

Spokane Transit Authority
1230 West Boone Avenue
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BOARD OPERATIONS COMMITTEE MEETING

Minutes of the February 8, 2017, Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley, *Board Operations Committee Chair*
Al French, Spokane County, *Planning & Development Committee Chair*
Amber Waldref, City of Spokane, *Performance Monitoring & External Relations Committee Chair*
E. Susan Meyer, Chief Executive Officer, *Ex-officio*

MEMBERS ABSENT

John Higgins, Small Cities Representative (Medical Lake), *Chair Pro Tempore*

STAFF PRESENT

Beth Bousley, Director of Communications & Customer Service
Lynda Warren, Director of Finance & Information Services
Steve Blaska, Director of Operations
Steve Doolittle, Director of Human Resources
Karl Otterstrom, Director of Planning
Susan Millbank, Ombudsman & Accessibility Officer
Jan Watson, Clerk of the Board

PROVIDING LEGAL COUNSEL

None

GUESTS

None

1. CALL TO ORDER AND ROLL CALL

Chair Haley called the meeting to order at 1:46 p.m. Roll call was conducted.

2. APPROVE COMMITTEE AGENDA

Ms. Meyer said that Item #6 will be a brief explanation only at this time.

Ms. Waldref moved approval of the February 8, 2017 agenda and Ms. Haley seconded, and the motion passed.

3. CHAIR'S COMMENTS

No comments.

4. COMMITTEE ACTION/DISCUSSION

a. December 7, 2016 Committee Minutes

Ms. Waldref moved approval of the December 7, 2016 committee minutes and Ms. Haley seconded. There was no further discussion and the motion passed.

5. COMMITTEE CHAIR REPORTS

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

January meeting cancelled. No report.

b. Amber Waldref, Performance Monitoring & External Relations (PM&ER)

January meeting cancelled. No report.

6. STA MOVING FORWARD CAPITAL PROGRAM DELIVERY EVALUATION REPORT

Mr. Otterstrom said that STA's consultant, Hill International, was scheduled to present the final draft recommendation of their study to Ms. Meyer and staff yesterday, but the meeting was postponed due to bad weather in Seattle. This study, which began in 2016 was to evaluate STA's organizational processes, technologies and capacity for capital projects.

Ms. Meyer said that after the presentation, staff will share their recommendations based on the conclusions, with the Board. This same organization did an independent cost estimate of the Central City Line (CCL) in 2013-2014.

Mr. Otterstrom said that Hill International has a lot of experience in construction and project management.

Ms. Waldref asked if the City of Spokane and STA partnered on CCL projects that include street work and infrastructure, could they combine resources (for example, staffing).

Mr. Otterstrom said that was not part of the scope of this study. If that was the direction, agreements and co-locating staff would need to be considered to ensure coordination.

Ms. Meyer said it would be a good collaborative effort of what the community has voted for in terms of street projects and the economic development for Spokane.

At 1:53 p.m. Al French arrives.

Mr. Otterstrom said that after the presentation is re-scheduled for March, the recommendations will be shared with Board members.

Ms. Waldref asked about the additional capital project staff to be hired.

Mr. Otterstrom described the three new staff positions; a Capital Projects Manager who will oversee the Monroe-Regal Corridor along with the Monroe Park and Ride, Moran Prairie Park and Ride, Division Street and East Sprague, a Project Coordinator, and a Senior Capital Project Manager who will have oversight of the Capital Improvement Program (CIP) and coordinating STA resources. He added that staff also will be added to the Purchasing Department.

Ms. Waldref commented that all of the positions were approved in the 2017 Budget.

7. BOARD OF DIRECTORS AGENDA FEBRUARY 16, 2017

Ms. Meyer reviewed the agenda with the Committee members. It has been confirmed that there will be a quorum for the meeting even though many are attending the Association of Washington Cities meeting in Olympia, WA that day. Mayor Higgins will be the Acting Chair. Ms. McAloon, Legal Counsel, recommends that any Board member absent from that meeting, review the Title VI public hearing comments on the video prior to action at the March 16 Board meeting. There will be an executive session added to the agenda regarding potential litigation.

Mr. French moved approval of the amended agenda which includes an executive session on February 16, 2017 and Ms. Waldref seconded. There was no further discussion and the motion passed.

8. CEO REPORT

Ms. Meyer said STA is in discussions with the City of Spokane (City) regarding the potential to integrate City road and street projects into STA's request for funding for the CCL. STA's current total request is \$72M. If the City of Spokane's request was added, that total could be \$100M. The value is the integration of complimentary projects.

Mr. French asked for an explanation of complimentary projects.

Mr. Otterstrom said the CCL core projects include buses, stations, a Wall Street upgrade, ADA accessible projects along intersections and North Cincinnati Street. These core projects are approximately \$72M. The City of Spokane has identified that the Downtown area needs upgrades, and it has identified a package of projects along the CCL route.

Mr. French asked if this additional work would require an increase in the grant application to Federal Transit Administration (FTA).

Mr. Otterstrom said that yes, the grant would potentially increase from \$54M to \$75M.

Mr. French stated that he is opposed because this was not what was presented to the voters or legislators in the transit ballot last year. Voters approved the CCL and its infrastructure.

Ms. Waldref said the voters approved operating funds for the CCL.

Mr. French said if STA and the City could coordinate construction projects that would be great. In this case, the scope of the project would change and an explanation to voters would be necessary.

Discussions ensued regarding pros and cons.

Both Mr. French and Ms. Waldref commented that these discussions should include the Board of Directors.

Ms. Haley stated that it seems more cost effective to coordinate the projects.

Mr. Blaska said that another factor is the assessment of the risk of losing a larger grant application versus receiving a smaller one.

Mr. Otterstrom said that during the discussions with the City, Ms. Meyer told them that no action would take place without authorization by the Board.

Ms. Meyer commented that if this was to move forward, there is a March deadline.

Ms. Waldref suggested discussions with community leaders also.

Ms. Meyer said that Sherry Little and Severn Miller from Cardinal Infrastructure, STA's consultants, will be in Spokane from February 28 until March 3. On March 1 from 11:30 – 1:30 p.m. there will be a Board workshop to discuss STA's Small Starts Grant application. Both Ms. Little and Mr. Miller have considerable knowledge regarding FTA. They will be available to provide input and answer questions from the Board.

Ms. Meyer said that she, Mr. French, Ms. Haley and Mayor Trulove are attending the APTA Legislative Conference in Washington D.C. in March. Meetings are being scheduled with legislators.

Ms. Meyer said Senate Bill 5414 is in the legislature.

Ms. Millbank said that three Senators are proposing that public transportation provide paratransit like service to any person in the Public Transportation Benefit Area (PTBA) 70 years or older or any person with a disability.

Ms. Meyer said if this bill is passed, it has the potential to increase STA's costs.

Ms. Millbank said that Washington State Transit Association (WSTA) will be testifying in opposition of the bill.

Mr. Otterstrom has spoken with State Representative Mike Voltz regarding the potential financial impact to STA. Mr. Voltz is familiar with STA.

Mr. French asked if any transit agency is supporting the bill.

Ms. Millbank said she was not aware of any. Kathleen Collins, STA's government relations consultant will be attending a hearing today.

Mr. French asked who the sponsors of the bill are.

Ms. Millbank said two of the sponsors are from Clark County and Pierce County.

Discussion ensued.

Ms. Meyer said that many people would like to have paratransit service. Those individuals do not understand that paratransit service is directly linked to the provision of fixed-route service. Senate Bill 5414 would eliminate that, so that paratransit service would not be related to fixed-route service. A paratransit ride costs approximately \$28.00. Full fare riders pay \$1.50 currently. Paratransit is 18% of STA's total budget and 5% of STA's total rides.

Ms. Millbank said there are 6200 individuals on the paratransit active database, although all are not current users.

Ms. Waldref said that she and Ms. Mumm attended a Smart Growth conference in St. Louis last week. Sessions included driverless vehicles and mode share options. She will share the information with the Board.

Ms. Millbank asked if the conference had any discussions regarding data sharing by Uber, especially the number of rides and beginning and end of trip miles. She has heard that Uber will not share their data.

Ms. Waldref said that Uber is a pilot program area and shared maps and trip information. More information is needed.

9. NEW BUSINESS

None.

10. ADJOURN

Chair Haley moved to adjourn the meeting and all agreed by consensus. With there being no further business to come before the Committee, Chair Haley adjourned the meeting at 2:57 p.m.

Respectfully submitted,

Merilee Robar
Executive Assistant to the Director of Finance & Information Services