

Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201-2686
(509) 325-6000

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the May 11, 2022, Meeting

Via Webex Video Conference

MEMBERS PRESENT

Chris Grover, Small Cities Representative
(Airway Heights), *Chair*
Al French, Spokane County, *Planning &
Development Committee Chair*
Lori Kinnear, City of Spokane, *Chair Pro Tem*
E. Susan Meyer, Chief Executive Officer,
Ex Officio

STAFF PRESENT

Brandon Rapez-Betty, Chief Operations Officer
& Interim Chief Communications and Customer
Service Officer
Karl Otterstrom, Chief Planning and
Development Officer
Monique Liard, Chief Financial Officer
Nancy Williams, Chief Human Resources Officer
Emily Arneson, Ombudsman & Accessibility
Officer
Dana Infalt, Clerk of the Authority
Amie Blain, Executive Assistant to the Chief
Financial Officer

MEMBERS ABSENT

Pamela Haley, City of Spokane Valley,
*Performance Monitoring & External
Relations Committee Chair*

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

STAFF ABSENT

None

1. CALL TO ORDER AND ROLL CALL

Chair Grover called the meeting to order at 1:30 p.m. and conducted roll call.

2. APPROVE COMMITTEE AGENDA

Chair Grover and Mr. French approved the agenda as presented without a motion.

3. CHAIR'S COMMENTS

Chair Grover stated he is looking forward to the Board Workshop next week.

4. COMMITTEE ACTION

a. April 13, 2022, Committee Minutes

Chair Grover moved to approve the April 13, 2022, committee meeting minutes as submitted, Mr. French seconded, and the motion passed unanimously.

Ms. Kinnear joined the meeting at 1:33 p.m.

5. COMMITTEE CHAIR REPORTS

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

Mr. French turned the floor over to Mr. Otterstrom to present. Mr. Otterstrom explained the project updates and committee recommendations provided during the committee meeting. Mr. French requested Mr. Otterstrom provide clarity into a budget adjustment request prior to it being brought before the Board. Mr. Otterstrom explained the Board had previously approved \$600K for a project order under the existing agreement with the City of Spokane, for an eastbound station similar to City Line. Bidding has opened, and the request to increase the project cost by an additional \$530K incorporates costs resulting from inflation and an increased scope of work due to the doubling of the station size. Mr. French stated the committee approved this item be moved forward to the Board for a decision. Ms. Kinnear added that in addition to inflation, overall costs have increased. Chair Grover mentioned that the supply chain is also creating delays and increased costs. Mr. French stated that the cost of diesel fuel has increased significantly, and he requested the status of STA's fuel budget. Ms. Meyer advised that any additional cost for STA's fuel would not require an amendment to the budget, and the current budget annual budgeted amount for fuel is \$4.0M. Ms. Liard advised our current fuel expenditures of \$4.6M through the month of April are 5.7% over budget currently. She explained that she will obtain current information regarding STA's actual fuel costs to provide at the end of the committee meeting.

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

Mr. Rapez-Betty shared the project updates and reports provided during the committee meeting. Mr. French thanked STA's CEO, Ms. Meyer, and STA's staff for their hard work and efforts made on behalf of the community.

6. STRATEGIC PLANNING WORKSHOP UPDATE

Ms. Meyer discussed the Board Workshop taking place in STA's Southside Conference Room on May 19, 2022. She shared and explained the agenda for the meeting.

7. BOARD OF DIRECTORS AGENDA MAY 19, 2022

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

8. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JUNE 8, 2022

There were no questions or comments.

9. CEO REPORT

Ms. Meyer will provide a report to the Board at the Workshop on May 19.

10. NEW BUSINESS

Ms. Liard answered Mr. French's question regarding STA's fuel costs. She advised STA is currently paying \$4.21 per gallon for diesel fuel. If prices and consumption rates remain the same, STA will be approximately \$1.2M over budget. Due to being under budget on other line items, STA will be net neutral on the budget and can handle the increase in fuel prices at this time.

11. ADJOURN

With no further business to come before the Committee, Chair Grover adjourned the meeting at 1:55 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer