

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

BOARD OPERATIONS COMMITTEE MEETING
Wednesday, November 11, 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: 146 031 3133

AGENDA

Estimated Meeting Time: 55 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. October 7, 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. Medical Lake Interchange Transit Access – WSDOT Agreement Amendment – Recommendation (*10 minutes*) (*Otterstrom*)
7. Board of Directors Draft November 19, 2020, Meeting Agenda – Corrections/Approval (*5 minutes*) (*Meyer*)
8. CEO Report (*10 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, December 9, 2020, 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. 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

November 11, 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

November 11, 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

November 11, 2020

AGENDA ITEM 4A : MINUTES OF THE OCTOBER 7, 2020, COMMITTEE MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

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

SUMMARY

The October 7, 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 October 7, 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*
Lori Kinnear, City of Spokane, *Performance Monitoring & External Relations Committee Chair*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Dana Infalt, *Clerk of the Authority*
Monique Liard, *Chief Financial Officer*
Fred Nelson, *Interim Chief Operations 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

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

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

2. APPROVE COMMITTEE AGENDA

The agenda was amended to add item 6.1 Ratification and Approval of Amendments to the First Transit Contract.

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

3. CHAIR'S COMMENTS

Chair French gave kudos to STA staff, leadership, and those who work on the frontline for continuing to deliver quality services to the community during these challenging times. The Spokane Regional Transportation Council (SRTC) is discussing its Board membership based on a change in State law requiring all Regional Transportation Planning Organizations to offer voting membership to local Tribes (RCW 47.80.050(2)). Ms. Meyer represents STA on the SRTC Board and Ms. McAloon is involved in discussions to implement the new statute.

Chair French asked Ms. Liard how sales tax revenue year-to-date compares to last year. Ms. Liard said sales tax is up from last year about 7.5% with significant increases occurring in Retail offset by Accommodations and Food Service. Construction reflects a slight increase over last year.

4. COMMITTEE ACTION/DISCUSSION

a. September 9, 2020 Committee Minutes

Mr. Grover moved to approve the September 9, 2020, 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)

Mr. Grover said the Committee received reports on the Draft 2021 Annual Strategic Plan, the Draft 2021 Operating and Capital Budgets, and the *STA Moving Forward* 2020 Plan Amendment. One element in *STA Moving Forward* is a proposal to extend the I-90/Valley High Performance Transit line to Post Falls and Coeur d'Alene on a two-year pilot basis. Chair French shared he has met with County Commissioners in Kootenai County over the past ten years about their interest in supporting a cross-line shuttle to Kootenai County and Coeur d'Alene, or Post Falls at the least. They have all been very supportive of it. The challenge is the state hasn't created a funding mechanism to allow that to happen. They are working on trying to overcome that challenge. There is interest on the other side of the line to try to do something.

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

Ms. Kinnear reported the Committee forwarded to the Board consent agenda an Award of Contract for the Fare Collection System and Final Acceptance for Division Street Stops Phase II, Moran Station Park and Ride Construction, and Monroe-Regal Phase I Construction. Mr. Otterstrom presented a Preliminary Proposal for 2022 Service Revisions. In general, STA is still growing service in line with *STA Moving Forward*; however, at a slower pace due the impact of COVID-19. STA will seek public input before presenting the Board with draft recommendations in March 2021 for May 2021 approval.

6. DRAFT 2021 ANNUAL STRATEGIC PLAN

Mr. Otterstrom reported the Annual Strategic Plan is developed each year in companionship with the Operating and Capital Budgets to identify major priorities for STA. The 2021 Strategic Plan provides a focused view of specific activities Spokane Transit will take in the coming year. The strategy elements represent the agency's highest priorities, and are guided by its vision and mission statements, as well as publicly vetted and Board-approved plans including: STA's comprehensive plan, *Connect Spokane*, the six-year *Transit Development Plan*, and the 10-year plan, *STA Moving Forward*.

Staff is seeking Board feedback on the draft 2021 Strategic Plan today through this Committee, the October 15, 2020, Board of Directors Meeting, and the November 4, 2020, Planning and Development Committee. The final 2021 Strategic Plan will be presented to the Board of Directors for approval at the November 19, 2020 meeting.

6.1. RATIFICATION & APPROVAL OF AMENDMENTS TO THE FIRST TRANSIT CONTRACT

In July 2019, STA's Board of Directors authorized the Chief Executive Officer (CEO) to award a 5-year contract (#2019-10313), plus two 1-year options for renewal, for supplemental ADA Paratransit services to First Transit, Inc. commencing January 1, 2020. Staff recommends a formal amendment to the contract due to the impact of the COVID-19 pandemic on paratransit ridership.

Paratransit ridership has experienced a steep decline of nearly 85% since the Governor's emergency declaration in March. STA and First Transit agreed to temporarily operate under a cost reimbursement model which would allow First Transit time to evaluate their operations and allow STA to make a determination on future ridership demand. This temporary arrangement has been in effect from May to October 2020, and documented through contract modifications and amendments executed by the CEO under emergency powers granted under RCW 38.52.070 and STA Emergency Proclamation 2020-01 dated March 24, 2020.

Staff recommends a formal amendment to the contract to adopt a revised compensation model, cap liquidated damages, and change on-time performance thresholds. Additionally, to keep maintenance costs as predictable as possible, staff recommends adding a section to target an average mileage of 121,000 per vehicle maintained across the fleet operated by First Transit.

Mr. Grover moved to forward to the Board consent agenda a recommendation to: 1) ratify the emergency contract amendments and adjustments to contract #2019-10313 establishing temporary compensation on a cost reimbursement model and implemented by the CEO to address decreased ridership conditions caused by the pandemic; and 2) authorize the CEO to amend contract #2019-10313 with First Transit, Inc. to reflect the recommended change in cost based on the revised revenue hour forecast, updates to liquidated damages and the addition of average fleet mileage. Ms. Haley seconded and the motion passed unanimously.

7. BOARD OF DIRECTORS AGENDA OCTOBER 15, 2020

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

8. CEO REPORT

Ms. Meyer said City Line construction is underway at Sprague and 1st Avenues near Adams Street on both sides of the block. STA is working with the City of Spokane to open some parking spaces in the evening and weekends for use by local businesses. Mr. Ropez-Betty has met with the businesses along the blocks to discuss the project, its duration, and provide contact information for questions or concerns. The next City Line stop scheduled for construction is near the Fox Theatre.

Ms. Meyer sent an email to Board members last week regarding the American Public Transportation Association's (APTA) virtual conference scheduled for October 21-22, 2020. STA will pay the registration for Board members who want to participate. Contact Dana Infalt before October 16, to register for the event. The APTA Annual Conference and Expo is scheduled for March 14-17, 2021, in Anaheim, California. The APTA Legislative Conference is not yet scheduled.

Ms. Meyer thanked Ms. Liard and Mr. Nelson for their work to develop the amended contract with First Transit for paratransit services and Mr. Otterstrom and Mr. Ropez-Betty for their work on the draft 2021 Strategic Plan.

9. NEW BUSINESS

None

10. ADJOURN

With no further business to come before the Committee, Chair French adjourned the meeting at 2:11 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

November 11, 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 November 4, 2020, and December 2, 2020, 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, November 4, 2020, 10:00 a.m.

Via Video Conference

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

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

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 146 551 4464

AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(15 minutes)*
 - A. Minutes of the September 30, 2020 (October) Committee Meeting -- *Corrections/Approval*
 - B. High Performance Transit (HPT) Amenities Installation Scope of Work – *(Otterstrom/Hanson)*
4. Committee Action
 - A. Board Consent Agenda *(20 minutes)*
 1. Recommended Draft 2021 Annual Strategic Plan – *(Otterstrom)*
 2. STA Moving Forward: 2020 Plan Amendment (by Resolution) – *(Otterstrom/Tresidder)*
 - B. Board Discussion Agenda *(10 minutes)*
 1. City of Spokane Riverside Project Order Agreements – *(Otterstrom/Bielaski)*
5. Reports to Committee *(20 minutes)*
 - A. Proposed 2021 Operating and Capital Budgets – *(Liard)*
 - B. Draft 2021 Planning and Development Committee Work Program – *(Otterstrom)*
6. CEO Report *(10 minutes)*
7. Committee Information
(No information included this month.)
8. December 2, 2020 Committee Meeting Agenda
9. New Business *(5 minutes)*
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, December 2, 2020, 10:00 a.m. via Webex.

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SPOKANE TRANSIT AUTHORITY

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, December 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: XXX XXX XXXX

DRAFT AGENDA

Estimated meeting time: 55 minutes

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*10 minutes*)
 - A. Minutes of the November 4, 2020 Committee Meeting -- *Corrections/Approval*
 - B. Finalize 2021 Planning and Development Committee Work Program – (*Otterstrom*)
4. Committee Action
 - A. Board Consent Agenda (*10 minutes*)
 1. Final Proposed 2021 Operating and Capital Budgets – (*Liard*)
(*Adoption at December Board Meeting*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
5. Reports to Committee
(*No items being presented this month.*)
6. CEO Report (*10 minutes*)
7. Committee Information (*5 minutes*)
 - A. DivisionConnects Update -- (*Otterstrom*)
8. February 3, 2021 Committee Meeting Agenda
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, February 3, 2021, 10:00 a.m., **(NO JANUARY MEETING)**
STA Southside Conference Room, 1230 West Boone Avenue, Spokane, Washington

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

November 11, 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 November 4, 2020, and December 2, 2020, 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, November 4, 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: 146 323 3376

AGENDA

Estimated meeting time: 70 minutes

1. Call to Order and Roll Call
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of the September 30, 2020 (October), Committee Meeting – *Corrections/Approval*
4. **Committee Action**
 - A. Board Consent Agenda (*30 minutes*)
 1. Plaza Garage Doors Construction Final Acceptance (*Rapez-Betty*)
 2. Plaza 2nd Floor Restroom Remodel Construction Final Acceptance (*Rapez-Betty*)
 3. 2019 Transit Enhancement Final Acceptance (*Otterstrom*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
5. **Reports to Committee** (*15 minutes*)
 - A. 3rd Quarter 2020 Performance Measures (*Nelson*)
6. CEO Report (*10 minutes*)
7. Committee Information – *no discussion/staff available for questions*
 - A. September 2020 Operating Indicators (*Nelson*)
 - B. September 2020 Financial Results Summary (*Liard*)
 - C. October 2020 Sales Tax Revenue Information (*Liard*)
 - D. 3rd Quarter Service Planning Input Report (*Otterstrom*)
 - E. STA Moving Forward Quarterly Project Delivery Report (*Otterstrom*)
 - F. STA's Holiday Services and Office Hours (*Infalt*)
8. December 2, 2020, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: December 2, 2020, 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, December 2, 2020, 1:30 p.m.

Via Video Conference

DRAFT AGENDA

Estimated meeting time: 75 minutes

1. Call to Order and Roll Call
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of the November 4, 2020, Committee Meeting – *Corrections/Approval*
 - B. Recommendation to Appoint New Member to the Citizen Advisory Committee (*Rapez-Betty*)
4. **Committee Action**
 - A. Board Consent Agenda (*40 minutes*)
 1. Spokane Community College Transit Center Construction Final Acceptance (*Otterstrom*)
 2. Spokane Falls Station Construction Final Acceptance (*Otterstrom*)
 3. Approval of 2021 Spokane Police Department Agreement Renewal (*Williams*)
 4. 2021 Performance Measures (*Nelson*)
 - B. Board Discussion Agenda (*10 minutes*)
 1. Draft 2021 State Legislative Priorities (*Rapez-Betty*)
5. **Reports to Committee**
 - A. (*no items being presented this month*)
6. CEO Report (*10 minutes*)
7. Committee Information – *no discussion/staff available for questions*
 - A. October 2020 Operating Indicators (*Nelson*)
 - B. October 2020 Financial Results Summary (*Liard*)
 - C. November 2020 Sales Tax Revenue Information (*Liard*)
 - D. January 2021 Service Changes (*Otterstrom*)
 - E. STA Outreach Update (*Rapez-Betty*)
8. February 3, 2021, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting: February 3, 2021, 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

November 11, 2020

AGENDA ITEM 6 : MEDICAL LAKE INTERCHANGE TRANSIT ACCESS – WSDOT AGREEMENT AMENDMENT – RECOMMENDATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development

SUMMARY: Staff is seeking Board approval of an amendment to an existing agreement with the Washington State Department of Transportation (WSDOT) (GCB 3134), increasing the maximum contract value to \$1.25 million to address necessary cost increases during construction and to capture project costs omitted from the original agreement cost estimate.

BACKGROUND: In March 2019, the CEO executed an agreement on behalf of STA with WSDOT to fund the construction of bus-only lanes and a multi-use pathway leading from the Medical Lake Interchange directly into the West Plains Transit Center. These improvements were contemplated as a second phase of the West Plains Transit Center and are referenced in Appendix B of the *STA Moving Forward* plan as amended in June 2016. Improvements were to be designed and constructed by WSDOT and its contractors and funded by STA. The agreement estimated the value of the improvements at \$800,000 and a contingency of 25% (\$200,000). STA's funding for the agreement included approximately \$710,000 in WSDOT regional mobility grant funding, awarded in 2015 and appropriated over multiple biennia for the West Plains Transit Center, and matching local funds.

The work was bid out as part of the Medical Lake Interchange project last year. Construction of the bus-only lanes and related improvements began earlier this year. Two significant change orders have been necessary for the project, including the need to address issues with underlying soil conditions, as well as unforeseen redesign and excavation work as part of the off-ramp.

STA staff sought more information from WSDOT concerning the change orders relative to the contract value, especially as it related to the actual base costs. In developing a response WSDOT discovered they had unintentionally omitted certain costs from the cost estimate in the agreement, including engineering costs, sales tax, and indirect overhead, pushing the overall project cost significantly higher than the \$1 million estimate.

Based on staff discussions with WSDOT, some of the project costs are related to removing and replacing the interchange's eastbound off-ramp, work that was necessary to accommodate the bus lanes. This work could be reallocated to the Connecting Washington statewide transportation program as it is an essential highway element of the interchange, thereby reducing the costs to STA for the bus-only lanes.

The proposal is to seek Board approval to authorize the CEO to negotiate an amendment to the original agreement to establish a new not-to-exceed as is necessary of \$1.25 million. Staff will continue its analysis and negotiation with WSDOT to bring the overall cost of the project to an amount deemed fair and reasonable of the work performed. Funding for this proposed amendment will be derived from favorable variances in the 2020 Capital Budget.

RECOMMENDATION TO COMMITTEE: Recommend the Board approve a motion to authorize the CEO to negotiate and execute an amendment to Agreement No. GCB 3134 with WSDOT, to allow an increase in the contract not-to-exceed value to a maximum \$1.25 million.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

November 11, 2020

AGENDA ITEM 7 : BOARD OF DIRECTORS MEETING AGENDA NOVEMBER 19,
2020 – CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, CEO

SUMMARY

The Board of Directors meeting agenda for November 19, 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

Thursday, November 19, 2020, at 1:30 p.m.
Spokane Transit Authority
Via Video Conference

Board Members: [Board Members Join Here](#)

General Public: [Public Attendees Join Here](#)

Audio Conference 1-408-418-9388; Event #:146 478 1582; Password: 1234

DRAFT AGENDA

Estimated meeting time: 90 minutes

1. Call to Order and Roll Call
2. Approve Board Agenda (*Al French*)
3. Recognitions and Presentations: *5 minutes*
 - A. 3rd Quarter Employee Recognition (*Nancy Williams*)
 - B. 3rd Quarter Years of Service (*Nancy Williams*)
4. Public Hearing: *10 minutes*
 - A. Proposed 2021 Operating and Capital Budgets
A video presentation of the budget is available on STA's website: [Budget presentation](#)
Comments should be addressed to STA Chief Financial Officer: budget@spokanetransit.com
(Action on December 17, 2020, at the STA Board meeting)
5. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of the October 15, 2020, Board Meeting – Corrections/Approval
 - B. October 2020 Vouchers (*Monique Liard*)
 - C. Recommended Draft 2021 Annual Strategic Plan (*Karl Otterstrom*)
 - D. STA Moving Forward: 2020 Plan Amendment (Resolution) (*Karl Otterstrom*)
 - E. Medical Lake Interchange Transit Access – WSDOT Agreement Amendment (*Karl Otterstrom*)
 - F. Plaza Garage Doors Construction Final Acceptance (*Brandon Ropez-Betty*)
 - G. Plaza 2nd Floor Restroom Remodel Construction Final Acceptance (*Brandon Ropez-Betty*)
 - H. 2019 Transit Enhancements Construction Final Acceptance (*Karl Otterstrom*)
6. Board Action – Other: *10 minutes*
 - A. City of Spokane Riverside Project Order Agreements (*Karl Otterstrom*)
7. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Al French*)
8. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)

9. Performance Monitoring & External Relations Committee: *10 minutes*
 - A. Chair Report (*Lori Kinnear*)
 - i. 3rd Quarter 2020 Performance Measures – Results
10. CEO Report: *10 minutes*
11. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. October 2020 Sales Tax Revenue (*Monique Liard*)
 - C. September 2020 Financial Results Summary (*Monique Liard*)
 - D. September 2020 Operating Indicators (*Fred Nelson*)
 - E. Draft 2021 Planning & Development Committee Work Program (*Karl Otterstrom*)
 - F. Third Quarter 2020 Service Planning Input Report (*Karl Otterstrom*)
 - G. STA Moving Forward Quarterly Project Delivery Report (*Karl Otterstrom*)
 - H. STA Holiday Service and Office Hours (*Dana Infalt*)
12. New Business
13. Board Members' Expressions
14. Adjourn

Cable 5 Broadcast Dates and Times of November 19, 2020, Board Meeting:

Saturday, November 21, 2020	4:00 p.m.
Monday, November 23, 2020	10:00 a.m.
Tuesday, November 24, 2020	8:00 p.m.

Next Committee Meetings:

Planning & Development	December 2, 2020, 10:00 a.m. -Via Video Conference
Performance Monitoring & External Relations	December 2, 2020, 10:00 a.m. -Via Video Conference
Board Operations	December 9, 2020, 10:00 a.m. -Via Video Conference

Next Board Meeting:

Thursday, December 17, 2020, 1:30 p.m., Via Video Conference

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

November 11, 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