

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the June 12, 2019 Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Candace Mumm, City of Spokane, *Chair*
Al French, Spokane County, *Chair Pro Tempore*
Chris Grover, Small Cities Representative (Cheney),
Planning & Development Committee Chair
Pamela Haley, City of Spokane Valley

STAFF PRESENT

Emily Arneson, *Ombudsman & Accessibility Officer*
Dana Infalt, *Clerk of the Authority*
Karl Otterstrom, *Director of Planning & Development*
Lynda Warren, *Chief Financial Officer*
Roger Watkins, *Chief Operations Officer*
Nancy Williams, *Director of Human Resources*

MEMBERS ABSENT

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

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Mr. French called the meeting to order at 1:33 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

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

3. CHAIR'S COMMENTS

No comments.

4. COMMITTEE ACTION/DISCUSSION

a. May 8, 2019 Committee Minutes

Ms. Haley moved to approve the May 8, 2019, committee meeting minutes as submitted, Mr. Grover seconded and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

a. Chris Grover, Chair, Planning & Development (P&D)

The Committee approved the Scope of Work for the Central City Line Telecommunications Infrastructure project that will connect up to 33 stations and the Boone Campus. Mr. Otterstrom presented the draft 2019 Transit Development Plan in preparation for the Public Hearing being held at the June 20, 2019, Board meeting. The Committee received reports on upcoming Board actions for the Central City Line, East Sprague Transit Signal Priority, and the Zero Emission Technology Fleet Transition Evaluation.

Ms. Mumm arrived at 1:35 p.m.

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

Mr. Watkins reported for Ms. Kinnear. The Committee approved and forwarded to the Board consent agenda an Award of Contract and Budget Adjustment for the Moran Station Park and Ride and the 2021 Service Revisions Public Outreach Plan. Heather Peterson of the State Auditor's Office presented the 2018 audit results; STA received a clean audit. The Committee received reports on the Disadvantaged Business Enterprise Program and Proposed Goals and the Income-Based Transit Access research. Ms. Mumm asked if there was discussion regarding other models for an Income-Based Transit Access program. Ms. Arneson said different options were reviewed and general information was presented to the committee in February.

Mr. French noted that the Federal Transit Administration's (FTA) initial approval for the Central City Line (CCL) included a review of current revenue streams. The FTA cautioned against making operational changes while the CCL is under review. He gave an overview of how STA established the current farebox recovery rate of 20 percent for operational expenses, which included extensive community outreach and input. Ms. Kinnear will report on the Income-Based Transit Access research at the Board meeting.

6. BOARD GOVERNING COMMITTEE OPERATING GUIDELINES

Ms. McAloon presented draft amendments to the Board Governing Committee Operating Guidelines that will allow alternates to serve on the Planning and Development and the Performance Monitoring and External Relations committees. The amended Guidelines are on the Board agenda for approval at the June meeting.

7. BOARD OF DIRECTORS AGENDA JUNE 20, 2019

Committee members reviewed and discussed the agenda.

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

9. CEO REPORT

Mr. Otterstrom reported on Ms. Meyer's behalf. The State Department of Ecology announced the final grant awards from the Volkswagen Settlement fund. STA received \$600,000 for two battery electric buses to replace two older diesel vehicles. In total, STA received just over \$1.1 million from the Settlement to replace three diesel buses with electric battery buses.

The Spokane Youth Card will launch on June 13, 2019. It is a pilot program with the City of Spokane for a Universal Transit Access Pass for all K-12 youth inside the city limits. It provides a bus pass, free roller skate rental, and Skyride admission at Riverfront Park. The card is available at any of the City's six library branches and is valid through September.

The Boone Northwest Garage Ribbon Cutting is scheduled for Thursday, June 20, at 12:30 p.m. Parking will be available in the new parking lot adjacent to the garage.

Ms. Mumm said she attended the Groundbreaking Ceremony for the Spokane Falls Station at Spokane Falls Community College. It was a great turnout with many students attending. Mr. French said the Groundbreaking Ceremony at the Spokane Community College Transit Center was well attended.

8. NEW BUSINESS

None

9. ADJOURN

With no further business to come before the Committee, Chair Mumm adjourned the meeting at 2:13 p.m.

Respectfully submitted,



Kathleen Roberson
Executive Assistant to the Chief Financial Officer