

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the November 13, 2019 Meeting
Spokane Transit Northside Conference Room

MEMBERS PRESENT

Candace Mumm, City of Spokane, *Chair*
Chris Grover, Small Cities Representative (Cheney),
Planning & Development Committee Chair
Pamela Haley, City of Spokane Valley
Lori Kinnear, City of Spokane, *Performance Monitoring
& External Relations Committee Chair, Ex-officio*
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*
Karl Otterstrom, *Director of Planning & Development*
Brandon Rapez-Betty, *Director of Communications &
Customer Service*
Roger Watkins, *Chief Operations Officer*
Nancy Williams, *Director of Human Resources*

MEMBERS ABSENT

Al French, Spokane County, *Chair Pro Tempore*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL

Chair Mumm 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, Mr. Grover seconded and the motion passed unanimously.

3. CHAIR'S COMMENTS

Ms. Mumm is attending the Association of Washington Cities (AWC) meeting in Seattle where there will be a discussion regarding Washington Initiative 976 and its impact across the state.

4. COMMITTEE ACTION/DISCUSSION

a. October 9, 2019 Committee Minutes

Ms. Haley moved to approve the October 9, 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)

Mr. Grover was not able to attend the November P&D Committee and asked Mr. Otterstrom to give the report. The Committee reviewed the Final Proposed 2020 Operating and Capital Budgets which it forwarded to the Board for approval at the November meeting. The Committee received an update on the Central City Line (CCL). The Committee will be asked to review and approve the CCL Scope of Work at its December meeting. The Committee reviewed its Draft 2020 Work Program and previewed the 2020 Title VI Update that will be worked on between now and March 2020.

Ms. Mumm asked how Five Mile Neighborhood residents should request service from STA for a potential Park & Ride, or something similar. Mr. Otterstrom said the P&D Committee will begin to update the Comprehensive Plan in 2020 and to identify potential pilot areas for Shared Mobility or Mobility on Demand. Five Mile has been identified as a location for a potential pilot program.

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

Ms. Kinnear said the Committee approved and forwarded three items to the Board consent agenda: 1) the Award of Contract: Sump Pumping Services to Safety-Kleen Systems, Inc.; 2) Acceptance of Division Street Phase I Improvements and Approval to Pay Retainage to Cameron-Reilly, LLC.; and, 3) the Shuttle Park Agreement Amendment. Spokane City Council Member Burke presented information on an Income Based Bus Pass. Ms. Kinnear suggested that Ms. Burke present the information to the Board; it will be included as an item under the PMER Chair Report. Ms. Meyer said the social services agencies that spoke at the meeting requested that STA budget \$120,000 in 2020 for the purpose of providing half-price passes to social service agencies. Since then, Ms. Meyer has received six letters from the staff at Catholic Charities and one letter from the Delaney Apartments requesting the same. Ms. McAloon said that reducing the cost of a bus pass will require an amendment to the Tariff Resolution to create a new fare category.

6. CENTRAL CITY LINE TEMPORARY CONSTRUCTION EASEMENTS

The Central City Line project requires the acquisition of several small slivers of parcels and temporary construction easements (TCEs) for the construction of station platforms and street improvements. Mr. Otterstrom presented information on three TCEs necessary for the construction of station platforms. The value of each easement has been established by STA's licensed appraiser and the property owners have accepted STA's monetary offer for the temporary construction easement. Funding will be provided by the Central City Line project budget.

TCE Location	Property Owner	Acquisition Cost
Northwest corner of the intersection at Mission Avenue & Napa Street. Approximately 577 square feet.	Bains & Bains Partnership	\$1,100
Mission Park near the intersection of Mission Avenue & Perry Street. Approximately 1,875 square feet.	City of Spokane	\$500
Chief Garry Park near the intersection of Mission Avenue & Cook Street. Approximately 1,050 square feet.	City of Spokane	\$300

Ms. Haley moved to recommend the STA Board of Directors authorize the CEO to execute on behalf of Spokane Transit, all documents necessary to acquire the three temporary construction easements listed above in the amounts offered and accepted by the property owners, and forward to the Board consent agenda. Mr. Grover seconded and the motion passed unanimously.

7. BOARD OF DIRECTORS AGENDA NOVEMBER 21, 2019

Committee members reviewed the agenda.

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

8. CEO REPORT

The Washington State Transit Association (WSTA) has authorized legal action to challenge the constitutionality of Washington Initiative 976 on seven points of constitutional law. A lawyer for WSTA and a coalition of partners will file for an injunction to prevent the Initiative from taking effect until constitutionality is determined by the courts.

STA staff discussed the impact of Initiative 976 on the Central City Line (CCL) and other projects for which we have received state funding commitments with the Washington State Department of Transportation (DOT). DOT staff said projects with a signed agreement and included in the Biennial Budget approved by the Legislature and signed by the Governor are ongoing. The CCL, Monroe-Regal High Performance Transit Corridor Improvements, the Upriver (SCC) Transit Center, the SFCC Transit Station, and the remaining work at the West Plains Transit Center are all signed agreements and included in the Biennial Budget. STA does not have a signed agreement for

the Cheney High Performance Transit Corridor and Double-Decker Buses. The project is at the top of STA's list for preservation and advocacy. Also at risk because an agreement is not yet signed are the vanpool grants and the funds for special needs transportation that are awarded biannually.

Mr. Otterstrom received an updated schedule for the CCL from the Federal Transit Administration (FTA). The schedule indicates the grant agreement could be approved and signed sometime mid-December to mid-January.

The Spokane Public Library will lease the second floor of the Plaza as a temporary location during the construction and remodeling of the Downtown Library. STA will sign a two-year temporary lease with the Spokane Public Library beginning December 1, 2019 through December 31, 2021. The new library space in the Plaza will open to the public March 1, 2020.

Ms. Williams is working with Police Chief Meidl regarding STA's 2020 Agreement with the Spokane Police Department (SPD). STA would like additional SPD presence in and around the Plaza.

Ms. Mumm left at 2:04 p.m. and Mr. Grover chaired the rest of the meeting.

The goal is to finalize and approve the terms of the agreement with SPD for a starting date of January 1, 2020.

9. NEW BUSINESS

None

10. ADJOURN

With no further business to come before the Committee, Acting Chair Grover adjourned the meeting at 2:08 p.m.

Respectfully submitted,

Kathleen Roberson
Executive Assistant to the Chief Financial Officer