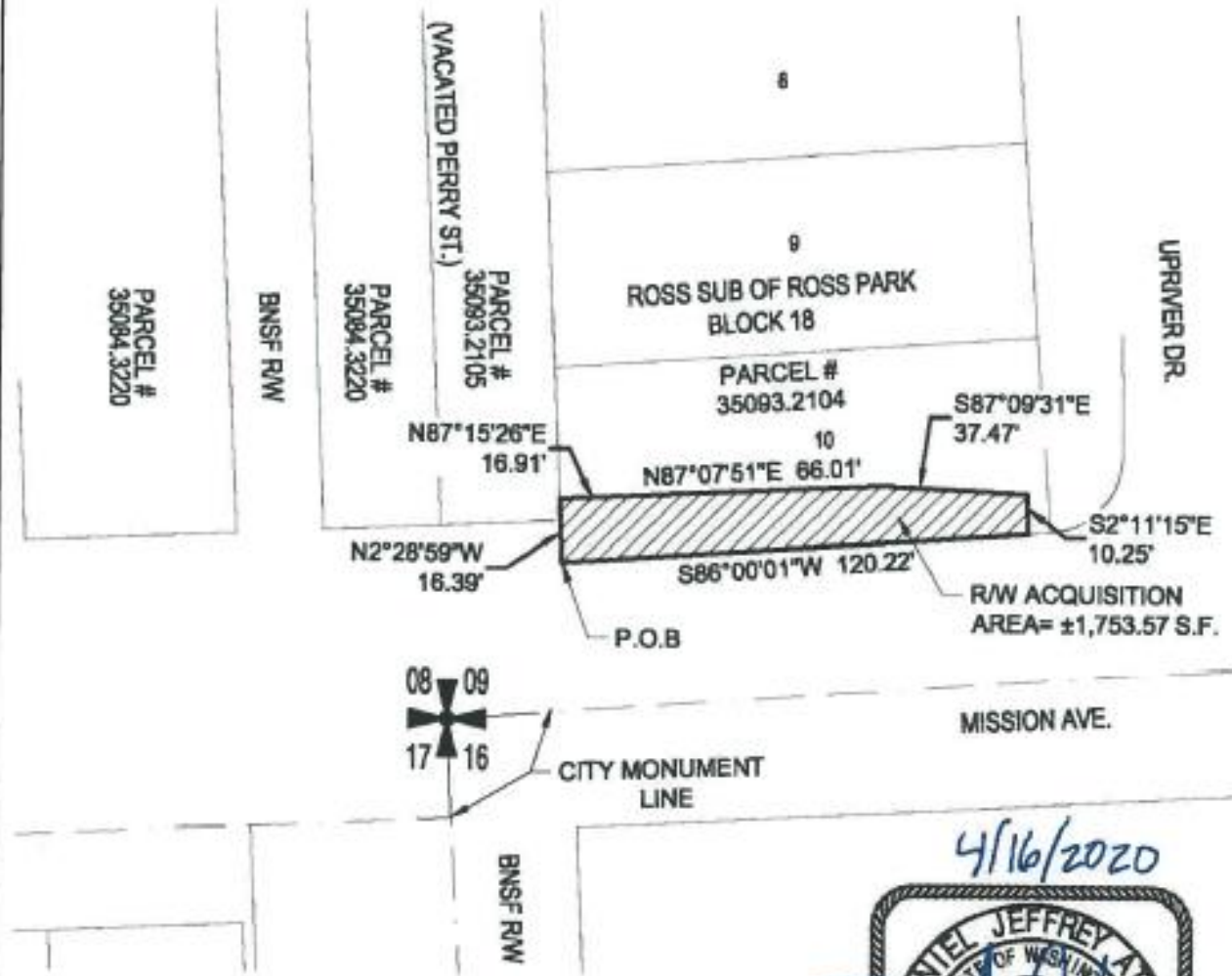




R/W ACQUISITION EXHIBIT B
SW 1/4 S. 09, 25N, R43E



SCALE: 1"=50'



CITY MONUMENT LINE

MISSION AVE.

4/16/2020



COFFMAN
ENGINEERS

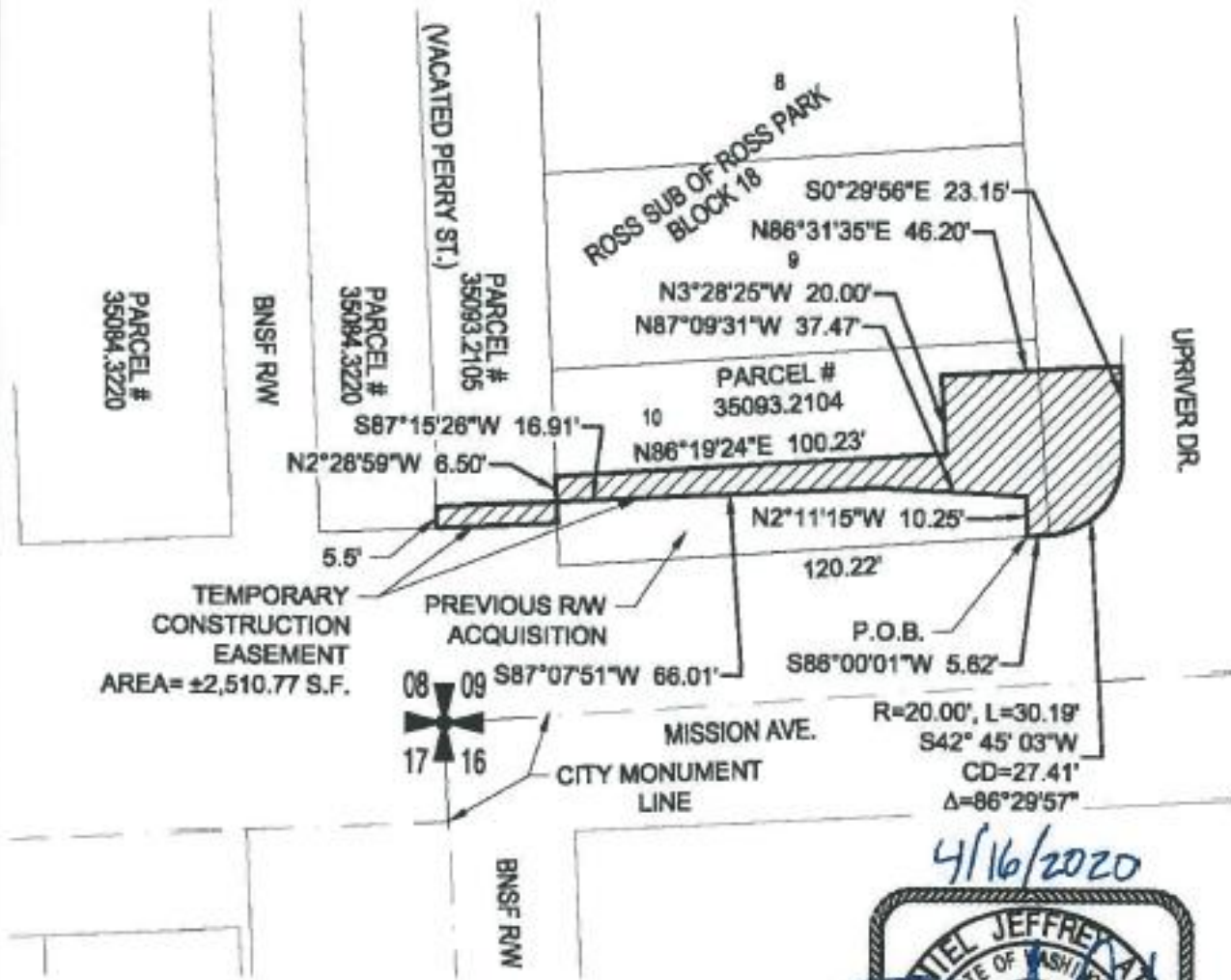
10 N. Post Street Suite 500
Spokane, Washington 99201
509 328 2994 Fax 509 328 2999

| | | |
|--|------------------|-----------|
| PROJECT: CENTRAL CITY LINE R/W ACQUISITION | BY: JEARNA | SHEET NO. |
| LOCATION: MISSION AVENUE AND PERRY STREET | DATE: 04/18/2020 | 2 OF 2 |
| CLIENT: JACOBS | CHECKED: DJA | JOB NO. |
| | DATE: 04/18/2020 | 171483 |

TEMPORARY CONSTRUCTION EASEMENT EXHIBIT
 SW 1/4 S. 09, 25N, R43E



SCALE: 1"=50'



COFFMAN ENGINEERS
 10 N. Post Street Suite 500
 Spokane, Washington 99201
 509 328 2994 Fax 509 328 2999

| | | | | |
|-----------|---|----------|------------|-----------|
| PROJECT: | CENTRAL CITY LINE TEMP. CONSTRUCTION EASEMENT | BY: | JEARNA | SHEET NO. |
| LOCATION: | MISSION AVENUE AND PERRY STREET | DATE: | 04/16/2020 | 2 OF 2 |
| CLIENT: | JACOBS | CHECKED: | DJA | JOB NO. |
| | | DATE: | 04/16/2020 | 171483 |

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

September 9, 2020

AGENDA ITEM 7 : BOARD OF DIRECTORS MEETING AGENDA SEPTEMBER 17,
2020 – CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, CEO

SUMMARY

The Board of Directors meeting agenda for September 17, 2020, is attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and / or approval

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

BOARD MEETING OF

Thursday, September 17, 2020, at 1:30 p.m.
Spokane Transit Authority
Via Video Conference

Board Members: [Board Member Link](#)

General Public: [General Public Link](#)

Audio Conference 1-408-418-9388; Event #: 146 702 6960; Password: Sept

Public Hearing: Click here to provide public expressions or public hearing comments: [Comments](#)

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Approve Board Agenda (*Al French*)
3. Executive Session (*McAloon Law PLLC*) – 15 minutes
4. Public Expressions – 10 minutes
5. Recognitions and Presentations
 - A. Washington State Department of Transportation - 2020 Wall of Fame Honorees-Recognition (*Nancy Williams*)
6. Public Hearing
 - A. Transit Development Plan 2021-2026 (*Karl Otterstrom*)
7. Board Action - Consent Agenda: 5 minutes
 - A. Minutes of the July 16, 2020, Board Meeting – Corrections/Approval
 - B. July and August 2020 Vouchers (*Monique Liard*)
 - C. Paint Booth and Plaza Controls Contact Final Acceptance (*Steve Blaska*)
 - D. Scope of Work and Award of Contract for Uniforms and Accessories (*Steve Blaska*)
 - E. City Line Property Acquisition (*Karl Otterstrom*)
 - F. Extension of Plaza Power Washing Contract (*Brandon Rapez-Betty*)
8. Board Action – Other: 20 minutes
 - A. Transit Development Plan 2021-2026 (*Karl Otterstrom*)
9. Board Operations Committee: 5 minutes
 - A. Chair Report (*Al French*)

10. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)
11. Performance Monitoring & External Relations Committee: *5 minutes*
 - A. Chair Report (*Lori Kinnear*)
 - i. 2021 Special Community Events Fare Structure (*Brandon Ropez-Betty*)
12. CEO Report: *10 minutes*
13. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. August 2020 Sales Tax Revenue (*Monique Liard*)
 - C. July 2020 Financial Results Summary (*Monique Liard*)
 - D. July 2020 Operating Indicators (*Steve Blaska*)
 - E. June 2020 Semi-Annual Financial Reports (*Monique Liard*)
 - F. Second Quarter 2020 Service Planning Input Report
 - G. I-90 / Valley High Performance Transit Project Overview (*Karl Otterstrom*)
 - B. STA Moving Forward: 2020 Plan Amendments (*Karl Otterstrom*)
 - H. DivisionConnects Study Update (*Karl Otterstrom*)
 - I. 2021-2023 Regional Mobility Grant Submission (*Karl Otterstrom*)
14. New Business
15. Board Members' Expressions
16. Adjourn

Cable 5 Broadcast Dates and Times of September 17, 2020, Board Meeting (*Not available during virtual meetings. Recording of the meeting will be posted at <https://www.spokanetransit.com/about-sta/sta-board-of-directors-2020>*)

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

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|---|--|
| Planning & Development | Sept. 30, 2020, 10:00 a.m. (Southside) 1230 West Boone |
| Performance Monitoring & External Relations | Sept. 30, 2020, 1:30 p.m. (Southside) 1230 West Boone |
| Board Operations | Oct. 7, 2020, 1:30 p.m. (Northside) 1230 West Boone |

Next Board Meeting:

Thursday, October 15, 2020, 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

September 9, 2020

AGENDA ITEM 8 : 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