

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, March 9, 2022

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 join the meeting](#)

Audio Conference: Call the number below and enter the access code.

+1-408-418-9388 | Access Code: 2496 793 1444 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Grover*)
3. Chair's Comments (*Grover*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. February 9, 2022, Committee Meeting Minutes – Corrections/Approval
5. Committee Chair Reports: (*20 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Fleet Electrification Expansion – Recommendation (*Rapez-Betty*) (*10 minutes*)
7. 2022 May Service Change Update (*Meyer*) (*15 minutes*)
8. Board of Directors Draft March 17, 2022, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
9. Board Operations Committee Draft April 13, 2022, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
10. CEO Report (*15 minutes*)
11. New Business
12. Adjourn

Next Committee Meeting: Wednesday, April 13, 2022, 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. 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

March 9, 2022

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, 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

March 9, 2022

AGENDA ITEM 3: BOARD OPERATIONS COMMITTEE CHAIR'S COMMENTS

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Chris Grover, Committee Chair

SUMMARY: At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

AGENDA ITEM 4A : MINUTES OF THE FEBRUARY 9, 2022, COMMITTEE MEETING –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Amie Blain, Executive Assistant to the Chief Financial Officer

SUMMARY: The February 9, 2022, meeting minutes are attached for your information and correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the February 9, 2022, Meeting

Via Webex Video Conference

MEMBERS PRESENT

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

STAFF PRESENT

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

MEMBERS ABSENT

None

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

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

2. APPROVE COMMITTEE AGENDA

Ms. Haley moved to approve the agenda as presented, Ms. Kinnear seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

Chair Grover mentioned that he is looking forward to the APTA Legislative conference this year, as he was unable to make the conference last year. He thanked Ms. Infalt for her assistance with the logistics.

Chair Grover noted that the state legislature is directly affecting respective jurisdictions at present, and he is interested in hearing the CEO report today, more specifically the transportation revenue package and how it will benefit STA if approved.

4. COMMITTEE ACTION/DISCUSSION

A. January 12, 2022, Committee Minutes

Ms. Haley moved to approve the January 12, 2022, committee meeting minutes as submitted, Ms. Kinnear seconded, and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

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

Mr. French reported on the agenda items covered at the committee meeting and asked Mr. Otterstrom to provide additional information. Mr. Otterstrom noted updates regarding *Connect Spokane* and the I-90/Valley HPT. He also advised that a public open house has been scheduled for the evening of March 2, and more details will follow.

Mr. French joined the meeting at 2:00 p.m.

B. Pamela Haley, Chair, Performance Monitoring & External Relations (PMER)

Ms. Haley advised that the committee recommended final acceptance of the Fall Protection Contract with Walker Construction, as recommended by staff.

6. STRATEGIC PLANNING UPDATE

Ms. Liard introduced Tim Payne with Nelson Nygaard, Project Manager for the Strategic Planning project. Mr. Payne introduced the project team and provided background relating to his experience within the Spokane region. Peter Soderberg introduced himself as the Deputy Project Manager based in Nelson Nygaard's Seattle office. Jennifer Wieland introduced herself, and she is the Managing Director and Principal based in Nelson Nygaard's Seattle office. She will be serving as the Visioning Lead for the project. Jessica Wade with Desautel Hege, is serving as the Community Engagement Lead for the Strategic Planning project, and she also worked with STA on the *STA Moving Forward* project. Mr. Payne and Ms. Wade presented the project slides for the committee. Kevin Desmond joined the meeting and introduced himself as a Strategic Advisor for the project, and he shared that he has 30+ years of experience within the public transit industry.

Chair Grover asked Mr. Payne whether the outreach would parallel the development of the strategic plan and scenarios going forward, and Mr. Payne confirmed. Mr. Payne explained that the idea is to maintain continuous outreach throughout the project timeline. Chair Grover thanked the team for their time and commented that he is looking forward to working side-by-side with them. Ms. Haley commented that she is appreciative for the committee involvement being planned. Mr. French commented that he believes this will be a fun project. Mr. Payne thanked the committee for its time investment.

7. BOARD OF DIRECTORS AGENDA FEBRUARY 17, 2022

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

8. BOARD OPERATIONS COMMITTEE DRAFT AGENDA MARCH 9, 2022

There were no questions or comments.

9. CEO REPORT

Ms. Meyer shared an announcement from the Senate and House Transportation Committee Chairs made on Tuesday, February 8, 2022, of a \$16 billion, sixteen-year transportation package intended to support infrastructure and communities. This package is differentiated from previous packages as about 18% will be dedicated specifically for transit. This reflects the most funding ever designated to transit. Ms. Meyer explained the various funding opportunities for STA, including the Division BRT project, Paratransit, and the transit support grants to be used at the discretion of transit agencies. STA intends to leverage state and local funding and grant opportunities. The transportation package does have caveats, and those are as follows:

- The transit agency must not reduce voter-approved sales tax, as the goal is to add to, not replace funding.
- The transit agency must have a zero-fare policy for youth to age 18. STA is gathering information to determine how this could affect revenue forgone since the Board has approved zero fare for riders up to age 12, and a 50% discounted fare for riders aged 13 through 18. Also, the Board-approved a summer fare-free youth pass.

The Senate is holding a hearing tomorrow, Thursday, February 10, 2022, regarding the transportation package. They have invited a small panel of transit agencies, and Ms. Meyer will speak. Ms. Kinnear asked if STA staff is in contact with Representatives and Senators to ensure that STA's interests are represented. Ms. Meyer confirmed that STA has discussed the Division BRT project.

10. NEW BUSINESS

There was no new business.

11. ADJOURN

With no further business to come before the Committee, Chair Grover adjourned the meeting at 2:17 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, Chair, Planning & Development

SUMMARY: At this time, the Committee Chair will review the March 2, 2022, and Draft April 6, 2022, committee meeting agendas as part of the 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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, March 2, 2022

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: 2480 065 4180 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the February 2, 2022, Committee Meeting -- *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda (*20 minutes*)
 1. Division Bus Rapid Transit Work Order Approval (*Otterstrom*)
 - B. Board Discussion Agenda
(*No items being presented this month.*)
5. Reports to Committee (*20 minutes*)
 - A. 2022 Spokane Regional Transportation Council Call for Projects Grant Applications (*Otterstrom*)
 - B. 2023-2028 Transit Development Plan: Develop Mid-Range Planning Guidance (*Otterstrom*)
 - C. Human Services Transportation Plan (*Otterstrom*)
6. CEO Report (*15 minutes*)
7. Committee Information
8. April 6, 2022, Committee Meeting Draft Agenda Review (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, April 6, 2022, 10:00 a.m. via Webex.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the 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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PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, April 6, 2022

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 | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the March 2, 2022, 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 (*50 minutes*)
 - A. 2023-2028 Transit Development Plan: Planning Guidance (*Otterstrom*)
 - B. 2023-2028 Transit Development Plan: Review Preliminary Revenue and Expenditure Forecast Assumptions (*Liard*)
 - C. 2023-2028 Transit Development Plan: Identify Major Activities (*Otterstrom*)
 - D. Connect Spokane: Phase I Draft Revision for Public Comment (*Otterstrom*)
 - E. FTA Section 5310 Funding Call for Projects Timeline (*Otterstrom*)
6. CEO Report (*10 minutes*)
7. Committee Information
8. May 4, 2022, Committee Meeting Draft Agenda Review (*5 minutes*)
9. New Business (*5 minutes*)
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, May 4, 2022, 10:00 a.m. via Webex.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

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

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Pamela Haley, Chair, Performance Monitoring & External Relations

SUMMARY: At this time, the Committee Chair will review the March 2, 2022, and Draft April 6, 2022, committee meeting agendas as part of the 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 2, 2022, 1:30 p.m.

Via Video Conference

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

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

Audio Conference: Call the number below and enter the access code
+1-408-418-9388 | Access Code: 2490 409 8039 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the February 2, 2022, Committee Meeting – *Corrections/Approval*
 - B. Citizen Advisory Committee: New Member Appointment (*Rapez-Betty*)
 - C. On-Call Geotechnical Environmental and Special Inspection Services Scope of Work Approval (*Otterstrom*)
4. Committee Action
 - A. Board Consent Agenda (*10 minutes*)
 1. Boone South Energy Savings Contract: Final Acceptance (*Rapez-Betty*)
 2. Fuel Facility Project: Budget Adjustment and Award of Contract (*Rapez-Betty*)
 3. U-District Layover Contract: Final Acceptance (*Otterstrom*)
 4. Swiftly Software Award of Contract (*Otterstrom*)
 - B. Board Discussion Agenda (*none*)
5. Reports to Committee (*40 minutes*)
 - ~~A. May 2022 Service Change Update (*Otterstrom*)~~
 - B. 2021 Unaudited Year-End Financial Report (*Liard*)
 - C. 2021 State Audit Timeline (*Liard*)
6. CEO Report (*15 minutes*)
7. Committee Information – no discussion/staff available for questions
 - A. February 2022 Sales Tax Revenue Information (*Liard*)
 - B. January 2022 Financial Results Summary (*Liard*)
 - C. January 2022 Operating Indicators (*Rapez-Betty*)
8. April 6, 2022, Committee Meeting Draft Agenda Review
9. New Business
10. Committee Members' Expressions
11. Adjourn

Next Committee Meeting: April 6, 2022, 1:30 p.m. via WebEx.

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PERFORMANCE MONITORING AND EXTERNAL RELATIONS COMMITTEE MEETING

Wednesday, April 6, 2022, 1:30 p.m.

Via Video Conference

Committee Members: [Join Here](#)

General Public: [Join Here](#)

Audio Conference: Call the number below and enter the access code
+1-408-418-9388 | Access Code: **xx** | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the March 2, 2022, Committee Meeting – *Corrections/Approval*
4. Committee Action
 - A. Board Consent Agenda *(10 minutes)*
 1. City of Airway Heights West Plains Connector Project Cooperative Agreement Approval *(Otterstrom)*
 2. 2022 Performance Measures *(Rapez-Betty)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(40 minutes)*
 - A. 2021 Year End Performance Measures *(Rapez-Betty)*
 - B. 2021 Bus Rider Survey *(Rapez-Betty)*
6. CEO Report *(15 minutes)*
7. Committee Information – no discussion/staff available for questions
 - A. March 2022 Sales Tax Revenue *(Liard)*
 - B. February 2022 Financial Results Summary *(Liard)*
 - C. February 2022 Operating Indicators *(Rapez-Betty)*
 - D. March 2022 Sales Tax Revenue *(Liard)*
8. May 4, 2022, Committee Meeting Draft Agenda Review
9. New Business
10. Committee Members' Expressions
11. Adjourn

Next Committee Meeting: May 4, 2022, 1:30 p.m. via WebEx.

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SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

AGENDA ITEM 6 : FLEET ELECTRIFICATION EXPANSION – RECOMMENDATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: In December 2021, the Board took action to select a package of near-term investments to take advantage of STA’s favorable financial position by increasing the investment in public transportation concurrent with strategic planning and the implementation of STA Moving Forward. Included in this discussion was a proposed incremental investment of \$4.9 million to expand the electrification of STA’s fleet by 10 buses and fund the associated infrastructure required to support the charging of this expanded electric fleet. Staff is seeking Board approval to replace 9 diesel buses with battery electric buses, purchase one additional BEB for the City Line BRT project, and install the related charging infrastructure for the 10 buses in the Boone Northwest Garage.

BACKGROUND: In June 2021, the first of three Board workshops were held to establish the framework for a new strategic planning horizon (2025–2035), while also considering the deployment of current financial resources on a package of near-term investments that could be accomplished in two years.

At the September 1, 2021, Board workshop, a list of project and service ideas was created. Staff also reviewed with the Board the Agency’s progress toward its fleet electrification goals. As STA plans the long-term replacement of its current clean diesel fleet, a commitment was made to evaluate the potential for replacing diesel buses with zero emission buses when practical.

Staff presented the following electrification expansion at the workshop through the following projects which increase the number of electric buses by 10:

- a) addition of one City Line bus (for a total of 11 from the 10 included in the Small Starts grant) – This reflects a change from prior plans for eight vehicles and one spare. This additional bus is subject to approval of a Small Starts grant amendment by FTA to allow the purchase within the existing City Line budget. (CIP #347)
- b) introduction of three 35-foot battery electric buses in place of three 30-foot diesel bus replacements (CIP #361)
- c) substitution of three 60-foot articulated battery electric buses and three 40-foot battery electric buses in place of six 60-foot articulated diesel bus replacements (CIP #836)
- d) installation of chargers in the Boone Northwest Garage to accommodate additional battery-electric buses (CIP project to be created.)

This will bring the zero-emission fleet to 40 buses which will allow STA to reach its first electrification milestone of maximizing the capacity in its 68,000 square foot Boone Northwest Garage.

Below is the summary of the proposed electrification expansion with the required incremental investment.

CIP #	Project Name	Qty	Project Description as Budgeted	Budgeted Cost	Qty	Proposed Electrification Expansion	Proposed Cost
347	City Line			\$ -	1	1 additional 60ft articulated battery electric bus	Included in CL budget
361	Fixed Route Fleet Replacement-2022	3	30ft diesel bus replacement	\$1,422,858	3	35ft battery electric buses - delivery in 2023	\$ 3,093,000
836	Fixed Route Fleet Replacement-2022	6	60ft five door diesel articulated buses	\$6,415,080	3	60ft three door battery-electric articulated buses replacing 60ft articulated diesel buses	\$ 4,204,359
New #	Fixed Route Fleet Replacement-2023				3	40ft battery-electric buses replacing 60ft articulated diesel buses	\$ 3,447,000
	TOTAL	9	Diesel buses	\$7,837,938	10	Electric buses	\$ 10,744,359

Additional cost - buses	\$ 2,906,421
Charging infrastructure - estimate	2,000,000
Total electrification investment	\$ 4,906,421

RECOMMENDATION TO COMMITTEE: Recommend the Board approve: 1) the replacement of 9 diesel buses with battery electric buses, 2) the purchase of an additional battery electric bus for the City Line project, and 3) the required charging infrastructure, at an incremental cost of \$4.9 million as part of its 2023 capital budget.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

AGENDA ITEM 7: 2022 MAY SERVICE CHANGE UPDATE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The 2022 May Service Change Update will be provided at the meeting.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

March 9, 2022

AGENDA ITEM 8 : BOARD OF DIRECTORS MEETING AGENDA MARCH 17, 2022 –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The Board of Directors meeting agenda for March 17, 2022, 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, March 17, 2022
1:30 – 3:00 p.m.

Via Webex Video Conference

Board Members: [March Board Member Link](#)
General Public: [March Guest / Attendee Link](#)
Audio Conference: 1-408-418-9388; Event #: 2487 018 6769; Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Board Agenda (*Chris Grover*)
3. Public Expressions
4. Recognitions and Presentations: *10 minutes*
 - A. Bert Simmons, Paratransit Van Operator – Retirement (*Brandon Rapez-Betty*)
 - B. 4th Quarter 2021 Employee Recognition Awards (*Nancy Williams*)
5. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of February 17, 2022, Board Meeting – Corrections/Approval
 - B. February 2022 Vouchers (*Monique Liard*)
 - C. Division Bus Rapid Transit Work Order Approval (*Karl Otterstrom*)
 - D. Fuel Facility Project: Budget Adjustment & Award of Contract (*Brandon Rapez-Betty*)
 - E. U-District Layover Contract: Final Acceptance (*Karl Otterstrom*)
 - F. Swiftly Software: Award of Contract (*Brandon Rapez-Betty*)
 - G. Boone South Energy Savings Contract: Final Acceptance (*Brandon Rapez-Betty*)
 - H. Fleet Electrification Expansion: Recommendation (*Brandon Rapez-Betty*)
6. Board Report: *10 minutes*
7. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)
 - i. 2022 May Service Change Update (*E. Susan Meyer*)
8. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Al French*)
9. Performance Monitoring & External Relations Committee: *15 minutes*
 - A. Chair Report (*Pam Haley*)
 - i. 2021 Unaudited Year-End Financial Report (*Monique Liard*)
10. CEO Report: *15 minutes*

STA Board Meeting Agenda

March 17, 2022

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11. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. January 2022 Financial Results Summary (*Monique Liard*)
 - C. February 2022 Sales Tax Revenue (*Monique Liard*)
 - D. January 2022 Operating Indicators (*Brandon Rapez-Betty*)
 - E. 2021 State Audit Timeline (*Monique Liard*)
 - F. 2023-2028 Transit Development Plan: Develop Mid-range Planning Guidance (*Karl Otterstrom*)
 - G. 2022 Spokane Regional Transportation Council Call for Projects Grant Applications (*Karl Otterstrom*)
 - H. Human Services Transportation Plan (*Karl Otterstrom*)
12. New Business: *5 minutes*
13. Board Members' Expressions: *5 minutes*
14. Executive Session (*McAloon Law PLLC*): (*none*)
15. Adjourn

Cable 5 Broadcast Dates and Times of March 17, 2022, Board Meeting:

Saturday, March 20, 2022	4:00 p.m.
Monday, March 22, 2022	10:00 a.m.
Tuesday, March 23, 2022	8:00 p.m.

Next Committee Meetings (Via WebEx Virtual Conference) Wednesday:

Planning & Development	April 6, 2022, 10:00 a.m.
Performance Monitoring & External Relations	April 6, 2022, 1:30 p.m.
Board Operations	April 13, 2022, 1:30 p.m.

Next Board Meeting (Via WebEx Virtual Conference):

Thursday, April 21, 2022, 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

March 9, 2022

AGENDA ITEM 9 : BOARD OPERATIONS COMMITTEE DRAFT APRIL 13, 2022,
MEETING AGENDA – INFORMATION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The draft Board Operations Committee meeting agenda for April 13, 2022, 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, April 13, 2022

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 join the meeting
Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access Code: XXXX | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Grover*)
3. Chair's Comments (*Grover*) (*5 minutes*)
4. Committee Action/Discussion: (*5 minutes*)
 - A. March 9, 2022, Committee Meeting Minutes – Corrections/Approval
5. Committee Chair Reports: (*20 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Board of Directors Draft April 21, 2022, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
7. Board Operations Committee Draft May 11, 2022, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
8. CEO Report (*15 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, May 11, 2022, 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. 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

March 9, 2022

AGENDA ITEM 10 : CEO REPORT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

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

RECOMMENDATION TO COMMITTEE: Information only.