

BOARD OF DIRECTORS

Minutes of the January 21, 2021, Board Meeting Via
WebEx Video Conference

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley, *Chair*
Al French, Spokane County
Candace Mumm, City of Spokane
Chris Grover, Small Cities Representative (Airway Heights) *Chair Pro Tem*
Josh Kerns, Spokane County
Karen Stratton, City of Spokane
Kate Burke, City of Spokane
Lori Kinnear, City of Spokane
Tim Hattenburg, City of Spokane Valley
Don Kennedy, Small Cities Representative (Medical Lake) *Ex Officio*
Hugh Severs, Small Cities Representative (Liberty Lake) *Ex Officio*
Kevin Freeman, Small Cities Representative (Millwood) *Ex Officio*
Veronica Messing, Small Cities Representative (Cheney) *Ex Officio*
Rhonda Bowers, Labor Representative, *Non-Voting*

MEMBERS ABSENT

None

STAFF PRESENT

E. Susan Meyer, Chief Executive Officer
Fred Nelson, Chief Operations Officer (Interim)
Monique Liard, Chief Financial Officer
Brandon Rapez-Betty, Director of Communications and Customer Service
Karl Otterstrom, Director of Planning & Development
Nancy Williams, Director of Human Resources and Labor Relations
Dana Infalt, Clerk of the Authority

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

1. CALL TO ORDER AND ROLL CALL -

Chairwoman Haley called the meeting to order at 1:30 p.m. and the Clerk conducted roll call.

2. APPROVE BOARD AGENDA

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

3. BOARD ACTION – CONSENT AGENDA

- A. Approval of Minutes of the December 16, 2020, Board Meeting – Corrections/Approval
- B. Approval of December 2020 Vouchers
- C. Approval for Travel for up to eight Board members to attend American Public Transportation Association (APTA) Conferences in 2021.

Mr. Hattenburg moved to approve Consent Agenda 3A through 3C. Mr. French seconded, and the motion passed unanimously.

4. BOARD ACTION – COMMITTEE RECOMMENDATIONS

Board Operations Committee

- A. Confirmation of Appointment of Board members and chairs to Planning and Development and Performance Monitoring and External Relations committees for 2021.

Mr. Hattenburg moved to approve confirmation of the Board Chair’s appointment of members to the Planning & Development and Performance Monitoring & External Relations committees and approve Al French as Chair of the Planning & Development Committee and Chris Grover as Chair of Performance Monitoring and External Relations Committee. Mr. French seconded, and the motion passed unanimously.

5. BOARD ACTION – OTHER

A. Election of Chair Pro Tempore

Mr. French moved to nominate Chris Grover as the 2021 Board Chair Pro Tempore. Ms. Mumm seconded, and the motion passed unanimously.

B. Confirmation of Appointment of Board Members to Board Operations Committee for 2021.

To meet the jurisdictional requirement of proportional representation, after confirmation of the Chair Pro Tempore in item 5A, the chair is required to appoint a member from the City of Spokane. Chairwoman Haley nominated Candace Mumm as the City of Spokane representative. Ms. Mumm deferred to Lori Kinnear as she had a schedule conflict with the Board Operations Committee. Ms. Kinnear accepted the nomination.

Chairwoman Haley noted the final Board Operations Committee appointments for the 2021 year:

- Pam Haley, City of Spokane Valley, *Board Chair*
- Chris Grover, Small Cities-Airway Heights, Performance Monitoring and External Relations Committee Chair, *Board Chair Pro Tempore*
- Al French, Spokane County, Planning and Development Committee Chair
- Lori Kinnear, City of Spokane Representative
- E. Susan Meyer, CEO (*Ex-Officio*)

Mr. French moved to confirm the appointment of Lori Kinnear by the Board Chair to the Board Operations Committee. Ms. Mumm seconded, and the motion passed unanimously.

C. Appointment of STA Public Records Officer.

Ms. Meyer advised that chapter 42.56 of the RCW requires local governments to designate an individual as Public Records Officer. Ms. Meyer said she was designating Emily Arneson, STA’s Community Ombudsman and Accessibility Officer, for confirmation by the Board.

Mr. French moved to approve Resolution #783-21 to appoint Emily Arneson as STA’s Public Records Officer. Mr. Grover seconded, and the motion passed unanimously.

6. BOARD OPERATIONS COMMITTEE:

A. Chair's Report

i. 2021 Economic Situation Update

Ms. Meyer provided some background and advised that Ms. Liard, STA's CFO, would update the Board on the economic indicators.

Ms. Liard advised staff worked with Board members in the board workshop last June to identify and provide a holistic way to assess the environment around us, and to specifically track the economy and environment during the Covid-19 pandemic.

She reviewed three slides and summarized the National and Regional Economic Indicators, Health Indicators, and the Local Operating Indicators. She reviewed the categories, indicators, end of period results, year over year variances, status (whether red, yellow, or green), the trends, sparklines that tracked the overall up and down of specific indicators, and comments concerning each. She noted staff were interested in hearing about any other indicators that Board members might like to see in the future.

Ms. Mumm asked if multi-family is in the commercial category or if Ms. Liard knew of the breakdown of residential and commercial. Ms. Liard said she would confirm those figures and get back to Council Member Mumm with the detail.

Ms. Kinnear asked to include an indicator that showed amount of vaccines and numbers of people vaccinated to see the trend and compare with the numbers of cases for some sense of if enough of the population is getting vaccinated. Ms. Liard advised the Department of Health has started a vaccination tracker and staff can bring that information into the report.

There were no additional questions or comments.

7. PLANNING & DEVELOPMENT COMMITTEE:

A. Chair's Report – *No Meeting in January*

8. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:

A. Chair's Report – *No Meeting in January*

9. CEO REPORT

CEO Meyer welcomed new Council Members Don Kennedy of Medical Lake and Hugh Severs of Liberty Lake, as well as returning Board members to the 2021 Board.

- Ridership decreased for the month of December and year-to-date
 - Fixed Route -49.8% month over month and -41.7% year-to-date
 - Paratransit -59.5% month over month and -53.4% year-to-date
 - Vanpool -56.1% month over month and 41.5% year-to-dateRidership trends are tracking similarly to prior year but with lower overall ridership
- Sales tax revenue on October Sales indicates 2.4% above December 2019 actual (\$0.2M); 6% year-to-date above 2019 actual (\$5.1M); and the unaudited year end percentage was 2.1% year-to-date above budget (\$1.8M)
- Operating expenditures through November 2020 (91.7% of the year) were at \$69.8M and represent 83% of the budget. Timing of expenditures can cause this percentage to vary.
- Monthly Revenue by Service Type for 2020 shows the decline in fare collection April through June when fares were temporarily suspended to allow for rear-door boarding to help protect operators and customers.
- City Line update budget was reviewed, including the amounts expensed, committed, forecasted, and the uncommitted remaining budget

- City Line battery electric charging infrastructure installation is ongoing at Boone Northwest Garage, Spokane Community College, and Moran Station and is scheduled to be completed by the end of March. Core construction is half completed and will begin again March 1st.
- City Line's first 60', five-door, battery electric bus has been delivered to STA. Nine additional buses will be here by year end 2021. Mid-February will be a reveal.
- With the anticipated completion of the North Spokane Corridor (NSC) in 2029, it is anticipated that traffic will be drawn off Division. DivisionConnects is a multi-jurisdictional (STA, SRTC, City of Spokane, Spokane County, and WSDOT), two phase study to address the future needs. Phase I addresses transportation - multi-modal bus rapid transit implementation and implications of the NSC on the system. Phase II will address connectivity and land use. Future studies will build on the findings. The foundational phases are important to the future.

Steering committee members include Commissioner French, Councilwomen Mumm and Burke, Councilmember Hattenburg, Mike Gribner from DOT, and Ms. Meyer. The committee is seeking public engagement on one center-running lane option Bus Rapid Transit (BRT) and three business access and transit (BAT) lane configurations. She advised of the timeline for an online story map (www.DivisionConnects.org), virtual public open house, and direct contact to targeted property owners and businesses along the corridor.

- The 105-day State Legislative session began January 11th and will run through April 25th. Capitol campus is closed to the public.
- House Democrats introduced a transportation revenue package that included a \$26.8B, 16-year, no-debt package. A breakdown of the proposed funding was provided. The transportation package included a plan of \$17.3B Highway Related, \$8.3B Carbon Reduction Initiatives, \$27M Aviation, and \$275M Washington State Patrol. There will be more to report as things progress.
- Congress approved the second Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) at the end of December and included 2021 transit funding of \$23.9M for STA operations
- President Biden's appointments were discussed including Pete Buttigieg as Secretary of Transportation and Nuria Fernandez, (former Santa Clara Valley Transit (VTA) CEO) as FTA Deputy Administrator.
- Washington's COVID-19 Vaccine Phases' updated seasonal start dates were reviewed and there was a discussion of which phase transit fits into the schedule.
- A thank you video was presented as prepared for STA customers and employees, with kudos going out to Marc Morris and the STA Communications Department.

CM Mumm asked about plans for post-vaccination ridership requirements for masks. Ms. Meyer advised of mask requirements by the state and that will continue as long as Department of Health and Department of Labor and Industries require them. Ms. Burke mentioned her understanding that the vaccine may not be 100% effective and may be able to pass it on to others after vaccinated. She encouraged the continued use of masks. Discussion ensued.

Ms. McAloon advised the new federal executive order is for people on federal property or on interstate travel but does not apply beyond those two federal areas of rulemaking.

10. BOARD INFORMATION

- A. Committee Minutes
- B. December 2019 Sales Tax Summary
- C. November 2019 Operating Indicators

11. NEW BUSINESS (None)

12. BOARD MEMBERS' EXPRESSIONS

Chair Haley called on members individually for expressions.

Ms. Mumm advised she attended a Department of Commerce meeting about a local business receiving a grant from Spokane County Conservation. She said they anticipate doubling or tripling their workforce. She said she mentioned transit access and made a motion at the Department of Commerce meeting that part of the grant be used for public transit. The motion did not pass, but she brought up the idea that they work together in the future.

Mr. French advised he was appointed to the Transportation Improvement Board (TIB) as well as representing county commissioners and his first meeting will be tomorrow. He is looking forward to representing commissioners and transit on the TIB.

Mayor Grover thanked Ms. Meyer for sharing the video. He expressed his appreciation to the Airway Heights City Council for appointing him to represent the Small Cities and he looks forward to Council Member Messing representing Cheney on the Board.

Council Member Severs expressed he is grateful to be a member of the STA Board and thanked STA for the service they provide the community. He said he is happy to be here to represent Liberty Lake.

Mr. Kerns thanked staff for their hard work.

Ms. Bowers thanked everyone and noted how nice it is to see everyone again and to see the new faces this year.

13. ADJOURNED

With no further business to come before the Board, Chairwoman Haley adjourned the meeting at 2:25 p.m.

Respectfully submitted,



Dana Infalt

Clerk of the Authority

Cable 5 Broadcast Dates and Times of January 21, 2021 Board Meeting:

Saturday, January 23, 2021	4:00 p.m.
Monday, January 25, 2021	10:00 a.m.
Tuesday, January 26, 2021	8:00 p.m.

Next Committee Meetings (via Webex):

Planning & Development	February 3, 2021, 10:00 a.m.
Performance Monitoring & External Relations	February 3, 2021, 1:30 p.m.
Board Operations	February 11, 2021, 1:30 p.m.

Next Board Meeting: Thursday, February 20, 2020, 1:30 p.m. via Webex