

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, July 13, 2022

1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to join the meeting](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 2484 893 9729 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Grover*)
3. Chair's Comments (*Grover*) (5 minutes)
4. Committee Action/Discussion (5 minutes)
 - A. Minutes of the June 8, 2022, Committee Meeting – Corrections/Approval
5. Committee Chair Reports: (20 minutes)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Board Attendance Review – Information (*Meyer*) (5 minutes)
7. Strategic Planning Workshop Update – Information (*Meyer/Liard*) (10 minutes)
8. Public Works Contract Acceptance – Discussion (*Otterstrom*) (5 minutes)
9. Board of Directors Draft July 21, 2022, Meeting Agenda – Corrections/Approval (*Meyer*) (5 minutes)
10. Board Operations Committee Draft September 7, 2022, Meeting Agenda – Information (*Meyer*) (5 minutes)
11. CEO Report (15 minutes)
12. New Business
13. Adjourn

Next Committee Meeting: Wednesday, September 7, 2022, at 1:30 p.m. via WebEx (*No August Meeting*)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 2 : APPROVE COMMITTEE AGENDA

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Chris Grover, Committee Chair

SUMMARY: At this time, the Board Operations Committee will review the meeting agenda.

RECOMMENDATION TO COMMITTEE: Approve agenda.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 3 : BOARD OPERATIONS COMMITTEE CHAIR'S COMMENTS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Chris Grover, Committee Chair

SUMMARY: At this time, the Committee Chair will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 4A : MINUTES OF THE JUNE 8, 2022, COMMITTEE MEETING – CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Amie Blain, Executive Assistant to the Chief Financial Officer

SUMMARY: The June 8, 2022, meeting minutes are attached for your information and correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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

BOARD OPERATIONS COMMITTEE MEETING

Draft Minutes of the June 8, 2022, Meeting

Via Webex Video Conference

MEMBERS PRESENT

Chris Grover, Small Cities Representative
(Airway Heights), *Chair*
Pamela Haley, City of Spokane Valley,
*Performance Monitoring & External
Relations 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
and 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

Al French, Spokane County, *Planning &
Development 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 approved the agenda as presented without a motion.

3. CHAIR'S COMMENTS

Chair Grover mentioned he is looking forward to visiting STA this upcoming Friday for Senator Liias' visit, as well as the CEO report during this meeting.

4. COMMITTEE ACTION

a. May 11, 2022, Committee Minutes

Ms. Haley moved to approve the May 11, 2022, committee meeting minutes as submitted, Chair Grover seconded, and the motion passed unanimously.

5. COMMITTEE CHAIR REPORTS

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

Mr. Otterstrom reported the two items presented at the committee meeting included the submission of the Regional Mobility Grant request for the Argonne Station Park & Ride project, and the amendment for the Wesslen Construction contract for HPT amenities. Mr. Otterstrom shared that he presented three reports including a draft of the Transit Development Plan, the draft for the I-90 Valley HPT project, and the draft structure for decision-making of the Division BRT project.

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

Ms. Haley reported that the Geotechnical Environmental Inspections Award of Contract was presented to the committee. The items presented without action included Fare Policy Revisions for Zero-Fare for Youth, an update on the Fare Collections System, the Disadvantaged Business Enterprise Program, and an update on Spokane Public Schools.

6. BOARD OF DIRECTORS AGENDA JUNE 16, 2022

Ms. Meyer explained that an item will be added to the agenda to appoint Dana Infalt as STA's Public Records Officer.

7. BOARD OPERATIONS COMMITTEE DRAFT AGENDA JULY 13, 2022

There were no questions or comments.

8. CEO REPORT

Ms. Meyer reported the Washington State Department of Transportation included STA in a visit from Senator Marko Liias, Chairman of the Senate Transportation Committee, and he will be visiting STA on Friday, June 10. The day prior, Senator Liias will be visiting the Department of Transportation and City of Spokane projects. STA will be providing a bus for his visit to Spokane. Applications for STA's surplus van grant program will be available on July 1. Ten vans are available to be granted through the program this year. The next Strategic Planning Board Workshop will be held just ahead of the Board Meeting on July 21. Ms. Meyer has rescinded the emergency proclamation issued in March 2020, as the conditions around COVID and the pandemic have changed dramatically. STA has received a "letter of no prejudice" from the Federal Transit Administration for the purchase of the 11th City Line bus. The letter allows the purchase to be eligible for federal funds should there be remaining grant funds after City Line construction work is substantially complete. Ms. Meyer explained she and Mr. Otterstrom met with the Good Roads Association Board yesterday and provided an update on STA, the Division BRT project in particular.

9. NEW BUSINESS

There was no new business.

10. ADJOURN

With no further business to come before the Committee, Chair Grover adjourned the meeting at 1:49 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 5A : PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Al French, Chair, Planning & Development

SUMMARY: At this time, the Committee Chair will review the July 6, 2022, and Draft August 31, 2022, committee meeting agendas as part of the report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

PLANNING AND DEVELOPMENT COMMITTEE MEETING

Wednesday, July 6, 2022
10:00 a.m. – 11:30 a.m.

Via Virtual Conference

Committee Members: [Committee Members Join Here](#)

General Public: [Guests/Public Join Here](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 2481 686 0013 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(5 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the June 1, 2022, Committee Meeting -- *Corrections/Approval*
4. Committee Action *(10 minutes)*
 - A. Board Consent Agenda
 1. 2023-2028 Transit Development Plan: Final Adoption (Resolution) *(Otterstrom)*
 - B. Board Discussion Agenda – *none*
5. Reports to Committee *(15 minutes)*
 - A. City Line Update *(Otterstrom)*
 - B. Title VI Plan Update *(Otterstrom)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information *(5 minutes)*
8. Review August 31, 2022, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions *(5 minutes)*
11. Adjourn

Next Committee Meeting: Wednesday, August 31, 2022, **(September Meeting)** at 10:00 a.m. via Webex
No August Meeting.

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Wednesday, August 31, 2022 (*September Meeting*)
10:00 a.m. – 11:30 a.m.

Via Virtual Conference

Committee Members: [Insert Link here](#)

General Public: [Insert Link here](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: **xx** | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report (*5 minutes*)
3. Committee Action (*5 minutes*)
 - A. Minutes of the July 6, 2022, Committee Meeting -- *Corrections/Approval*
4. Committee Action (*40 minutes*)
 - A. Board Consent Agenda
 1. Federal Transit Administration Section 5310 Call for Projects (*Otterstrom*)
 2. Division Bus Rapid Transit Steering Committee Charter Approval (*Otterstrom*)
 3. I-90 / Valley High Performance Transit Corridor Development Plan Approval (*Otterstrom*)
 4. City Line Core Construction Contract: Final Acceptance (*Otterstrom*)
 5. City Line Stations 13, 15, 17 – Riverside Avenue Construction Contract: Final Acceptance (*Otterstrom*)
 6. City Line Wall Street and Station 28 Construction Contract: Final Acceptance (*Otterstrom*)
 - B. Board Discussion Agenda – *none*
5. Reports to Committee (*10 minutes*)
 - A. Title VI Plan Update: Outreach Plan (*Otterstrom*)
 - B. City Line Implementation Update (*Otterstrom*)
6. CEO Report (*E. Susan Meyer*) (*15 minutes*)
7. Committee Information (*5 minutes*)
8. Review October 5, 2022, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions (*5 minutes*)
11. Adjourn

Next Committee Meeting: Wednesday, October 5, 2022, at 10:00 a.m. via Webex

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 5B : PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE
CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Pamela Haley, Chair, Performance Monitoring & External Relations

SUMMARY: At this time, the Committee Chair will review the July 6, 2022, and Draft August 31, 2022, committee meeting agendas as part of the report. Agendas are attached.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

July 6, 2022
1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Committee Members: [JULY COMMITTEE MEMBER LINK](#)

General Public: [JULY GUEST AND ATTENDEE LINK](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: 2487 916 8189 | Password: 2022

AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(10 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the June 1, 2022, Committee Meeting – *Corrections or Approval*
 - B. Passenger Shelter Scope of Work Approval *(Otterstrom)*
4. Committee Action *(15 minutes)*
 - A. Board Consent Agenda
 1. Monroe-Regal High Performance Transit Phase II Construction Contract: Final Acceptance *(Otterstrom)*
 2. Division Street Stops Phase III Construction Contract: Final Acceptance *(Otterstrom)*
 3. Disadvantaged Business Enterprise Program and Proposed Goal for Federal Fiscal Years 2023, 2024 and 2025 *(Liard)*
 - B. Board Discussion Agenda *(10 minutes)*
 1. Fare Policy Revisions: Final Recommendation-Zero-Fare for Youth (Resolution) *(Otterstrom/Liard)*
5. Reports to Committee *(25 minutes)*
 - A. 2021 State Audit Exit Briefing *(Liard)*
 - B. 2022 Equal Employment Opportunity Program Update *(Williams)*
 - C. STA-Spokane Public Schools Update *(Otterstrom)*
6. CEO Report *(E. Susan Meyer)* *(15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. May 2022 Operating Indicators *(Rapez-Betty)*
 - B. May 2022 Financial Results Summary *(Liard)*
 - C. June 2022 Sales Tax Revenue *(Liard)*
8. Review August 31, 2022, Committee Meeting Agenda (September Meeting)
9. New Business

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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

10. Committee Members' Expressions (*10 minutes*)

11. Adjourn

12. Next Committee Meeting: Wednesday, August 31, 2022, at 1:30 p.m. via WebEx (September meeting)

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

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

PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

August 31, 2022
1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Committee Members: [Insert Link here](#)

General Public: [Insert Link here](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: **xx** | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Committee Chair Report *(10 minutes)*
3. Committee Action *(5 minutes)*
 - A. Minutes of the July 6, 2022, Committee Meeting -- *Corrections/Approval*
4. Committee Action *(30 minutes)*
 - A. Board Consent Agenda
 1. Non-Diesel UST Replacements Contract: Final Acceptance *(Rapez-Betty)*
 2. Eagle Station Contract: Final Acceptance *(Otterstrom)*
 - B. Board Discussion Agenda *(none)*
5. Reports to Committee *(20 minutes)*
 - A. 2021 Fixed Route System Performance Report *(Otterstrom)*
 - B. 2nd Quarter 2022 Performance Measures *(Rapez-Betty)*
6. CEO Report *(E. Susan Meyer) (15 minutes)*
7. Committee Information (no discussion/staff available for questions)
 - A. July 2022 Operating Indicators *(Rapez-Betty)*
 - B. July 2022 Financial Results Summary *(Liard)*
 - C. August 2022 Sales Tax Revenue *(Liard)*
 - D. June 2022 Semi-Annual Financial Reports *(Liard)*
 - E. 2nd Quarter 2022 Service Planning Input Report *(Otterstrom)*
8. Review October 5, 2022, Committee Meeting Agenda
9. New Business
10. Committee Members' Expressions *(10 minutes)*
11. Adjourn
12. Next Committee Meeting: Wednesday, October 5, 2022, at 1:30 p.m. via WebEx

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 6 : BOARD ATTENDANCE REVIEW – INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: Board member attendance is tracked at both Board and Committee meetings. The attendance records from January 1, 2022, through June 30, 2022, will be presented at the meeting.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 7 : STRATEGIC PLANNING WORKSHOP UPDATE – INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer
Monique Liard, Chief Financial Officer

SUMMARY: The Chief Executive Officer and Chief Financial Officer will provide an update on the Strategic Planning Workshop agenda scheduled for July 21, 2022, 11:30 a.m. to 1:15 p.m.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 8 : PUBLIC WORKS CONTRACT ACCEPTANCE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning and Development Officer

SUMMARY: Staff will discuss possible streamlining of process for final acceptance of public works contracts as required by state law.

RECOMMENDATION TO COMMITTEE: For discussion.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 9 : BOARD OF DIRECTORS MEETING AGENDA JULY 21, 2022 –
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The Board of Directors meeting agenda for July 21, 2022, is attached for your information, correction and/or approval.

RECOMMENDATION TO COMMITTEE: Corrections and/or approval.

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

BOARD MEETING

Thursday, July 21, 2022

1:30 – 3:00 p.m.

STA Boardroom

1230 W Boone Avenue, Spokane, WA

with a Webex Video Conference Option

WebEx Video Conference Joining Option:

Board Members: [Click here to join virtually](#)

General Public: [Guests join virtually here](#)

Audio Conference: 1-408-418-9388; Event #: 2490 284 2162 Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Board Agenda (*Chris Grover*)
3. Public Expressions
4. Recognitions and Presentations: *15 minutes*
 - A. John Christiansen, Fixed Route Operator - Retirement (*Brandon Ropez-Betty*)
 - B. Kim Freeman, Office Assistant – Retirement (*Dana Infalt*)
 - C. 2nd Quarter Years of Service – Recognition (*Nancy Williams*)
 - D. 2nd Quarter 2022 Employee Recognition Awards (*Nancy Williams*)
5. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of the June 16, 2022, Board Meeting – Corrections/Approval
 - B. June 2022 Vouchers (*Monique Liard*)
 - C. 2023-2028 Transit Development Plan: Finalize & Approve by Resolution (*Karl Otterstrom*)
 - D. Disadvantaged Business Enterprise (DBE) Program and Proposed Goal for Federal fiscal Years 2023, 2024, and 2025 - Resolution (*Monique Liard*)
 - E. Monroe Regal High Performance Transit Phase II Construction Contract: Final Acceptance (*Karl Otterstrom*)
 - F. Division Street Stops Phase III Contract: Final Acceptance (*Karl Otterstrom*)
6. Board Action – *10 minutes*
 - A. Fare Policy Revisions: Final Recommendation – Zero-Fare for Youth (Resolution) (*Karl Otterstrom/Monique Liard*)
7. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Chris Grover*)
8. Planning & Development Committee: *5 minutes*
 - A. Chair Report (*Al French*)
 - i. City Line Update (*Karl Otterstrom*)
 - ii. Title VI Plan Update (*Karl Otterstrom*)

9. Performance Monitoring & External Relations Committee: *15 minutes*
 - A. Chair Report (*Pam Haley*)
 - i. 2022 Equal Employment Opportunity Program (*Nancy Williams*)
 - ii. 2021 State Audit Exit Briefing (*Monique Liard*)
10. CEO Report: *15 minutes*
11. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. May 2022 Financial Results Summary (*Monique Liard*)
 - C. June 2022 Sales Tax Revenue (*Monique Liard*)
 - D. May 2022 Operating Indicators (*Brandon Rapez-Betty*)
 - E. 2021 Fixed Route System Performance Report (*Karl Otterstrom*)
 - F. STA-Spokane Public Schools Update (*Karl Otterstrom*)
 - G. 2022 Van Grant Recipients Award (*Rapez-Betty*)
12. New Business: (*none*)
13. Board Members' Expressions: *5 minutes*
14. Adjourn

Cable 5 Broadcast Dates and Times of July 21, 2022, Board Meeting:

| | |
|-------------------------|------------|
| Saturday, July 23, 2022 | 4:00 p.m. |
| Monday, July 25, 2022 | 10:00 a.m. |
| Tuesday, July 26, 2022 | 8:00 p.m. |

Next Committee Meetings (Via WebEx) Wednesday:

| | |
|---|--|
| Planning & Development | August 31, 2022, 10:00 a.m. (<i>Sept. Meeting</i>) |
| Performance Monitoring & External Relations | August 31, 2022, 1:30 p.m. (<i>Sept. Meeting</i>) |
| Board Operations | September 7, 2022, 1:30 p.m. (<i>1st Wednesday</i>) |

Next Board Meeting (In Person w/Hybrid Option):

Thursday, September 15, 2022, 1:30 p.m. *There is no STA Board Meeting in August*

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting on STA's website: www.spokanetransit.com. A video of the Board meeting may be viewed on the website the week after the meeting. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Anyone wishing to address the Board of Directors on a specific subject at a Board meeting may do so by submitting written comments to the STA Chair of the Board (1230 West Boone Avenue, Spokane, WA 99201-2686) 24 hours prior to the Board meeting. Mail addressed to the Board of Directors will be distributed by STA at its next meeting. Mail addressed to a named Board Member will be forwarded to the Board Member, unopened. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 10 : BOARD OPERATIONS COMMITTEE DRAFT SEPTEMBER 7, 2022, MEETING
AGENDA – INFORMATION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: The draft Board Operations Committee meeting agenda for September 7, 2022, is attached for your information.

RECOMMENDATION TO COMMITTEE: For information and discussion.

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

BOARD OPERATIONS COMMITTEE MEETING

Wednesday, September 7, 2022

1:30 p.m. – 3:00 p.m.

Via Virtual Conference

Committee Members: [Click here to join the meeting](#)

General Public: [Click here to join the meeting](#)

Audio Conference: Call the number below and enter the access code.
+1-408-418-9388 | Access code: **xx** | Password: 2022

DRAFT AGENDA

1. Call to Order and Roll Call
2. Approve Committee Agenda (*Grover*)
3. Chair's Comments (*Grover*) (*5 minutes*)
4. Committee Action/Discussion (*5 minutes*)
 - A. Minutes of the July 13, 2022, Committee Meeting – Corrections/Approval
5. Committee Chair Reports: (*20 minutes*)
 - A. Al French, Planning & Development
 - B. Pamela Haley, Performance Monitoring & External Relations
6. Board of Directors Draft September 15, 2022, Meeting Agenda – Corrections/Approval (*Meyer*) (*5 minutes*)
7. Board Operations Committee Draft October 12, 2022, Meeting Agenda – Information (*Meyer*) (*5 minutes*)
8. CEO Report (*15 minutes*)
9. New Business
10. Adjourn

Next Committee Meeting: Wednesday, October 12, 2022, at 1:30 p.m. via WebEx

Agendas of regular Committee and Board meetings are posted the Friday afternoon preceding each meeting at the STA's website: www.spokanetransit.com. Discussions concerning matters to be brought to the Board are held in Committee meetings. The public is welcome to attend and participate. Spokane Transit assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, see www.spokanetransit.com. Upon request, alternative formats of this information will be produced for people who are disabled. The meeting facility is accessible for people using wheelchairs. For other accommodations, please call 325-6094 (TTY Relay 711) at least forty-eight (48) hours in advance.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 11 : CEO REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: At this time, the CEO will have an opportunity to comment on various topics of interest regarding Spokane Transit.

RECOMMENDATION TO COMMITTEE: Information only.

SPOKANE TRANSIT AUTHORITY
BOARD OPERATIONS COMMITTEE MEETING

July 13, 2022

AGENDA ITEM 12 : NEW BUSINESS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: n/a

SUMMARY: At this time, the Committee will have the opportunity to initiate discussion regarding new business relating to Board Operations.

RECOMMENDATION TO COMMITTEE: Information only.