

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the February 7, 2018 Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Kevin Freeman, Small Cities Representative
(Millwood), *Board Operations Committee Chair*
Al French, Spokane County, *Planning & Development
Committee Chair*
Pamela Haley, City of Spokane Valley, *Performance
Monitoring & External Relations Committee Chair*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Beth Bousley, *Director of Communications & Customer
Service*
Karl Otterstrom, *Director of Planning & Development*
Lynda Warren, *Director of Finance & Information
Services*
Roger Watkins, *Chief Operations Officer*
Jan Watson, *Clerk of the Authority*
Nancy Williams, *Director of Human Resources*

MEMBERS ABSENT

Candace Mumm, City of Spokane, *Chair Pro Tempore*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

GUESTS

None

1. CALL TO ORDER AND ROLL CALL

Chair Freeman called the meeting to order at 1:31 p.m. Roll call was conducted.

2. APPROVE COMMITTEE AGENDA

Committee members reviewed the agenda.

Ms. Haley moved approval of the Committee agenda, Mr. French seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

No comments.

4. COMMITTEE ACTION/DISCUSSION

a. January 10, 2018 Committee Minutes

Ms. Haley moved approval of the January 10, 2018 committee meeting minutes, Mr. French seconded and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

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

Mr. French was not at the meeting. Mr. Otterstrom reported the committee discussed the 2018 Transit Development Plan Overview that will be an information item in the Board packet. Staff provided an overview of the Section 5310 federal grant funding available for projects that help support and expand mobility for seniors and people with disabilities. STA issued a call for projects from local governments and non-profits for this year's funding opportunity. There was a presentation from Downtown Spokane Partnership and Spokane Health District staff on the proposed downtown urban cultural trail extending from Browne's Addition to the University District that will follow the same streets as STA's Central City Line.

b. Pamela Haley, Chair, Performance Monitoring & External Relations (PM&ER)

The committee approved the Scope of Work for the 2018 Energy Savings Project that includes replacement of the paint booth and lift systems in the Boone south garage, as well as replacement of the HVAC controls at the Plaza. It is a project with the Washington State Department of Energy Services (DES) and McKinstry. With the potential Avista Rebates/Incentives and the guaranteed annual savings through decreased energy costs from McKinstry, the HVAC controls project will pay for itself within five years. The Committee recommended the Award of Contract for the Fluid Management System be forwarded to the Board consent agenda. The committee received information regarding draft recommendations for the September 2018 Service Revision. The draft report with details on specific changes to existing routes is posted on STA's website. Ms. Bousley reported on the work Communications has planned for 2018.

6. BOARD OF DIRECTORS DRAFT AGENDA FEBRUARY 15, 2018

Committee members reviewed the agenda. There were no changes or corrections.

Ms. Haley moved approval of the Board agenda, Mr. French seconded and the motion passed unanimously.

7. CEO REPORT

Ms. Meyer and Mr. Otterstrom briefed the Committee on STA's work to gather input on station design and amenities for the Central City Line (CCL) and the concurrent work the City of Spokane is doing to seek input on Riverside Avenue development which includes two CCL station locations. In December, the STA Board affirmed the CCL station locations and voted that any requests to change station location or design be presented to the STA Board for consideration. Ms. Meyer and Mr. Otterstrom shared the Board's direction with the Mayor and city staff citing the March 15 Board meeting as the last opportunity to submit a change request. STA needs to be at 60% design by June 2018. Mr. French commented that STA might request a Resolution from the City of Spokane Council affirming the CCL station locations that the Board voted on in December. Mr. French asked when STA expected to start construction and Mr. Otterstrom responded summer 2019. The committee discussed the various agreements that need to be executed between STA and the City as the project progresses including the Continuing Control Agreement required by the FTA.

Veronica Messing is STA's new Airway Heights representative (non-voting) and Steve Lawrence is the alternate. All STA board members and alternates have been appointed. A board orientation was attended by Mayor Maike, Mayor Grover, Council Member Sam Wood, and Council Member Lori Kinnear.

Ms. Meyer reported that February 6, 2018 was the cutoff for most legislative bills. Senate Bill 6080 regarding the electrification of transportation is being amended to require fuel usage for operating publicly owned vehicles be 100% electric or biofuel. It is an existing requirement that state government and all local government entities are required to meet; however, the current language of the legislation is, "as determined to be practicable." The current bill removes that language and requires the Department of Commerce to create rules that define practicability. If the bill passes it will apply to all STA vehicles and we will be required to submit a report by July 2019 documenting our progress to meet the requirement.

Senate Bill 6414 proposes a change in the composition of Boards such as Spokane Transit, Pierce Transit and C-Tran. The proposal would require population-based representation. The composition of Public Transportation Benefit Area Boards are currently reviewed every four years in a Quadrennial Review. STA is scheduled for a Quadrennial Review this year, but will not schedule the Review until this legislation is resolved. If approved, this bill will change the representation on the STA Board as follows:

City of Spokane	4 seats (currently 2)
County	2 seats (currently 2)
City of Spokane Valley	2 seats (currently 2)
Small Cities	1 seat (currently 3)

There is a bill that will increase the maximum sales tax for Intercity Transit Authority in Olympia from 9/10 of one percent to 1.2 percent with voter approval. Currently they are at 8/10ths.

There is a carbon tax bill that will eliminate the poison pill provision of the 2015 Connecting Washington legislation. The provision is if the Governor or his agency creates a carbon tax and standards the funding passed for agencies like ours, public and alternative transportation, will be diverted from multimodal to roads. STA has \$33 million in state funding that has been approved; \$15 million is in Connecting Washington, but it all comes from the multimodal account.

There are other bills related to a Union's access to new employees and the deduction of dues from paychecks which will affect everyone who has a public employee base.

8. **NEW BUSINESS** – None.

EXECUTIVE SESSION

At 2:51 p.m., Chair Freeman announced the Committee would adjourn for an Executive Session for the following purpose:

Discussion with legal counsel representing STA in litigation or potential litigation to which STA, the STA Board of Directors, or STA employees are, or are likely to become, a party, when public knowledge regarding the discussion is likely to result in adverse legal or financial consequence to STA.

The Committee will reconvene in open session at approximately 3:10 p.m. If it becomes necessary to extend the Executive Session, legal counsel or a staff member will return to announce the time at which the Board will reconvene.

At 3:10 p.m., the Committee reconvened and Chair Freeman declared the meeting back in public session.

9. **ADJOURN**

With there being no further business to come before the Committee, Chair Freeman adjourned the meeting at 3:10 p.m.

Respectfully submitted,

Kathleen Roberson
Executive Assistant to the Director of Finance & Information Services