

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, April 7, 2021

1:30 p.m. – 3:00 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: 187 820 9406

AGENDA

1. Call to Order and Roll Call
 2. Approve Committee Agenda (*Haley*)
 3. Chair's Comments (*Haley*) (*5 minutes*)
 4. Committee Action/Discussion: (*5 minutes*)
 - A. March 10, 2021, Committee Meeting Minutes – Corrections/Approval
 5. Committee Chair Reports: (*20 minutes*)
 - A. Al French, Planning & Development
 - B. Chris Grover, Performance Monitoring & External Relations
 6. Acquisition of Real Estate – Recommendation (*Otterstrom/Liard*) (*10 minutes*)
 7. Board of Directors Draft April 15, 2021 Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
 8. Board Operations Committee Draft May 12, 2021 Meeting Agenda – Information (*Meyer*) (*5 minutes*)
 9. CEO Report (*15 minutes*)
 10. New Business
 11. Adjourn
- Next Committee Meeting: Wednesday, May 12, 2021, 1:30 p.m.
Via Webex Video Conference

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

April 7, 2021

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Pamela Haley, 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

April 7, 2021

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Pamela Haley, Committee Chair

SUMMARY

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

RECOMMENDATION TO COMMITTEE: Receive report.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

AGENDA ITEM 4A : MINUTES OF THE MARCH 10, 2021, COMMITTEE MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

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

SUMMARY

The March 10, 2021, 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 March 10, 2021 Meeting
Via Webex Video Conference

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley, Chair
Chris Grover, Small Cities Representative (Airway Heights), *Performance Monitoring & External Relations Committee Chair*, Chair Pro Tempore
Karen Stratton, City of Spokane
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

Al French, Spokane County, *Planning & Development Committee Chair*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Chair Haley 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 as presented, Ms. Stratton seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

Ms. Haley said STA's new battery electric buses are beautiful and liked the distinctive branding. She encouraged other Board members to see them at STA.

4. COMMITTEE ACTION/DISCUSSION

a. February 10, 2021 Committee Minutes

Mr. Grover moved to approve the February 10, 2021, committee meeting minutes as submitted, Ms. Stratton seconded and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

a. Al French, Chair, Planning & Development (P&D)

Mr. Otterstrom said the Committee reviewed and approved two scopes of work related to the City Line: 1) Wall Street, Station 28 Construction; and, 2) High Performance Transit Amenities Installation revised scope of work. Also related to the City Line, the Committee forwarded a recommendation to the Board to approve the Browne's Addition Stations Customized Shelters Request. The Committee received reports on several projects including Division *Connects*, 2022-2027 Transit Development Plan, I-90/Valley Corridor Planning, and the Spokane Regional Transportation Council draft 2021-2022 Unified Planning Work Program.

b. Chris Grover, Chair, Performance Monitoring & External Relations (PMER)

Mr. Grover said the Committee forwarded two recommendations to the Board consent agenda for approval: 1) Lighted Pit Repairs Construction Final Acceptance; and, 2) SCC Transit Center Construction Final Acceptance. Both projects were under budget and Mr. Grover congratulated the STA Team.

Mr. Otterstrom reported on the May 2022 Service Revisions Draft Recommendation. A public hearing on the revisions will be held at the April 15 Board of Directors meeting. Mr. Grover noted there are many revisions and recommended Board members review the draft recommendation early in the process. The Board will be asked to make a final decision on the revisions at the May 20 Board of Directors meeting.

6. JEFFERSON PARK AND RIDE COOPERATIVE AGREEMENT

The Jefferson Lot is a park and ride facility under the I-90 Viaduct between Jefferson and Walnut streets southwest of downtown Spokane with approximately 400 parking stalls. The Washington State Department of Transportation (WSDOT) owns the land; currently the City of Spokane is the master leaseholder for all the off-street areas under I-90. STA's existing lease agreement with the City of Spokane for the Jefferson Lot extends through May 10, 2021. WSDOT has proposed to execute a cooperative agreement for the Jefferson Lot directly with Spokane Transit. The shift toward a direct, no cost agreement with WSDOT will eliminate approximately \$30,000 in annual lease payments to the City of Spokane.

Continuation of a park and ride facility at the Jefferson Lot will support continued growth of ridership in the West Plains and allow for planned improvements as part of the Cheney High Performance Transit Corridor Improvement Project. The cooperative agreement is in draft form and under final legal review. Board authorization is required to enter into the agreement with WSDOT.

Mr. Grover moved to recommend the Board authorize the CEO to execute a cooperative agreement with WSDOT for the operations and maintenance of the Jefferson Park and Ride as to form of the draft cooperative agreement. Ms. Stratton seconded and the motion passed unanimously.

7. FTA LOW-NO PROGRAM GRANT FLEET ELECTRIFICATION APPLICATION

Mr. Otterstrom said the Federal Transit Administration (FTA) published a Notice of Funding Opportunity for a competitive grant program known as the Low or No Emission Program ("Low-No" Program). The Low-No Program provides funding to State and local governmental authorities for the purchase of zero-emission and low-emission transit buses, including acquisition and construction of required supporting facilities.

The 2021-2026 capital improvement program approved by the Board set aside \$5.658 million for the replacement of ten diesel coaches in 2023. The current Low-No Grant funding offers an opportunity to switch part or all of the replacement order to 40-foot battery electric buses. The expansion of electric buses is within the capacity of the Boone Northwest Garage, the planned location for overnight storage and charge of the current electric fleet. Staff is seeking board authorization to apply for federal grant funding to expand the battery electric bus fleet by switching ten, 40-foot diesel replacement coaches to electric, conditioned on the award of federal funding.

Mr. Grover moved to recommend the Board authorize the submission of a grant request under the FTA Low-No Program to fund the purchase of up to ten, 40-foot battery electric fixed-route buses with a grant request of up to \$6.4 million. Ms. Stratton seconded and the motion passed unanimously.

8. BOARD OF DIRECTORS AGENDA MARCH 18, 2021

The Committee reviewed an amended agenda. Ms. Meyer noted that Sherry Little from Cardinal Infrastructure will give a report to the Board on federal activities regarding transit.

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

9. BOARD OPERATIONS COMMITTEE DRAFT AGENDA APRIL 7, 2021

Mr. Grover moved to approve the draft Board Operations agenda as presented, Ms. Stratton seconded and the motion passed unanimously.

10. CEO REPORT

Congress passed the \$1.9 trillion American Rescue Plan Act of 2021 (ARP). The ARP includes \$362.5 billion in direct assistance for state, local, tribal and territorial governments and \$26 billion for transit. The transit funds will be distributed to all transit agencies in the country by a formula used by the Federal Transit Administration. STA will receive an estimated \$35 million. Staff will prepare a recommendation for a process as starting point for the Board to begin discussions on use of these funds.

State Legislative Update:

House Bill 1329 concerns public meeting accessibility and participation at governing body meetings. It encourages public agencies to provide for remote access to meetings, and to record and post recordings of meetings online for at least six months. It requires governing bodies to provide an opportunity for public comment at or before every regular meeting, except in emergency situations. The bill passed the House and is currently in the Senate.

Senate Bill 5115 relates to establishing health emergency labor standards. It creates an occupational disease presumption for frontline employees during a public health emergency for the purposes of workers' compensation. It will require employers to notify L&I when a certain percentage of their workforce becomes infected during a public health emergency. It will require employers to provide written notice to employees on the premises and their union of potential exposure to the infectious or contagious disease during a public health emergency. The bill passed the Senate and is currently in the House.

There are several police-related bills. STA's limited commission transit officers are defined as peace officers and will be affected by these bills. The tools transit officers use are limited and based on the commission by the Chief of Police and the Sheriff.

A report was prepared for the Joint Transportation Committee analyzing the electrification of public vehicle fleets in Washington State. It was requested to give a basis to the Legislature for making an electrification or zero-emission vehicle transition with state fleets. STA has completed its own study and will compare the reports to see if the assumptions and results match.

City Line construction will begin the week of March 15. The first location is near the Fox Theater on Sprague Avenue (Station 9) and First Avenue (Station 8). Staff have prepared an information flyer to distribute to local businesses that will include contact information for questions or concerns.

The Downtown Spokane Partnership (DSP) presented a Stadium Proposal to Spokane Public Schools (SPS). If SPS accepts the proposal, the stadium will be built in the arena parking lot currently used by the Shuttle Park Program, a joint program with STA, DSP, and the Public Facilities District. Before the pandemic, the arena lot provided parking for approximately 600 customers each month. If the stadium is built, STA will need to relocate the Shuttle Park Program.

11. NEW BUSINESS

None

12. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 2:25 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Chair, Planning & Development

SUMMARY

Mr. French will review the March 31, 2021 (April meeting), and May 5, 2021, 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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, March 31, 2021 (April Meeting)

10:00 a.m. – 11:30 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: 187 509 5507

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (5 minutes)
3. Committee Action (10 minutes)
 - A. Minutes of the March 3, 2021 Committee Meeting -- *Corrections/Approval*
 - B. Passenger Information Digital Display Procurement – Scope of Work Approval (*Otterstrom/Hanson*)
4. Committee Action
 - A. Board Consent Agenda
(*No items being presented this month.*)
 - B. Board Discussion Agenda (5 minutes)
 1. Division BRT: Selection of Locally Preferred Alternative (*Otterstrom/Tresidder*)
5. Reports to Committee (40 minutes)
 - A. 2022-2027 Transit Development Plan: Planning Guidance (*Otterstrom/Liard*)
 - B. 2022-2027 Transit Development Plan: Review Preliminary Revenue and Expenditure Forecast Assumptions (*Otterstrom/Liard*)
 - C. FTA Section 5310 Funding Call for Projects Timeline (*Otterstrom/K.Williams*)
 - D. Connect Spokane: Timeline for Review of Plan Elements (*Otterstrom/Tresidder*)
 - E. US-195 / I-90 Study Update (*Otterstrom/Tresidder*)
6. CEO Report (15 minutes)
7. Committee Information
(*No items being presented this month.*)
8. May 5, 2021 Committee Meeting Agenda (5 minutes)
9. New Business (5 minutes)
10. Committee Members' Expressions (5 minutes)
11. Adjourn

Next Committee Meeting: Wednesday, May 5, 2021, 10:00 a.m. via Webex.

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1230 West Boone Avenue
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PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, May 5, 2021

10:00 a.m. – 11:30 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

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*10 minutes*)
 - A. Minutes of the March 31, 2021 Committee Meeting -- *Corrections/Approval*
 - B. Division BRT: Design and Engineering Services Scope of Work Approval – *Otterstrom/Hajjafari*
4. Committee Action
 - A. Board Consent Agenda (*25 minutes*)
 1. Award of Contract for High Performance Transit (HPT) Amenities Installation (*Otterstrom/Hanson*)
 2. 2022-2027 Transit Development Plan: Planning Guidance (*Otterstrom/Tresidder*)
 3. City Line: Award of Contract for Wall Street Reconstruction, and Station 28 (*Otterstrom/Bielaski*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
5. Reports to Committee (*25 minutes*)
 - A. 2022-2027 Transit Development Plan: Major Activities (2022-2027) (*Otterstrom/Tresidder*)
 - B. 2022-2027 Transit Development Plan: 2022-2027 Capital Improvement Program (*Otterstrom/Liard*)
 - C. 2022-2027 Transit Development Plan: Proposed 2022-2024 Service Improvements (*Otterstrom/Weinand/Kenney*)
 - D. Connect Spokane Major Update: Document Review (*Otterstrom/Tresidder*)
6. CEO Report (*10 minutes*)
7. Committee Information
(*No items being presented this month.*)
8. June 2, 2021 Committee Meeting Agenda (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, June 2, 2021, 10:00 a.m. via Webex.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

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

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Chair, Performance Monitoring & External Relations

SUMMARY

Mr. Grover will review the March 31, 2021 (April meeting), and May 5, 2021, committee meeting agendas as part of his 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, March 31, 2021 (April meeting), 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: 187 684 7342

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of the March 3, 2021, Committee Meeting – *Corrections/Approval*
4. **Committee Action** (*20 minutes*)
 - A. Board Consent Agenda
(no items being presented this month)
 - B. Board Discussion Agenda
 1. Regional Summer Youth Pass Proposal (*Rapez-Betty*)
5. **Reports to Committee** (*10 minutes*)
 - A. Community Access Pass Pilot Program Update (*Rapez-Betty*)
6. CEO Report (*15 minutes*)
7. Committee Information – *no discussion/staff available for questions*
 - A. 2020 Year-End Performance Measures (*Nelson*)
 - B. February 2021 Operating Indicators (*Nelson*)
 - C. February 2021 Financial Results Summary (*Liard*)
 - D. March 2021 Sales Tax Revenue Information (*Liard*)
 - E. May 2021 Service Change Summary (*Otterstrom*)
 - F. May 2022 Service Revisions: Draft Recommendation (*Otterstrom*)
8. May 5, 2021, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting (Via WebEx Virtual Conference): May 5, 2021, 1:30 p.m.

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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, May 5, 2021, 1:30 p.m.
Via Video Conference

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report
3. Committee Action (*5 minutes*)
 - A. Minutes of the March 31, 2021, Committee Meeting – *Corrections/Approval*
- 4. Committee Action**
 - A. Board Consent Agenda (*20 minutes*)
 1. Award of Contract for Non-Diesel UST Replacement Project (*Nelson*)
 2. May 2022 Service Revisions: Final Recommendation (*Otterstrom*)
 - B. Board Discussion Agenda
 1. (*no items being presented this month*)
5. **Reports to Committee** (*40 minutes*)
 - A. 1st Quarter 2021 Performance Measures (*Nelson*)
 - B. 2021 Van Grant Recipients Award (*Nelson*)
 - C. Fixed Route 2021 Passenger Survey Results (*Rapez-Betty*)
 - D. System Performance Report (*Otterstrom*)
6. CEO Report (*10 minutes*)
7. Committee Information – *no discussion/staff available for questions*
 - A. March 2021 Operating Indicators (*Nelson*)
 - B. March 2021 Financial Results Summary (*Liard*)
 - C. April 2021 Sales Tax Revenue Information (*Liard*)
 - D. 1st Quarter 2021 Service Planning Input Report (*Otterstrom*)
8. June 2, 2021, Committee Packet Draft Agenda Review
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn
12. Next Committee Meeting (Via WebEx Virtual Conference): June 2, 2021, 1:30 p.m.

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 and participate.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

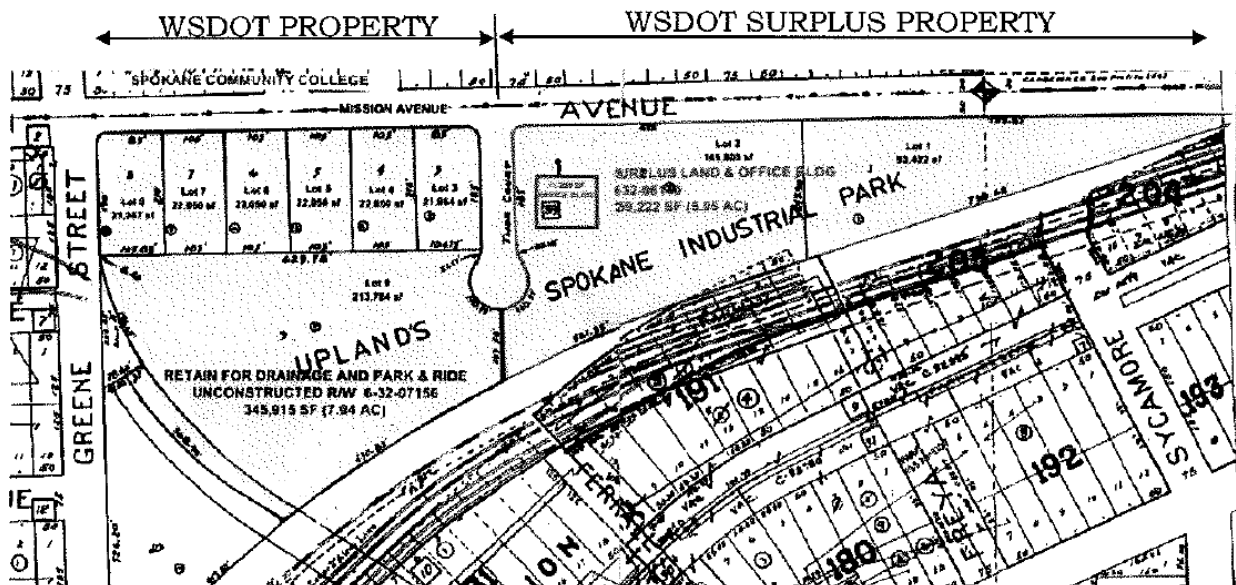
AGENDA ITEM 6 : ACQUISITION OF REAL ESTATE – RECOMMENDATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning & Development
Monique Liard, Chief Financial Officer

SUMMARY: In March 2017, staff met with Washington State Department of Transportation (WSDOT) representatives to review the possible acquisition of WSDOT’s property located at Mission & Greene, encompassing approximately 14 acres, which is currently or will be sold as surplus after the completion of the North Spokane Corridor (NSC) construction. For a brief period in the early 2000s, STA had considered this property for the possible development of a park & ride. Later, this location was highlighted as a potential secondary campus for STA in response to key goals from the 2015 facilities master plan.

The map below from 2007/2008 shows the parcels making up the subject property.



Staff proceeded to complete WSDOT’s Real Estate Services Application for the property to begin the due diligence process, as reviewed and discussed with this Committee in July 2017. Later that year, WSDOT’s Eastern Region Administrator confirmed the agency intends to make available to STA that portion of the property that is surplus to the needs of the NSC project.

On March 3, 2021, staff received an offer letter from WSDOT for the current surplus parcels no. 35152.3901 and no. 35152.3902, east of Thor Court, totaling 5.95 acres, to STA for a purchase price of \$478,000. The remaining parcels west of Thor Court remain unavailable and subject to easements for upcoming NSC construction.

Staff has reviewed the offer along with the property's history as a former railroad yard and the possible land use.

Staff evaluation consisted of the following considerations:

- 1) The site is contained in the Washington State Department of Ecology's hazardous sites listing. As the parcels would be used in a light industrial capacity for transit purposes as per WAC 173-340-745, the level of site clean-up required is less rigorous than in residential applications and the hazardous site status can be addressed and the property put to use for STA.
- 2) The site being offered of 5.95 acres is smaller than the initial 14 acres contemplated in 2017 due to the NSC construction. While this limits STA for the next 5 years to 5.95 acres, WSDOT will be providing a right of first refusal on the remaining property, west of Thor Court, when it becomes available in 2027, though on a reduced scale. The available area will be 5.4 acres as WSDOT will retain ownership for the land under the NSC. STA will be able to seek vacation of Thor Court, adding to the full acquisition area when it exercises the right of first refusal. This will make the total available area 11.8 acres.
- 3) The facilities master plan is over five years old and would benefit from an update to reflect current trends and opportunities. While the WSDOT property was contemplated for development of a secondary campus in 2015, staff will be undertaking a facilities master plan update in 2021-2022. While the use of the property may not align to prior planning recommendations, having available property provides options in an appreciating real estate market.
- 4) The price of the property is deemed reflective of current market pricing based on location and condition.

Staff sees the value in the surplus property in affording various options of future use given the site's proximity to Spokane Community College and STA's expansion through STA Moving Forward and beyond demanding a broader footprint.

The funding for this property acquisition will be provided by CIP #549 – Mission & Greene Acquisition project budget which is established at \$1 million.

RECOMMENDATION TO COMMITTEE: Recommend the Board approve, by resolution, the acquisition of two parcels no. 35152.3901 and no. 35152.3902, along Mission Ave to Thor Court, owned by the Washington State Department of Transportation in the amount of \$478,000, and authorize the CEO to execute the necessary documents on behalf of Spokane Transit Authority.

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE ACQUISITION OF REAL PROPERTY AS DESCRIBED HEREIN AND OTHER MATTERS PROPERLY RELATING THERETO.

SPOKANE TRANSIT AUTHORITY
Spokane County, Washington

BE IT RESOLVED BY THE SPOKANE TRANSIT AUTHORITY as follows:

WHEREAS, the Spokane Transit Authority (STA) is a municipal corporation operating and existing under and pursuant to the Constitution and Laws of the State of Washington, pursuant to RCW Title 36, Chapter 57A, Public Transportation Benefit Area;

WHEREAS, STA desires to purchase and acquire certain real property for the purposes of improving its transit facilities and the public transportation system;

NOW, THEREFORE, be it resolved by the Board of Directors of STA as follows:

Section 1. The STA Board of Directors hereby authorizes the acquisition of that certain real property described as:

5.95 acres (259,182 square feet) of Spokane County Assessor's parcel numbers 35152.3901 and 35152.3902, along Mission Ave to Thor Court located in the City of Spokane, in Spokane County, Washington,

for a purchase price of \$478,000.00.

Section 2. The Chief Executive is authorized to take such actions and execute all documents necessary to acquire the real property described herein.

Section 3. This resolution shall take effect and be in force immediately upon passage.

Section 4. All prior resolutions inconsistent herewith are repealed.

Adopted by STA at a regular meeting thereof held on the ___ day of _____, 20__.

ATTEST:

SPOKANE TRANSIT AUTHORITY

Dana Infalt
Clerk of the Authority

Pam Haley
Chair of the Board

APPROVED AS TO FORM:

Laura McAloon
Legal Counsel

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

AGENDA ITEM 7 : BOARD OF DIRECTORS MEETING AGENDA APRIL 15, 2021 –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY

The Board of Directors meeting agenda for April 15, 2021, 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, April 15, 2021
1:30 – 3:00 p.m.

Via Video Conference

Board Members: Board Members Join [here](#)
General Public: Public Attendees Join [here](#)
Audio Conference: 1-408-418-9388 | Access Code: xxx-xxx-xxxx | Password: 2021

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Board Agenda (*Pamela Haley*)
3. Public Expressions
4. Recognitions & Presentations: *5 minutes*
 - A. Bryan Prescott, Building Maintenance Specialist - Retirement (*Fred Nelson*)
5. Public Hearing: *15 minutes*
 - A. May 2022 Service Revisions - Draft Recommendation (*Karl Otterstrom*)
Comments should be addressed to Karl Otterstrom, STA Director of Planning & Development: kotterstrom@spokanetransit.com (*Action at the May Board meeting*)
6. Action - Consent Agenda: *5 minutes*
 - A. Minutes of the March 18, 2021, Board Meeting – Corrections/Approval
 - B. March 2021 Vouchers (*Monique Liard*)
 - C. Acquisition of Real Estate (*Karl Otterstrom*)
7. Board Discussion – *20 minutes*
 - A. Division BRT: Locally Preferred Alternative and Corridor Development Plan (*Karl Otterstrom*)
 - B. 2022-2027 Transit Development Plan: Planning Guidance (*Karl Otterstrom*)
 - C. Regional Summer Youth Pass Proposal (*Brandon Rapez-Betty*)
8. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Pamela Haley*)
9. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Al French*)
10. Performance Monitoring & External Relations Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)
 - i. Community Access Pass Pilot Program Update (*Brandon Rapez-Betty*)
11. CEO Report: *15 minutes*

12. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. March 2021 Sales Tax Revenue (*Monique Liard*)
 - C. February 2021 Financial Results Summary (*Monique Liard*)
 - D. February 2021 Operating Indicators (*Fred Nelson*)
 - E. 2020 Year End Performance Measures (*Fred Nelson*)
 - F. 2022-2027 Transit Development Plan: Review Preliminary Revenue and Expenditure Forecast Assumptions (*Karl Otterstrom*)
 - G. May 2021 Service Change Summary (*Karl Otterstrom*)
 - H. Connect Spokane: Timeline for Review of Plan Elements (*Karl Otterstrom*)
 - I. FTA Section 5310 Funding Call for Projects Timeline (*Karl Otterstrom*)
 - J. US-195/I-90 Study Update (*Karl Otterstrom*)
13. New Business
14. Board Members' Expressions
15. Executive Session (*McAloon Law PLLC*): *15 minutes*
16. Adjourn

Video recordings of Board meeting are posted to STA's website shortly after the meeting at:
<https://www.spokanetransit.com/about-sta/sta-board-of-directors-2021>

Cable 5 Broadcast Dates and Times of April 15, 2021, Board Meeting:

Saturday, April 17, 2021	4:00 p.m.
Monday, April 19, 2021	10:00 a.m.
Tuesday April 20, 2021	8:00 p.m.

Next Committee Meetings (Via Virtual Conference) Wednesday:

Planning & Development	May 5, 2021, 10:00 a.m.
Performance Monitoring & External Relations	May 5, 2021, 1:30 p.m.
Board Operations	May 12, 2021, 1:30 p.m.

Next Board Meeting (Via Virtual Conference):

Thursday, May 20, 2021, 1:30 p.m.

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

April 7, 2021

AGENDA ITEM 8 : BOARD OPERATIONS COMMITTEE DRAFT MAY 12, 2021,
MEETING AGENDA – INFORMATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY

The draft Board Operations Committee meeting agenda for May 12, 2021, is attached for your information.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, May 12, 2021

1:30 p.m. – 3:00 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: ###

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Haley*)
3. Chair's Comments (*Haley*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. April 7, 2021, Committee Meeting Minutes – Corrections/Approval
5. Committee Chair Reports: (*20 minutes*)
 - A. Al French, Planning & Development
 - B. Chris Grover, Performance Monitoring & External Relations
6. Board of Directors Draft May 20, 2021 Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
7. Board Operations Committee Draft June 17, 2021 Meeting Agenda – Information (*Meyer*) (*5 minutes*)
8. CEO Report (*10 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, June 17, 2021, 1:30 p.m.
Via Webex Video Conference

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

April 7, 2021

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