

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

NOTICE OF BOARD MEETING

NOTICE IS HEREBY GIVEN by the Board of Directors of the Spokane Transit Authority of Spokane County, Washington, that the Board will hold a meeting at 1:30 p.m. on Thursday, April 18, 2024, in the Spokane Transit Boardroom, 1230 West Boone Avenue, Spokane Washington. A virtual video conference option is available, and the joining information is listed below.

NOTICE IS FURTHER GIVEN that business to be discussed and/or action taken shall be in accordance with the attached agenda, which is also on file at the STA Administrative Offices.

THE MEETING SHALL BE OPEN TO THE PUBLIC.

BY ORDER OF THE STA BOARD OF DIRECTORS.

DATED THIS 18th DAY OF APRIL 2024.



Dana Infalt
Executive Assistant to the CEO
Clerk of the Authority

Optional virtual joining links available on agenda

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 4 APPROVE BOARD AGENDA

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Al French, STA Board Chair

SUMMARY: At this time, the STA Board will review and approve the meeting agenda with any revisions provided.

RECOMMENDATION TO BOARD: Approve Board agenda.

FINAL REVIEW FOR BOARD BY:

Division Head // Chief Executive Officer // Legal Counsel //

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

BOARD MEETING

Thursday, April 18, 2024
1:30 – 3:00 p.m.

STA Boardroom
1230 West Boone Avenue, Spokane, WA
w/Virtual Joining Link Option on Page Two

AGENDA

1. Call to Order and Roll Call (*Chair French*)
2. Pledge of Allegiance
3. Excuse Absences
4. Approve Board Agenda (*Chair French*)
5. Public Expressions ([Public Expressions Sign Up Link](#))
6. Recognitions and Presentations: *5 minutes*
 - A. 2024 - 1st Quarter Years of Service Recognition (*Nancy Williams*)
 - B. 2024 – 1st Quarter Employee Recognition Awards (*Nancy Williams*)
7. Board Action - Consent Agenda: *5 minutes*
 - A. Minutes of the March 21, 2024, Board Meeting – Corrections/Approval
 - B. Approval of the March 2024 Vouchers (*Monique Liard*)
 - C. City Line Communications Network: Final Acceptance (*Karl Otterstrom*)
 - D. On-Route Charging Infrastructure Grant Application Approval (*Karl Otterstrom*)
 - E. Security Services – Award of Contract (*Nancy Williams*)
 - F. Battery Electric Charging Infrastructure Service & Maintenance Agreement: Award of Contract (*Brandon Rapez-Betty*)
 - G. Alerton Energy Management System Support Services: Award of Contract (*Brandon Rapez-Betty*)
 - H. Metropolitan Transportation Planning Agreement (*Karl Otterstrom*)
 - I. Public Works Contracts Under \$35,000: Final Acceptance (*Monique Liard*)
 - J. Fan Install 2nd Floor Plaza: Final Acceptance (*Brandon Rapez-Betty*)
 - K. Exhaust Clean Out at the Plaza: Final Acceptance (*Brandon Rapez-Betty*)
8. Board Action – Other: (*30 minutes*)
 - A. Expo '74 50th Anniversary Celebration Transit Support Options (*Carly Cortright*)
 - B. Connect 2035 Strategic Plan Update (*Karl Otterstrom*)
9. Board Report: *10 minutes*
 - A. Facilities Master Plan Update: Project Overview (*Brandon Rapez-Betty*)
10. Board Operations Committee: *5 minutes*
 - A. Chair Report (*Al French*)
11. Planning & Development Committee: *10 minutes*
 - A. Chair Report (*Pam Haley*)
 - i) 2025-2030 Transit Development Plan: Review Preliminary Revenue & Expenditure Forecast Assumptions (*Monique Liard*)

12. Performance Monitoring & External Relations Committee: *5 minutes*
 - A. Chair Report (*Josh Kerns*)
13. CEO Report: *15 minutes*
14. Board Information – *no action or discussion*
 - A. Committee Minutes
 - B. March 2024 Sales Tax Revenue (*Monique Liard*)
 - C. February 2024 Financial Results Summary (*Monique Liard*)
 - D. February 2024 Operating Indicators (*Brandon Rapez-Betty*)
 - E. STA Moving Forward (STAMF): Project Delivery Amendment (*Karl Otterstrom*)
 - F. Clean Fuel Standard Program Introduction (*Brandon Rapez-Betty*)
 - G. 2023 Year-End Performance Measures (*Brandon Rapez-Betty*)
 - H. 2023 Community Perception Survey Results Summary (*Carly Cortright*)
 - I. 2025-2030 Transit Development Plan: Tactical Framework (*Karl Otterstrom*)
 - J. May 2024 Service Change (*Karl Otterstrom*)
 - K. Connect Spokane Comprehensive Plan Update: Revenues & Fares Element (*Karl Otterstrom*)
15. New Business: *5 minutes*
16. Board Members' Expressions: *5 minutes*
17. Executive Session (*Etter, McMahon, Lamberson, Van Wert & Oreskovich, P.C.*): *none*
18. Adjourn

Optional Virtual Link:	Click Here for April STA Board Meeting	
Password:	Members: 2024	Guests: <i>Guest</i>
Call-in Number:	1-408-418-9388	Event #: 2496 963 4657

Cable 5 Broadcast Dates and Times of April 18, 2024, Board Meeting:

Saturday, April 20, 2024	4:00 pm
Monday, April 22, 2024	10:00 am
Tuesday, April 23, 2024	8:00 pm

Next Committee Meetings, Wednesday, 1230 West Boone Avenue, Spokane, Washington:

Board Operations	May 8, 2024, 1:30 pm
Planning & Development	May 1, 2024, 10:00 am
Performance Monitoring & External Relations	May 1, 2024, 1:30 pm

Next Board Meeting:

Thursday, May 16, 2024, 1:30 p.m. STA Boardroom, 1230 West Boone Avenue, Spokane, Washington

(A virtual joining option is available for all meetings)

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.

5.

PUBLIC EXPRESSIONS

At this time, the STA Board of Directors will give the public the opportunity to express comments or opinions.

In Person Attendance

Anyone attending the meeting in person wishing to comment should sign in on the sheet provided at the meeting and indicate the subject of interest. Comments are limited to three minutes per person.

Virtual Attendance

Anyone attending the meeting virtually wishing to comment should sign up for Oral Public Expressions. To sign up to provide **Oral Public Expressions** in person, via telephone or computer, please complete this [form](#).

Written Public Expressions

All written public expressions to be distributed by the Clerk at any meeting must be submitted to the Clerk no later than the day preceding the meeting. Do not distribute materials or written expressions directly to the Board.

To provide **Written Public Expressions** to be distributed by the Clerk at the meeting, please complete this [form](#). You may also email your **Written Public Expression** to clerk@spokanetransit.com. You may email a Public Expressions form using this link: [Written Public Expressions Form submit by email](#). No form is required for emailing comments.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 6A: YEARS OF SERVICE AWARDS – RECOGNITION

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Nancy Williams, Chief Human Resources Officer

SUMMARY: At the conclusion of each quarter, Spokane Transit acknowledges and recognizes its employees for their successive years of service with the organization and thanks them for their continued association with it. The following individuals have been employed with STA for significant periods of time, and STA commends and recognizes them for their contribution to the success of the agency:

<u>30 Years</u>	<u>10 Years</u>	<u>5 Years</u>
<u>Journeyman Vehicle Technician</u> Brian Dickinson	<u>Chief Operations Officer</u> Brandon Rapez-Betty	<u>Capital Projects Manager – Infrastructure Development</u> Nicholas Hanson
25 Years	<u>Sr. Project Manager – Capital Development</u> Donald Skillingstad	<u>Foreperson – Facilities & Grounds</u> Brian Bale
<u>Fixed Route Coach Operator</u> Felix Lopez Christopher Welp	<u>Project Control Specialist</u> Denise Thorson	<u>Admin Assistant – Fixed Route</u> Sarah Beal
15 Years	<u>Communications Specialist</u> Marc Morris	<u>Fixed Route Coach Operator</u> Elizabeth Adam Rusty Eagle Christopher Leeking Mike Martinez Brant Zwick
<u>Chief Planning & Development Officer</u> Karl Otterstrom	<u>Customer Service Lead</u> Gaynell Rhodes	<u>Paratransit Dispatcher</u> Anjanette Hughes
<u>Training Instructor</u> Melvin Figuracion	<u>Fixed Route Coach Operator</u> Justin Newell	<u>Paratransit Van Operator</u> Akira Payton
<u>Fixed Route Coach Operator</u> Leticia Medina Robert Staples	<u>General Repair Vehicle Technician</u> Nickolas Wycoff	

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 6B : EMPLOYEE RECOGNITION AWARDS – 1ST QUARTER 2024 – RECOGNITION

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Nancy Williams, Chief Human Resources Officer

SUMMARY: Employees are nominated to the Employee Recognition Committee for embodying and displaying STA's core values of teamwork, respect, accountability, neighborliness, service, innovation, and trained. Nominations include a description of why that employee is being proposed for the recognition and whether they display the additional attributes of communication, leadership, safety, effort, problem solving skills, creativity, and helpfulness. Employees are nominated by their peers. A list of award winners is attached.

RECOMMENDATION TO BOARD: Receive report.



2024 EMPLOYEE RECOGNITION WINNERS

Dec 2023 – Feb 2024	1st	Ira McKinsey	Coach Operator
Dec 2023 – Feb 2024	2 nd	David Mattison	Building Maintenance Specialist
Dec 2023 – Feb 2024	3 rd	Gayzell Rhodes	Lead Customer Service Representative
Mar 2024	1st	Jeff Hall	Capital Projects Manager
Mar 2024	2 nd	Lynn Holmes	Administrative Project Manager
Mar 2024	3 rd	Jeff Smith	Fixed Route Maintenance Lead
		Jake Goss	Fixed Route Journeyman Vehicle Technician

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7A : MINUTES OF THE MARCH 21, 2024, BOARD MEETING - CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Dana Infalt, Executive Assistant to the CEO & Clerk of the Authority

SUMMARY: The minutes of the March 21, 2024, Board meeting are attached for your information, corrections and/or approval.

RECOMMENDATION TO BOARD: Corrections and/or approval.

FINAL REVIEW FOR BOARD BY:

Division Head // Chief Executive Officer  Legal Counsel mc

Attachment

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

BOARD OF DIRECTORS

DRAFT Minutes of the March 18, 2024

STA Board Meeting

1230 W Boone Ave., Spokane
w/Virtual Joining Option

MEMBERS PRESENT

Al French, Spokane County, *Chair (virtual)*
Betsy Wilkerson, City of Spokane
Chris Grover, Small Cities (Cheney) *Ex Officio*
Dan Dunne, Small Cities (Liberty Lake) *(Virtual)*
Hank Bynaker, Small Cities (Airway Heights) *Ex Officio*
Josh Kerns, Spokane County *(Virtual)*
Kitty Klitzke, City of Spokane
Lance Speirs, Small Cities (Medical Lake) *Ex Officio*
Pamela Haley, City of Spokane Valley
Paul Dillon, City of Spokane *(Virtual)*
Tim Hattenburg, City of Spokane Valley
Zack Zappone, City of Spokane
Rhonda Bowers, Labor Representative, Non-Voting

STAFF PRESENT

E. Susan Meyer, Chief Executive Officer
Brandon Rapez-Betty, Chief Operations Officer
Carly Cortright, Chief Communications & Customer
Service Officer
Karl Otterstrom, Chief Planning & Development Officer
Monique Liard, Chief Financial Officer *Virtual*
Nancy Williams, Chief Human Resources Officer
Dana Infalt, Clerk of the Authority

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahan, Lamberson, Van
Wert and Oreskovich, P.C.

MEMBERS ABSENT

Dan Sander, Small Cities (Millwood) *Ex Officio*

1. Call To Order and Roll Call

Chair French called the meeting to order at 1:30 pm and the Clerk conducted Roll call.

2. Pledge of Allegiance – Everyone stood as Mr. Kerns led the Pledge of Allegiance.

3. Excused Absences – none requested

4. Approve Board Agenda

Prior to approving the Agenda, the Chair exercised privilege and requested Ms. Haley, Chair Pro Tem, assume the position as Chair and recognize him to present a motion to amend the agenda. Ms. Haley agreed and recognized Mr. French.

Mr. French made a motion to amend the Agenda to add an item related to Agenda Item 8A for a discussion by Board members of potential programs STA can provide for the community's 50 year celebration of Expo 74. He noted once a second was received, he would speak to the motion. Mr. Zappone seconded.

Mr. French spoke about the 50th anniversary of Expo '74 approaching and the opportunity to demonstrate STA's support for the historic event. He said STA has a history of supporting community events like Bloomsday and Hoopfest and also offers other support such as the evacuation for the Gray fire and transportation to warming centers during cold weather events. The Board has historically considered the impacts and cost as part of its analysis of community programs to make an informed decision. He understood the City of Spokane had a proposal to be considered and he was aware of other suggestions as well. Mr. French stated the Agenda item would provide an opportunity to get

each of the proposals on the table and staff can conduct the analysis so the Board can make the best decision in April. The analysis would include financial impacts, programmatic impacts, operational impacts, and coordination with other programs already underway that STA supports. He thanked Vice Chair Haley for the opportunity to speak.

Discussion ensued regarding where to place the item on the agenda. It was determined it should be under Board Action – Item 8.

Mr. Kerns made a motion to approve the Agenda as amended. Mr. Dunne seconded, and the motion passed unanimously.

5. Public Expressions

Chair French reminded everyone that public expressions were intended to be for current issues. He asked that there be no personal attacks and that everyone follow the Rules of Procedure which allow 3 minutes of testimony per person. He asked Ms. Haley to facilitate the Public Expressions since she was attending in person. Ms. Haley agreed.

Mr. Erik Lowe introduced his son and spoke in favor riding the bus. He indicated he was in favor of a promotional free fare for the Expo celebrations, but not free fares forever. He suggested going fare free on a permanent basis would likely mean service cuts which would result in lower ridership and a lower quality experience for everyone and he discussed other potential benefits and drawbacks of free fares.

Ms. Anne Martin joined the meeting virtually to read into the record a letter she sent to the Board members prior to the meeting. The letter was in support of free fares during the Expo '74 50th Celebration and named multiple organizations, business representatives, and individuals as supporting the idea.

Council Member Jonathan Bingle, City of Spokane representing the Northeast District expressed concerns over the absence of representation for his district on the STA Board. He highlighted the district's significant ridership, high level of need, unique challenges, and elevated poverty rates. The council member acknowledged that the STA Board does not control this representation but emphasized the importance of having a voice for his district, especially in discussions about STA's future services.

Mr. Chad Camandona, ATU 1015 President, spoke to say he was not taking a side one way or the other, but thought the emphasis needed to be on the safety of drivers [when discussing fares related to Expo '74?], noting there were roughly 450 members in the union.

Vice Chair Haley turned the meeting back over to Chair French.

6. Recognitions & Presentations

A. Spokane Public Schools / Spokane Transit Partnership – Ms. Meyer introduced the Superintendent of Spokane Public Schools (SPS), Dr. Adam Swinyard. She said he is here to share about the wonderful and successful program STA and SPS have undertaken the last two years to achieve our objectives regarding zero fare youth ridership and to create a common card for high school students. She said that about 9000 of the students in the schools have cards that double as school ID and a transit pass. She said STA is appreciative of SPS and Dr. Swinyard's support and has enjoyed collaborating with them.

Dr. Swinyard expressed gratitude for the opportunity to speak and represent Spokane Public Schools. He praised the value of partnerships and recounted the pre-pandemic challenges of student transportation, which worsened when SPS service providers withdrew from Spokane. He commended the current successful partnership with STA for high school student transportation,

noting its innovation, collaboration, and community value. Dr. Swinyard advised he is looking forward to further discussions to enhance this transportation model.

He noted a recent survey the school conducted with the students and said, in general, they received very positive feedback about students’ experiences. They’re working with families and seeing mini-ancillary benefits as younger siblings are getting acclimated. There’s an increasing dialogue among middle school students about transportation and access. He talked about providing middle school children with access and opportunity and how the intersectionality of transportation with access and opportunity can’t be understated.

As we look ahead to the future, he said one of the things SPS is focusing on is “Every Kid, Every Day” and providing something to do after school. The unique mental health therapist model within schools was highlighted as a source of pride and an essential service. The need for creative solutions to address mental health issues, chronic absenteeism, and disengagement was emphasized, given the resource constraints. The importance of providing after-school activities for students was discussed, noting the risk of unsupervised hours between 3 PM and 7 PM. A call for community partnership was made to offer a variety of engaging programs beyond sports, including clubs and other activities. The role of technology as both a tool and a challenge in capturing students’ attention was acknowledged.

Dr. Swinyard expressed gratitude for existing partnerships and optimism for future initiatives to benefit students’ well-being and engagement. He thanked the Board and staff for their contributions.

7. Board Action - Consent Agenda

Ms. Klitzke moved to approve Consent Agenda Items 7A through 7I. Mr. Hattenburg seconded, and the motion passed unanimously.

- A. Minutes of the February 15, 2024, Board Meeting – Corrections/Approval
- B. Minutes of the February 15, 2024, Board Workshop – Corrections/Approval
- C. Minutes of the March 6, 2024, Board Workshop – Corrections/Approval
- D. Minutes of the March 6, 2024, Special Board Meeting – Corrections/Approval
- E. Approval of the following February 2024 Vouchers:

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (February)	Nos. 625868 – 626300	\$ 4,827,141.76
Worker’s Comp Vouchers (February)	ACH – 2286	\$ 333,352.30
Payroll 02/09/2024	ACH – 02/09/2024	\$ 2,738,581.09
Payroll 02/23/2024	ACH – 02/23/2024	\$ 1,940,045.91
WA State – DOR (Excise Tax)	ACH – 1767	\$ 5,280.77
FEBRUARY TOTAL		\$ 9,844,401.83

- F. City Line Station Security Camera System: Final Acceptance approval.
- G. 2022 Service Change Bus Stops - Phase 1: Final Acceptance approval.
- H. Connect 2035 Strategic Plan: Funding and Investment Principles – Adoption of Resolution #818-24.
- I. Public Works Contracts under \$35,000 – Final Acceptance of the contracts listed as complete and authorize release of retainage security subject to receipt of Department of Labor & Industries approved prevailing wage affidavits.

8. Board Action – Other

- A. Route 11- Arena/Downtown Shuttle and Shuttle Park Pass Promotional Fare (Resolution) – Chair French suggested this item be deferred to April in response to the discussion he was going to facilitate.

Mr. Hattenburg moved to approve deferring the Route 11-Arena/Downtown Shuttle and Shuttle Park Pass Promotional Fare (Resolution) until the April Board Meeting to be considered in a comprehensive fashion. Ms. Haley seconded and the motion passed unanimously.

Chair French opened the conversation about the Expo Shuttle Park pass fares, requesting ideas or options from Board Members. Chair French outlined his understanding of the proposed Shuttle Park Pass promotional fare being presented by staff and asked Board members to offer other options for staff to return with an analysis of in April. Staff will consider foregone revenue, security, and impact to operations.

In addition to discussions surrounding Bloomsday fares that have been marketed, safety on the bus when fare free, increasing ridership, and the Expo events, other options to be considered were discussed as follows:

1. \$0.50 Route 11 from May 3 through July 7 (all days)
2. Free Fare Systemwide May 4 through July 7 (all days)
3. \$0.50 Fare Systemwide May 4 through July 7 (all days)
4. Free Fare Systemwide Saturdays Only May 4 through July 4
5. \$0.50 Systemwide Weekends and Holidays May 4 through July 4

Mr. French invited Board Members to submit other ideas after the Board meeting the CEO or to him, prior to Monday, March 25, 2024.

- B. Spokane Public Schools Transit Infrastructure Construction Reimbursement: Preliminary Concurrence – Mr. Otterstrom noted that Board concurrence provides assurance to jurisdictional partner in moving forward with construction of transit improvements prior to formal agreement. He provided background and noted the proposed construction on Howard Street, the Interlocal agreement requirement between Spokane Public Schools and Spokane Transit and noted preliminary concurrence by the STA Board of Directors will provide good faith assurance to SPS of the intent to formalize reimbursement by agreement.

Staff recommended the Board provide preliminary concurrence of planned transit improvements to the PFD-owned parking lot at West Boone Avenue and North Howard Street, by Spokane Public Schools and authorize the CEO to communicate the Board's intent to reimburse SPS for transit-related infrastructure costs not to exceed \$350,000.

Ms. Haley moved to provide concurrence as presented. Mr. Hattenburg seconded and the motion passed unanimously.

- C. Spokane Valley Sprague High Performance Transit Infrastructure Construction Reimbursement: Preliminary Concurrence – Mr. Otterstrom said the Board concurrence provides assurance to jurisdictional partner in moving forward with construction of transit improvements prior to formal agreement. He provided background, described the project area and current proposed improvements. He discussed the current cost estimate and the interlocal agreement requirement between the City of Spokane Valley and Spokane Transit for the crosswalk investment and the High Performance Stop infrastructure

Staff recommended the Board provide preliminary concurrence of planned transit improvements to the City of Spokane Valley Sprague Avenue Stormwater project and authorize the CEO to

communicate the Board's intent to reimburse City of Spokane Valley for Sprague High Performance Transit (HPT) infrastructure costs not to exceed \$275,000.

Mr. Hattenburg moved to provide concurrence as presented. Ms. Haley seconded and the motion passed unanimously.

9. Board Report

- A. Connect 2035 Strategic Plan Phase 2 Update – In consideration of the time, this report was deferred to April. Mr. Otterstrom mentioned there will be two open houses between now and the next Board meeting. The first will be in the West Plains in Airway Heights on March 25th, and the second will be held at the Plaza on April 9th.

10. Board Operations Committee

- A. Chair Report - Chair French asked Mr. Kerns to provide a report on the meeting. Mr. Kerns reviewed the items covered and the discussions held at the Board Operations meeting.

11. Planning & Development Committee (P&D)

- A. Chair Report – Ms. Haley requested Mr. Otterstrom to review the items covered at the P&D meeting. Mr. Otterstrom provided a summary of the items approved and discussed at the committee meeting.

12. Performance Monitoring & External Relations (PMER)

- A. Chair Report – Mr. Kerns reviewed the items the committee members discussed and/or approved at the PMER committee meeting.
- i.* EXPO 50th Anniversary Celebration Update – This item was deferred based on the earlier discussion about the Expo Fares.
 - ii.* 2023 Unaudited Year-End Financial Report – Ms. Liard provided a review of the unaudited year-end financial report and offered to answer questions. Brief discussion ensued.

13. CEO Report

Ms. Meyer discussed ridership for February 2024 versus 2023 and totals year-to-date. Fixed route saw a 22.5% increase in February and 15.1% year-to-date. The portion of that ridership attributed to Zero-Fare Youth was 167,467 riders in February and 316,099 riders year-to-date. Zero-Fare Youth ridership increased 47.9% in February and 34.5% year-to-date. Paratransit experienced a 15.1% increase in February and is 10.1% higher year-to-date over 2023. Rideshare realized a 23% increase in February and is 14.3% year-to-date higher than 2023.

Monthly Fare Revenue by Service Type was reviewed. Fare Revenue exceeded budget by about 5% in February. She noted fares are offset by things like fare capping or reduced fares for people 60 and over, those with disabilities or military, active duty, and veterans.

Ms. Meyer was happy to report the highest Ridership recorded for the Saturday of the St. Patrick's Day Parade: ~18,650. She shared a graph indicating ridership back to 2007.

The City Line Ridership update shared average weekday ridership increased following the introduction of 7.5 minute peak frequency and is now exceeding 2400 boardings daily. The monthly trend reflected seasonal fluctuations largely based on GU, CCS, SPS school days. Daily fluctuations mostly reflected system-wide fluctuations, driven by weather, day-of-week, entitlement disbursements and community events.

February 2024 Voter-approved Sales Tax Revenue was below budget by -\$166,722 or -1.6%. Year-to-date sales tax is 2.1% above budget (\$0.4M).

Ms. Meyer provided an update on the 2024 legislative session that ended March 7, 2024. She shared transportation budget impacts on STA, noting all STA grants were continued at the current levels and timeframes (plus carryover) and the Move Ahead WA funding for the Division Street BRT– fifty million over the next three biennium – remains the same.

She discussed SB 5788 service animals in training, which the 2024 Legislative Task Force supported; SB 5444 restricting firearms in certain premises, noting both bills passed. Ms. Meyer also mentioned the bills that did not pass SB 6304 recommendations for transportation electrification strategy, and HB 2191/SB 6185 providing the option to add two transit users to a PTBA Board.

Ms. Meyer congratulated the STA Communications Team on the APTA First Place AdWheel Awards for the “City Line Service Begins” commercial in the category of Commercials, Best Marketing and Communications to Increase Ridership – Electronic Media, and the “That’s Bussin’ ” video series in the category of Video Series, Best Marketing and Communications Educational Initiative - Electronic Media. Grand prize winners will be announced this summer.

The report concluded with thanks to STA employees and a mention of National Transit Employee Appreciation day on Monday, March 18, 2024. STA hung banners thanking all transit employees in the skybridge of Boone and Plaza.

14. Board Information

- A. Committee Minutes
- B. February 2024 Sales Tax Revenue
- C. January 2024 Financial Results Summary
- D. January 2024 Operating Indicators
- E. Connect Spokane Comprehensive Plan Update: Revenue & Fares Element
- F. 2025-2030 Transit Development Plan: Tactical Framework and Stakeholder Outreach
- G. Division Street Bus Rapid Transit: Development and Public Outreach Update
- H. 2023 State Audit Timeline

15. New Business - none

16. Board Members' Expressions

Ms. Bowers apologized for missing the Workshop last month, noting the union is in contract negotiations. She mentioned she will also miss the next Workshop, too.

Mr. Zappone thanked everyone for the discussion about fares for Expo and requested that the information for the analysis be provided in time to digest before the meeting.

17. Executive Session – none

18. Adjourn

With no further business to come before the Board, Chair French adjourned the meeting at 3:30 p.m.

Respectfully submitted,



Dana Infalt
Clerk of the Authority

SPOKANE TRANSIT AUTHORITY

BOARD MEETING

April 18, 2024

AGENDA ITEM **7B** : MARCH 2024 VOUCHERS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Monique Liard, Chief Financial Officer
Tammy Johnston, Senior Financial Services Manager

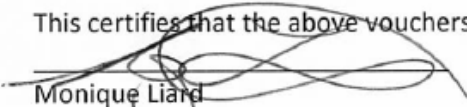
SUMMARY: The following warrants and ACH transfers for the period of March 1 through 31, 2024, have been audited and processed for payment by the Finance Department in accordance with RCW 42.24.080 and are hereby recommended for STA Board approval. Supporting invoices are in the Finance Department for review.

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (March)	Nos. 626301 – 626856	\$ 5,375,853.18
Worker’s Comp Vouchers (March)	ACH – 2286	\$ 100,692.82
Payroll 03/08/2024	ACH – 03/08/2024	\$ 2,632,506.96
Payroll 03/22/2024	ACH – 03/22/2024	\$ 2,075,638.01
WA State – DOR (Excise Tax)	ACH – 1767	\$ 8,421.61
MARCH TOTAL		\$ 10,193,112.58

Certified:

Tammy Johnston
Senior Financial Services Manager

This certifies that the above vouchers have been audited and certified as required by RCW 42.24.080


Monique Liard
Chief Financial Officer
(Auditing Officer)

RECOMMENDATION TO BOARD: Approve claims as listed above.

FINAL REVIEW FOR BOARD BY:

Division Head ML Chief Executive Officer ESM Legal Counsel MC

Spokane Transit Authority
Vouchers - March 2024

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
03/01/2024	626301	INLAND WELDING SUPPLY INC	1032	9,021.12
03/01/2024	626302	ABCORP NA INC	2814	4,015.50
03/01/2024	626303	ABM INDUSTRY GROUPS LLC	1066	7,320.71
03/01/2024	626304	ASH & ROWAN HARDWARE LLC	2278	26.90
03/01/2024	626305	ALCOBRA METALS INC	2140	1,664.52
03/01/2024	626306	ALCOBRA METALS INC	2140	11.77
03/01/2024	626307	ALSCO INC	2196	13,400.10
03/01/2024	626308	AMAZON CAPITAL SERVICES INC	2098	2,245.64
03/01/2024	626309	STEVEN W NILES JR	2276	239.67
03/01/2024	626310	NORTHWEST INDUSTRIAL SERVICES LLC	1058	118.98
03/01/2024	626311	ARCTIC LIGHTING & ELECTRIC LLC	2100	15,087.00
03/01/2024	626312	NORTHWEST CENTER SERVICES	2271	49,457.83
03/01/2024	626313	ATLAS BOILER & EQUIPMENT CO.	2420	14,410.20
03/01/2024	626314	ATS INLAND NW LLC	1916	15,380.00
03/01/2024	626315	AVISTA CORPORATION	1081	4,366.17
03/01/2024	626316	ROCHELL CONSTRUCTION SERVICES INC	2876	4,803.63
03/01/2024	626317	THE BRAUN CORPORATION	1117	88.71
03/01/2024	626318	BUDINGER & ASSOCIATES INC	2149	35,326.89
03/01/2024	626319	CAMERON-REILLY LLC	1137	3,906.30
03/01/2024	626320	LITHIA MOTORS SUPPORT SERVICES	1024	376.33
03/01/2024	626321	CANON FINANCIAL SERVICES INC	1154	501.31
03/01/2024	626322	CARLSON SHEET METAL WORKS INC	1139	693.24
03/01/2024	626323	CDW-GOVERNMENT	1132	4,293.02
03/01/2024	626324	QWEST CORPORATION	1148	150.91
03/01/2024	626325	CINTAS CORPORATION NO 2	2383	529.84
03/01/2024	626326	CITY OF SPOKANE	1601	114.57
03/01/2024	626327	CLEANCO CARPET WINDOW & AIR DUCT CLEANING LLC	2781	13,591.50
03/01/2024	626328	COFFMAN ENGINEERS INC	1162	18,906.11
03/01/2024	626329	COMCAST	1170	1,242.61
03/01/2024	626330	COMPUNET INC	1166	14,432.50
03/01/2024	626331	CROWN CASTLE INTERNATIONAL CORP.	2733	2,074.50
03/01/2024	626332	CUMMINS INC	1027	1,353.87
03/01/2024	626333	EL JAY OIL CO INC	1003	9,915.90
03/01/2024	626334	EV IQ LLC	2784	280.00
03/01/2024	626335	FASTENAL COMPANY	1249	1,093.90
03/01/2024	626336	THE FIG TREE	2465	85.00
03/01/2024	626337	V02 COLLECTION INC.	2860	179.69
03/01/2024	626338	FLYNN BEC LP	2479	305.25
03/01/2024	626339	BUSINESS INTERIORS OF IDAHO	2715	597.30
03/01/2024	626340	FEDEX	1808	63.85
03/01/2024	626341	GORDON TRUCK CENTERS INC	1018	8,852.73
03/01/2024	626342	GALLS PARENT HOLDINGS LLC	1271	1,078.16
03/01/2024	626343	GENFARE LLC	1268	1,580.17
03/01/2024	626344	GILLIG LLC	1279	21,086.26
03/01/2024	626345	GMCO CORPORATION	2623	3,889.09
03/01/2024	626346	W.W. GRAINGER INC	1285	2,829.42
03/01/2024	626347	GRAYBAR ELECTRIC CO INC	1287	89.37
03/01/2024	626348	HOGAN MFG INC	1008	180.66
03/01/2024	626349	HORIZON DISTRIBUTORS INC	1321	788.92
03/01/2024	626350	INIT INNOVATIONS IN TRANSPORTATION INC	2392	5,659.28
03/01/2024	626351	INLAND PUBLICATIONS INC	2638	139.00
03/01/2024	626352	JOHNSON CONTROLS FIRE PROTECTION LP	1584	2,713.00
03/01/2024	626353	WILLIAM CORP	1363	1,227.66
03/01/2024	626354	KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	1296	129.83
03/01/2024	626355	KONECRANES INC	1367	2,725.00
03/01/2024	626356	LONG BUSINESS FORMS	2301	1,112.13
03/01/2024	626357	LUMINATOR TECHNOLOGY GROUP INC	1009	2,419.35
03/01/2024	626358	MAINTENANCE SOLUTIONS	1418	741.89
03/01/2024	626359	MCGUIRE BEARING COMPANY	1010	69.98
03/01/2024	626360	MODERN ELECTRIC WATER CO INC	1439	1,165.50
03/01/2024	626361	MOHAWK MANUFACTURING & SUPPLY CO	1011	1,922.58
03/01/2024	626362	MOTION AUTO SUPPLY INC	1012	14.40
03/01/2024	626363	MUNCIE RECLAMATION AND SUPPLY CO	1013	610.38
03/01/2024	626364	BLACK REALTY MANAGEMENT INC	1658	63,262.22
03/01/2024	626365	NAPA AUTO PARTS INC	1014	11,065.16
03/01/2024	626366	NAPA	1014	6.58
03/01/2024	626367	ARGOSY CREDIT PARTNERS HOLDINGS LP	2006	48.00
03/01/2024	626368	THE AFTERMARKET PARTS COMPANY LLC	1015	9,924.28
03/01/2024	626369	CSWW INC	1102	188.64

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03/01/2024	626370	CSWW INC	1102	283.38
03/01/2024	626371	NORTHWEST LIFT & EQUIPMENT LLC	1952	3,208.72
03/01/2024	626372	NOVATION INC	2394	5,053.00
03/01/2024	626373	NORTHWEST BUSINESS STAMP	1472	38.50
03/01/2024	626374	OFFICE DEPOT INC	1483	99.74
03/01/2024	626375	OFFICE OF MINORITY AND WOMENS BUSINESS ENTERPI	1481	3,657.64
03/01/2024	626376	Rick Miller	901	74.00
03/01/2024	626377	PARAMETRIX INC	2062	38,845.63
03/01/2024	626378	POWER MACHINE SERVICE INC	1519	2,736.99
03/01/2024	626379	PROVISIONAL SERVICES INC.	2697	6,016.72
03/01/2024	626380	REBECCA VAN KEULEN	2735	5,425.22
03/01/2024	626381	MULTI SERVICE TECHNOLOGY SOLUTIONS INC	2146	287.21
03/01/2024	626382	REHN & ASSOCIATES	2395	152.00
03/01/2024	626383	ROMAINE ELECTRIC CORPORATION	1548	578.54
03/01/2024	626384	SAFELITE FULFILLMENT INC	2889	970.56
03/01/2024	626385	SAFETY-KLEEN SYSTEMS INC	1564	13,135.59
03/01/2024	626386	JOHN LATTA ASSOCIATES INC	1936	845.79
03/01/2024	626387	SECURITAS SECURITY SERVICES USA INC	1574	36,726.81
03/01/2024	626388	SENSKE LAWN & TREE CARE INC	2194	107.91
03/01/2024	626389	SHERWIN-WILLIAMS	1580	53.40
03/01/2024	626390	SIX ROBBLEES INC	1017	393.46
03/01/2024	626391	SME SOLUTIONS LLC	2067	1,165.36
03/01/2024	626392	SPECIAL MOBILITY SERVICES	2122	42,524.58
03/01/2024	626393	SPOKANE HOUSE OF HOSE INC	1605	18,662.81
03/01/2024	626394	STONEWAY ELECTRIC SUPPLY CO	1633	615.47
03/01/2024	626395	SUMMIT LAW GROUP PLLC	1637	31,682.50
03/01/2024	626396	SUMMIT REHABILITATION ASSOCIATES PLLC	1638	1,815.00
03/01/2024	626397	SUN SUPPLY INC.	2710	705.49
03/01/2024	626398	SYMETRA LIFE INSURANCE COMPANY	1562	22,527.65
03/01/2024	626399	TACOMA SCREW PRODUCTS INC.	2708	14.86
03/01/2024	626400	TERMINAL SUPPLY INC	1648	128.94
03/01/2024	626401	THERMO KING NORTHWEST	1650	108.86
03/01/2024	626402	TRAPEZE SOFTWARE GROUP	1669	9,842.70
03/01/2024	626403	ULINE INC	2401	4,472.80
03/01/2024	626404	US BANK	1678	35,982.66
03/01/2024	626405	VERITECH INC	2049	495.00
03/01/2024	626406	WALTER E NELSON CO	1721	22,480.24
03/01/2024	626407	WENDLE MOTORS INCORPORATED	1021	412.27
03/01/2024	626408	WESCO GROUP LLC	2368	6,680.80
03/01/2024	626409	WASHINGTON STATE TRANSIT ASSOC	1715	125.00
03/01/2024	626410	VERIZON	2142	4,098.67
03/08/2024	626411	INLAND WELDING SUPPLY INC	1032	1,287.04
03/08/2024	626412	SOUTH HILL ACE HARDWARE	2263	7.44
03/08/2024	626413	CONTINENTAL AMERICAN INSURANCE COMPANY	2682	2,452.64
03/08/2024	626414	AFSCME	1328	725.36
03/08/2024	626415	AFSCME	1328	118.00
03/08/2024	626416	ALCOBRA METALS INC	2140	283.57
03/08/2024	626417	AMAZON CAPITAL SERVICES INC	2098	663.29
03/08/2024	626418	AMERIGAS 1790	1064	6.37
03/08/2024	626419	AMALG TRANSIT UNION #1015	1055	25,228.72
03/08/2024	626420	AMALG TRANSIT UNION #1598	1056	1,056.93
03/08/2024	626421	AVISTA CORPORATION	1081	36,566.34
03/08/2024	626422	CHERYL BECKETT	1092	500.00
03/08/2024	626423	BDI	1022	36.14
03/08/2024	626424	BUDINGER & ASSOCIATES INC	2149	5,076.68
03/08/2024	626425	CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICI	1130	162.46
03/08/2024	626426	LITHIA MOTORS SUPPORT SERVICES	1024	580.87
03/08/2024	626427	CANON FINANCIAL SERVICES INC	1154	2,953.70
03/08/2024	626428	CDW-GOVERNMENT	1132	14,386.16
03/08/2024	626429	CENTER FOR TRANSPORTATION AND THE ENVIRONMEN	2335	5,000.00
03/08/2024	626430	CHARGEPOINT INC	2717	4,502.82
03/08/2024	626431	NCH CORPORATION	2853	430.71
03/08/2024	626432	CHILD SUPPORT ENFORCEMENT AGENCY	1825	392.30
03/08/2024	626433	CINTAS CORPORATION NO 2	2383	131.03
03/08/2024	626434	CITY OF CHENEY - UTILITY	1158	712.46
03/08/2024	626435	CITY OF SPOKANE	1601	266.00
03/08/2024	626436	CITY OF SPOKANE	1601	6,015.91
03/08/2024	626437	COFFMAN ENGINEERS INC	1162	7,759.62
03/08/2024	626438	CONSOLIDATED IRRIGATION	1177	22.00
03/08/2024	626439	COPIERS NORTHWEST INC	2429	75.13
03/08/2024	626440	CUMMINS INC	1027	2,934.02
03/08/2024	626441	D'AMATO CONVERSANO INC. P.C.	2718	2,550.00

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03/08/2024	626442	DELTA DENTAL OF WASHINGTON	1726	68,332.24
03/08/2024	626443	EMPLOYEE ADVISORY COUNCIL	1236	698.50
03/08/2024	626444	EL JAY OIL CO INC	1003	5,054.75
03/08/2024	626445	ELITE ENTRY SYSTEMS LLC	2632	4,664.85
03/08/2024	626446	FASTENAL COMPANY	1249	5,391.72
03/08/2024	626447	V02 COLLECTION INC.	2860	152.60
03/08/2024	626448	FRANCOTYP-POSTALIA INC	1878	147.15
03/08/2024	626449	FEDEX	1808	194.24
03/08/2024	626450	GORDON TRUCK CENTERS INC	1018	28,266.70
03/08/2024	626451	GALLS PARENT HOLDINGS LLC	1271	6,606.66
03/08/2024	626452	THE GENERAL STORE	1956	349.21
03/08/2024	626453	GENFARE LLC	1268	3,667.16
03/08/2024	626454	GILLIG LLC	1279	4,549.85
03/08/2024	626455	W.W. GRAINGER INC	1285	4,296.24
03/08/2024	626456	GRAYBAR ELECTRIC CO INC	1287	20.99
03/08/2024	626457	GUARDIAN SECURITY SYSTEMS INC	2199	2,040.02
03/08/2024	626458	H & H BUSINESS SYSTEMS	1298	3,601.08
03/08/2024	626459	H W LOCHNER INC	1405	5,570.15
03/08/2024	626460	HALME BUILDERS INC	2780	9,837.50
03/08/2024	626461	HOGAN MFG INC	1008	0.00
03/08/2024	626462	HORIZON DISTRIBUTORS INC	1321	1,361.41
03/08/2024	626463	IDAHO STATE TAX COMMISSION	2504	6,267.56
03/08/2024	626464	IL DCS AND FAMILY SERVICES	2768	276.53
03/08/2024	626465	INIT INNOVATIONS IN TRANSPORTATION INC	2392	1,849.16
03/08/2024	626466	WILLIAM CORP	1363	75.05
03/08/2024	626467	NORTHWEST BUSINESS PRESS INC	1366	850.00
03/08/2024	626468	KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	1296	389,738.95
03/08/2024	626469	KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	1296	86,485.81
03/08/2024	626470	KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS IN	1295	43,527.24
03/08/2024	626471	KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS IN	1295	5,298.12
03/08/2024	626472	KERSHAW'S INC	1374	139.50
03/08/2024	626473	KPFF INC	2510	5,252.95
03/08/2024	626474	LOOMIS ARMORED US LLC	1408	4,747.43
03/08/2024	626475	MICHELIN NORTH AMERICA INC	2325	53,960.40
03/08/2024	626476	Q49 SOLUTIONS LLC	2594	100.28
03/08/2024	626477	MOHAWK MANUFACTURING & SUPPLY CO	1011	1,220.72
03/08/2024	626478	MUNCIE RECLAMATION AND SUPPLY CO	1013	513.94
03/08/2024	626479	BLACK REALTY MANAGEMENT INC	1658	9,817.01
03/08/2024	626480	NAPA AUTO PARTS INC	1014	12,049.74
03/08/2024	626481	NATIONAL COLOR GRAPHICS INC	1455	15,281.60
03/08/2024	626482	NATIONWIDE	2592	1,038.19
03/08/2024	626483	SCADU	2887	212.07
03/08/2024	626484	THE AFTERMARKET PARTS COMPANY LLC	1015	14,939.60
03/08/2024	626485	NORTH 40 OUTFITTERS	1102	103.44
03/08/2024	626486	NORTHWEST INTERPRETERS INC.	2712	38,750.76
03/08/2024	626487	OFFICE DEPOT INC	1483	204.38
03/08/2024	626488	POCKET PRESS LLC	1858	119.88
03/08/2024	626489	PREMERA BLUE CROSS	1521	380,600.71
03/08/2024	626490	PROVISIONAL SERVICES INC.	2697	378.16
03/08/2024	626491	NEWS RADIO 920	2318	1,640.00
03/08/2024	626492	RECYCLE BOISE INC	2877	250.00
03/08/2024	626493	MULTI SERVICE TECHNOLOGY SOLUTIONS INC	2146	157.50
03/08/2024	626494	RIGHT NOW LOANS	2863	1,884.25
03/08/2024	626495	ROMAINE ELECTRIC CORPORATION	1548	2,369.12
03/08/2024	626496	S & A SYSTEMS INC	2223	18,554.64
03/08/2024	626497	S T A - WELL	1557	535.50
03/08/2024	626498	SAM SCHWARTZ CONSULTING LLC	2369	109,102.34
03/08/2024	626499	SECURITAS SECURITY SERVICES USA INC	1574	36,094.14
03/08/2024	626500	SPECIAL MOBILITY SERVICES	2122	7,979.14
03/08/2024	626501	SPOKANE ART SUPPLY INC	1599	298.72
03/08/2024	626502	SPOKANE HOUSE OF HOSE INC	1605	409.14
03/08/2024	626503	THE SPOKESMAN REVIEW	1616	1,205.72
03/08/2024	626504	SUN SUPPLY INC.	2710	1,021.89
03/08/2024	626505	MUVZ, INC	2891	592.68
03/08/2024	626506	TRAPEZE SOFTWARE GROUP	1669	11,040.62
03/08/2024	626507	TRAPEZE SOFTWARE GROUP	1669	252,459.26
03/08/2024	626508	TRANSIT SOLUTIONS LLC	2440	349.99
03/08/2024	626509	TX CHILD SUPPORT SDU	2871	711.72
03/08/2024	626510	U S POSTAL SERVICE	1680	320.00
03/08/2024	626511	ULINE INC	2401	2,483.03
03/08/2024	626512	UNITED WAY OF SPOKANE COUNTY	1684	237.31
03/08/2024	626513	CARACAL ENTERPRISES LLC	2419	17.90

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03/08/2024	626514	AMERICAN FEDERATION OF STATE COUNTY 2 WA COUN	1705	1,702.71
03/08/2024	626515	WALKER CONSTRUCTION INC	1913	993.80
03/08/2024	626516	WALTER E NELSON CO	1721	156.98
03/08/2024	626517	WEX BANK	2642	15,978.00
03/08/2024	626518	THE W.W. WILLIAMS COMPANY	2870	491.67
03/08/2024	626519	WASHINGTON STATE TRANSIT ASSOC	1715	125.00
03/12/2024	626520	MODERN ELECTRIC WATER CO INC	1439	3,905.90
03/15/2024	626521	INLAND WELDING SUPPLY INC	1032	1,163.98
03/15/2024	626522	ABCORP NA INC	2814	8,317.87
03/15/2024	626523	ACCESS INFORMATION HOLDINGS	2340	747.92
03/15/2024	626524	FRANCIS AVENUE HARDWARE	2279	192.66
03/15/2024	626525	SOUTH HILL ACE HARDWARE	2263	16.74
03/15/2024	626526	CBS REPORTING INC	1035	2,170.00
03/15/2024	626527	ALCOBRA METALS INC	2140	979.47
03/15/2024	626528	AMAZON CAPITAL SERVICES INC	2098	2,797.19
03/15/2024	626529	THE ARC OF SPOKANE	2361	7,872.55
03/15/2024	626530	ARCHIVESOCIAL INC	1920	4,564.92
03/15/2024	626531	ARCTIC LIGHTING & ELECTRIC LLC	2100	6,580.00
03/15/2024	626532	NORTHWEST CENTER SERVICES	2271	5,002.87
03/15/2024	626533	AUTO B CLEAN INC	1077	4,622.73
03/15/2024	626534	AVISTA CORPORATION	1081	66,531.26
03/15/2024	626535	BATTERY SYSTEMS INC	1089	138.95
03/15/2024	626536	BDI	1022	256.15
03/15/2024	626537	BUDINGER & ASSOCIATES INC	2149	371.90
03/15/2024	626538	BULLDOG ROOTER INC	1126	867.42
03/15/2024	626539	CAMERON-REILLY LLC	1137	64,129.15
03/15/2024	626540	LITHIA MOTORS SUPPORT SERVICES	1024	330.19
03/15/2024	626541	CANON FINANCIAL SERVICES INC	1154	209.01
03/15/2024	626542	QWEST CORPORATION	1148	274.01
03/15/2024	626543	CINTAS CORPORATION NO 2	2383	380.77
03/15/2024	626544	CITY OF SPOKANE	1601	2,843.26
03/15/2024	626545	CLEAN CONCEPTS GROUP INC	1471	348.57
03/15/2024	626546	COAST TRANSPORTATION	2040	5,090.49
03/15/2024	626547	COLEMAN OIL COMPANY LLC.	2683	47,909.84
03/15/2024	626548	COMCAST	1170	403.00
03/15/2024	626549	CONSEAL CONTAINERS LLC	1176	397.78
03/15/2024	626550	COPIERS NORTHWEST INC	2429	459.52
03/15/2024	626551	CUMMINS INC	1027	5,203.56
03/15/2024	626552	D'AMATO CONVERSANO INC. P.C.	2718	5,600.00
03/15/2024	626553	D-MCP CONSTRUCTION LLC	2536	12,824.99
03/15/2024	626554	DOW JONES & COMPANY	2698	176.58
03/15/2024	626555	EDEN ADVANCED PEST TECHNOLOGIES	2428	190.75
03/15/2024	626556	EDGE CONSTRUCTION SUPPLY INC	1224	633.57
03/15/2024	626557	EDM TECHNOLOGY INC.	2667	18,530.00
03/15/2024	626558	ELITE ENTRY SYSTEMS LLC	2632	1,422.05
03/15/2024	626559	FASTENAL COMPANY	1249	10.40
03/15/2024	626560	FEDEX FREIGHT	2346	65.89
03/15/2024	626561	FERGUSON ENTERPRISES INC	1252	337.90
03/15/2024	626562	FEDEX	1808	21.42
03/15/2024	626563	GORDON TRUCK CENTERS INC	1018	15,253.32
03/15/2024	626564	GALLS PARENT HOLDINGS LLC	1271	596.39
03/15/2024	626565	THE GENERAL STORE	1956	15.48
03/15/2024	626566	GILLIG LLC	1279	35,098.94
03/15/2024	626567	W.W. GRAINGER INC	1285	1,428.25
03/15/2024	626568	GRAYBAR ELECTRIC CO INC	1287	15.04
03/15/2024	626569	H & H BUSINESS SYSTEMS	1298	1,130.03
03/15/2024	626570	H W LOCHNER INC	1405	6,369.28
03/15/2024	626571	HUMANIX CORP	1329	1,220.31
03/15/2024	626572	ARCADIS A CALIFORNIA PARTNERSHIP	1336	18,829.43
03/15/2024	626573	INLAND PUBLICATIONS INC	2638	139.00
03/15/2024	626574	JOHNSON CONTROLS FIRE PROTECTION LP	1584	4,579.92
03/15/2024	626575	WILLIAM CORP	1363	782.62
03/15/2024	626576	JOTFORM INC	2614	13,068.00
03/15/2024	626577	MOUNTAIN BROADCASTING LLC	2761	1,900.00
03/15/2024	626578	LIBERTY LAKE SEWER AND WATER DISTRICT	1396	161.93
03/15/2024	626579	M & L SUPPLY CO INC	1413	1,169.07
03/15/2024	626580	NEALTON INC	2896	1,124.13
03/15/2024	626581	Q49 SOLUTIONS LLC	2594	75.21
03/15/2024	626582	MOHAWK MANUFACTURING & SUPPLY CO	1011	372.31
03/15/2024	626583	MOTION AUTO SUPPLY INC	1012	377.43
03/15/2024	626584	MRC INC	2610	67,150.00
03/15/2024	626585	MUNCIE RECLAMATION AND SUPPLY CO	1013	1,806.03

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
03/15/2024	626586	BLACK REALTY MANAGEMENT INC	1658	2,600.00
03/15/2024	626587	NANONATION INC	2554	5,694.30
03/15/2024	626588	NAPA AUTO PARTS INC	1014	6,134.84
03/15/2024	626589	NATIONAL COLOR GRAPHICS INC	1455	9,894.36
03/15/2024	626590	THE AFTERMARKET PARTS COMPANY LLC	1015	7,066.38
03/15/2024	626591	NORLIFT INC	1470	102.39
03/15/2024	626592	NORTHWEST LIFT & EQUIPMENT LLC	1952	572.26
03/15/2024	626593	TAMMY LYNNE GLIDEWELL	1282	740.00
03/15/2024	626594	NORTHWEST INTERPRETERS INC.	2712	861.20
03/15/2024	626595	OFFICE DEPOT INC	1483	182.66
03/15/2024	626596	Genevie Cooley	901	96.00
03/15/2024	626597	Patricia Carr	901	20.00
03/15/2024	626598	Penny Carson	901	42.00
03/15/2024	626599	The Estate of Darlene Stephenson	901	106.00
03/15/2024	626600	OXARC INC	1002	27.86
03/15/2024	626601	PROVISIONAL SERVICES INC.	2697	1,102.00
03/15/2024	626602	ROMAINE ELECTRIC CORPORATION	1548	1,182.06
03/15/2024	626603	WILPAT ENTERPRISES INC	1550	4,433.96
03/15/2024	626604	S & A SYSTEMS INC	2223	11,316.41
03/15/2024	626605	SAFELITE FULFILLMENT INC	2889	561.34
03/15/2024	626606	SAFETY-KLEEN SYSTEMS INC	1564	1,238.24
03/15/2024	626607	SAM SCHWARTZ CONSULTING LLC	2369	42,406.61
03/15/2024	626608	SBA TOWERS II LLC	1569	2,569.62
03/15/2024	626609	SCHINDLER ELEVATOR CORPORATION	1930	253.15
03/15/2024	626610	SCHINDLER ELEVATOR CORPORATION	1930	94.93
03/15/2024	626611	SIX ROBBLEES INC	1017	1,080.41
03/15/2024	626612	SPOKANE NEIGHBORHOOD ACTION PARTNERS	2571	8,603.78
03/15/2024	626613	SPECIAL MOBILITY SERVICES	2122	16,476.12
03/15/2024	626614	SPOKANE COUNTY SOLID WASTE	1603	49.40
03/15/2024	626615	SPOKANE COUNTY ENVIRONMENTAL SERVICES	1603	310.39
03/15/2024	626616	SPOKANE HOUSE OF HOSE INC	1605	682.01
03/15/2024	626617	SPOKANE OPTICAL COMPANY LLC	1607	481.00
03/15/2024	626618	SPOKANE POWER TOOL	1608	319.54
03/15/2024	626619	SPOKANE RESTAURANT EQUIPMENT	2031	5,769.64
03/15/2024	626620	STA OPERATIONS	1556	161.88
03/15/2024	626621	STAPLES CONTRACT & COMMERCIAL INC	1627	74.05
03/15/2024	626622	STONEWAY ELECTRIC SUPPLY CO	1633	21.03
03/15/2024	626623	SUMMIT LAW GROUP PLLC	1637	625.00
03/15/2024	626624	SUN SUPPLY INC.	2710	822.72
03/15/2024	626625	TITAN TRUCK EQUIPMENT INC	1655	386.43
03/15/2024	626626	TRANSMACHINE MTT INC	2899	256.92
03/15/2024	626627	ULINE INC	2401	3,907.58
03/15/2024	626628	UTILITIES PLUS	2606	176.00
03/15/2024	626629	JEFFREY OIEN	2155	539.55
03/15/2024	626630	WALTER E NELSON CO	1721	364.34
03/15/2024	626631	WASTE MANAGEMENT SPOKANE	1702	420.74
03/15/2024	626632	WENDLE MOTORS INCORPORATED	1021	371.26
03/15/2024	626633	WESCO GROUP LLC	2368	9,856.00
03/15/2024	626634	WESTERN STATES EQUIPMENT	1740	2,521.78
03/15/2024	626635	WHITWORTH WATER DISTRICT	1746	29.49
03/15/2024	626636	WASHINGTON SELF-INSURERS ASSOCIATION	1728	549.00
03/15/2024	626637	ZAYO GROUP LLC	2321	34,453.29
03/22/2024	626638	ASH & ROWAN HARDWARE LLC	2278	17.59
03/22/2024	626639	JANT GROUP II	2263	195.80
03/22/2024	626640	SOUTH HILL ACE HARDWARE	2263	8.18
03/22/2024	626641	AFSCME	1328	725.36
03/22/2024	626642	AFSCME	1328	118.00
03/22/2024	626643	ALCOBRA METALS INC	2140	888.26
03/22/2024	626644	ALCOBRA METALS INC	2140	396.32
03/22/2024	626645	AMAZON CAPITAL SERVICES INC	2098	5,526.65
03/22/2024	626646	NORTHWEST INDUSTRIAL SERVICES LLC	1058	118.98
03/22/2024	626647	APS INC	1841	173.31
03/22/2024	626648	NORTHWEST CENTER SERVICES	2271	49,457.83
03/22/2024	626649	AMALG TRANSIT UNION #1015	1055	25,287.78
03/22/2024	626650	AMALG TRANSIT UNION #1598	1056	1,024.28
03/22/2024	626651	AMALGAMATED TRANSIT UNION	1057	169.27
03/22/2024	626652	AVISTA CORPORATION	1081	641.68
03/22/2024	626653	BLANCHARD ELECTRIC & FLEET SUPPLY	2589	475.07
03/22/2024	626654	BL BEST	1083	34.83
03/22/2024	626655	BUDINGER & ASSOCIATES INC	2149	10,672.70
03/22/2024	626656	CALIFORNIA DEPARTMENT OF CHILD SUPPORT SERVICE	1130	162.46
03/22/2024	626657	LITHIA MOTORS SUPPORT SERVICES	1024	540.86

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03/22/2024	626658	CANON FINANCIAL SERVICES INC	1154	1,903.68
03/22/2024	626659	CDW-GOVERNMENT	1132	21,869.74
03/22/2024	626660	CHILD SUPPORT ENFORCEMENT AGENCY	1825	392.30
03/22/2024	626661	CITY GLASS SPOKANE INC	2599	354.25
03/22/2024	626662	CITY OF MEDICAL LAKE	1424	88.94
03/22/2024	626663	CITY OF SPOKANE	1601	14,795.00
03/22/2024	626664	COFFMAN ENGINEERS INC	1162	62,809.93
03/22/2024	626665	COLEMAN OIL COMPANY LLC.	2683	375,465.94
03/22/2024	626666	KATHLEEN M COLLINS	1163	5,000.00
03/22/2024	626667	COMPUNET INC	1166	15,852.51
03/22/2024	626668	CORPORATE TRANSLATION SERVICES INC	2158	28.95
03/22/2024	626669	CUMMINS INC	1027	3,108.09
03/22/2024	626670	EMPLOYEE ADVISORY COUNCIL	1236	705.50
03/22/2024	626671	EARTHWORKS RECYCLING INC.	2816	180.00
03/22/2024	626672	EL JAY OIL CO INC	1003	31,306.87
03/22/2024	626673	FASTENAL COMPANY	1249	1,552.32
03/22/2024	626674	FIRST DATA MERCHANT SERVICES CORPORATION	1257	8,833.74
03/22/2024	626675	V02 COLLECTION INC.	2860	996.82
03/22/2024	626676	GORDON TRUCK CENTERS INC	1018	15,754.11
03/22/2024	626677	GALLS PARENT HOLDINGS LLC	1271	4,615.17
03/22/2024	626678	GARD COMMUNICATIONS INC	1272	1,954.50
03/22/2024	626679	THE GENERAL STORE	1956	284.48
03/22/2024	626680	GILLIG LLC	1279	18,509.44
03/22/2024	626681	W.W. GRAINGER INC	1285	1,229.81
03/22/2024	626682	GRIMCO INC	2696	922.74
03/22/2024	626683	GTS INTERIOR SUPPLY	1994	154.92
03/22/2024	626684	H & H BUSINESS SYSTEMS	1298	818.82
03/22/2024	626685	HOGAN MFG INC	1008	1,243.90
03/22/2024	626686	HUMANIX CORP	1329	391.13
03/22/2024	626687	ARCADIS A CALIFORNIA PARTNERSHIP	1336	7,406.37
03/22/2024	626688	IL DCS AND FAMILY SERVICES	2768	276.53
03/22/2024	626689	IR SPECIALTY FOAM LLC	1345	319.59
03/22/2024	626690	JACOBS ENGINEERING GROUP INC	2285	996.23
03/22/2024	626691	WILLIAM CORP	1363	746.46
03/22/2024	626692	KENWORTH SALES CO INC	1373	8,247.68
03/22/2024	626693	KERSHAW'S INC	1374	128.55
03/22/2024	626694	L&E PARK LLC	2391	4,220.66
03/22/2024	626695	LPM SUPPLY INC	1382	227.66
03/22/2024	626696	NEALTON INC	2896	1,651.29
03/22/2024	626697	Q49 SOLUTIONS LLC	2594	54.50
03/22/2024	626698	MOHAWK MANUFACTURING & SUPPLY CO	1011	432.33
03/22/2024	626699	MOUSER ELECTRONICS INC	1449	300.02
03/22/2024	626700	MUNCIE RECLAMATION AND SUPPLY CO	1013	515.81
03/22/2024	626701	BLACK REALTY MANAGEMENT INC	1658	9,249.16
03/22/2024	626702	NAPA AUTO PARTS INC	1014	9,268.97
03/22/2024	626703	SCADU	2887	212.07
03/22/2024	626704	THE AFTERMARKET PARTS COMPANY LLC	1015	9,786.59
03/22/2024	626705	NEWARK ELEMENT14	1463	144.31
03/22/2024	626706	CSWW INC	1102	156.73
03/22/2024	626707	NORTH 40 OUTFITTERS	1102	157.89
03/22/2024	626708	PARAMETRIX INC	2062	20,053.91
03/22/2024	626709	PARR LUMBER	2299	30.62
03/22/2024	626710	BARCODES ACQUISITIONS INC	2892	964.56
03/22/2024	626711	PROVISIONAL SERVICES INC.	2697	1,866.93
03/22/2024	626712	MULTI SERVICE TECHNOLOGY SOLUTIONS INC	2146	231.40
03/22/2024	626713	REHN & ASSOCIATES	2395	374.00
03/22/2024	626714	ROMAINE ELECTRIC CORPORATION	1548	1,838.69
03/22/2024	626715	S T A - WELL	1557	545.50
03/22/2024	626716	SAFELITE FULFILLMENT INC	2889	345.34
03/22/2024	626717	SCHINDLER ELEVATOR CORPORATION	1930	474.66
03/22/2024	626718	SECURITAS SECURITY SERVICES USA INC	1574	34,631.47
03/22/2024	626719	SENSKE LAWN & TREE CARE INC	2194	107.91
03/22/2024	626720	SIX ROBBLEES INC	1017	461.29
03/22/2024	626721	SPOKANE COUNTY TREASURER	1603	20,208.83
03/22/2024	626722	SPOKANE HOUSE OF HOSE INC	1605	575.30
03/22/2024	626723	SPOKANE RESTAURANT EQUIPMENT	2031	62.05
03/22/2024	626724	DGT ENTERPRISES LLC	2670	14,635.00
03/22/2024	626725	STONEWAY ELECTRIC SUPPLY CO	1633	760.30
03/22/2024	626726	STONEWAY ELECTRIC SUPPLY CO	1633	964.55
03/22/2024	626727	TENNANT SALES & SERVICE COMPANY	1647	10,003.90
03/22/2024	626728	TERMINAL SUPPLY INC	1648	688.94
03/22/2024	626729	TX CHILD SUPPORT SDU	2871	711.72

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03/22/2024	626730	ULINE INC	2401	1,601.45
03/22/2024	626731	UNITED WAY OF SPOKANE COUNTY	1684	239.81
03/22/2024	626732	VERIZON WIRELESS LLC	1686	8,820.98
03/22/2024	626733	AMERICAN FEDERATION OF STATE COUNTY 2 WA COUN	1705	1,710.02
03/22/2024	626734	WALTER E NELSON CO	1721	7,469.16
03/22/2024	626735	MIKE WALTERS	1722	271.30
03/22/2024	626736	WENDLE MOTORS INCORPORATED	1021	570.53
03/22/2024	626737	WESCO GROUP LLC	2368	5,681.11
03/22/2024	626738	THE W.W. WILLIAMS COMPANY	2870	4,594.89
03/22/2024	626739	WASHINGTON STATE TRANSIT ASSOC	1715	350.00
03/22/2024	626740	VERIZON	2142	4,169.95
03/29/2024	626741	A TO Z RENTALS	1033	99.12
03/29/2024	626742	INLAND WELDING SUPPLY INC	1032	814.57
03/29/2024	626743	ABM INDUSTRY GROUPS LLC	1066	1,518.75
03/29/2024	626744	CONTINENTAL AMERICAN INSURANCE COMPANY	2682	2,536.45
03/29/2024	626745	ALCOBRA METALS INC	2140	1,393.95
03/29/2024	626746	ALL WESTERN INDUSTRIAL SUPPLY	2802	426.51
03/29/2024	626747	AMAZON CAPITAL SERVICES INC	2098	3,467.29
03/29/2024	626748	APPLIED INDUSTRIAL SYSTEMS LLC	2884	4,183.00
03/29/2024	626749	ARCTIC LIGHTING & ELECTRIC LLC	2100	4,576.00
03/29/2024	626750	NORTHWEST CENTER SERVICES	2271	678.77
03/29/2024	626751	ATLAS BOILER & EQUIPMENT CO.	2420	12,628.95
03/29/2024	626752	AVISTA CORPORATION	1081	3,006.03
03/29/2024	626753	BATTERY SYSTEMS INC	1089	221.69
03/29/2024	626754	BIXBY MACHINE TOOL SUPPLY INC	1106	60.71
03/29/2024	626755	BLACK PROINVEST SCHADE TOWER LLC	2767	7,012.55
03/29/2024	626756	BDI	1022	516.66
03/29/2024	626757	LITHIA MOTORS SUPPORT SERVICES	1024	143.72
03/29/2024	626758	CANON FINANCIAL SERVICES INC	1154	482.07
03/29/2024	626759	CDW-GOVERNMENT	1132	3,531.10
03/29/2024	626760	CONSOLIDATED ELECTRICAL DISTRIBUTORS	1133	490.38
03/29/2024	626761	NCH CORPORATION	2853	378.72
03/29/2024	626762	CINTAS CORPORATION NO 2	2383	143.93
03/29/2024	626763	CITY OF SPOKANE	1601	250.01
03/29/2024	626764	CLEANCO CARPET WINDOW & AIR DUCT CLEANING LLC	2781	37,595.30
03/29/2024	626765	COFFMAN ENGINEERS INC	1162	11,353.25
03/29/2024	626766	COLEMAN OIL COMPANY LLC.	2683	177,757.86
03/29/2024	626767	COMCAST	1170	1,116.76
03/29/2024	626768	COMMERCIAL TIRE INC	2451	436.82
03/29/2024	626769	COMMERCIAL TIRE INC	2451	3,604.14
03/29/2024	626770	CUMMINS INC	1027	4,144.83
03/29/2024	626771	DAKTRONICS INC.	2675	14,170.00
03/29/2024	626772	DELTA DENTAL OF WASHINGTON	1726	68,846.79
03/29/2024	626773	DEVRIES BUSINESS RECORDS MANAGEMENT INC	1766	116.00
03/29/2024	626774	DOWNTOWN SPOKANE DEVELOPMENT ASSOCIATION	1217	268.00
03/29/2024	626775	DOWNTOWN SPOKANE DEVELOPMENT ASSOCIATION	1217	5,775.00
03/29/2024	626776	EDEN ADVANCED PEST TECHNOLOGIES	2428	190.75
03/29/2024	626777	EL JAY OIL CO INC	1003	611.54
03/29/2024	626778	ELECTRICAL SERVICE PRODUCTS INC	1230	51.78
03/29/2024	626779	EV IQ LLC	2784	3,500.00
03/29/2024	626780	FASTENAL COMPANY	1249	352.71
03/29/2024	626781	FEDEX FREIGHT	2346	1,186.20
03/29/2024	626782	V02 COLLECTION INC.	2860	354.09
03/29/2024	626783	ASCENT MECHANICAL AND PLUMBING INC	2494	2,812.20
03/29/2024	626784	FEDEX	1808	301.23
03/29/2024	626785	GORDON TRUCK CENTERS INC	1018	10,572.53
03/29/2024	626786	GALLS PARENT HOLDINGS LLC	1271	907.34
03/29/2024	626787	GENFARE LLC	1268	4,021.47
03/29/2024	626788	GENSCO INC	2540	225.73
03/29/2024	626789	GILLIG LLC	1279	12,879.20
03/29/2024	626790	W.W. GRAINGER INC	1285	1,448.34
03/29/2024	626791	H & H BUSINESS SYSTEMS	1298	127.81
03/29/2024	626792	HOGAN MFG INC	1008	221.55
03/29/2024	626793	IDAHO STATE TAX COMMISSION	2504	6,164.59
03/29/2024	626794	INIT INNOVATIONS IN TRANSPORTATION INC	2392	1,915.08
03/29/2024	626795	WILLIAM CORP	1363	513.75
03/29/2024	626796	KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	1296	419,077.97
03/29/2024	626797	KAISER FOUNDATION HEALTH PLAN OF WASHINGTON	1296	85,279.68
03/29/2024	626798	KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS IN	1295	5,298.12
03/29/2024	626799	KAISER FOUNDATION HEALTH PLAN OF WA OPTIONS IN	1295	43,527.24
03/29/2024	626800	KHQ - SPOKANE	2575	1,690.00
03/29/2024	626801	KPFF INC	2510	1,257.07

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03/29/2024	626802	LES SCHWAB TIRE CENTERS OF WASHINGTON INC	1393	1,379.81
03/29/2024	626803	LPM SUPPLY INC	1382	731.04
03/29/2024	626804	MAGALDI & MAGALDI INC	1416	345.55
03/29/2024	626805	MAINTENANCE SOLUTIONS	1418	1,757.64
03/29/2024	626806	MASCOTT EQUIPMENT COMPANY	2650	346.80
03/29/2024	626807	MICHELIN NORTH AMERICA INC	2325	53,663.95
03/29/2024	626808	NEALTON INC	2896	123.61
03/29/2024	626809	MOHAWK MANUFACTURING & SUPPLY CO	1011	135.74
03/29/2024	626810	MOTION AUTO SUPPLY INC	1012	18.91
03/29/2024	626811	MOUSER ELECTRONICS INC	1449	2,734.63
03/29/2024	626812	MUNCIE RECLAMATION AND SUPPLY CO	1013	504.13
03/29/2024	626813	BLACK REALTY MANAGEMENT INC	1658	21,305.05
03/29/2024	626814	NAPA AUTO PARTS INC	1014	1,788.57
03/29/2024	626815	LEGEND INVESTMENTS INC	1454	620.73
03/29/2024	626816	NATIONAL COLOR GRAPHICS INC	1455	354.25
03/29/2024	626817	NATIONWIDE	2592	943.28
03/29/2024	626818	THE AFTERMARKET PARTS COMPANY LLC	1015	10,630.99
03/29/2024	626819	NORLIFT INC	1470	164.74
03/29/2024	626820	NORTHWEST BUS SALES INC	2272	174.08
03/29/2024	626821	OFFICE DEPOT INC	1483	621.89
03/29/2024	626822	ONEBRIDGE BENEFITS INC	2880	147.00
03/29/2024	626823	WORKSPACE DEVELOPMENT LLC	2013	4,163.53
03/29/2024	626824	ANDREW TSE	901	37.00
03/29/2024	626825	JOLEE HANG	901	28.00
03/29/2024	626826	MICHAEL DECONTO	903	67.96
03/29/2024	626827	PHOENIX MOTOR INC	2885	40,000.00
03/29/2024	626828	PLATT ELECTRIC SUPPLY	1517	3,896.75
03/29/2024	626829	POWER CITY ELECTRIC INC	2530	3,181.90
03/29/2024	626830	PROVISIONAL SERVICES INC.	2697	502.17
03/29/2024	626831	REBECCA VAN KEULEN	2735	6,189.68
03/29/2024	626832	MULTI SERVICE TECHNOLOGY SOLUTIONS INC	2146	412.27
03/29/2024	626833	ROMAINE ELECTRIC CORPORATION	1548	776.30
03/29/2024	626834	LOUIS SARDO UPHOLSTERY INC.	2825	6,999.75
03/29/2024	626835	SIX ROBBLEES INC	1017	676.79
03/29/2024	626836	SPOKANE NEIGHBORHOOD ACTION PARTNERS	2571	11,426.66
03/29/2024	626837	SPECIAL MOBILITY SERVICES	2122	28,482.46
03/29/2024	626838	SPOKANE PUBLIC FACILITIES DISTRICT	1941	1,876.00
03/29/2024	626839	SPOKANE HOUSE OF HOSE INC	1605	2,192.19
03/29/2024	626840	SPOKANE VALLEY POWER TOOL	1615	172.37
03/29/2024	626841	SPORTWORKS GLOBAL LLC	1617	680.16
03/29/2024	626842	STONEWAY ELECTRIC SUPPLY CO	1633	276.44
03/29/2024	626843	SUMMIT REHABILITATION ASSOCIATES PLLC	1638	560.00
03/29/2024	626844	SUN SUPPLY INC.	2710	317.32
03/29/2024	626845	ANGELA MCDERMOTT	2797	2,058.00
03/29/2024	626846	ULINE INC	2401	203.21
03/29/2024	626847	UNITED LABORATORIES	1681	487.13
03/29/2024	626848	US BANK	1678	1,635.96
03/29/2024	626849	US BANK	1678	60,749.19
03/29/2024	626850	JEFFREY OIEN	2155	1,035.50
03/29/2024	626851	VERITECH INC	2049	1,000.00
03/29/2024	626852	WALTER E NELSON CO	1721	8,167.00
03/29/2024	626853	WASTE MANAGEMENT RECYCLE AMERICA	1702	732.87
03/29/2024	626854	WENDLE MOTORS INCORPORATED	1021	6,587.50
03/29/2024	626855	THE W.W. WILLIAMS COMPANY	2870	21,279.45
03/29/2024	626856	ZIPLINE COMMUNICATIONS INC	2492	6,764.50
TOTAL MARCH ACCOUNTS PAYABLE				5,375,853.18
3/1/2024-3/31/2024	ACH	WORKER'S COMPENSATION	2286	100,692.82
TOTAL MARCH WORKER'S COMPENSATION DISBURSEMENTS				100,692.82
03/08/2024	730327-730350	PAYROLL AND TAXES PR 5, 2023	VARIABLES	2,632,506.96
03/22/2024	730351-730408	PAYROLL AND TAXES PR 6, 2023	VARIABLES	2,075,638.01
TOTAL MARCH PAYROLL AND TAXES				4,708,144.97
03/13/2024	ACH	WA STATE - DOR (EXCISE TAX)	1767	8,421.61
TOTAL MARCH EXCISE AND LEASEHOLD TAX DISBURSEMENT				8,421.61
TOTAL MARCH DISBURSEMENTS FROM TO1 ACCOUNTS				10,193,112.58

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
TOTAL MARCH DISBURSEMENTS FROM TO5 TRAVEL ADVANCE ACCOUNT				0.00
TOTAL MARCH DISBURSEMENTS TO1 & TO5 ACCOUNTS				10,193,112.58

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM **7C**: CITY LINE COMMUNICATIONS NETWORK: FINAL ACCEPTANCE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Nick Hanson, Capital Projects Manager

SUMMARY: All Public Works construction contracts require Board of Directors acceptance for completion.

Public Works Contract for:	City Line Communications Network
Contract Number:	10342-0001
Capital Project Number:	347
Contractor:	Zayo Group
Notice to Proceed:	June 29, 2020
Substantial Completion:	September 15, 2022
Final Completion:	September 15, 2022
Scope of Work:	The Communications Network contract consisted of: <ul style="list-style-type: none">• Design and construct dark fiber network for City Line stations.• Construct lateral connections from dark fiber ring to 34 locations: 33 stations and Boone admin campus.• Testing and commissioning portion of fiber ring to provide comms service to 33 City Line stations.

Awarded Construction Contract	\$610,078.00
Additive Change Orders (Applied Contingency)	\$0.00
Deductive Change Orders	\$0.00
Total Final Contract Value	\$610,078.00

RECOMMENDATION TO BOARD: Approve, by motion, to accept the contract with Zayo Group for City Line Communications Network contract as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.

FINAL REVIEW FOR BOARD BY:

Division Head //

Chief Executive Officer ASAM

Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7D : ON-ROUTE CHARGING INFRASTRUCTURE GRANT APPLICATION APPROVAL

REFERRAL COMMITTEE: Planning & Development (*Haley*)

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Tara Limon, Principal Transit Planner

SUMMARY: The Federal Transit Administration (FTA) announced a notice of funding opportunity on February 8, 2024, for the Low or No (Low-No) Emission grant program and the Bus and Bus Facilities grant program to support the purchase or lease of transit buses as well as acquisition, construction, and leasing of required supporting facilities. Staff is seeking Board authorization to submit a grant application to support on-route charging infrastructure.

BACKGROUND: FTA's Low-No grant will provide up to \$1.1 billion in competitive funding available to support the transition of the nation's transit fleet to the lowest polluting and most energy efficient transit vehicles. FTA will consider projects relating to the acquisition or leasing of low or no emission buses or bus facilities that make greater reductions in energy consumption and harmful emissions than comparable standard buses or other low or no emission buses and includes battery electric bus charging infrastructure. FTA's Bus and Bus Facilities grant program provides support to state and local efforts to buy or modernize buses, improve bus facilities, and support workforce development. A minimum of 20% match is required for either grant program. As a consolidated notice of funding opportunity, projects may be submitted to one or both programs.

Staff have a pending capital project request for West Central On-Route Charging Infrastructure for \$4.9 million for inclusion in the 2025-2030 Capital Improvement Program (CIP). Of this \$4.9 million estimated cost, the grant funding opportunity could provide up to 80%, or \$3.92 million, in matching federal funds, reducing the local share to \$980,000. Because the West Central On-Route Charging Infrastructure project is not yet in an adopted CIP, submitting the grant application requires Board approval.

Originally, STA anticipated limiting on-route charging infrastructure to Moran Station Park and Ride and SCC Transit Center. Battery electric buses assigned to other routes were anticipated to perform a full daily duty cycle without the need for on-route charging. However, the state of charge for battery electric buses has proven to have greater variability than predicted. Therefore, there is a present need to support on-route charging infrastructure of our current battery electric bus fleet that comprises nearly 25% of our current active fleet. West Central is a prospective location for on-route charging because it currently is a layover site for the 12 coaches that perform routes 21 West Broadway, 90 Sprague, 96 Pines/Sullivan and 98 Greenacres/Liberty Lake. Providing on-route charging at this location addresses a commitment to operate battery electric buses in north Spokane while concurrently electrifying three key routes in Spokane Valley, with Route 98 extending to Liberty Lake. The western terminal of Route 21

in the West Central neighborhood is in a census tract that is identified as a Justice40 initiative; this attribute prioritizes funding under the Low-No grant program. The Department of Transportation uses the Justice40 initiative geographic definition to prioritize federal funding to reach census tracts identified as disadvantaged due to categories of environmental, climate, and socioeconomic burdens, as identified by the Climate and Economic Justice Screening Tool. To ensure optimal implementation, further technical analysis may evaluate installing the charging infrastructure at another point along the routes, including at the Valley Transit Center.

RECOMMENDATION TO COMMITTEE: Recommend to the Board of Directors submittal of a grant application to the Low-No and Bus and Bus Facilities grant program for approximately \$3.92 million for the On-Route Charging Infrastructure project.

COMMITTEE ACTION: Approved as presented and forwarded to the Board Consent agenda.

RECOMMENDATION TO BOARD: Approve, by motion, the submittal of a grant application to the Low-No and Bus and Bus Facilities grant program for approximately \$3.92 million for the On-Route Charging Infrastructure project.

FINAL REVIEW FOR BOARD BY:

Division Head ko

Chief Executive Officer ASAM

Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7E : SECURITY SERVICES - AWARD OF CONTRACT

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Nancy Williams, Chief Human Resources Officer

SUMMARY: In accordance with Spokane Transit’s procurement policy, staff is seeking Board approval to award a five-year Security Guard – Officer Services contract.

BACKGROUND: STA’s current Security Guard – Officer Services Contract #2019-10293 with Securitas Security Services, Inc., expires on June 30, 2024.

On December 6, 2023, the PMER committee approved the scope of work and authorized a request for proposals (RFP). On January 10, 2024, RFP 2023-10866 for Security Guard – Officer Services was advertised on the STA website. One amendment was issued on January 29, 2024. The solicitation closed on February 12, 2024, and four responsive and responsible proposals were received.

The evaluation committee met on February 23, 2024, and was comprised of voting members, Nancy Williams, Kelly Williams, Bryon Adams, Haley Wilson, and non-voting member, Tammy Santana. The proposals were evaluated based on the following criteria: 1) Qualifications & Firm Organization, 2) Previous Performance – Based Upon References, 3) Management Plan, 4) Services Cost, and 5) Compliance with RFP Requirements.

Initial scores were as follows:

<i>Proposer</i>	<i>Evaluation Score</i>
Allied University Security Services	90.17
Securitas Security Services, Inc.	82.78
Phoenix Protection Corp (PPC)	82.02
American Guard Services, Inc.	79.75

During the evaluation it was agreed that STA would ask the top two scoring Proposers for a best and final offer (BAFO) and they were both provided with additional submittal guidelines. The BAFO results were as follows:

<i>Proposer</i>	<i>Evaluation Score</i>
Allied University Security Services	90.17
Securitas Security Services, Inc.	83.65

The evaluation committee determined Allied Universal Security Services received the highest evaluation score and is a qualified and cost-effective firm to provide Security Guard – Officer Services.

The total estimated cost of the contract over the five-year period is \$6,402,052.80. Expenses will be allocated to 01161-503074 FRSecurity – Park & Ride Security Services, 01161-503071 FRSecurity – Facilities Security Services, and 04161-503072 PLSecurity – Passenger Security.

RECOMMENDATION TO COMMITTEE: Review and recommend the Board approve the evaluation committee’s recommendation to award five-year contract, 2023-10866 Security Guard – Officer Services, to Allied Universal Security Services.

COMMITTEE ACTION: Approved as presented and forwarded to the Board Consent agenda.

RECOMMENDATION TO BOARD: Approve, by motion, the evaluation committee’s recommendation to award five-year contract, 2023-10866 Security Guard – Officer Services, to Allied Universal Security Services.

FINAL REVIEW FOR BOARD BY:

Division Head NW Chief Executive Officer ASAM Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7F : BATTERY ELECTRIC CHARGING INFRASTRUCTURE SERVICE AND MAINTENANCE AGREEMENT - AWARD OF CONTRACT

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: The Boone NW Garage BEB Charging Infrastructure Project is underway and includes the purchase and installation of five (5) ABB E-Mobility, Inc. charging cabinets and ten (10) ABB E-Mobility, Inc. charging dispensers, along with the associated conduit, wiring, housekeeping pads, structural supports, and bollards needed to support the expansion of STA's battery electric fleet.

This new charging infrastructure is scheduled to be installed in the Boone Northwest Garage in Q2 of 2024, and as part of the extended warranty requirements for the battery electric charging hardware, a service level maintenance agreement is needed with the manufacturer, ABB E-Mobility, Inc. STA's existing ABB E-Mobility, Inc. battery electric charging infrastructure will also be included in this service level maintenance agreement for continuity and a uniformed level of maintenance.

This service agreement will cover remote troubleshooting, technical support, and repair. In the event an issue cannot be resolved remotely, the service agreement also includes an on-site technician with a 1-day response time to perform additional troubleshooting, repairs, and/or replacement of warranty parts.

The funding sources for this service level agreement are allocated as follows:

- 50%: 01124 / 503050: FR Facilities and Grounds Contracted Maintenance
- 25%: 01124 / 504069: FR Facilities and Grounds Repair/Maintenance BEB Infrastructure
- 25%: 01123 / 504069: Park and Rides Repair/Maintenance BEB Infrastructure

The estimated 5-year contract value for service and maintenance of existing and new charging infrastructure is \$1,166,295.

RECOMMENDATION TO COMMITTEE: Recommend the Board of Directors authorize the CEO to execute a five-year contract with ABB E-Mobility, Inc., for Battery Electric Charging Infrastructure Service and Maintenance for a total value of up to \$1,166,295.

COMMITTEE ACTION: Approved as presented and forwarded to the Board Consent agenda.

RECOMMENDATION TO BOARD: Approve, by motion, the CEO's authorization to execute a five-year contract with ABB E-Mobility, Inc., for Battery Electric Charging Infrastructure Service and Maintenance for a total value of up to \$1,166,295.

FINAL REVIEW FOR BOARD BY:

Division Head BRB Chief Executive Officer BSAN Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7G : ALERTON ENERGY MANAGEMENT SYSTEM SUPPORT SERVICES - AWARD OF CONTRACT

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: The current five-year contract (2019-10314) with ATS Inland NW, LLC, for Alerton Energy Management System Support Services expired on December 31, 2023.

ATS Inland NW, LLC, is the sole source authorized Alerton support provider in our region and has been partnering with STA since the agency installed the Alerton system as part of an energy audit conducted in 2016.

These services are necessary for the ongoing automated operation of the HVAC systems in the Boone, Plaza, and Fleck facilities. Regular maintenance of these systems minimizes facility downtime and promotes energy conservation.

This service agreement includes pre-season inspections and maintenance, annual inspections and testing of the air quality sensors and pressure sensors, on-site maintenance, and system optimization support, as well as ongoing system software updates. The agreement also includes replacement of the air quality sensors, which is required every five years.

First year expenses for the three facilities:

- Boone - \$31,520
- Fleck - \$10,100
- Plaza - \$26,100
- Total - \$67,720

There is an average three (3) percent increase each year of the 5-year contract which has a total value of \$359,600. The Facilities & Grounds Contracted Maintenance (01124/503050) operating budget will fund these expenses.

RECOMMENDATION TO COMMITTEE: Recommend the Board of Directors authorize the CEO to execute a five-year contract with ATS Inland NW, LLC for Alerton Energy Management System Support Services for a total value of \$359,600.

COMMITTEE ACTION: Approved as presented and forwarded to the Board Consent agenda.

RECOMMENDATION TO BOARD: Approve, by motion, the CEO's authorization to execute a five-year contract with ATS Inland NW, LLC for Alerton Energy Management System Support Services for a total value of \$359,600.

FINAL REVIEW FOR BOARD BY:

Division Head NW Chief Executive Officer ASAM Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7H : METROPOLITAN TRANSPORTATION PLANNING AGREEMENT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer

SUMMARY: A revised agreement addressing metropolitan transportation planning roles and responsibilities has been drafted. Staff are seeking Board authorization for CEO execution of the revised agreement.

BACKGROUND: Spokane Transit, Washington State Department of Transportation (WSDOT), and Spokane Regional Transportation Council (SRTC) maintain a cooperative planning agreement outlining shared responsibilities in carrying out the metropolitan transportation planning process in accordance with 23 CFR 450.314. The agreement is often referred to as a “314 Agreement” and was last executed in 2013 as a memorandum of understanding (MOU).

The revised draft 314 Agreement utilizes more straightforward and practical language, outlines the specific obligations of each agency, and details collaborative coordination of planning efforts. Notably, the revised agreement addresses a new aspect of planning responsibility, Transportation Performance Management. It also covers areas such as coordinating planning studies, data sharing, community engagement, work plans, financial planning, and establishing a dispute resolution process. Collaborative efforts from leadership representatives of the three agencies have shaped this update, with a five-month-long process of refinement. Moving forward, the agreement is set for review every four years to consider potential amendments and ensure its continued relevance.

RECOMMENDATION TO COMMITTEE: Recommend the Board authorize, by motion, the CEO to execute a metropolitan transportation planning agreement between Spokane Transit, WSDOT and SRTC, in the form of the revised draft 314 Agreement.

COMMITTEE ACTION: Committee moved to recommend, by motion, the Board authorize the CEO to execute a metropolitan transportation planning agreement between Spokane Transit, WSDOT and SRTC, in the form of the revised draft 314 Agreement, and the motion passed unanimously.

RECOMMENDATION TO BOARD: Review and approve, by motion, the CEO to execute a metropolitan transportation planning agreement between Spokane Transit, WSDOT and SRTC, in the form of the revised draft 314 Agreement.

FINAL REVIEW FOR BOARD BY:

Division Head KO

Chief Executive Officer [Signature]

Legal Counsel MC

**AGREEMENT RELATING TO MUTUAL RESPONSIBILITIES IN CARRYING OUT THE METROPOLITAN
TRANSPORTATION PLANNING PROCESS IN THE SPOKANE METROPOLITAN PLANNING AREA**

GCB Number 4019

This AGREEMENT is entered into, by the SPOKANE REGIONAL TRANSPORTATION COUNCIL (“SRTC”), the SPOKANE TRANSIT AUTHORITY (“STA”), and the STATE OF WASHINGTON, acting by and through the WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (“STATE” and/or “WSDOT”). SRTC, STA, and WSDOT are collectively referred to as the “Parties” and individually as “Party” in this AGREEMENT.

RECITALS

WHEREAS, SRTC serves as the designated Metropolitan Planning Organization (MPO) for the Spokane Metropolitan Planning Area (MPA) established to implement the provisions of 23 U.S.C. 134, 23 U.S.C. 150 and 49 U.S.C. 5303, and charged with the responsibility of carrying out a continuing, cooperative, and comprehensive performance-based multimodal transportation planning process; and

WHEREAS, SRTC also serves as the designated Regional Transportation Planning Organization (RTPO) under RCW 47.80 to carry out transportation planning and programming processes that lead to the development and operation of an integrated, intermodal transportation system; and

WHEREAS, STA, as a public transportation benefit area established under Chapter 36.57A RCW, is the sole public transit operator within the MPA and designated recipient of federal transit funding within the Spokane Urbanized Area; and

WHEREAS, WSDOT is the state highway agency as referenced in Title 23 CFR and Title 49 CFR with the responsibility to preserve, manage and operate the state-owned transportation system’s facilities and services including, but not limited to, highways, ferries, airports, and rail; and

WHEREAS, WSDOT is responsible for carrying out a statewide transportation planning process as defined by 23 CFR 450.206 and is the administrator of all federal planning funds received or to be received for carrying out the planning processes as defined in 23 USC 104(f) (4) (A) and 49 USC 5305(d) (2); and

WHEREAS, WSDOT is responsible for delivering a federally compliant statewide transportation plan, engaging in the metropolitan and non-metropolitan planning processes as both a network asset manager and a compliance and fiduciary agent of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) by administering federal pass-through funds to the Metropolitan Planning Organizations in Washington, including SRTC; and

WHEREAS, it is mandated and consistent with federal requirements defined in 23 CFR 450.314 that SRTC, STA, and WSDOT shall cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process in a clearly identified, written agreement; such cooperation being agreed to and understood in this AGREEMENT to mean where lawful, practicable and in good faith; and

WHEREAS, the Parties desire to ensure a continuing, cooperative, and comprehensive transportation

("3-C" Process) for the Spokane MPA that involves cooperation and coordination between and among SRTC, STA, and WSDOT.

NOW, THEREFORE, pursuant to RCW 39.34 and the above recitals that are incorporated herein, it is mutually agreed as follows:

SECTION 1. PURPOSE

The purpose of this AGREEMENT is to establish a multi-agency cooperative planning process and to satisfy the requirements of 23 CFR 450.314. This AGREEMENT defines the processes for cooperation, communication, and exchange of information among the Parties to advance the metropolitan transportation planning process consistent with 23 CFR 450 (Subpart C). This AGREEMENT includes specific provisions for cooperatively developing and sharing of information related to financial plans that support the Metropolitan Transportation Plan (MTP), the metropolitan Transportation Improvement Program (TIP), and the annual listing of obligated projects and other duties as defined in 23 CFR 450 (Subpart C).

SECTION 2. AUTHORITY

2.1 Compliance with Applicable Laws and Regulations

SRTC, STA, and WSDOT shall comply with all applicable local, state, and federal laws and regulations. Nothing contained herein shall modify an existing duty or responsibility of any Party, except to the extent expressly set forth herein.

2.2 SRTC

SRTC is a voluntary association and joint board in accordance with RCW 39.34.030, is the single MPO designated by the Governor of Washington for the Spokane MPA. SRTC is organized through an Interlocal Agreement of its members and is responsible for fulfilling the federal metropolitan planning requirements as prescribed in the current Federal Surface Transportation Act, 23 USC 134, 23 CFR 450, and 49 CFR 613. SRTC is also the federally designated Transportation Management Area (TMA) for the Spokane Metropolitan Planning Area (23 CFR 134 (k)) and the state designated Regional Transportation Planning Organization (RTPO) for Spokane County (RCW 47.80 and WAC 468-86).

2.3 STA

STA is a public transportation benefit area and municipal corporation established pursuant to RCW 36.57A and as established by resolution by the Spokane County Public Transportation Improvement Conference. In the creation of STA, component cities of the Spokane County Public Transportation Benefit Area transferred all rights to construct and operate public transit to STA. Consistent with authority granted by the Legislature, STA has contracted with the Federal Transit

Administration, an agency of the United States Department of Transportation, through a Master Agreement as amended periodically, to enable the corporation to be an eligible recipient of certain federal funds.

2.4 WSDOT

WSDOT is the steward of a large and robust transportation system and is responsible for ensuring that

people and goods move safely and efficiently. In addition to building, maintaining, and operating the state highway system, WSDOT is responsible for the state ferry system, and works in partnership with others to maintain and improve local roads, railroads, airports, and multi-modal alternatives to driving.

2.4.1 WSDOT tracks, reports, and manages its programs and projects according to the six transportation policy goals adopted by the Legislature in RCW 47.04.280. The six (6) policy goals are, preservation, safety, stewardship, mobility (congestion relief), economic vitality, and environment. These goals are interdependent and support the overall vision for all transportation agencies throughout the state (including WSDOT).

SECTION 3. POLICY DEVELOPMENT AND REGIONAL COORDINATION

3.1 Scope of Metropolitan Transportation Planning Process

SRTC, as the MPO, in cooperation with WSDOT and STA, conducts a metropolitan planning process that is continuous, cooperative, and comprehensive and provides for the consideration of projects, strategies and services that will address the eight planning factors as specified in 23 CFR 450.306 and national policy goals. This planning process will be carried out in coordination with the state transportation planning processes conducted by WSDOT as required by 23 CFR 450 (Subpart B) and 49 USC 5303.

3.2 SRTC Board and Committee Structure

SRTC operates through a Board that has an adopted Interlocal Agreement establishing its Board composition, powers and duties, officers and standing committees, voting procedures, and related matters. STA and WSDOT participate as voting members of the SRTC Board.

3.2.1 The SRTC Board has established a Transportation Technical Committee (TTC), to provide diverse technical insight and professional expertise to transportation planning activities/ priorities of SRTC and to advise the Board on regional transportation related matters. SRTC is responsible for coordination and administration of the TTC. STA and WSDOT participate as voting members of the TTC.

3.2.2 The SRTC Board has established a Transportation Advisory Committee (TAC) to provide a broad community perspective on the transportation planning activities/ priorities of SRTC and to advise the Board on regional transportation related matters. SRTC is responsible for coordination and administration of the TAC. STA and WSDOT agree to provide information and updates to the TAC as appropriate about their respective plans, studies, and programs.

3.3 SRTC Unified Planning Work Program

On a biennial basis, SRTC develops a Unified Planning Work Program (UPWP) consistent with 23 CFR 450.308, that describes, to the extent practicable, all major transportation and related public transportation planning activities in the MPA for the next two (2)-year period. The UPWP shall include a budget that outlines SRTC's work activities to be conducted, the schedule for completion, and the work to be produced to fulfill the MPO's duties under 23 CFR 450 (Subpart C).

3.3.1 Biennially between January and May of every other year, SRTC, in cooperation with WSDOT, STA, the local jurisdictions and other members of the MPO, will prepare the UPWP as required by 23 CFR 450.308. Formally, the work program will be reviewed by the TTC and the TAC and

approved by the SRTC Board. The UPWP may be amended at any time by SRTC in accordance with its adopted operational procedures and pending approval by WSDOT, FTA, and FHWA.

- 3.3.2 By December 31 of each year, WSDOT will inform SRTC of expected allocations of FHWA Metropolitan Planning funds (PL funds), FTA Section 5303 funds, State Regional Transportation Planning Organization (RTPO) funds, and any other State administered funds that are available to SRTC for the following State fiscal year.
- 3.3.3 SRTC agrees to coordinate with STA and WSDOT in developing and preparing the work program. STA agrees to provide SRTC with the public transportation planning components for the MPA within STA's Public Transportation Benefit Area (PTBA) and WSDOT agrees to provide SRTC with the State's transportation work components within Spokane MPA. The Parties agree to cooperatively review their proposed work components to enhance coordination and avoid duplicate work efforts.

3.4 Boundary Designation

The MPA boundary requirements are defined within 23 CFR 450.312 and as agreed to between SRTC and the Governor of Washington. The SRTC planning process is conducted within the defined MPA boundary.

- 3.4.1 The MPA boundary will be reviewed by SRTC if new urbanized area boundaries are established following each decennial census, or at intermediate intervals as prompted by requests by local or state governments to modify the current MPA boundary. Boundary adjustments shall conform to the procedures defined in 23 CFR 450.310 and 23 CFR 450.312.
- 3.4.2 SRTC shall prepare and maintain a description and map of the current SRTC MPA boundary and make it available to its member agencies and the public.

3.5 Regional Data Coordination

An integral part of the development and maintenance of the regional transportation planning process is a coordinated and consistent monitoring of the performance of the regional transportation system. The Parties agree to coordinate the collection, analysis, and dissemination of data in support of the regional transportation planning process as described in the sections below. All data requests will be coordinated and processed according to established data request procedures of each party.

- 3.5.1 To help ensure consistency in planning activities, SRTC shall take the lead and provide WSDOT and STA access to available regional transportation data and forecasts associated with all planning efforts undertaken by SRTC. This may include current and forecasted demographic data, economic data, transportation data, and other appropriate planning data. Unless otherwise stated at the time of dissemination, data distributed by SRTC for these purposes will be considered the official regional data set for the purposes of regional transportation planning, programming, and air quality conformity analysis.
- 3.5.2 Performance management will strengthen the regional transportation system and will provide a means for the most efficient investment of Federal transportation funds through performance-based planning and programming. WSDOT shall take the lead and provide the data to SRTC necessary to measure performance, as federally required. STA shall take the lead and provide data as it pertains to transit performance, as federally required.

SRTC shall establish performance targets in the metropolitan transportation plan and transportation improvement program in consultation with WSDOT and STA, as appropriate, in accordance with 23 USC 150 (c) and (d), 49 USC 5326 (c), and 49 USC 5329 (d). The Parties agree to share performance information and data on a periodic basis to report regional transportation system performance in accordance with 23 USD 150 (e).

- 3.5.3 In cooperation with SRTC and STA, WSDOT will annually develop a memorandum to document written provisions for cooperatively sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance data to be used in tracking progress toward attainment of critical outcomes or SRTC's planning area, and the collection of data for the State asset management plan for the NHS, consistent with 23 CFR 450.314 (h).

3.6 Regional Travel Demand Model

SRTC develops, maintains, and updates the regional travel demand model that is used for the MTP and TIP, transportation studies, and evaluating transportation related air quality impacts within the Spokane MPA. SRTC agrees to consult with WSDOT and STA regarding various modeling issues, including software platforms, data requirements, and overall model performance. SRTC agrees to provide the model and information from the model to STA and WSDOT for their own planning purposes. Unless stated otherwise at the time of dissemination, data distributed by SRTC for these purposes will be considered the official regional travel demand model for the purposes of regional transportation planning, programming, and air quality conformity analysis. Data requests from WSDOT or STA for model information will be jointly coordinated and processed according to the SRTC's established data request policy. SRTC, in collaboration with WSDOT and STA, agrees to periodically review the Regional Travel Demand model and associated inputs for alignment with current or forecasted data. Updates to the Regional Travel Demand model and associated data are subject to budget considerations and the delivery of SRTC's approved work plan. Approval by the SRTC Board of Directors may be required for these updates.

- 3.6.1 STA and WSDOT may modify the SRTC travel demand model to meet their specific planning purposes. When such modifications are made, STA and WSDOT agree: 1) to provide a written list of the modifications to SRTC; and 2) that the modified model will not be portrayed as the SRTC travel demand model, unless prior written consent is provided by SRTC.

3.7 Self-Certification and Federal Certification

Every year and as part of the submittal of the proposed TIP, SRTC and WSDOT shall certify that the metropolitan transportation planning process is being carried out in accordance with all applicable federal planning requirements (23 CFR 450.334). In addition, FHWA and FTA jointly review and evaluate the planning process no less than once every four (4) years. SRTC is responsible for ensuring compliance with the applicable federal regulations and agrees to coordinate with STA and WSDOT throughout the federal certification process.

SECTION 4. TRANSPORTATION PLANNING

4.1 Metropolitan Transportation Plan

The Metropolitan Transportation Plan (MTP) is the comprehensive transportation planning document

for the Spokane MPA. As the designated MPO, SRTC agrees to prepare, adopt, and maintain a MTP in accordance with 23 USC 134, 23 CFR 450 and 49 CFR 5303(i). The Parties agree to work together cooperatively to validate data utilized in preparing other existing modal plans for providing input into the MTP. SRTC agrees to transmit the adopted plan for use by WSDOT, STA, the FHWA, and the FTA.

- 4.1.1 The Parties agree to monitor internal plans, studies, and other activities to identify potential issues or conflicts with the MTP and will work together to take actions with a goal to resolve any potential issues or conflicts. WSDOT and STA agree to provide technical assistance and information to SRTC during the development or amendment of the MTP.
- 4.1.2 SRTC agrees to consult and coordinate with WSDOT and STA during the MTP update process to ensure continued consistency between the State Transportation Plan (23 USC 450.214) and the long-range transit plan (49 USC 5303). The Parties agree to coordinate parallel planning activities and provide consistency between metropolitan, transit, and statewide planning strategies and outcomes. This includes mutual consideration of visions and priorities articulated in each entity's transportation planning documents and project selection process.
- 4.1.3 MTP amendments are undertaken for purposes that include, but are not limited to, adding, deleting, significantly changing a regionally significant project, or changing a project between scheduled MTP updates. The effective date is the date of MTP adoption. When SRTC determines that an update of the MTP is necessary, it will notify WSDOT and STA in SRTC standing committee meetings. This notification shall include information regarding both the update process and the schedule that SRTC intends to follow. SRTC will consult and coordinate with WSDOT and STA as it develops potential modifications to the MTP. SRTC will notify and transmit the final Board approved MTP in writing to WSDOT and STA upon Board approval.
- 4.1.4 For the purposes of developing the MTP, the parties shall cooperatively develop estimates of funds that will be available to support the MTP implementation as required under 23 CFR 314 (a) and 23 CFR 450.324 (f) (11).

4.2 Statewide Transportation Plan

The State also develops statewide transportation plans in compliance with federal regulations in order to receive particular federal funds. These plans include:

- a) The Long-Range Statewide Transportation Plan that WSDOT is committed to update as per the stewardship agreement with the Federal Highway Administration and the Federal Transit Administration. This plan is a requirement that allows the state to receive federal surface transportation funds for cities, counties, and state highways;
- b) The Strategic Highway Safety Plan (Target Zero) that is developed in cooperation with the Target Zero partners including the Washington State Traffic Safety Commission, the Washington State Patrol, and the WSDOT. This plan is required to comply with regulations from FHWA and the state to be eligible to receive federal funds for highway safety improvements.
- c) The State Rail Plan that is developed by the WSDOT in compliance with the Federal Rail Administration regulations. This plan is a requirement that allows the state to receive federal funds for freight rail improvements.

When WSDOT determines that an update or modification to the portion of these statewide plans,

policies and performance measures and targets that specifically relates to the SRTC MPA is necessary, it will notify SRTC. This notification will include information regarding both the process and schedule WSDOT intends to follow. WSDOT will consult and coordinate with SRTC, and STA during this process to assure continued consistency with the MTP. Upon approval of such updates, WSDOT will formally notify SRTC of the final content of the updates.

4.2.1 All statewide multimodal transportation plan components and elements that relate to the Spokane MPA and the region's Metropolitan Transportation Plan are to be mutually consistent. WSDOT agrees that the statewide transportation plan, in relation to the Spokane MPA, shall be developed in cooperation with SRTC (23 CFR 450.214(f)). The state-owned component which includes preservation, maintenance, operations, safety, and capacity improvement elements for state owned facilities shall serve as the basis for preparing the six-year regional transportation improvement program and the two-year biennial request to the legislature (See RCW 47.06.050 [1] [a] through [c]).

4.3 Air Quality Conformity

SRTC is responsible for compliance with Section 176(c) of the Clean Air Act (42 USC 7506) by coordinating the development of transportation plans and improvement programs with the State Implementation Plan (SIP) development process. SRTC shall meet minimum Federal conformity provisions as set forth in 40 CFR 93. The Parties agree to participate in periodic interagency consultation meetings to ensure compliance of plans and programs with Federal conformity provisions. If there is a dispute amongst the parties regarding an action required to meet conformity, the parties must develop a process for dispute resolution per 23 CFR 450.314(c) as described in section 8.2 of this AGREEMENT.

4.3.1 SRTC agrees to develop and maintain a written agreement with the Washington State Department of Ecology (DOE), the designated agency for air quality planning under section 174 of the Clean Air Act (42 USC 7504), describing the respective roles and responsibilities for air quality related transportation planning. WSDOT and STA agree to provide available data to SRTC for regional and hot spot air quality analyses.

4.4 Congestion Management Process

SRTC, as a Transportation Management Area, is required to address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system, based on a cooperatively developed and implemented metropolitan-wide strategy (23 CFR 450.320 and 23 CFR 500.109). As part of this process, SRTC agrees to establish performance measures in cooperation with WSDOT and in consultation with STA. WSDOT and STA agree to provide available data to SRTC in support of this process.

4.4.1 WSDOT and SRTC agree that the information resulting from their respective management process activities will be considered in developing and updating the statewide multimodal transportation plan and the Metropolitan Transportation Plan. These processes will also inform project-selection decisions for updating the Statewide Transportation Improvement Program (STIP) and the Regional Transportation Improvement Program. WSDOT agrees to cooperate with SRTC in the development and implementation of management systems or processes under state responsibility.

4.5 Coordinated Public Transit-Human Services Transportation Plan

The Parties shall ensure coordination and consistency between the local Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP) and other statewide and regional planning processes as described in 23 CFR part 450 and 49 CFR part 613. SRTC shall lead the development of the CPT-HSTP Plan in partnership with STA and other providers of human services transportation in the planning area. SRTC agrees to present the CPT-HSTP Plan to SRTC Policy Board for approval, with concurrence by the STA Board of Directors.

4.6 Transit Development Plan

STA is required to prepare a six-year transit development plan (TDP) pursuant to RCW 35.58.2795. STA agrees to consult and collaborate with WSDOT and SRTC in preparation of each TDP prior to adoption.

4.7 Roadway Functional Classification

23 CFR 470.105(b) establishes WSDOT as the primary responsible agency for developing and updating a statewide highway functional classification system. Pursuant to RCW 47.05.021, WSDOT must analyze and classify designated state highways by their function and importance. 23 CFR 470.105(b) requires WSDOT to perform the classification process in coordination with local agencies. SRTC agrees to assist WSDOT in developing and maintaining the Federal Functional Classification system, and to provide comments to WSDOT regarding requests from local agencies to designate a roadway or to change the designation of a roadway. WSDOT shall consider comments from SRTC and shall give consideration to criteria consistent with RCW 47.05.021 and federal regulation relating to the functional classification of highways.

4.8 Transportation Planning Studies and Project Development

The Parties agree to cooperate on the identification, conduct, and completion of major corridor and subarea studies to assure effective integration of long- and short-range planning and to refine the Metropolitan Transportation Plan, as consistent with the provisions of 23 CFR 450.212 and 23 CFR 450.318. The Parties also agree to coordinate in identifying projects as part of SRTC's Unified Planning Work Program development process.

4.9 Procedures for Reviewing Mutual Plans

The parties agree to review and provide comments as appropriate on mutual plans. The purpose of this review is not part of a formal approval process, but rather to help ensure regional consistency. The parties agree to work cooperatively to address any discrepancies.

SECTION 5. TRANSPORTATION PROGRAMMING

5.1 Transportation Improvement Program

In cooperation with WSDOT and STA, SRTC is responsible for developing, adopting, and maintaining an approved six-year regional Transportation Improvement Program (TIP) (23 CFR 450.326). The TIP must include (but is not limited to) all projects that have been approved and programmed by SRTC for federal funding, projects with committed federal funds after having been found consistent with the MTP and applicable state and federal planning and air quality requirements. Upon approval by the SRTC Board and the Governor, the TIP shall be included without change, directly or by reference, into

the State Transportation Improvement Program as required under 23 USC 135.

The TIP shall contain all regionally significant projects, non-capital surface transportation projects requiring and action by FHWA or the FTA, whether or not the projects are to be funded under Title 23 USC and Title 49 USC. For public information and conformity purposes the TIP shall include all regionally significant projects proposed to be funded with federal funds (other than those administered by the FHWA and FTA) as well as all regionally significant projects to be funded with non-Federal funds. The regional TIP must be financially constrained to those funds that are available or reasonably expected to be available.

The TIP shall include a description of the anticipated effect of the TIP, to the maximum extent practicable, toward achieving the performance targets established in the MTP, linking the targets to investment priorities in the MPA, pursuant to 23 USC 134 (j) (2) (D).

- 5.1.1 At least every two (2) years, SRTC shall cooperatively develop and/or update a regional TIP for all federally funded projects and regionally significant transportation projects regardless of funding source. This financially constrained TIP shall be developed through a cooperative process involving WSDOT and STA. In accordance with federal regulation, the development of the SRTC's TIP will also be coordinated with other interested parties, per SRTC's Public Participation Plan. SRTC's TIP shall be provided to WSDOT in October of the given SRTC TIP-update year, for incorporation into the STIP (23 CFR 450.218 [b]).
- 5.1.2 WSDOT shall work cooperatively with SRTC in recommending programming and project selection for state transportation projects eligible for federal funding under WSDOT's project selection responsibility, for inclusion in the SRTC's TIP (23 CFR 450.332 (c)). The adopted TIP, as approved by the Secretary of Transportation as delegated by the Governor, shall be included in the STIP by WSDOT.
- 5.1.3 Recommendations for WSDOT's programming of state highway components in the regional TIP shall be based on statewide transportation plans and area/corridor specific studies and shall be consistent with the Metropolitan Transportation Plan.
- 5.1.4 Recommendations for STA's programming of transit system components shall be based on STA's most recent Capital Improvement Program as adopted by the STA Board of Directors and any administrative changes thereto related to funding sources, or as otherwise provided by STA.
- 5.1.5 WSDOT and STA agree to provide their estimate of available federal and state revenue that can be utilized in developing the TIP. The Parties agree to work cooperatively to develop final estimates of funds that are reasonably expected to be available to support the TIP (23 CFR 450.326 (h)), as defined in Section 7.2-Financial Planning.

5.2 Statewide Transportation Improvement Program

The Statewide Transportation Improvement Program (STIP) is a four (4) year, fiscally constrained, prioritized program of transportation projects, compiled from local and regional plans, along with the long range statewide multimodal transportation plan. These projects have been identified through state, regional and local planning processes, as the highest priority for the available funding to preserve and improve the state's transportation network.

- 5.2.1 WSDOT is responsible for developing the STIP and for incorporating the TIP (and subsequent

amendments) into the STIP on a timely basis. WSDOT agrees to work cooperatively with SRTC and STA in developing reasonable financial principles and information for the STIP.

- 5.2.2 WSDOT agrees to coordinate with FHWA and FTA to develop and adopt procedures and criteria for incorporating STIP and TIP amendments and administrative modifications into the STIP. SRTC agrees to develop and document procedures, criteria, and schedules for amendments and administrative modifications that are consistent with the WSDOT, FHWA, and FTA approved criteria and schedules. WSDOT agrees to transmit STIP related policies, criteria, procedures, and schedules to SRTC on a timely basis.
- 5.2.3 SRTC agrees to submit requests for STIP/TIP amendments and administrative modifications to WSDOT via the web-based STIP. On a monthly basis from January through October, WSDOT agrees to compile the projects submitted by SRTC and to submit them to FHWA and FTA for approval.

5.3 Annual Listing of Obligated Projects

The Parties agree to work cooperatively to develop an annual listing of projects within SRTC's boundaries for which federal transportation funds were obligated in the preceding program year. This requirement applies to projects funded with all federal funding sources.

- 5.3.1 WSDOT and STA agree to provide SRTC with all project obligation reports within forty-five (45) days of the end of the transportation program year, which is the end of the calendar year. SRTC agrees to coordinate directly with WSDOT Highway and Local Programs Division regarding designated regional fund obligation administration and reporting. SRTC will publish the annual listing and make it available to WSDOT, STA, and the public as provided in SRTC's Public Participation Plan within ninety (90) days of the end of the program year.

5.4 STA Program of Projects

As the Designated Recipient for the Spokane Region, STA is the entity designated by the Governor of Washington to receive and apportion federal funds under Title 49 USC.

- 5.4.1 As the designated recipient for FTA funds, STA is responsible for developing the Program of Projects for apportioned FTA funds in the Spokane Urbanized Area (UZA), in a manner that is consistent with the requirements of the United States Code and the Code of Federal Regulations (Program of Projects). STA will provide SRTC with its recommended Program of Projects for inclusion in the TIP annually. STA will notify SRTC of its intended use of FTA funds apportioned to STA under 49 U.S. sections 5307, 5310 and 5339 (applicable federal sections) for the upcoming calendar year. STA will utilize a public participation process that complies with 49 USC 5307(b) in developing its Program of Projects.

SECTION 6. PUBLIC INVOLVEMENT

6.1 SRTC Public Participation Plan

SRTC will develop, adopt, and implement proactive public participation outcomes, including a Public Participation Plan, in accordance with 23 USC 134 (i) (5) and 23 CFR 450.316. To coordinate effective planning and programming activities, the Parties to this AGREEMENT shall, to the maximum extent

practicable, coordinate their public information efforts and seek joint opportunities for public involvement.

6.2 STA Public Participation

STA will develop, adopt, and use its own Public Participation Plan as included in its transportation planning process to provide citizens, affected public agencies, and all other interested parties with reasonable opportunity to be involved in the public transportation planning process and to review and comment at key decision points, as specified in 23 CFR 450.316. STA agrees, to the maximum extent practicable, to coordinate its outreach activities related to transportation planning with SRTC and WSDOT.

6.3 WSDOT Community Engagement

WSDOT will develop and use community engagement process that aligns with the WSDOT Community Engagement Plan and provides opportunities for public review and comment at key decision points, as required to comply with 23 CFR 450.210. WSDOT agrees, to the maximum extent practicable, to coordinate its community engagement efforts with SRTC and STA.

SECTION 7. FINANCIAL PLANNING AND FUNDING

7.1 Distribution of Planning Funds

In consultation with SRTC, WSDOT agrees to develop, implement, and periodically review a transparent process for the distribution of FHWA and FTA planning funds to SRTC. SRTC agrees to work cooperatively with WSDOT in this process. WSDOT agrees to coordinate with FHWA and FTA to develop procedures for the efficient and timely transfer of funds to SRTC.

7.1.1 As provided under 23 USC 104(d) (4) (A), WSDOT has the responsibility to allocate Metropolitan Planning (PL) grant funds to MPOs, including SRTC. As required by 23 CFR 420.109, WSDOT shall make all PL funds authorized by 23 U.S.C. 104(d) available to SRTC in accordance with a formula developed by WSDOT, in consultation with the MPOs, and the allocation shall be approved by FHWA.

7.1.2 WSDOT has the responsibility under 49 USC 5305(d)(2) to allocate FTA Metropolitan Planning 49 USC 5303 grant funds to MPOs, including SRTC. Amounts apportioned to WSDOT shall be made available no later than thirty (30) calendar days after the funds have been transferred through the consolidated planning grant to SRTC under a formula that: considers the population of urbanized areas; provides an appropriate distribution for urbanized areas to carry out a cooperative planning process. WSDOT shall develop the formula in cooperation with MPOs, including SRTC, and the allocation with approval by FTA.

7.1.3 In addition to FHWA Metropolitan Planning and FTA Metropolitan Transportation Planning grant funds, other FHWA and FTA grant funds may be distributed to SRTC and other MPOs statewide by WSDOT to support metropolitan transportation planning per 23 CFR 450.308(a).

7.2 Financial Planning

A "Financial Plan" is documentation included with the MTP and TIP that demonstrates the consistency between reasonably available and projected sources of federal, state, local and private revenues, and

the costs of implementing proposed transportation system improvements (23 CFR 450.104).

- 7.2.1 Federal requirements for financial planning are defined in 23 CFR 450.314 (metropolitan planning agreements), 23 CFR 450.324 (development and content of the MTP), 23 CFR 450.326 (development and content of the TIP), and 23 CFR 450.334 (annual listing of obligated projects). The Parties agree to cooperatively develop and share information related to the development of financial plans to support these activities.
- 7.2.2 In preparing the financial plan, SRTC shall take into account all projects and strategies proposed for funding under 23 USC, Title 49 USG Chapter 53 and other Federal, State, and local and private fund sources. The Parties agree to work cooperatively to develop estimates of revenue that demonstrates financial constraint for the MTP and the TIP. SRTC agrees to develop and maintain procedures and methodologies, in cooperation with STA and WSDOT, for generating revenue forecasts consistent with federal guidance for financial forecasting. WSDOT agrees to provide historical information regarding funding levels and expenditures by county area and available forecasts of future state and federal revenues. STA agrees to provide historical information and forecasts for future funding. In the event that WSDOT and STA provide disparate assumptions for the future availability of federal funds, the parties agree to work cooperatively to determine a consistent forecasting methodology that demonstrates financial constraint.

7.3 Funding Accountability

SRTC is responsible for programming all projects that receive federal funds and all regionally significant projects. The Parties agree to work cooperatively to ensure that SRTC selects projects for funding based on regional priorities and consistent with the MTP. WSDOT agrees to provide monthly updates on the delivery of funds programmed by SRTC. SRTC agrees to develop, implement, and periodically review strategies to ensure delivery of programmed funds within its programming area.

7.4 Suballocation of Federal Funds

SRTC is responsible for selecting and programming projects for the federal funding that is suballocated to SRTC through WSDOT. WSDOT is responsible for determining the suballocation amounts, in consultation with SRTC and other MPOs statewide. WSDOT agrees to develop, implement, and periodically review an accounting process for suballocating Surface Transportation Block Grant, Congestion Management and Air Quality (CMAQ), Surface Transportation Block Grant- Set aside (formally Transportation Alternatives (TA)), Carbon Reduction Program, and/or other funds that are designated by the federal government to be suballocated to MPOs. As part of this process, WSDOT agrees to provide a transparent accounting of how much funding is received by WSDOT in total and annually, and all the steps applied to get to the regional allocations.

SECTION 8. MISCELLANEOUS PROVISIONS

8.1 Replacement Clause

This AGREEMENT fully supersedes and replaces the related applicable Transportation Planning Agreement between SRTC and WSDOT dated January 15, 2013.

8.2 Dispute Resolution

In the event that a dispute arises under this AGREEMENT, its shall be resolved as follows: The Parties shall each appoint a member to a Disputes Resolution Board (DRB), These three members shall select a fourth (neutral) board member not affiliated with any of the Parties. The DRB shall conduct a dispute resolution hearing that shall be informal, non-binding, and unrecorded. The DRB shall conduct a dispute resolution in compliance with aforesaid process, which shall be a prerequisite to the filing of any litigation concerning the dispute. The Parties shall equally share in the cost of the fourth DRB member, however, each Party shall be responsible for its own costs and fees.

8.3 Amendments and Modifications

Any party may seek to amend or modify this AGREEMENT by written request. Any amendment or modification must be mutually agreed upon between the Parties in writing. The Parties shall periodically review and update the AGREEMENT, as appropriate, to reflect effective or necessary changes, pursuant to 23 CFR 450.314(b) or to otherwise comply with applicable law.

8.4 Severability

If any of the provisions of this AGREEMENT are held to be illegal, invalid, or unenforceable, all other provisions shall remain in full force and effect.

8.5 Execution and Term

This AGREEMENT, including any amendments or modifications incorporated into this AGREEMENT, shall remain in full force and effect for five (5) years after the date of the last signature unless terminated by a Party's governing body, which termination may be for cause or convenience and shall take effect immediate upon execution by the last signing party which shall not be reasonably withheld. Any official notifications between the Parties to this AGREEMENT that would substantially affect the terms or conditions of this AGREEMENT shall be directed to the Agreement Managers as noted below:

Spokane Regional Transportation Council
Attn: Executive Director
421. W. Riverside Avenue, Suite 500
Spokane, WA 99201

Spokane Transit Authority
Attn: Chief Executive Officer
1230 W. Boone Avenue
Spokane, WA 99201

Washington State Department of Transportation
Attn: Director of WSDOT Multimodal Planning & Data Division
P.O. Box 47300
Olympia, WA 98504- 7300

The respective Parties hereto as of the date of the last written signature approve this Agreement.

SPOKANE REGIONAL TRANSPORTATION COUNCIL



Lois Bollenback, Executive Director

SPOKANE TRANSIT AUTHORITY

E. Susan Meyer, Chief Executive Officer

WASHINGTON STATE DEPARTMENT OF
TRANSPORTATION

Karena Hauser, Director of WSDOT Multimodal
Planning & Data Division

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 71 : PUBLIC WORKS CONTRACTS UNDER \$35,000: FINAL ACCEPTANCE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Monique Liard, Chief Financial Officer
Jordan Hayes-Horton, Senior Procurement Manager

SUMMARY: Per RCW 39.08.030, all Public Works contracts require acceptance for completion by the STA Board of Directors and an approved affidavit of wages paid from the Washington State Department of Labor & Industries.

The table summarizes projects below \$35,000 ready for acceptance by the Board:

Purchase Order/ Contract Number	Project Description	Contractor	Purchase Order/ Contract Value	Substantial Completion Date of the Work
20231665	New Chemical Feed System - Plaza	Ascent Mechanical & Plumbing, Inc	\$5,177.50	1/8/2024
20240149	Install Tenant Sub-Metering - Plaza	Power City Electric	\$3,689.65	2/26/2024
20240147	Plaza Chiller Service	Applied Industrial Systems, LLC	\$4,850.50	3/6/2024
20240607	Steam Pit Pressure Washer Repair – Boone Garage	Clean Concepts Group, Inc	\$657.22	3/11/2024
20240293	Replace 3-Way Valves – Plaza Cooling System	Atlas Boiler & Equipment	\$10,845.50	3/14/2024
20240608	Duct Cleaning – Systems 9 & B	CleanCo Carpet & Air Ducts Cleaning	\$9,913.55	3/20/2024

Public Works contracts with a value of \$35,000 or more (before tax) also require release of retainage authorization from the Washington State Employment Security Department, Department of Revenue, & Department of Labor & Industries. These contracts are presented individually to the Board for approval as part of the consent agenda when needed.

RECOMMENDATION TO BOARD: Approve, by motion, acceptance of the above contracts as complete and authorize release of retainage security subject to receipt of Department of Labor & Industries approved prevailing wage affidavits.

FINAL REVIEW FOR BOARD BY:

Division Head ML Chief Executive Officer ASAM Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7J: Fan Install 2nd Floor Plaza: FINAL ACCEPTANCE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Brandon Ropez-Betty, Chief Operations Officer
Jenni Knoll, Plaza Operations Manager

SUMMARY: All Public Works contracts require Board of Directors acceptance for completion.

Public Works Contract for:	Fan Install 2 nd Floor Plaza
P.O. Contract Number:	20232005
Contractor:	Arctic Lighting & Electric, LLC
Project Start:	10/31/2023
Substantial Completion:	11/15/2023
Final Completion:	11/15/2023
Scope of Work:	Contractor provided and installed industrial fans at the Plaza, which included: Four (4) 14' Essence (Or Equivalent) fans 208 volt single phase w/6' tube, 1- with 15' tube; Essence Fan Installation to include electrical, fire alarm cable wiring, and programming; One (1) Powerfoil X4 24' (Or Equivalent), 208 volt 3-phase fan; Powerfoil fan installation to include electrical, fire alarm cable wiring, and programming; Cutting, patching and trim.

Contract Authority, Including Contingency	\$51,710.00
Awarded Contract	\$49,000.00
Additive Change Orders (Applied Contingency)	\$2710.00
Deductive Change Orders	\$0
Total Final Contract Value	\$51,710.00
Unspent	\$0

RECOMMENDATION TO BOARD: Approve, by motion, to accept the contract with Arctic Lighting & Electric, LLC, for the Fan Install 2nd Floor Plaza as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.

FINAL REVIEW FOR BOARD BY:

Division Head BRB Chief Executive Officer BSAN Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 7K : EXHAUST CLEAN OUT AT THE PLAZA: FINAL ACCEPTANCE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer
Jenni Knoll, Plaza Operations Manager

SUMMARY: All Public Works contracts require Board of Directors acceptance for completion.

Public Works Contract for:	Exhaust Clean Out at the Plaza
P.O. Contract Number:	20240572
Contractor:	CleanCo
Project Start:	3/11/2024
Substantial Completion:	3/15/2024
Final Completion:	3/15/2024
Scope of Work:	Contractor inspected and cleaned commercial air duct systems at the Plaza, which included: Inspection required on all commercial air duct systems; Inspection Completed by A.S.C.S. Certified Technicians; Full Cleaning of AHU1 and all connected ductwork; Cleaning was done with a truck-mount Pringle Air Duct Truck.

Contract Authority, Including Contingency	\$43,594.55
Awarded Contract	\$43,594.55
Additive Change Orders (Applied Contingency)	\$0
Deductive Change Orders	\$0
Total Final Contract Value	\$43,594.55
Unspent	\$0

RECOMMENDATION TO BOARD: Approve, by motion, to accept the contract with CleanCo for the Exhaust Clean Out at the Plaza as complete and authorize release of retainage security subject to the receipt of such certificates and releases as are required by law.

FINAL REVIEW FOR BOARD BY:

Division Head BRB Chief Executive Officer BSM Legal Counsel MC

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 8A : EXPO '74 50TH ANNIVERSARY CELEBRATION TRANSIT SUPPORT OPTIONS

REFERRAL COMMITTEE: n/a

SUBMITTED BY: E. Susan Meyer, Chief Executive Officer

SUMMARY: At the March 21, 2024, STA Board Meeting, discussion was held regarding a promotional fare to coincide with the City of Spokane's Expo '74 50th Anniversary celebration, occurring May 4 through July 4, 2024. Multiple options were offered by board members for consideration.

BACKGROUND: At the direction of the Board, staff have compiled an analysis of the different options. Each option was assessed on the following categories:

- Nexus to Expo 50th events
- Impact to Employees
- Passenger Comfort
- Other Operational Considerations
- Foregone revenue
- Implementation Requirements
- Messaging/communication
- Impact on existing contracts, systems, and infrastructure

The attached Staff Report provides analysis of each option. Staff also compiled a quadrant visualization of options summarizing across three dimensions: Ease of Implementation (x-axis from Difficult to Simple), Foregone Revenue Impact (y-axis from High to Low), and Nexus To Expo events (bubble size).

Also attached is the calendar of Expo events, developed from the Expo calendar published on the Visit Spokane website.

RECOMMENDATION TO BOARD: Review and approve one of the presented options.

FINAL REVIEW FOR BOARD BY:

Division Head //

Chief Executive Officer ESM

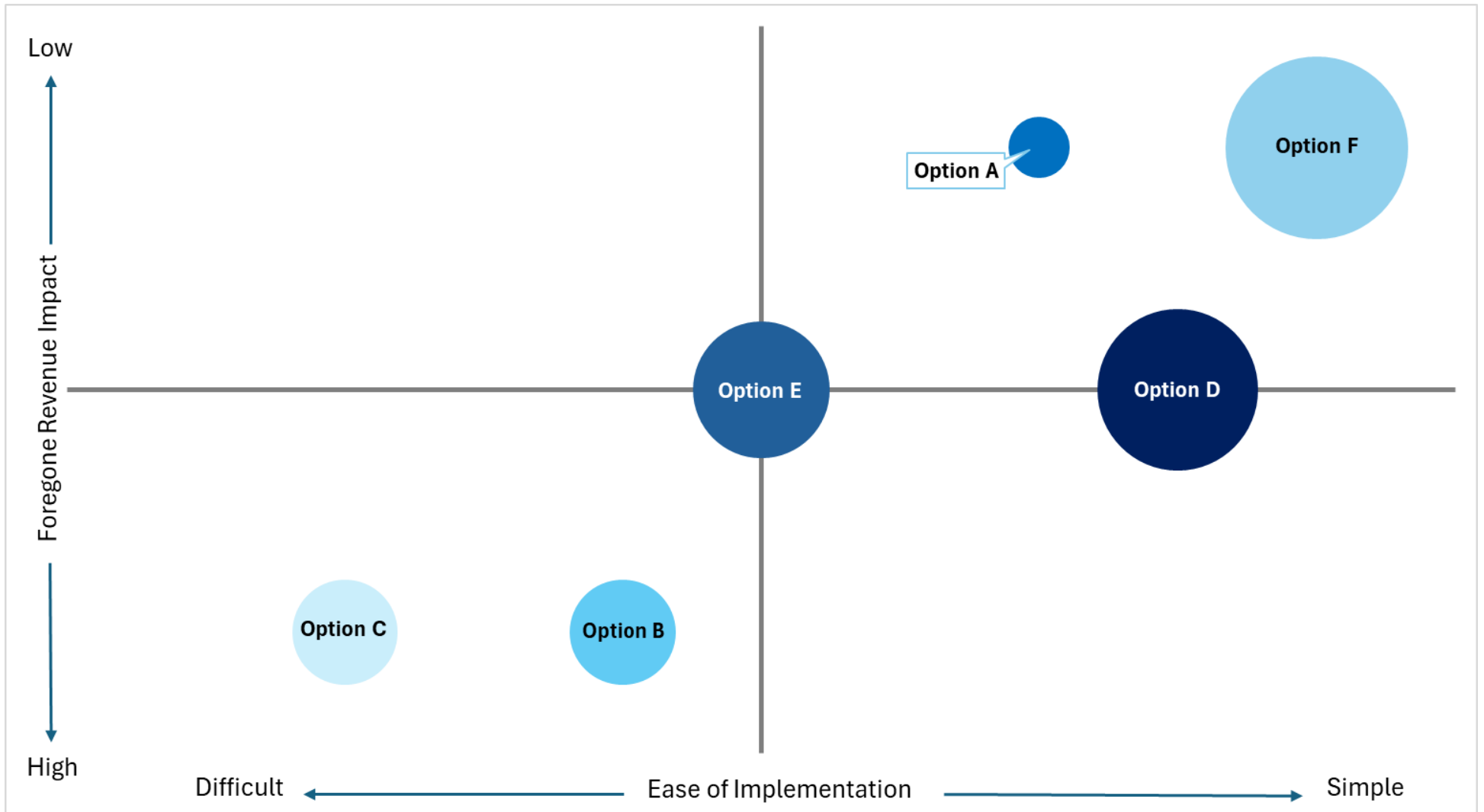
Legal Counsel MC

Assessment Categories ↓	Options →	Option A	Option B	Option C	Option D	Option E	Option F
	Service Affected	Route 11 (Downtown/ North Bank Shuttle)	System Wide Bus and Paratransit	System Wide Bus and Paratransit	System Wide Bus and Paratransit	System Wide Bus and Paratransit	System Wide Bus and Paratransit
	Fare	50 cents	Free	50 cents	Free	50 cents	Free
	Promotional Period	All Days (62 days) May 3- July 7	All Days (62 days) May 4- July 4	All Days (62 days) May 4- July 4	Saturdays (9 days) May 4- July 4	Weekends & Holidays* (21 days) May 4- July 4	Two Days May 4, July 4
Nexus to Expo 50th events and milestone		Route 11 serves venues surrounding Riverfront Park, site of Expo 74. \$0.50 fare is homage to 50th anniversary	Option removes fare collection for all trip destinations and days, making the limited edition Connect cards with Expo theme null. Expo events are primarily focused on weekend days, or 29% of this timeframe.	Option sets \$0.50 fare collection for all trip destinations and days, in homage to 50th anniversary. Expo events are primarily focused on weekend days, or 29% of this timeframe.	Option removes fare collection for all trip destinations for Saturdays only. Expo events are primarily focused on weekend days, and the vast majority (91%) are Saturday events, demonstrating a nexus to Expo	Option sets \$0.50 fare collection for all trip destinations for weekends and holidays, in homage to 50th anniversary. Expo events are primarily focused on weekend days and the 4th of July, demonstrating a nexus to Expo	Option removes fare collection for all trip destinations for the Opening and Closing Days of Expo events, demonstrating the strongest nexus to Expo celebration
Potential Impact to Employees (Driver safety, cleaning staff)		Limited impact with only one route impacted and fare required; route is also a shuttle so brief trip time	Elevated risk to driver safety and increased exposure for cleaning crew to drug paraphernalia based on experience during COVID with no fare April to June 2020; drivers have reported increased issues with youth as a result of zero-fare for youth policy.	Unknown risk to driver safety; during no fare period of April-June 2020 due to COVID, there were increased complaints from drivers. Fare would be required here, but there could be potential for confrontation over \$0.50	Some risk to driver safety and cleaner exposure to drug paraphernalia based on experience during COVID with no fare April to June 2020, but may be minimized due to the limited frequency of the fare free days	Unknown risk to driver safety; during no fare period of April-June 2020 due to COVID, there were increased complaints from drivers. Fare would be required here, but there could be potential for confrontation over \$0.50, though would be minimized by the limited number of service days in effect	Limited impact to employees as only two days
Passenger comfort (cleanliness, security)		Limited impact with only one route impacted and fare required; route is also a shuttle so brief trip time	Higher risk of increased complaints regarding cleanliness and rules of conduct violations regarding drug use; could deter future ridership on high ridership routes	Limited impact as fare would still be required; possible increase in ridership could impact cleanliness	Some risk of increased complaints regarding cleanliness and rules of conduct violations, but may be minimized by infrequency and occurrence on lower ridership days	Limited impact as fare would still be required and would be minimized by infrequency and occurrence on lower ridership days	Limited impact to passengers as only two days
Other Operational Considerations		No impact to Rideshare or Paratransit fare	Board would have to consider whether Rideshare is also fare free during this time; revenue assumptions are that it is not. Paratransit would have to be included, and free paratransit service could tax available resources	Board would have to consider whether Rideshare is offered a discount during this time; revenue assumptions are that it is not. Paratransit would have to be included, and reduced cost for paratransit service could tax available resources	Rideshare fare consideration not as critical here based on limited number of days; Paratransit operations could be impacted by increased demand for service	Rideshare fare consideration not as critical here based on limited number of days; Paratransit operations could be impacted by increased demand for service, but is lessened by weekend and holiday service hours	No impact to Rideshare fare and minimal impact to Paratransit operations as only one Saturday and a holiday
Foregone revenue		\$25,000 in foregone revenue	\$1,580,000 in foregone revenue	\$955,000 in foregone revenue	\$175,000 in foregone revenue	\$120,000 in foregone revenue	\$40,000 in foregone revenue

	Option A	Option B	Option C	Option D	Option E	Option F
Messaging/ communication	Targeted audience with narrower promotional options, but does open opportunity to cross-promote with DSP and PFD	Simple and consistent messaging across the system (all bus bulkheads, monitors, etc.), fareboxes can be covered and decals placed on validators. Need to communicate to ESBP purchasers not to purchase for May and June	Simple and consistent messaging across the system (all bus bulkheads, monitors, etc.); some challenges with reinforcing exact change only	Simple and consistent messaging across the system (all bus bulkheads, monitors, etc.), fareboxes can be covered	Most challenging to communicate; only limited to weekends and holidays can be confusing. Challenges with reinforcing exact change only on those days	Simple and consistent messaging across the system (all bus bulkheads, monitors, etc.), fareboxes can be covered
Implementation requirements - farebox, Connect system	Fairly simple to program for Connect validators, but most difficult to program the GFI farebox (interlines with route 12); requires manual intervention by operator. Limited risk of use of limited use passes (1-Ride or Day Pass). Only two weeks to test on both systems.	Easiest to program on Connect validators (or turn off); no programming or testing required on GFI fareboxes. No testing required	Easy to program the Connect validators, though no way to prevent or change the limited use pass (1-Ride or Day Pass) from being charged full value. Will be a challenge to program the GFI fareboxes for the change, especially for transfers. Only two weeks to program and test on both systems.	Easier to program on Connect validators; no programming or testing required on GFI fareboxes. Only two weeks to test on Connect; no testing required on GFI	Easy to program the Connect validators, though no way to prevent or change the limited use pass (1-Ride or Day Pass) from being charged full value. Will be a challenge to program the GFI fareboxes for the change, especially for transfers. Another failure point to test of switching back on weekdays to regular fare. Only two weeks to program and test on both systems.	Easier to program on Connect validators; no programming or testing required on GFI fareboxes. Would require more testing on Connect, and only two weeks to test.
Impact on existing contracts, systems and infrastructure - UTAP, CAP, ESBP, Shuttle Park, Bloomsday	Limited impact, if resolution is passed to include discount to Shuttle Park pass holders	Significant impacts to existing contracts and agreements. Shuttle Park pass holders would not be receiving the benefit of the free fare. Pre-purchased Bloomsday fare would need to be refunded, which may not be possible automatically. A provision would need to be considered that regular fare would still apply to CAP and group sales purchases for limited use passes. Existing UTAP contracts would need to be revisited; would they not be billed or continue at existing rate?	Significant impacts to existing contracts and agreements. Shuttle Park pass holders would not be receiving the benefit of the reduced fare. Employee Sponsored Bus Passes (ESBP) would also not be receiving the benefit of the reduced fare. Pre-purchased Bloomsday fare would need to be refunded, which may not be possible automatically. A provision would need to be considered that regular fare would still apply to CAP and group sales purchases for limited use passes. Existing UTAP contracts would need to be revisited; would they be billed at existing rate or also reduced to \$0.50?	Limited impact to existing contracts; Shuttle Park designed for weekday commuters. ESBP and UTAP not receiving benefits would be limited to 4/5 days a month, and typically underutilized days historically	Moderate impacts to existing contracts and agreements. Shuttle Park designed for weekday commuters. ESBP and UTAP not receiving full benefits would be approximately 10 days a month, though these are underutilized days historically. Pre-purchased Bloomsday fare would need to be refunded, which may not be possible automatically.	Almost no impact to existing contracts

* Holidays that would be included in Option E: Memorial Day (Monday 5/27), Juneteenth National Independence Day (Wednesday 6/19), and Independence Day (Thursday 7/4)

VISUALIZATION OF OPTIONS





NOTE: Bubble size of the six options above denotes the Nexus To Expo events such that a larger bubble indicates greater alignment while a smaller bubble a lower alignment.

SUN	MON	TUE	WED	THU	FRI	SAT	
<h1>MAY 2024</h1> <p><i>*Events portrayed as listed on Visit Spokane's Expo '74 webpage as of 4/10/2024.</i></p>	<h2>ANNUAL SPOKANE EVENTS EXPO '74 EVENTS</h2> <p>Not Shown: Ongoing Exhibits & Installations</p> <ul style="list-style-type: none"> Expo '74 Historic Timeline Outdoor Exhibit (Pavilion) Echoes of Expo (Riverfront) It Happened Here: Expo '74 Fifty Years After (NMAC) Expo Revival (Library) Expo '74: Films from the Vault (NMAC) 		1	2	3	4 Weekly Bird Walk Opening Celebration Historic Walking Tour Club '74 Speakeasy	
	5 Bloomsday Club '74 Speakeasy	6	7	8 LL Climate Change Talk	9	10 ANHPI Heritage Festival Vietnamese N'l Heritage Club '74 Speakeasy	11 ANHPI Heritage Festival Junior Lilac Parade Weekly Bird Walk Kidical Mass Spokane Symphony: '74 Historic Walking Tour Club '74 Speakeasy
	12 ANHPI Heritage Festival Spokane Symphony: '74 Club '74 Speakeasy	13	14 Lilac Festival Art Show	15 Cheney Climate Change Talk	16	17	18 ANHPI Heritage Festival Junior Lilac Parade Weekly Bird Walk Kidical Mass Spokane Symphony: '74 Historic Walking Tour Club '74 Speakeasy
	19 Windermere Marathon Youth Symphony: Expo! Club '74 Speakeasy	20	21	22	23	24 Club '74 Speakeasy	25 Pow-Wow at the Falls Historic Walking Tour Expo Stage & Vendors 50th Anniversary Food Tour
	26 Pow-Wow at the Falls	27	28	29 Hope for Creation	30 Landscape Art Content Weekly Bird Walk	31	

— SpoCanopy Tree Planting —

— Picklefest '24 —

SUN	MON	TUE	WED	THU	FRI	SAT
JUNE 2024 <i>*Events portrayed as listed on Visit Spokane's Expo '74 webpage as of 4/10/2024.</i>	ANNUAL SPOKANE EVENTS EXPO '74 EVENTS <i>Not Shown: Ongoing Exhibits & Installations</i> <ul style="list-style-type: none"> Expo '74 Historic Timeline Outdoor Exhibit (Pavilion) Echoes of Expo (Riverfront) It Happened Here: Expo '74 Fifty Years After (NMAC) Expo Revival (Library) Expo '74: Films from the Vault (NMAC) 					1 Manito Plant Sale Picklefest '24 Historic Walking Tour Expo Stage & Vendors
	2 Picklefest '24	3	4	5	6 Argonne Climate Change Talk	7 Weekly Bird Walk
9 Weekly Bird Walk	10 	11	12 Moran Climate Change Talk	13	14	15 Spokane In Bloom World Refugee Day Philippine Independence 50th Anniversary Food Tour Historic Walking Tour Expo Stage & Vendors
16 Dad's Day Dash 	17 Aquatics Opening Day	18 Summer Parkways	19	20	21 Weekly Bird Walk Legislative Summit 74 Expo	22 Bazaar Intro to Disc Golf Silent Disco Historic Walking Tour Expo Stage & Vendors
23	24	25	26 Weekly Bird Walk	27 Deer Park Climate Change Talk	28 	29 Hoopfest <div style="text-align: right;">Hoopfest 30</div>

SUN	MON	TUE	WED	THU	FRI	SAT
JULY 2024	1 Weekly Bird Walk	2	3	4 Closing Ceremonies	5	6
	7	8	9	10	11	12
<i>*Events portrayed as listed on Visit Spokane's Expo '74 webpage as of 4/10/2024.</i>						
<div style="background-color: white; padding: 10px; border: 1px solid black;"> <p>ANNUAL SPOKANE EVENTS EXPO '74 EVENTS</p> <p>Not Shown: Ongoing Exhibits & Installations</p> <ul style="list-style-type: none"> Expo '74 Historic Timeline Outdoor Exhibit (Pavilion) Echoes of Expo (Riverfront) It Happened Here: Expo '74 Fifty Years After (NMAC) Expo Revival (Library) Expo '74: Films from the Vault (NMAC) </div>						
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31		31	

EXPO '74 - List of Events

Events portrayed as listed on Visit Spokane's Expo '74 webpage as of 4/10/2024.

MAY 4 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Spokane Audubon Society Weekly Bird Walk: Turnbull National Wildlife Refuge - Turnbull National Wildlife Refuge*

Club '74 Speakeasy – Stepwell Riverfront Park

Expo '74 — 50th Anniversary Opening Celebration - Riverfront Park Spokane Pavilion

MAY 5 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Bloomsday Run

MAY 6 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Club '74 Speakeasy – Stepwell Riverfront Park

MAY 7 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

The Lands Council SpoCanopy Week and Expo Forest

MAY 8 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

The Lands Council SpoCanopy Week and Expo Forest

Spokane Valley Library Climate Change Talk - Spokane Valley Library

MAY 9 - Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

The Lands Council SpoCanopy Week and Expo Forest

MAY 10 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

The Lands Council SpoCanopy Week and Expo Forest

Asian Native Hawaiian Pacific Islander Heritage Festival – Riverfront Park

Vietnamese Heritage Day 2024 – Riverfront Park

Club '74 Speakeasy – Stepwell Riverfront Park

MAY 11 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

The Lands Council SpoCanopy Week and Expo Forest

Asian Native Hawaiian Pacific Islander Heritage Festival – Riverfront Park

Club '74 Speakeasy – Stepwell Riverfront Park

Junior Lilac Parade – Downtown Spokane

Expo '74 – 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Spokane Audubon Society Weekly Bird Walk - Mount Spokane*

Kidical Mass (presented by Summer Parkways) – Kendall Yards

Masterworks 9: Expo '74 – The Fox Theater

MAY 12 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Asian Native Hawaiian Pacific Islander Heritage Festival – Riverfront Park

Kidical Mass (presented by Summer Parkways) – Kendall Yards

Club '74 Speakeasy – Stepwell Riverfront Park

Masterworks 9: Expo '74 – The Fox Theater

MAY 13 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

MAY 14 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

2024 Lilac Festival Association Juried Art Show – Fete

MAY 15 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Cheney Library Climate Change Talk – Cheney Library

MAY 16 - Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

MAY 17 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Club '74 Speakeasy – Stepwell Riverfront Park

MAY 18 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Club '74 Speakeasy – Stepwell Riverfront Park

Expo '74 — 50th Anniversary Community Stage & Vendor Village – Riverfront Park

Brush on the Bluff – Polly Judd Park and High Drive Bluff

Spokane Audubon Society Weekly Bird Walk - James T. Slavin Conservation Area*

Cruzin' The Falls Car Show – Downtown Spokane

Spokane Lilac Festival BrewFest – Riverfront Park

Spokane Lilac Festival Armed Forces Torchlight Parade – Downtown Spokane

MAY 19 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Club '74 Speakeasy – Stepwell Riverfront Park

Spokane Indians — Grandparents Day Game – Avista Stadium

Spokane Youth Symphony Presents: Expo! – Fox Theater

Windermere Marathon

MAY 20 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

MAY 21, 22, 23, and 24 - Tuesday, Wednesday, Thursday, and Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

MAY 25 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Expo '74 — 50th Celebration Pow-Wow at the Falls – Downtown Spokane

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

50yr Anniversary Expo Guided Walking Food Tour – Riverfront Park

MAY 26 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Expo '74 — 50th Celebration Pow-Wow at the Falls – Downtown Spokane

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

MAY 27 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

MAY 28 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

MAY 29 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Picklefest '24 – Riverfront Park Pavilion

Hope for Creation - St John's Episcopal Cathedral

MAY 30 - Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Picklefest '24 – Riverfront Park Pavilion

MAY 31 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Picklefest '24 – Riverfront Park Pavilion

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Audubon Society Weekly Bird Walk - Waikiki Springs

JUNE 1 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Picklefest '24 – Riverfront Park Pavilion

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Expo '74 — 50th Anniversary Community Stage & Vendor Village – Riverfront Park

Friend's of Manito Plant Sale – Manito Park

JUNE 2 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Spokane Indians -Youth Sports Day Game – Avista Stadium

JUNE 3 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 4 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 5 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 6 -Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Argonne Library Climate Change Talk – Argonne Library

JUNE 7 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Audubon Society Weekly Bird Walk - Iller Creek*

JUNE 8 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Pride Parade – Downtown Spokane

Spokane River Cleanup – University District

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Expo '74 — 50th Anniversary Community Stage – Manito Park

Manito Park Art Festival – Manito Park

Tour de Farms – Spokane Valley

North Spokane Library Climate Change Talk – North Spokane Library

JUNE 9 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Spokane Indians — Bugs, Snakes, Baseball — Oh My! – Avista Stadium

Spokane Audubon Society Weekly Bird Walk - Medical Lake Waterfront Park

JUNE 10 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Street Music Week – Downtown and Garland District

JUNE 11 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Street Music Week – Downtown and Garland District

JUNE 12 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Street Music Week – Downtown and Garland District

Moran Prairie Library Climate Change Talk – Moran Prairie Library

JUNE 13, 14 - Thursday, Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Street Music Week – Downtown and Garland District

JUNE 15 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo Revival: Searching for Trent Alley – Central Library

Picklefest '24 – Riverfront Park Pavilion

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Expo '74 – 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Expo '74 – 50th Anniversary Community Stage & Vendor Village – Riverfront Park

Spokane in Bloom – “Happy Days Are Here Again!”

World Refugee Day – Garry Middle School

126th Philippine Independence Day – Riverpark Square and Wall Street

50yr Anniversary Expo Guided Walking Food Tour – Downtown Spokane

JUNE 16 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2024 Economic Future Forum – Davenport Grand Hotel

Dad's Day Dash – Riverfront Park

JUNE 17 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

2024 Economic Future Forum – Davenport Grand Hotel

Spokane Parks & Recreation Aquatics Opening Day – 6 City of Spokane Pools

JUNE 18 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

2024 Economic Future Forum – Davenport Grand Hotel

JUNE 19 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Summer Parkways Events – South Hill

JUNE 20 - Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 21 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Audubon Society Weekly Bird Walk - Cheney Wetlands*

Legislative Summit — Expo 74 50th celebration – Spokane Convention Center

JUNE 22 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Expo '74 — 50th Anniversary Historic Walking Tours - Riverfront Spokane at the Visitor Center

Expo '74 — 50th Anniversary Community Stage & Vendor Village – Riverfront Park

Bazaar – Downtown Spokane

Spokane Disc Golf Club Introduction to Disc Golf Clinic – High Bridge Park

Silent Disco – Downtown Spokane

JUNE 23 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

JUNE 24 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 25 - Tuesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

JUNE 26 - Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Audubon Society Weekly Bird Walk - Riverside State Park*

JUNE 27 - Thursday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Deer Park Library Climate Change Talk – Deer Park Library*

JUNE 28 - Friday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Downtown Spokane Kayak Tours on the Spokane River - Upriver Park Parking Lot

JUNE 29 - Saturday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

2nd Inland Northwest Juried Landscape Art Exhibition – Jundt Art Museum

Spokane Hoopfest – Downtown Spokane

JUNE 30 - Sunday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Spokane Hoopfest – Downtown Spokane

JULY 1 - Monday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Spokane Audubon Society Weekly Bird Walk - Spokane Conservation District

JULY 2, 3 - Tuesday, Wednesday

Expo '74: Films from the Vault and It Happened Here: Expo '74 Fifty Years After - Northwest Museum of Arts & Culture

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

JULY 4 - Thursday

Echoes of Expo – Riverfront Park

Expo '74 Historic Timeline Outdoor Exhibit presented by The Spokesman Review - Pavilion at Riverfront Park

Expo '74 — 50th Anniversary Closing Ceremonies: 4th of July Celebration and Fireworks – Riverfront Park

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 8B : CONNECT 2035 STRATEGIC PLAN UPDATE

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

SUMMARY: Staff will review activities completed in the past two months and activities planned through the end of May 2024 related to Phase 2 of the Connect 2035 strategic planning effort.

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 9A : FACILITIES MASTER PLAN UPDATE: PROJECT OVERVIEW

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer
Jessica Kelch, Senior Project Manager

SUMMARY: The 2024 Action Plan approved by the STA Board of Directors in December 2023 calls for progress in developing the Facilities Master Plan (FMP) “to position STA for strategic growth that supports STA’s growing and changing role in the region.” Staff will provide an overview of the scope of work of the Facilities Master Plan Update project, highlight current activities, and present the general timeline and deliverables for the project. The primary focus of the planning process is to determine a location or locations for needed facilities to support the scalable expansion of zero-emission vehicles which require additional electric charging infrastructure, a vehicle storage facility, a vehicle maintenance facility, a training facility, and potentially administrative offices.

BACKGROUND: A critical review of the organization’s maintenance and administrative facilities is important to meet existing facility needs as well as to better understand and evaluate potential future needs. Spokane Transit last prepared an FMP in 2015, with elements of that plan implemented since that time, such as the construction of the Boone Northwest Garage, additional employee parking, and the purchase of the state-owned property located on Mission Avenue east of Greene Street, due south of the Spokane Community College Transit Center.

STA is currently in Phase I planning. Spokane Transit’s On-Call Engineering and Architectural (A&E) consultants, Coffman Engineers, Inc. and ALSC Architects, have been tasked with aiding STA in preparing a new FMP, updating plans for support facilities for current and future operational requirements. This initial phase of the FMP Update will provide guidance to help shape near-term facility plans for consideration in the development of the Connect 2035 project list i.e. a new facility to support the Division BRT project. Additionally, the plan will look at scalable long-term strategies to continue zero-emission expansion and potential service growth beyond Connect 2035 through 2050.

The architectural and engineering (A&E) team has developed a program of efforts that will aid in generating a right-sized, flexible, and expandable Facilities Master Plan Update. That program includes the following:

PROGRAM	GENERAL DESCRIPTION
Visioning	Establish goals and develop guiding principles consistent with those of Connect 2035 and scalable strategies for evolving operational needs and potential service expansion; evaluate funding sources and procurement pathways.
Programming	Identify and classify user staffing numbers, functions, requirements, and adjacencies.
Inventory	Evaluation of existing spaces and balance against immediate needs, future needs, potential opportunities.

PROGRAM	GENERAL DESCRIPTION
Analysis	Needs analysis, benchmarking, and energy saving/clean buildings considerations.
Site Analysis	Review of approximately 10 sites within the PTBA, preliminary site analysis, and evaluate impacts for Zero Emission goals.
Site Due Diligence	Narrow down potential sites to approximately 2-3, develop conceptual massing options with renderings, and preliminary Title VI Equity Analysis, as well as preliminary steps in the Essential Public Facilities (EPF) siting process within the respective jurisdictions.
Final Report	Document findings, and provide recommendations for phasing of path to 2050 buildout and develop budget level cost estimates.
Board Guidance Opportunities	Review planning progress and seek guidance from the Committee and/or Board several times during the analyses and site due diligence activities, and as the final report is developed.

The overall effort recently begun, with the visioning and programming stages underway, and will continue through the year with the final report and recommendations expected approximately the second quarter of 2025 for Board approval. The second phase of the master plan is expected to begin immediately, third quarter 2025.

Staff will provide updates as plan elements are more defined, and guidance is sought as described above. Requests will be made for project approvals during the normal capital programming and budgeting processes with the committees and STA Board of Directors as projects develop over the next several years and as funding is acquired. Where possible, grant funding will be sought to aid in the development of new or renovated facilities.

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 10A : BOARD OPERATIONS COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Al French, Committee & Board Chair

SUMMARY: A verbal report will be given at the Board meeting.

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 11A: PLANNING & DEVELOPMENT COMMITTEE CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Pam Haley, Committee Chair

SUMMARY: A verbal report will be given at the Board meeting.

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 11Ai: 2025-2030 TRANSIT DEVELOPMENT PLAN: REVIEW PRELIMINARY REVENUE AND EXPENDITURE FORECAST ASSUMPTIONS

REFERRAL COMMITTEE: Planning & Development (*Haley*)

SUBMITTED BY: Monique Liard, Chief Financial Officer
Karl Otterstrom, Chief Planning & Development Officer

SUMMARY: As part of the preparation of the 2025-2030 Transit Development Plan (TDP), STA is required to incorporate financial projections for this 6-year period. The initial step in this preparation was to seek affirmation by the Planning & Development Committee of the financial assumptions used in deriving the 2025-2030 forecast. This was completed at the March 27, 2024, meeting.

Staff is recommending that the financial assumptions generally remain in line with those reviewed and approved by the Board in 2023, as detailed below, with new items in italics:

Revenue

- Sales Tax will grow at 3.5% annual trend applied to 2024 budgeted levels.
- The two-tenths of a percent voter-approved sales tax increase sunsetting in 2028 will be renewed for 2029 and beyond.
- There are no future planned fare changes during the 2025-2030 TDP period.
- FTA Section 5307 Urbanized Area Formula grant funds are used primarily for preventive maintenance. This is the third largest source of operating revenue and is forecasted to grow at a 1% rate from 2024 budgeted levels through 2026. Years 2027 through 2030 are assumed to stay at 2026 levels.
- State operating funding through the Paratransit/Special Needs formula grant will grow at 1% per year from the 2024 budgeted level. This formula grant was doubled in 2023 through the Move Ahead Washington 16-Year Transportation Package (MAW) supported through the 2021 Washington Climate Commitment Act.

State operating funds also reflect the MAW Transit Support grant at the full annual estimated amount of \$6.5 million through the TDP period, as part of STA's adoption of zero-fare for youth 18 years and under.

As previously reported by STA's CEO, should the 2024 ballot Initiative 2117, Prohibit Carbon Tax Credit Trading and Repeal Carbon Cap-and-Invest Program Measure, be approved by voters in November 2024, the Transit Support grant and the expanded Paratransit/Special Needs formula grant funding would be repealed beginning July 1, 2025, reducing state operating revenues annually by \$8.3 million. The cumulative impact over the 2025-2030 TDP period would result in a state operating grant revenue reduction of \$45.8 million, without legislative intervention.

- Interest income earned on average invested cash balances is estimated at a rate of 1.0% per annum.

Expenditures

- The annual budget provides the baseline for operating expenses.
- STA Moving Forward service changes are incorporated into the budget and the forecast based on their year of introduction along with near-term investments.
- Operating expenses grow at 3% beginning in 2025, accounting for added costs from STA Moving Forward and near-term investment service changes and continue at the same 3% rate through 2030.
- The Capital Improvement Program is fully funded through the TDP period.

As previously reported by STA's CEO, should the 2024 ballot Initiative 2117 (Prohibit Carbon Tax Credit Trading and Repeal Carbon Cap-and-Invest Program Measure) be approved by voters in November 2024, the MAW \$50 million project grant for Division Street Bus Rapid Transit (BRT) would be repealed beginning July 1, 2025. The cumulative impact over the 2025-2030 TDP period would result in a \$42.7 million reduction of the Division Street BRT project budget, without legislative intervention.

RECOMMENDATION TO BOARD: Receive Report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 12A : PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE
CHAIR REPORT

REFERRAL COMMITTEE: n/a

SUBMITTED BY: Josh Kerns, Committee Chair

SUMMARY: A verbal report will be given at the Board meeting.

RECOMMENDATION TO BOARD: Receive report.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14A : COMMITTEE MINUTES – INFORMATION

- Board Operations Committee
- Planning & Development Committee
- Performance Monitoring & External Relations Committee

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Dana Infalt, Executive Assistant to CEO & Clerk of the Authority

SUMMARY: The March 6, 2024, Planning and Development and Performance Monitoring and External Relations Committee meetings, as well as the March 13, 2024, Board Operations Committee meeting approved minutes are attached.

RECOMMENDATION TO BOARD: For information.

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

BOARD OPERATIONS COMMITTEE MEETING

Minutes of the March 13, 2024, Meeting

Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA
w/ Virtual Public Viewing Option

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley,
*Chair Pro Tem, Planning & Development
Committee Chair*
Josh Kerns, Spokane County,
*Performance Monitoring & External
Relations Committee Chair, Alternate*
Dan Dunne, Small Cities Representative
(Liberty Lake)
Zack Zappone, City of Spokane
E. Susan Meyer, Chief Executive Officer,
Ex Officio

MEMBERS ABSENT

Al French, Spokane County, *Chair*

STAFF PRESENT

Carly Cortright, Chief Communications and
Customer Service Officer
Karl Otterstrom, Chief Planning and
Development Officer
Monique Liard, Chief Financial Officer
Dana Infalt, Clerk of the Authority
Amie Blain, Executive Assistant to the Chief
Financial Officer

STAFF ABSENT

Brandon Rapez-Betty, Chief Operations Officer
Nancy Williams, Chief Human Resources Officer

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahon, Lamberson,
Van Wert & Oreskovich, P.C.

1. CALL TO ORDER AND ROLL CALL

Chair Pro Tem Haley called the meeting to order at 1:30 p.m. and conducted roll call in Chair French's absence. Mr. Kerns served as an alternate for Chair French's voting position. The Committee discussed the process and rules surrounding alternates.

2. APPROVE COMMITTEE AGENDA

Mr. Zappone moved to approve the agenda, Mr. Kerns seconded, and the motion passed unanimously.

3. CHAIR'S COMMENTS

None.

4. COMMITTEE ACTION

A. February 7, 2024, Committee Minutes

Mr. Zappone moved to approve the February 7, 2024, Committee meeting minutes as submitted, Mr. Kerns seconded, and the motion passed unanimously.

B. Route 11 – Arena/Downtown Shuttle and Shuttle Park Pass Promotional Fare Resolution

Dr. Cortright presented this item to the Committee with a proposal of a promotional fare of \$0.50 in celebration of the 50th Anniversary of Expo '74, for the Route 11-Arena/Downtown Shuttle from May 3rd through July 7th. The Committee discussed the proposed promotional fare. City Line ridership data will be provided per Mr. Zappone's request.

Mr. Kerns moved to recommend the Board approve, by Resolution, promotional fares for Route 11 and the Shuttle Park pass, to be implemented for a limited period as set forth therein, Mr. Dunne seconded, Chair Pro Tem Haley, Mr. Kerns, and Mr. Dunne voted yes, Mr. Zappone voted no.

5. COMMITTEE CHAIR REPORTS

A. Pam Haley, Chair, Planning & Development (P&D)

Ms. Haley shared the items presented at the Planning and Development Committee meeting on March 6, 2024.

B. Josh Kerns, Chair, Performance Monitoring & External Relations (PMER)

Mr. Kerns shared the items presented at the Performance Monitoring & External Relations Committee meeting on March 6, 2024.

6. 2024 BOARD OPERATIONS COMMITTEE WORK PROGRAM – DRAFT

Ms. Meyer reviewed the 2024 Board Operations Committee Work Program draft with the Committee. This is the first work program developed for the Committee. The Committee discussed the work program, scheduling of the program items, and potentially including periodic rule and policy reviews. Ms. Clark explained that it is within the Legal Counsel's purview to review STA's rules to ensure legal compliance. The Committee discussed the timing of setting CEO performance objectives and evaluating performance.

7. BOARD OF DIRECTORS AGENDA MARCH 21, 2024

Ms. Meyer presented the Board of Directors Agenda. An item regarding an Interlocal Agreement with the Public Facilities District may be added to the March Board meeting agenda.

Mr. Kerns moved to approve the Board of Directors agenda, with the possibility of additions, Mr. Dunne seconded, and the motion passed unanimously.

8. BOARD OPERATIONS COMMITTEE DRAFT AGENDA APRIL 10, 2024

There were no questions or comments.

9. CEO REPORT

Ms. Meyer shared the December 2023 voter-approved Sales Tax revenues. Ms. Meyer discussed the Shuttle Park improvements of the Value Village parking lot related to the relocation of STA’s services away from the arena and the location of a comfort station for STA Coach Operators. Mr. Otterstrom explained that STA has been working with the Public Facilities District (PFD) and Spokane Public Schools (SPS) on the impacts of Route 11 Shuttle Park services due to the stadium construction over the past couple of years. Additional amenities above and beyond the replacement value have been discussed, and the additional amount totals to approximately \$350,000 that would be reimbursed to SPS by STA in the future. An interlocal agreement would need to be established for this additional amount of approximately \$350,000. STA is also requesting an easement with the PFD to allow access to a planned comfort station for Coach Operators. This expense is within the current project budget of \$1.2 million. The Board will have an opportunity to attend the APTA Mobility Conference in Portland, OR, from April 28-May 1, 2024.

Mr. Zappone left the meeting at 2:31 p.m.

10. NEW BUSINESS

There was no new business.

11. ADJOURN

With no further business to come before the Committee, Chair Pro Tem Haley adjourned the meeting at 2:32 p.m.

Respectfully submitted,

Amie Blain

Amie Blain
Executive Assistant to the Chief Financial Officer

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

PLANNING & DEVELOPMENT COMMITTEE MEETING

Minutes of the March 6, 2024, Meeting

STA Northside Conference Room
Spokane Transit Authority, 1230 W. Boone Avenue, Spokane, WA
w/Virtual Public Viewing Option

MEMBERS PRESENT

Pam Haley, City of Spokane Valley – *Chair*
Zack Zappone, City of Spokane
Kitty Klitzke, City of Spokane
Chris Grover, Small Cities Representative
(Cheney), *Ex-Officio*
Dan Sander, Small Cities Representative
(Millwood) *Ex Officio*
Dan Dunne, Small Cities Representative
(Liberty Lake)
E. Susan Meyer, Chief Executive Officer
Ex -Officio

MEMBERS ABSENT

Rhonda Bowers, Labor Representative
(*Non-voting*)

STAFF PRESENT

Karl Otterstrom, Chief Planning & Development
Officer
Monique Liard, Chief Financial Officer
Carly Cortright, Chief Communications & Customer
Service Officer
Vicki Clancy, Executive Assistant to the Chief
Planning & Development Officer

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahan, Lamberson, Van Wert
& Oreskovich, P.C.

STAFF ABSENT

Brandon Rapez-Betty, Chief Operations Officer
Nancy Williams, Chief Human Resources Officer

1. CALL TO ORDER AND ROLL CALL

Chair Pam Haley called the meeting to order at 10:00 a.m. and Ms. Vicki Clancy conducted roll call.

2. COMMITTEE CHAIR REPORT

Chair Haley had nothing to report at this time.

3. COMMITTEE ACTION

A. MINUTES OF THE JANUARY 31, 2024, COMMITTEE MEETING

Ms. Kitty Klitzke moved to approve the January 31, 2024, Planning & Development Committee meeting minutes. Chair Haley seconded, and the motion was approved unanimously.

4. COMMITTEE ACTION

A. BOARD CONSENT AGENDA

1. CONNECT 2035 STRATEGIC PLAN: FUNDING AND INVESTMENT PRINCIPLES (RESOLUTION)

Mr. Karl Otterstrom and Ms. Monique Liard presented. One of the key objectives of the Connect 2035 Board Workshop held on November 1, 2023, was to gain consensus from the Board on funding and investment principles of the new strategic plan. Given their

foundational nature to the development and programming of Connect 2035 initiatives, staff have drafted a resolution for Committee and Board’s consideration to memorialize these funding and investment principles. Mr. Otterstrom reviewed the background. The financial framework is anchored in organizational priorities and strategies. This framework pre-exists the current effort, which is to exemplify financial stewardship, ensure organizational sustainability and resilience, earn and retain the community’s trust, and maintain a no debt financial position.

Ms. Liard presented a financial analysis overview including a proposed sustainable financial path. Using the 2024 budget baseline, a financial model was developed to examine key metrics over the next 15 years under several different scenarios. Three paths were presented. General assumptions are consistent with how we model using a 3% inflation rate, 3.5% tax base growth rate, and current fare policies. An update on the Climate Commitment Act as it relates to funding that STA receives will be given during Ms. Meyer’s CEO report.

Mr. Otterstrom reviewed the three principles presented at the workshop which are now presented as principles to be established by resolution: a.) Plan for renewal of the sales and use tax b.) Leverage STA’s current financial position c.) Explore opportunities to expand. The proposed resolution will contribute to a common funding framework for the ongoing development of the *Connect 2035* strategic plan. Staff will review at the March 6, 2024 Board workshop, with the intent of having the resolution go to the Board for adoption later this month. Discussion ensued.

Lost sound for several minutes; glitchy for several minutes.

The attached draft resolution posits the principles as declarative statements by the Board of Directors to guide the continued development of Connect 2035 Strategic Plan Phase 2.

Mr. Dan Dunne moved to recommend the Board of Directors approve, by resolution, the Connect 2035 Strategic Plan: Funding and Investment Principles. Mr. Zack Zappone seconded, and the motion was approved unanimously.

B. BOARD DISCUSSION AGENDA – *none*

5. REPORTS TO COMMITTEE

A. DIVISION STREET BUS RAPID TRANSIT: PROJECT DEVELOPMENT AND PUBLIC OUTREACH UPDATE

Mr. Otterstrom presented. Division Street Bus Rapid Transit (BRT) is currently in the project development phase, and is envisioned to be the second BRT line in the Spokane region, extending from downtown Spokane along the Division Street Corridor for approximately ten miles to the Mead area with a total of 44 stations (counting in both directions). We are currently in the project development phase as approved by the Federal Transit Administration (FTA) and are working towards 30% design completion in 2025. The committees and Board will be updated as the process continues. Mr. Otterstrom reviewed the status of various elements of work within Project Development. This includes project management and coordination, interagency coordination, parking studies and preliminary design efforts that are advancing 30% design. Additional coordination includes city utilities, water districts, and private telecommunications utilities.

Mr. Otterstrom provided an update on traffic analysis and modeling, environmental review, FTA and grant support, and outreach activities.

Mr. Dunne supports high visibility and awareness to the community when it is timely. Discussion followed noting the importance of branding for this project.

B. CONNECT SPOKANE COMPREHENSIVE PLAN UPDATE: REVENUE AND FARES ELEMENT – REVIEW FAREBOX RECOVERY POLICIES

Mr. Otterstrom presented. Connect Spokane is STA's comprehensive plan and sets forth a planning vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. While it was updated less than two years ago, an interest in policies within the Revenues and Fares element of the plan has prompted it being added to the Phase 2 work program. Today's discussion focused primarily on farebox recovery policy objectives and considerations.

By way of background and context, Mr. Otterstrom reviewed existing components of the Revenues and Fares element. The goal of revenues and fares is to appropriately balance farebox, tax, grant, and advertising revenues to provide high-quality service. Mr. Otterstrom pointed out that STA no longer accommodates paid advertising on its vehicles or facilities and that the goal language should be updated to reflect that fact.

Mr. Zappone asked for additional background on the elimination of advertising revenue. Ms. Meyer responded that it was done to avoid advertising contentious content, as there was no effective way to administer an advertising program in a way that will avoid controversial advertising content. The potential conflict created was not worth the revenue; and while it was a source of non-tax revenue, the revenue received was largely offset by staff time and complications that diverted attention from other priorities. Mr. Dunne reflected that content neutrality is key, and he admires and respects the decision to eliminate advertising. Mayor Pam Haley agreed, noting she was aware of instances in years past where coach operators were confronted by passengers who took issue with the advertising content. Mr. Otterstrom reviewed the principles for the revenue and fares element, and explained the importance of fares in relation to ridership and cost effectiveness. Imposing fares for most transit agencies means more revenue to provide more service. When sources of revenue rise or dip, STA must make decisions about the services that can be provided while maintaining a sustainable budget. Staff want riders and people to take value out of the service and make this affordable for riders. Mr. Otterstrom reviewed the various sources of fare revenue for 2023, the COVID-19 transit impacts, and policy options.

Mr. Otterstrom reviewed historical trends of fare rates. He noted that in 2016, the STA Board intended and communicated to the public that fare revenue, including fare rate increases approved concurrent with the early implementation of STA Moving Forward, were deliberate actions to allow for more service and to ensure riders were contributing to the growth of more service. He also noted that a combination of changes to fare policies, programs and technology over the past five years has improved the overall affordability of service, despite the increases in standard fares. This includes the adoption of the Connect fare system with its daily and monthly capping program; the adoption of zero fare for youth, made possible by the transit support grant funded by the Washington State Legislature; the expansion of introduction of discounted fare programs, with Honored Rider program now extending to everyone ages 60 and above, as well as the Stars and Stripes program for active duty military and veterans.

Mr. Otterstrom presented the farebox recovery objectives and actuals for several agencies in the Pacific Northwest. Mr. Otterstrom introduced two possible policy options for consideration by the committee: option one is maintain the 20% farebox recovery goal, or option two, revise the policy with a different measure of rider contribution. Mr. Sander suggested a change from farebox

recovery to something that reflects ridership participation. Mr. Zappone recommended separating ridership out by category, youth riders, honor riders etc.; measure riders by how many we have for each category. Mr. Otterstrom agreed to return with some further options based on this feedback at a future meeting.

C. CONNECT 2035 STRATEGIC PLAN: BOARD WORKSHOP AND PUBLIC OUTREACH OVERVIEW

In the interest of time, Mr. Otterstrom did not present this item, it was discussed during the Board Workshop which occurred immediately after the Planning & Development Committee meeting.

D. 2025-2030 TRANSIT DEVELOPMENT PLAN: TACTICAL FRAMEWORK AND STAKEHOLDER OUTREACH

Mr. Otterstrom provided a brief update beginning with the hierarchy of STA plans. As STA works through the Transit Development Plan (TDP) each year, staff addresses different sections each month. This month is focused on the mid-range tactical framework which provides guidance for the understanding of activities and programs of the TDP. The goals of *Connect 2035* or the strategic goals were a way to formulate the framework in the TDP. The tactics over the next 6 years include finishing STA Moving Forward and advancing Division BRT. Participating as a partner of the community means engagement through updates to the metropolitan transportation plan, collaboration with cities and county, and expanding opportunities for community partners. The TDP will align with the state transportation goals. Mr. Otterstrom reviewed upcoming outreach activities and a timeline for the TDP adoption process. Next steps include staff returning with a draft mid-range tactical framework based on today's discussion.

6. CEO REPORT

Ms. E. Susan Meyer presented the CEO Report:

Sales Tax Update: February 2024 Voter-Approved Sales Tax Revenue (December 2023 Sales). Actual (\$10,094,347) compared to budget (\$10,261,069) for a -1.6% difference of -\$166,722. Sales tax revenue is 2.1% YTD above budget (\$0.4M), 1.6% below February 2023 actual (-\$0.2M) and 2.1% YTD above 2023 actual (\$0.4M).

Initiative 2117: This initiative is a voter proposition to repeal the 2021 Washington Climate Commitment Act (CCA). The CCA has provided incremental funding of over \$3B to transit in the state over a 16year period. If repealed, grant funding for STA will decrease by a total of \$151M through 2038. Committee members requested materials to educate the public concerning these impacts should the initiative pass.

Introducing STA Ombudsman & Accessibility Officer: Ms. Meyer introduced Delana Combs, STA's new Ombudsman and Accessibility Officer. Ms. Meyer provided Ms. Combs' experience and credentials. Ms. Meyer encouraged committee members to reach out to Ms. Combs if a constituent has questions related to accessibility or ADA.

7. COMMITTEE INFORMATION – none

8. REVIEW May 4, 2024, COMMITTEE MEETING AGENDA

9. NEW BUSINESS - none

10. COMMITTEE MEMBERS' EXPRESSIONS

11. ADJOURN

With no further business to come before the Committee, Chair Haley adjourned the meeting at 11:36 a.m.

NEXT COMMITTEE MEETING: WEDNESDAY, March 27, 2024, at 10:00 a.m. in person at STA Northside Conference Room (*April Meeting*)

Respectfully submitted,

A handwritten signature in cursive script that reads "Vicki Clancy".

Vicki Clancy, Executive Assistant
Planning & Development Department

Spokane Transit Authority
1230 West Boone Ave.
Spokane, WA 99201

PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE MEETING

Minutes of the March 6, 2024, Meeting
STA Northside Conference Room
1230 W Boone Avenue, Spokane, WA

In person meeting with optional virtual link

COMMITTEE MEMBERS PRESENT

Josh Kerns, Spokane County *
Tim Hattenburg, City of Spokane Valley
Betsy Wilkerson, City of Spokane
Paul Dillon, City of Spokane
Hank Bynaker, City of Airway Heights (*Ex-Officio*)
Lance Speirs, City of Medical Lake (*Ex-Officio*)
E. Susan Meyer, CEO (*Ex-Officio*)

COMMITTEE MEMBERS ABSENT

**Committee Chairman*

STAFF PRESENT

Karl Otterstrom, Chief Planning and Development Officer
Monique Liard, Chief Financial Officer
Carly Cortright, Chief Communications and Customer Service Officer
Molly Fricano, Executive Assistant to the COO

PROVIDING LEGAL COUNSEL

Megan Clark, Etter, McMahan, Lamberson, Van Wert & Oreskovich, P.C.

STAFF MEMBERS ABSENT

Brandon Rapez-Betty, Chief Operations Officer
Nancy Williams, Chief Human Resources Officer

1. CALL TO ORDER AND ROLL CALL

Chair Kerns called the meeting to order at 2:00 p.m. and roll call was conducted. Mr. Kerns noted the time and stated the committee meeting's start time was delayed due to a special Board workshop.

2. COMMITTEE CHAIR REPORT

Chair Kerns had no report at this time.

3. COMMITTEE APPROVAL

A. Minutes of the January 31, 2024, Committee Meeting

Mr. Hattenburg moved to approve the January 31, 2024, committee meeting minutes. Ms. Wilkerson seconded, and the motion passed unanimously.

B. Mirabeau Transit Center Improvement Project: Scope of Work Approval

Mr. Otterstrom provided a general scope of work summary, and shared renderings for the proposed platform and building layout of the Mirabeau Transit Center Improvement project. He stated the project budget is \$6.36M and has a construction contract value of \$4.33M, with a contingency of fifteen percent and potential remaining funds of \$626,117. Mr. Otterstrom shared the anticipated construction timeline which showed substantial completion is scheduled for Spring 2025.

Ms. Wilkerson moved to recommend the Board approve the general scope of work and authorize staff to release an invitation for bid (IFB) for the Mirabeau Transit Center Improvement project. Mr. Hattenburg seconded, and the motion passed unanimously.

C. Finalize 2024 Performance Monitoring & External Relations Committee Work Program

E. Susan Meyer presented the 2024 Performance Monitoring & External Relations (PMER) Committee work program. This second version has been updated since the draft shared at the February PMER Committee meeting. Items and timelines are subject to change, and new items will be added as they arise.

Mr. Hattenburg moved to recommend the approval of the 2024 Performance Monitoring & External Relations (PMER) Committee work program as presented. Mr. Kerns seconded, and the motion passed unanimously.

D. Program Appointment of Member to Citizen Advisory Committee

Dr. Cortright provided background on the Citizen Advisory Committee (CAC) and advised they are requesting approval of the nomination of Mr. Perry Crandall to the CAC. Dr. Cortright shared Mr. Crandall's qualifications. She stated the CAC currently has twelve members with room for fifteen.

Mr. Hattenburg moved to recommend the appointment of Perry Crandall to serve on the Citizen Advisory Committee for a three-year term commencing April 1, 2024. Mr. Kerns seconded, and the motion passed unanimously.

4. COMMITTEE ACTION

A. Board Consent Agenda

1. Route 11 - Arena/Downtown Shuttle and Shuttle Park Pass Promotional Fare Resolution

Dr. Cortright provided background on the Route 11 – Arena/Downtown shuttle and discussed the proposed promotional fares. In honor of the 50th anniversary of Expo '74, a promotional fare of \$0.50 is being proposed which would run from May 3rd through July 7th. Dr. Cortright discussed details of an additional proposed discount on the Shuttle Park pass for the months of May and June.

Discussion ensued about changing the promotional fare for the 50th anniversary of Expo '74 from \$0.50 to no charge.

Mr. Hattenburg made a motion to recommend the Board of Directors approve, by Resolution, promotional fares for Route 11 and the Shuttle Park pass, to be implemented for a limited period as set forth therein. Mr. Kerns seconded the motion. Mr. Hattenburg and Mr. Kerns voted yes. Ms. Wilkerson and Mr. Dillon voted no. The vote was tied. The failed motion moves to the Board Operations Committee.

B. Board Discussion Agenda (*none*)

5. REPORTS TO COMMITTEE

~~A. 2023 Year-End Performance Measures~~

This item was removed from the agenda.

B. 2023 State Audit Timeline

Ms. Liard explained the Washington State Auditor will begin the National Transit Database (NTD) and Financial Audit in March and provided the draft audit schedule with dates to be confirmed by the State Auditor's Office (SAO). The SAO Entrance Conference will be held the week of March 25, 2024. The Exit conference with STA administration will be the week of May 27, 2024, and the Exit Briefing with the Performance Monitoring & External Relations Committee will be on September 4, 2024.

C. 2023 Unaudited Year-End Financial Report

Ms. Liard reviewed the 2023 revenue, expenses, and capital budget as well as the cash and reserve analysis. STA ended 2023 with \$167.9M in overall revenues which was 6.9% above budget. Ms. Liard discussed the next steps timeline.

D. 2023 Community Perception Survey Results Summary

This agenda item was postponed to the April Performance Monitoring & External Relations Committee meeting agenda due to time constraints.

E. EXPO 50th Anniversary Celebration Update

Dr. Cortright provided background on the 50th anniversary celebration of Expo '74, which will kick off on May 4th and run through July 4th. To contribute to the celebration, STA will produce a limited edition Connect card, propose a promotional \$0.50 fare on Route 11 from May 3rd through July 7th, and extend evening service and add weekend service on Route 11. Dr. Cortright presented one of the special edition Connect cards for the Committee members to see.

6. CEO REPORT

- Ms. Meyer reported the February 2024 voter-approved sales tax revenue collected on December 2023 sales, against a budget of \$10,261,069. The actual receipts were \$10,094,347, which is 1.6% under budget with a variance totaling \$166,722. Year-to-date is 2.1% above budget and totaling approximately \$0.4M.
- Ms. Meyer discussed the impacts of Initiative 2117, the voter proposition to repeal the 2021 Washington Climate Commitment Act (CCA), which provides incremental funding of over \$3.5B to transit in the state. This funding is provided over approximately a sixteen-year period and affects Move Ahead Washington. Programs impacted could be Zero-Fare for Youth, Paratransit funding, and Division BRT. The total funding impact to STA of repealing the CCA would be \$151,022,111. STA is waiting for further direction on guidelines to inform the community about which services will be affected.
- Ms. Meyer introduced Delana Combs, the new STA Ombudsman & Accessibility Officer. Ms. Meyer shared Delana's background and her contact information.
- Ms. Meyer stated the Legislature will conclude on March 7th and shared information about decisions made.
 - Service Animals in Training: This bill will allow service animals in training to travel on buses and vans.
 - Firearm Restrictions: The restriction of carrying weapons without a concealed carry license was extended to transit. STA will post signage as required. Since STA no longer has limited commissions to enforce, the police department will need to be called.
 - Traffic Safety Cameras: Authorizes automated traffic safety cameras to detect speed violations. This bill included transit language, but it does not apply to STA.
 - Bus Riders added to Board: The bill to add riders to the Board did not pass.

- Conference Report: The Operating Budget Summary Conference Report should be completed within the coming days.

7. MARCH 27, 2024 (April Meeting) – COMMITTEE MEETING DRAFT AGENDA REVIEW

A. The 2023 Community Perception Survey Results Summary which was postponed at today's meeting will be added to the April meeting agenda.

8. NEW BUSINESS

There was no new business at this time.

9. COMMITTEE MEMBERS' EXPRESSIONS

Mr. Bynaker stated he previously thanked Brandon for the lights at the West Plains Transit Center.

10. ADJOURN

With no further business to come before the Committee, Chair Kerns adjourned the meeting at 3:17 p.m.

The next committee meeting will be held on Wednesday, March 27, 2024, at 1:30 p.m. in person with a WebEx option. While in the final days of March, this will be the April meeting.

Respectfully submitted,

Molly Fricano

Molly Fricano

Executive Assistant to the Chief Operations Officer

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14B : MARCH 2024 SALES TAX REVENUE

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Monique Liard, Chief Financial Officer
Tammy Johnston, Senior Financial Services Manager

SUMMARY: Attached is the March 2024 voter-approved sales tax revenue information. March sales tax revenue, which represents sales for January 2024, was:

- 0.4% above 2024 budget
- 1.6% above YTD 2024 budget
- 0.4% above 2023 actual
- 1.6% above YTD 2023 actual

Total taxable sales for January were up 0.6% from January 2023 and YTD. Retail, Construction and Accommodation and Food Services continue to be the top 3 rankings YTD:

- Retail Trade *decreased* by 2.0% (\$9.7M) in January 2024 and YTD vs January 2023 and YTD
 - Other Miscellaneous Retailers *increased* 6.7% or \$5.3M January 2024 YTD over January 2023 YTD
 - Other Motor Vehicle Dealers *decreased* 44.7% or (\$-7.5M) January 2024 YTD over January 2023 YTD
 - Building Material and Supplies Dealers *decreased* 19.3% or (\$-9.4M) January 2024 YTD over January 2023 YTD
- Construction *increased* by 0.9% (\$1.2M) in January 2024 and YTD vs January 2023 and YTD
- Accommodation and Food Services *decreased* by 2.8% (\$-2.8M) in January 2024 and YTD vs January 2023 and YTD.

RECOMMENDATION TO BOARD: For information.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14C : FEBRUARY 2024 FINANCIAL RESULTS SUMMARY

REFERRAL COMMITTEE: Performance Monitoring & External Relations (Kerns)

SUBMITTED BY: Monique Liard, Chief Financial Officer
Tammy Johnston, Senior Financial Services Manager

SUMMARY: Attached are the February 2024 financial results. The charts are being shown with a comparison to the YTD budgetary and prior year actual values.

Revenue

Overall, February year-to-date revenue is 6.2% (\$1.5M) higher than budget impacted by the following:

- Fares & Other Transit Revenue is 5.0% higher than budget
- Sales Tax Revenue is 2.1% higher than budget
- Federal & State Grant Revenue is 22.7% higher than budget
- Miscellaneous Revenue is 30.1% higher than budget

Operating Expenses

Overall, February year-to-date operating expenses are 7.3% (\$1.5M) lower than budget influenced by the timing of payments as follows:

- Fixed Route is 7.0% lower than budget
- Paratransit is 9.8% lower than budget
- Rideshare is 23.7% lower than budget
- Plaza is 8.3% lower than budget
- Administration is 5.0% lower than budget

RECOMMENDATION TO BOARD: For information.

Spokane Transit Revenues ⁽¹⁾ - February 2024

25,000,000

20,000,000

15,000,000

10,000,000

5,000,000

Totals:

2023 YTD Actual \$ 29,384,886
2024 YTD Actual \$ 26,479,118 (6.2%)
2024 YTD Budget \$ 24,938,337
2024 Annual Budget \$ 143,197,532

	Fares & Other Transit Revenue	Sales Tax	Federal & State Grants (2)	Miscellaneous
■ 2023 YTD Actual	1,092,040	19,237,573	8,284,194	771,079
■ 2024 YTD Actual	1,299,778	19,636,012	4,372,900	1,170,428
■ 2024 YTD Budget	1,237,598	19,237,573	3,563,342	899,824
2024 YTD Budget Variance	5.0%	2.1%	22.7%	30.1%
2024 Budget	7,548,864	108,869,671	21,380,052	5,398,945

(1) Above amounts exclude grants used for capital projects. Year-to-date February state capital grant reimbursements total \$0 and federal capital grant reimbursements total \$0.

Spokane Transit Operating Expenses⁽¹⁾ - February 2024

14,000,000
12,000,000
10,000,000
8,000,000
6,000,000
4,000,000
2,000,000

Totals:	
2023 YTD Actual	\$ 16,049,842
2024 YTD Actual	\$ 18,940,386 (-7.3%)
2024 YTD Budget	\$ 20,430,023
2024 Annual Budget	\$ 122,190,047
Fuel:	
2023 YTD Actual	\$ 986,638
2024 YTD Actual	\$ 892,992 (-26.9%)
2024 YTD Budget	\$ 1,222,274
2024 Annual Budget	\$ 7,144,716

	Fixed Route	Paratransit	Rideshare	Plaza	Administration
2023 YTD Actual	10,925,958	2,664,211	110,449	243,514	2,105,710
2024 YTD Actual	12,285,141	2,968,289	125,559	517,849	3,043,548
2024 YTD Budget	13,205,610	3,290,076	164,502	564,876	3,204,959
2024 YTD Budget Variance	-7.0%	-9.8%	-23.7%	-8.3%	-5.0%
2024 Total Budget	78,970,783	20,026,632	908,949	3,525,016	18,758,667

(1) Operating expenses exclude capital expenditures of \$0 and Street/Road cooperative projects of \$0 for year-to-date February 2024.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14D : FEBRUARY 2024 OPERATING INDICATORS

REFERRAL COMMITTEE: Performance Monitoring & External Relations (Kerns)

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: There was 1 more weekday in February 2024 compared to February 2023.

FIXED ROUTE

Total monthly Fixed Route ridership increased 22.5% (748,230 vs. 611,025) in February 2024 compared to February 2023 and is up 15.1% (1,455,592 vs. 1,264,489) YTD.

Average weekday ridership increased 16.6% (30,556 vs. 26,197) in February 2024 compared to February 2023 and is up 11.3% (29,595 vs. 26,589) YTD.

Zero-Fare Youth (formerly Youth) increased 47.9% (165,467 vs. 111,868) in February 2024 compared to February 2023 and is up 34.5% (316,099 vs. 234,991) YTD.

Reduced Fare / Paratransit Ridership increased 13.6% (95,772 vs. 84,293) in February 2024 compared to February 2023 and is up 8.8% (186,150 vs. 171,119) YTD.

CCS Pass Ridership increased 44.4% (35,510 vs. 24,583) in February 2024 compared to February 2023 and is up 36.0% (66,473 vs. 48,880) YTD.

Eagle Pass Ridership decreased 4.2% (34,825 vs. 36,358) in February 2024 compared to February 2023 and is down 4.8% (67,376 vs. 70,786) YTD.

56.6% of all passengers used Connect Passes last month.

PARATRANSIT

Total monthly Paratransit ridership increased 15.1% (31,415 vs. 27,294) in February 2024 compared to February 2023 and is up 10.1% (62,002 vs. 56,311) YTD.

Detailed breakdown:

Directly operated service increased 19.1% (17,117 vs. 14,369) in February 2024 compared to February 2023 and was up 15.9% (29,368 vs. 23,813) YTD.

- Contracted service increased 10.6% (14,298 vs. 12,925) in February 2024 compared to February 2023 and was up 3.8% (27,964 vs. 26,943) YTD.
- Special Use Van ridership increased 12.5% (1,070 vs. 951) in February 2024 compared to February 2023 and was down 8.7% (2,028 vs. 2,222) YTD.

RIDESHARE

Total Rideshare ridership increased 23.0% (9,086 vs 7,386) in February 2024 compared to February 2023 and was up 14.3% (18,305 vs. 16,011) YTD.

- Rideshare vans in service increased 15.3% (83 vs. 72) in February 2024 compared to February 2023.

CUSTOMER SERVICE/SALES

Total Value Added to Connect Cards:

Value Added increased 32.0% (\$255,319 vs. \$193,495) in February 2024 compared to February 2023. YTD total Value Added increased 30.8% (\$505,419 vs \$386,552).

- Autoload increased 55.0% (\$14,058 vs. \$9,072) in February 2024 compared to February 2023. YTD Autoload increased 57.5% (\$27,661 vs. \$17,565).
- Call Centers increased 76.5% (\$6,920 vs. \$3,920) in February 2024 compared to February 2023. YTD Call Centers increased 85.0% (\$14,558 vs. \$7,869).
- Customer Service Terminal increased 1.2% (\$60,777 vs. \$60,035) in February 2024 compared to February 2023. YTD Customer Service Terminal increased 0.8% (\$121,248 vs. \$120,274).
- Customer Website increased 1.2% (\$21,248 vs. \$20,996) in February 2024 compared to February 2023. YTD Customer Website decreased by 2.7% (\$43,515 vs. \$44,737).
- Mobile Ticketing increased 32.6% (\$112,227 vs. \$84,624) in February 2024 compared to February 2023. YTD Mobile Ticketing increased 30.2% (\$223,525 vs. \$171,701).
- Institutional Website increased 115.8% (\$22,239 vs. \$10,305) in February 2024 compared to February 2023. YTD Institutional Website increased 122.5% (\$41,328 vs. \$18,571).
- Open Payments increased 100% (\$14,348 vs. \$0) in February 2024 (open payments started in July 2023)
- Retail Network decreased 23.9% (\$3,458 vs. \$4,543) in February 2024 compared to February 2023. YTD Retail Network increased 18.0% (\$6,888 vs. \$5,835).

Total Pass Sales:

Total Pass Sales increased 24.8% (20,788 passes vs. 16,658 passes) in February 2024 compared to February 2023. YTD Total Pass Sales increased 41.8% (42,355 passes vs. 29,864 passes).

- 1-Ride Pass decreased 21.9% (5,744 passes vs. 7,355 passes) in February 2024 compared to February 2023. YTD 1-Ride Pass increased 28.3% (15,439 passes vs. 12,032 passes).
- 7-Day Rolling Pass increased 0.9% (236 passes vs. 234 passes) in February 2024 compared to February 2023. YTD 7-Day Rolling Pass increased 18.7% (528 passes vs. 445 passes).
- Day Pass increased 66.8% (13,547 passes vs. 8,122 passes) in February 2024 compared to February 2023. YTD Day Pass increased 53.2% (23,705 passes vs. 10,158 passes).
- Honored Rider 31-Day Rolling Pass increased 14.6% (47 passes vs. 41 passes) in February 2024 compared to February 2023. YTD Honored Rider 31- Day Pass increased 15.1% (99 passes vs. 86 passes).
- Paratransit Monthly Pass increased 34.5% (39 passes vs. 29 passes) in February 2024 compared to February 2023. YTD Paratransit Monthly Pass increased 25.8% (78 passes vs. 62 passes).
- Shuttle Park Pass decreased 19.6% (135 passes vs. 168 passes) in February 2024 compared to February 2023. YTD Shuttle Park Pass decreased 25.5% (271 passes vs. 364 passes).
- Standard 31-Day Rolling Pass increased 46.9% (1,040 passes vs. 708 passes) in February 2024 compared to February 2023. YTD Standard 31-Day Pass increased 56.8% (2,235 passes vs. 1,399 passes).

Total Discounted Passes (Included in Pass Sales above):

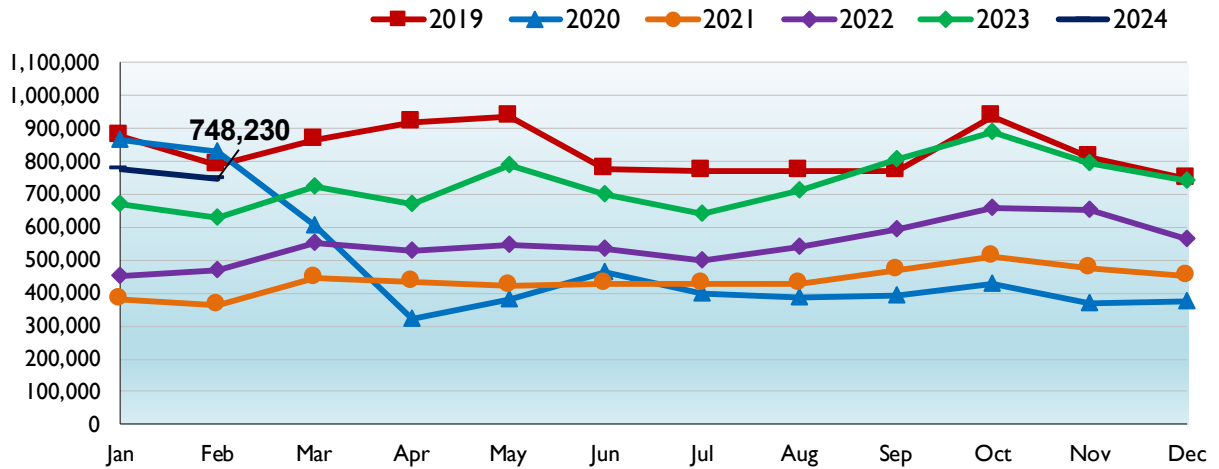
- 1-Ride CAP passes decreased 63.1% (2,276 passes vs. 6,170 passes) in February 2024 compared to February 2023. YTD 1-Ride CAP passes decreased 26.3% (5,729 passes vs. 7,777 passes).
- Day CAP Passes increased 123.3% (6,787 passes vs. 3,040 passes) in February 2024 compared to February 2023. YTD Day CAP Passes increased 29.8% (11,615 passes vs. 8,945 passes).
- Employer-Sponsored Bus Pass Program increased 47.6% (422 passes vs. 286 passes) in February 2024 compared to February 2023. YTD Employer-Sponsored Passes increased 46.0% (882 passes vs. 604 passes).

Specialty Pass Programs:

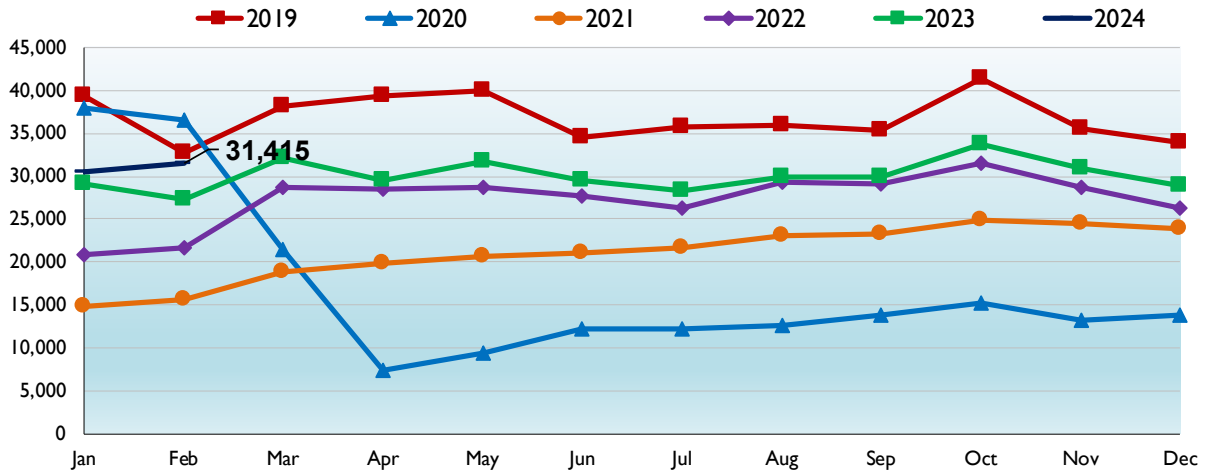
Monthly Data	YTD Data
Shuttle Park monthly sales Decreased 19.6% (135 vs. 168 in 2023)	YTD sales Decreased 25.5% (271 vs. 364 in 2023)
ESBP monthly sales Increased 47.6% (422 vs. 286 in 2023)	YTD sales Increased 46.0% (882 vs. 604 in 2023)
UTAP monthly rides Increased 20.9% (98,685 vs. 81,648 in 2023)	YTD rides Increased 18.8% (185,762 vs. 156,393 in 2023)
Community Access Program Decreased 0.1% (9,485 vs 9,496 in 2023)	YTD CAP Sales Increased 5.2% (18,226 vs 17,326 in 2023)

RECOMMENDATION TO BOARD: For information.

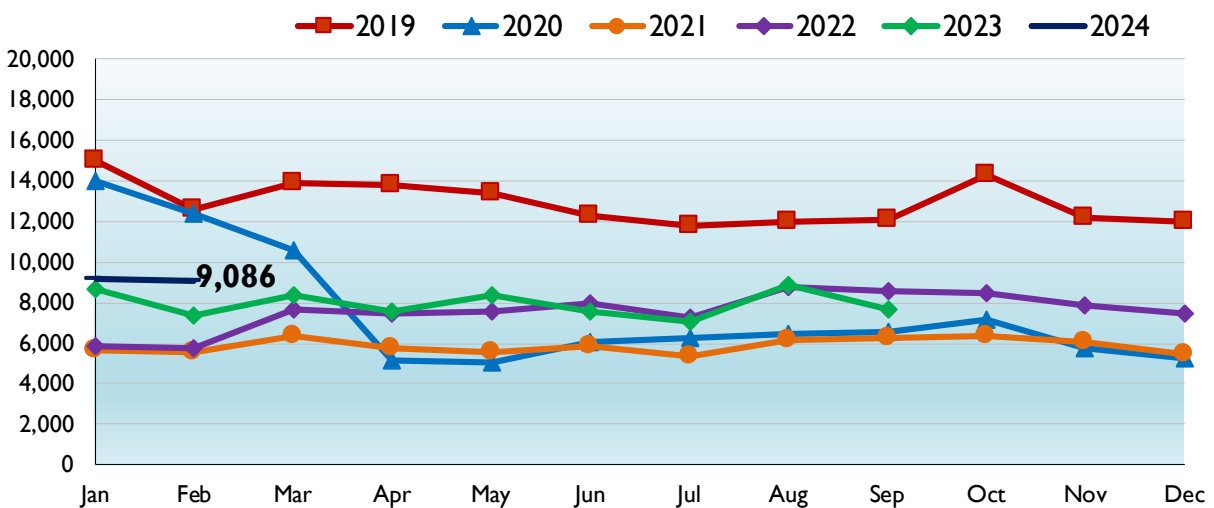
FIXED ROUTE RIDERSHIP



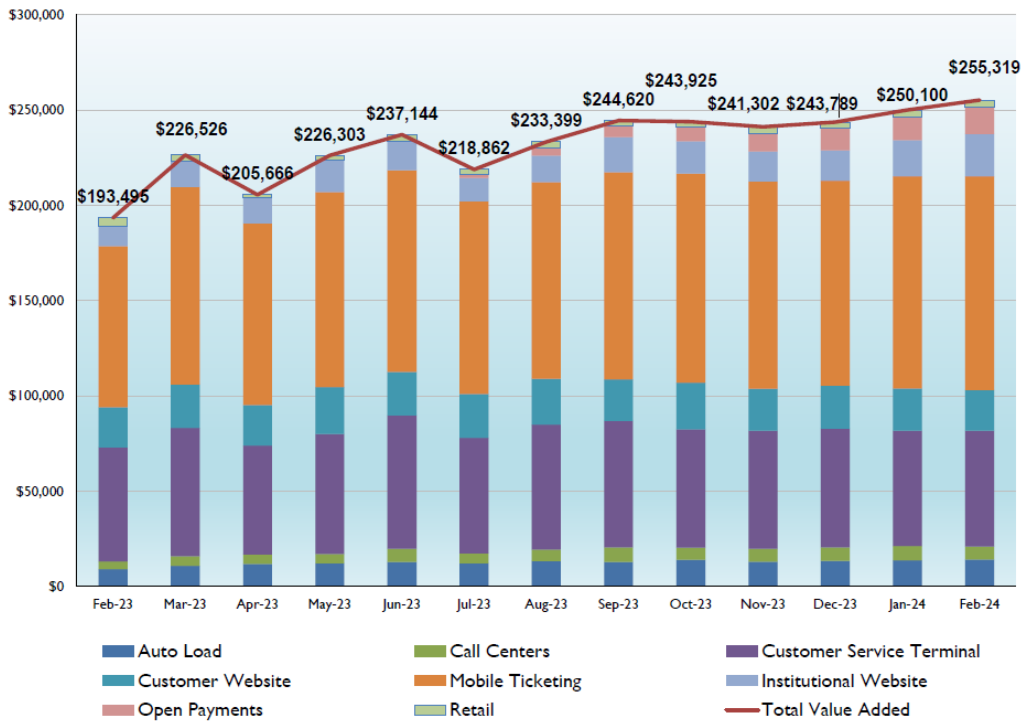
PARATRANSIT RIDERSHIP



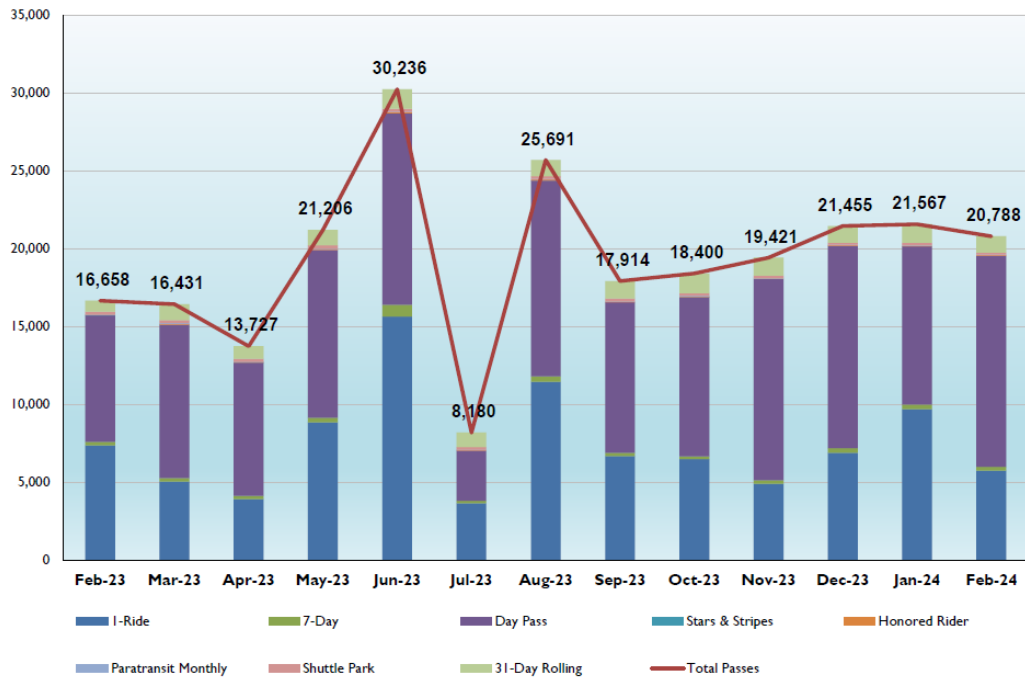
RIDESHARE RIDERSHIP



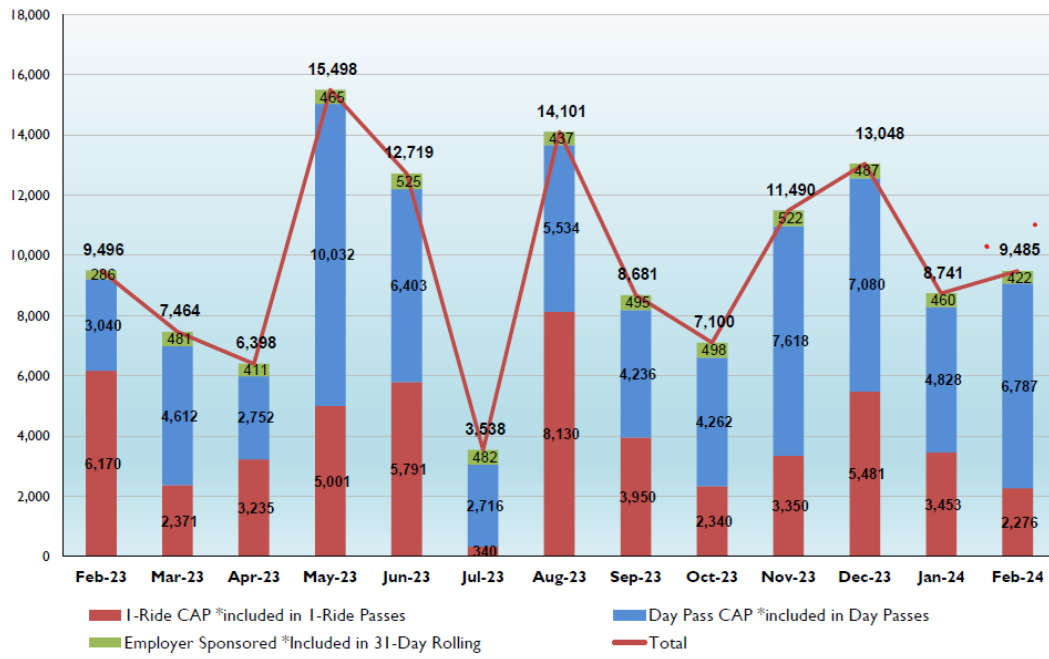
TOTAL VALUE ADDED TO CONNECT CARDS



TOTAL PASS SALES



TOTAL DISCOUNT PASSES



SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14E : STA MOVING FORWARD: PROJECT DELIVERY AMENDMENT

REFERRAL COMMITTEE: Planning & Development (*Haley*)

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

SUMMARY: The Fixed-Route Network Assessment task in the *Connect 2035* Phase 2 strategic planning work program has resulted in the identification of two categories of effort for the agency in continuing to address emerging needs and deliver a transit system that connects everyone to opportunity. Action Pathway #1 is to complete delivery of *STA Moving Forward* and the board-identified Near Term Investments. In response to this task, staff will present proposed amendments to *STA Moving Forward's* project delivery to adjust projects by reflecting current ridership demands and opportunities.

BACKGROUND: The ten-year *STA Moving Forward plan* was originally approved by the STA Board of Directors in December of 2014, with Board approved revisions occurring in June 2016 before the ballot measures in November 2016 and November 2020. The revisions occurring in 2020 recognized that adjustments to the plan were inevitable.

As a task in the development of *Connect 2035*, the consultant assessed the existing Fixed Route network. The aim of this work is to determine ways to make the Fixed Route network even more effective in providing connectivity and mobility for the community. In general, the consultants found the system to be effective, well-used, and that service is provided in the areas most needed. The consultant team did see opportunities for improvement, both with the existing services, planned improvements and future growth opportunities. Two categories of efforts were identified. Action Pathway #1 included completed planned improvements identified in *STA Moving Forward* and the board-adopted Near-Term Investments, as set forth in Board Resolution No. 790-51. Action Pathway #2 would deliver other changes and investments that could be further defined through the course of developing *Connect 2035* and may include adjustments and optimizations within planned service levels, as well initiatives that require additional resources.

The subject of this report is primarily Action Pathway #1. Several projects identified in *STA Moving Forward* warrant adjustments to their scope of delivery. Staff will review these projects and their potential adjustments in further detail during the Committee meeting. They include the following:

- Recognize the 2018 launch of Route 172 (Liberty Lake Express) as satisfying the *STA Moving Forward* delivery objective for new non-stop service between Liberty Lake and downtown Spokane
- Recalibrate the scope of improvements on service between Logan Neighborhood and Lincoln Heights Neighborhood
- Revise sequence/scope of new Appleway Station Park and Ride

The anticipated timeline for the preparation, review, and board adoption of the amendments is as follows:

Month	Activity
April 2024	<u>Planning & Development Committee</u> : Introduce scope of amendments to <i>STA Moving Forward</i> as a discussion item.
May 2024	<u>Planning & Development Committee</u> : Introduce full redline of amendments to <i>STA Moving Forward</i> for review. <u>Board of Directors</u> : Public hearing on proposed amendments
June 2024	<u>Planning & Development Committee</u> : Present final amendments and draft resolution for recommendation to full board <u>Board of Directors</u> : Adopt by resolution the plan amendments

RECOMMENDATION TO BOARD: For Information.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14F CLEAN FUEL STANDARD PROGRAM REPORT

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: In February 2023, the Washington State Transit Association (WSTA) created a Carbon Credit Aggregation Pool (CCAP) as a service to its members. The program is provided to assist WSTA Transit Agency Members, WSTA Associate Members, and potential partners who are not members (such as other local governments), in managing the regulations, registration, reporting, and monetization of clean fuel credits under the Washington State Clean Fuel Standard (CFS) program.

WSTA has retained the services of SRECTrade as its consultant to assist in the management of this program. SRECTrade has extensive experience in this industry including assisting local transit agencies and governments creating and monetizing credits under the California Low Carbon Fuel Standard, the program after which the Washington State CFS was modeled.

For transit agencies, credits are usually generated based on 1) the amount of natural gas used to fuel CNG buses, 2) the amount of hydrogen used to fuel hydrogen fuel cell buses, and 3) electricity (kW) used to charge battery-electric vehicles (both light duty and heavy duty).

Spokane Transit Authority joined the CCAP program in Q2 of 2023. The electricity used to charge battery-electric buses during that time was the first report for credit generation. Those credits were processed in Q3 and sold in the Q4. Therefore, earnings for Q2 were received at the end of 2023. Earnings received in Q1 of 2024 are based on credit generation from Q3 of 2023.

Staff presented information to the Performance Monitoring & External Relations Committee about energy used for BEB charging, credits generated, and funds earned from sales during the periods described above.

RECOMMENDATION TO BOARD: For information.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14G : 2023 YEAR-END PERFORMANCE MEASURES

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Brandon Rapez-Betty, Chief Operations Officer

SUMMARY: The complete report has been posted to the STA website: [2023 Year-End Performance Measures](#)

The following is a summary of significant measures that are of particular interest, or the committee has provided guidance for staff to highlight on a routine basis.

Ensure Safety

Preventable Accident Rate

- At 0.17, Fixed Route was higher than STA's goal of 0.08 preventable accidents per 10,000 miles. STA performed below goal due to:
 - More new drivers on the road.
 - Increase of accidents in garages overnight, which may be attributed to increased vehicle numbers being stored.
- At 0.12, Paratransit was higher than STA's goal of 0.10 preventable accidents per 10,000 miles. STA performed below goal due to:
 - More new drivers on the road.
 - Increase of accidents while backing up the vehicle.
 - Accidents involving spatial awareness and clearance requirements.

Earn and Retain the Community's Trust

Ridership

- Fixed Route 2023 year-end ridership was up 33.3% compared to ridership in 2022. Fixed Route provided 8,789,348 rides in 2023 vs 6,595,672 in 2022. The ridership goal for Fixed Route in 2023 was 28% higher than 2022.
- Paratransit 2023 year-end ridership was up 15.1% compared to ridership in 2022. Paratransit provided 360,535 rides in 2023 vs. 309,740 in 2022. The ridership goal for Paratransit in 2023 was 10.6% higher than 2022.
- Rideshare 2023 year-end ridership was up 5.6% compared to ridership in 2022. Rideshare provided 95,655 rides in 2023 vs. 90,576 in 2022. The ridership goal for Rideshare in 2023 was 30.1% higher than 2022.

Passengers per Revenue Hour (PPRH)

- Fixed Route PPRH was 19.0. The goal was to transport 15 or more passengers.
- Paratransit PPRH was 2.37. The goal was to transport 2.4 or more passengers.

Provide Excellent Customer Service

On-Time Performance: Fixed Route

On-time performance is measured as a bus departing between 0 to 5 minutes after the scheduled departure time.

- Fixed Route on-time performance was 93.0%, meeting STA's goal of 93%.

On-Time Performance: Paratransit

On-time performance is measured as a van arriving no more than 30 minutes after the scheduled ride time.

- Paratransit on-time performance was 92.1%, below STA's goal of 93%.

Operator Ride Checks

- Both Fixed Route and Paratransit completed 100% of required ride checks.

Exemplify Financial Stewardship

Cost per Passenger

Fixed Route and Paratransit continue to exceed STA's goal to keep the cost per passenger less than 95% of the average cost of the urban systems in Washington State.

- Fixed Route cost per passenger was \$9.51. This was 68.7% of the urban systems' average.
- Paratransit cost per passenger was \$61.81. This was 76.6% of the urban systems' average.

Cost Recovery from User Fees (Farebox Recovery)

- Fixed Route farebox recovery was 8.0%, below the goal of 20%.
- Paratransit farebox recovery was 2.8%, below the goal of 5%.

RECOMMENDATION TO BOARD: For Information.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14H : 2023 COMMUNITY PERCEPTION SURVEY RESULTS SUMMARY

REFERRAL COMMITTEE: Performance Monitoring & External Relations (*Kerns*)

SUBMITTED BY: Carly Cortright, Chief Communications & Customer Service Officer

SUMMARY: In September 2023, ETC Institute conducted a community perception survey for Spokane Transit to understand the public's perception, familiarity, and impact of the system, along with the transit needs of Spokane's growing and changing population. The survey was mailed to random households within the Public Transportation Benefit Area, with postage-paid return envelopes included. An online option was also provided. The desired sample size of 400 was reached with 403 surveys completed.

The last community perception survey was completed in 2021 by a different vendor. Methodological changes were made with the 2023 survey, including the switch to mail/online. Prior community perception surveys were conducted by telephone. This change was made to achieve a more representative sample, but did result in the rephrasing of some questions, which makes a strict year-to-year comparison more challenging. New questions were also added in addition to some new features, including benchmarking to ETC's national database of other transit agencies. Another new feature includes GIS mapping by zip code. A summary of the results were presented at the PMER Committee meeting.

RECOMMENDATION TO BOARD: For information.

2023 Community Perception Survey Results Summary

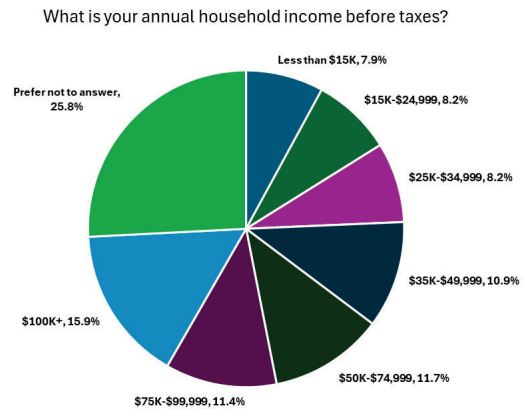
Purpose:
For Information

2023 Community Perception Survey

- The annual Community Perception survey is intended to collect data on public opinion on transit issues within the community
- Spokane Transit hired ETC Institute to conduct the survey of a random sample of households within the Spokane Public Transportation Benefit Area
- The survey was conducted in the fall of 2023 by mail
 - Respondents were provided a postage paid envelope to return the survey
 - There was also a link provided to take the survey online
- Sample size goal was 400; 403 completed surveys were collected
 - +/-4.95% at 95% confidence level
- Prior Community Perception surveys utilized a different methodology

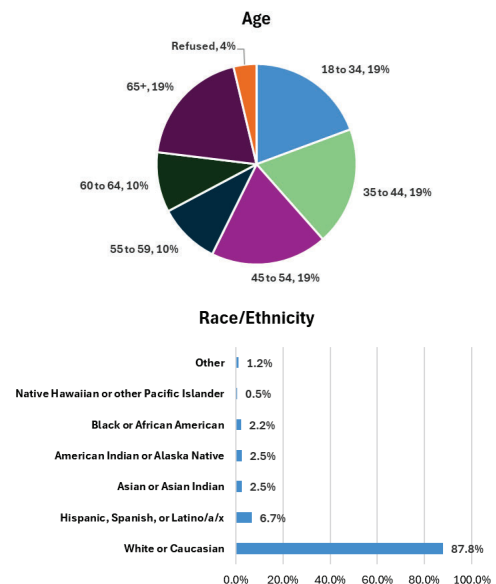
2023 Community Perception Survey Demographics

- The survey results were representative of Spokane County in most categories
 - The sample included more with post-graduate work OR only a high school education and those with less than a high school education OR just some college were underrepresented
 - The sample also included more that made less than \$50,000 and underrepresented those that made more than \$100,000



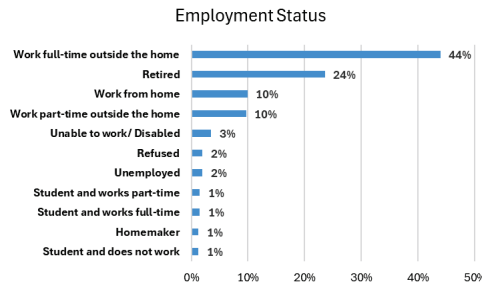
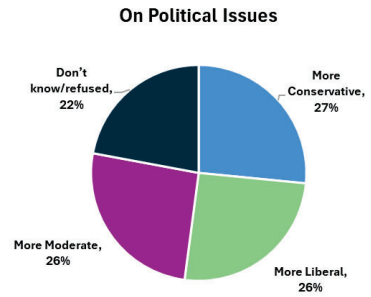
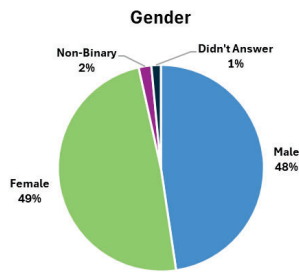
2023 Community Perception Survey Demographics

- For Race, Gender, Age, the survey respondents closely reflected those of Spokane County
- For Race, one notable difference was a response rate of 2.5% amongst American Indian or Alaska Native, while only representing 1.9% of Spokane County’s population



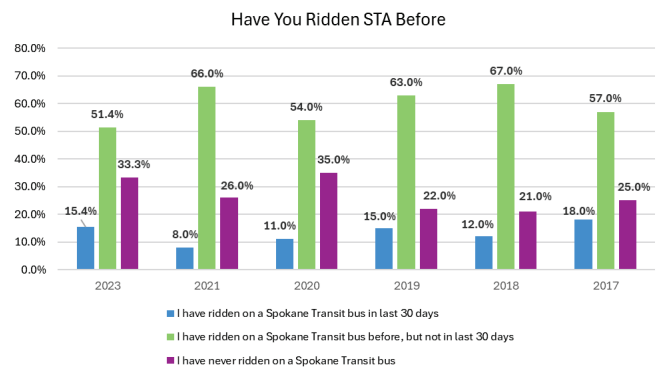
2023 Community Perception Survey Demographics

- The demographics were also similar to prior community perception surveys



2023 Community Perception Survey Demographics

- Nearly 67% of respondents report riding STA in the past, which is consistent with past surveys
- 51% have ridden in the past, but not in the 30 days prior to taking the survey

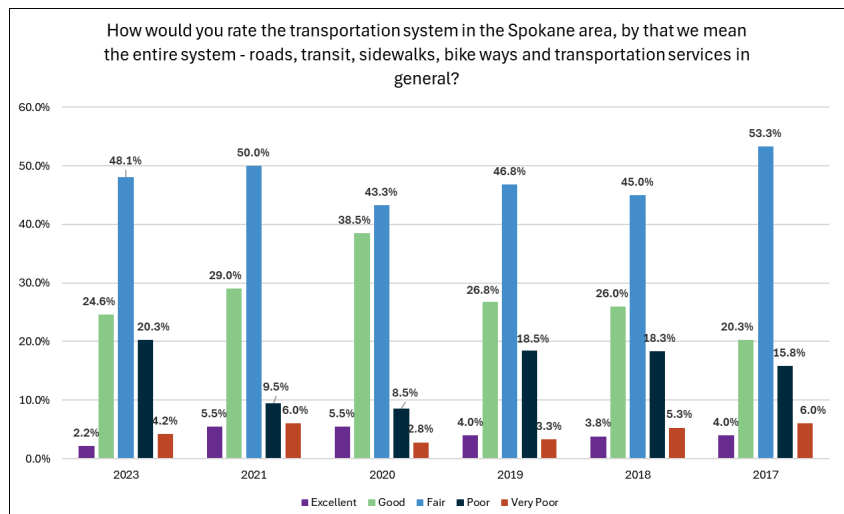


2023 Community Perception Survey

- Respondents were asked to rate the transportation system in general in Spokane region and qualities of Spokane Transit specifically
- They were also asked to rate how valuable they felt Spokane Transit was on a series of measures
- Additional questions were asked to gauge their likelihood of using Spokane Transit services and what changes could be made to increase those chances
- Each year we ask unique questions regarding current programming; this year we asked questions about our discount programs

2023 Community Perception Survey

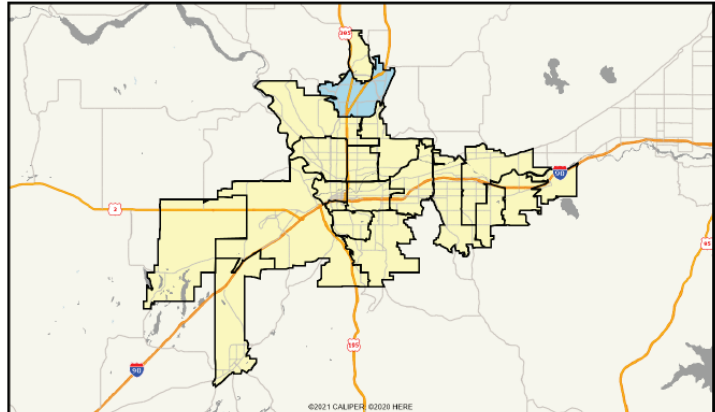
- 27% rated the Spokane transportation system as Excellent or Good and 48% rated as Fair
- This compares to 35% in 2021 who rated as Excellent or Good, and 50% who rated as Fair



2023 Community Perception Survey

- When examining by area of the PTBA, the average response was Fair, except in north Spokane city and county, where the average response was Good

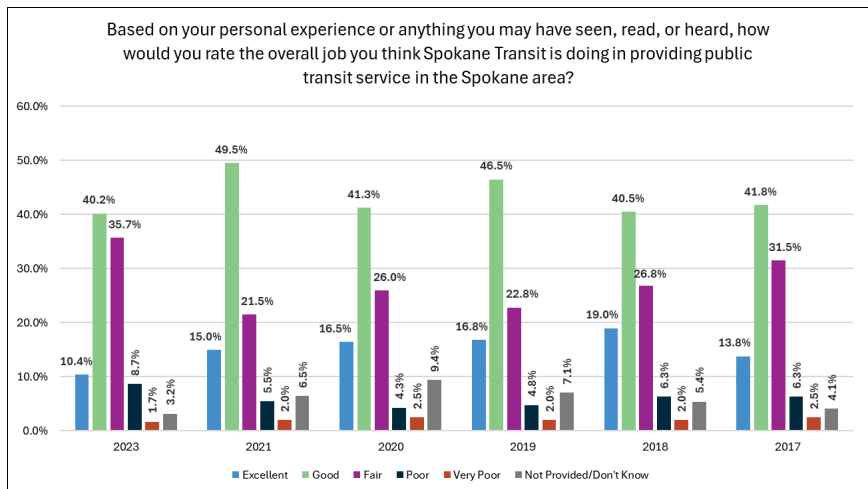
How would you rate the transportation system in the Spokane area, by that we mean the entire system - roads, transit, sidewalks, bike ways and transportation services in general?



2023 Community Perception Survey

- 50% of respondents rated STA as doing an Excellent or Good job of providing transit service
- This is higher than the 27% that rated the overall transportation system as Excellent or Good

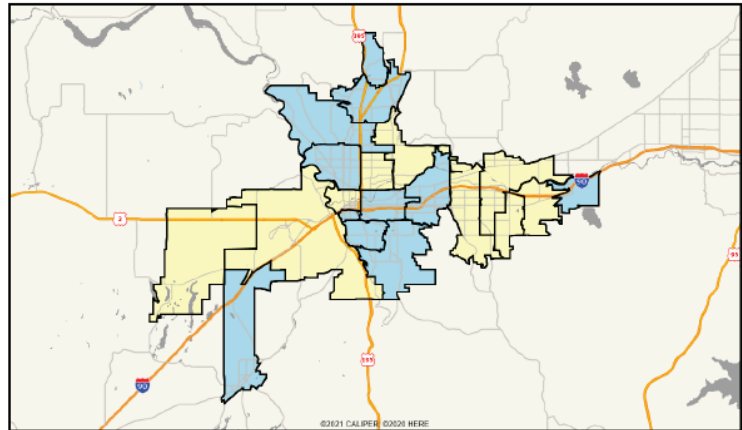
Based on your personal experience or anything you may have seen, read, or heard, how would you rate the overall job you think Spokane Transit is doing in providing public transit service in the Spokane area?



2023 Community Perception Survey

- Respondents in the core of the PTBA were more likely to respond STA was doing a Good job than those in Spokane Valley or on the West Plains

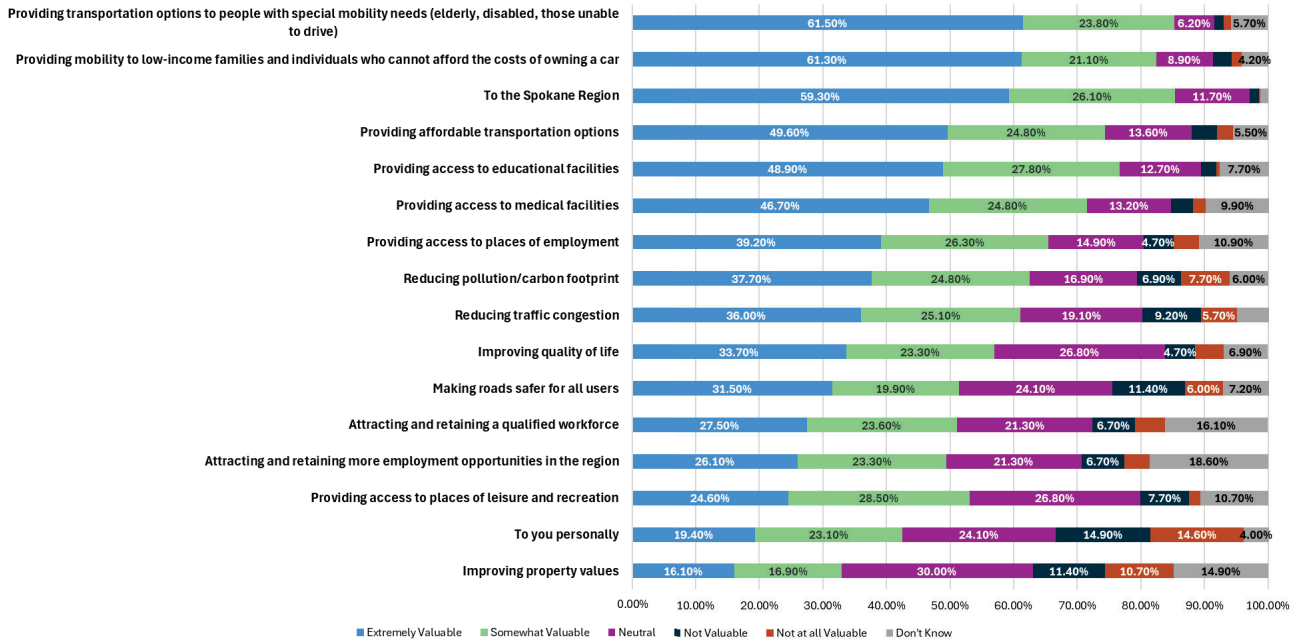
Based on your personal experience or anything you may have seen, read, or heard, how would you rate the overall job you think Spokane Transit is doing in providing public transit service in the Spokane area?



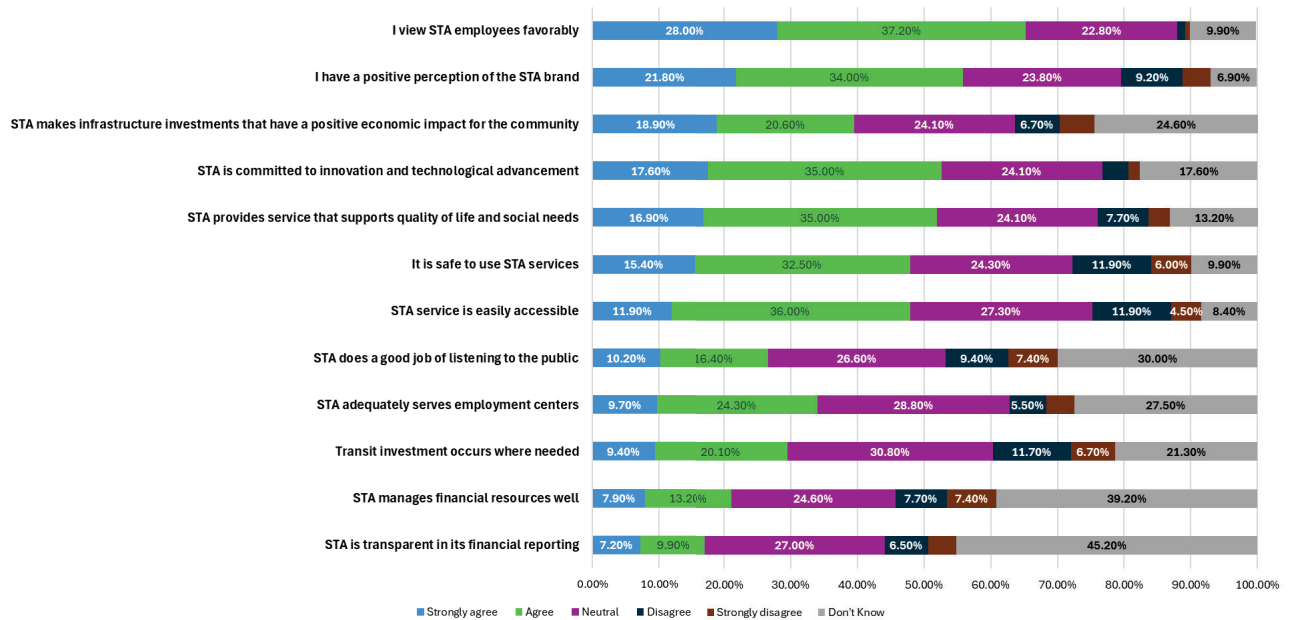
2023 Community Perception Survey

- The next two slides show respondents rating on a scale
- The first question is new to the Community Perception survey and asked respondents to rate how valuable they felt STA is on a series of measures
- The second question asked respondents to rate how much they agreed with a series of statements about STA
 - This question was asked in previous Community Perception surveys, but instead of asking respondents how much they agreed, they were asked how well the statements described STA
 - Additional questions were asked as well
 - Change was made for methodological purposes
 - This was to use ETC's national benchmarking data

How valuable do you feel STA is...



How much do you agree with the following statements about STA?



2023 Community Perception Survey

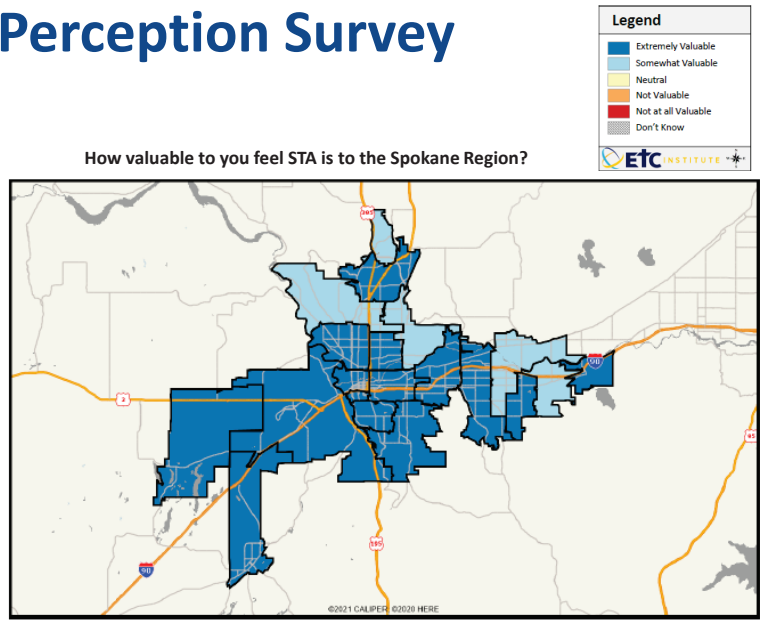
- 66% of respondents Agreed or Strongly Agreed they viewed STA employees favorably
- 56% Agreed or Strongly Agreed they had a positive perception of the STA brand
- These were both new questions to the Community Perception Survey

2023 Community Perception Survey

- Two STA Performance Metrics are obtained from the Community Perception Report: STA does a good job of listening to the public and STA manages financial resources well
- 27% Agreed or Strongly Agreed that STA does a good job of listening to the public, though 30% of respondents reported they didn't know; 17% Disagreed or Strongly Disagreed
- For "STA manages financial resources well," this was previously phrased as "STA is financially responsible"
 - 21% of respondents Agreed or Strongly Agreed with this statement
 - 25% were Neutral and another 39% Didn't Know

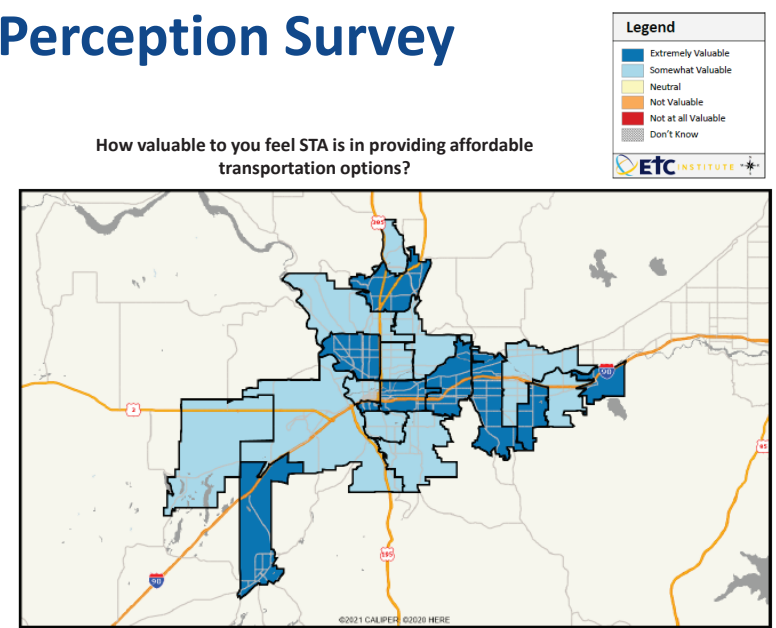
2023 Community Perception Survey

- Respondents throughout the PTBA on average said that STA was Extremely Valuable to the Spokane Region



2023 Community Perception Survey

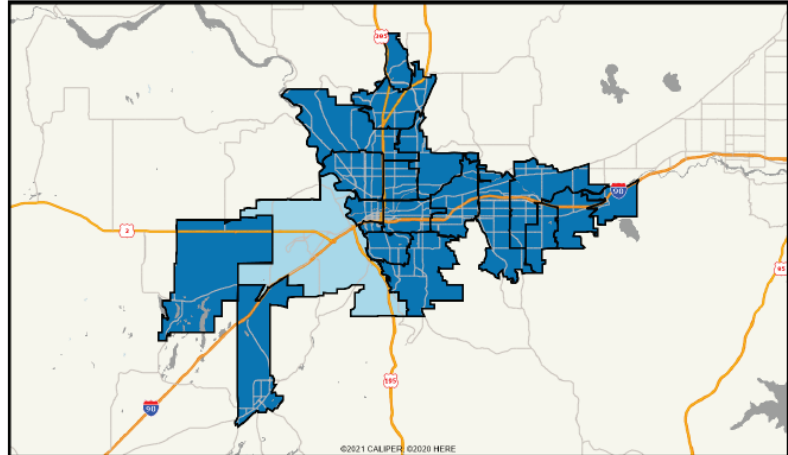
- Respondents throughout the PTBA also thought STA was Somewhat to Extremely Valuable in providing affordable transportation options



2023 Community Perception Survey

- Additionally, there was strong agreement throughout the PTBA that STA was Extremely Valuable in providing transportation options to people with special mobility needs

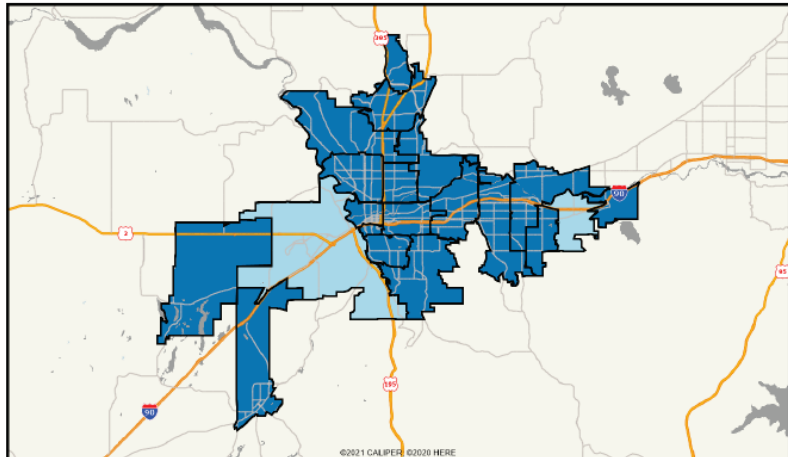
How valuable to you feel STA is in providing transportation options to people with special mobility needs?



2023 Community Perception Survey

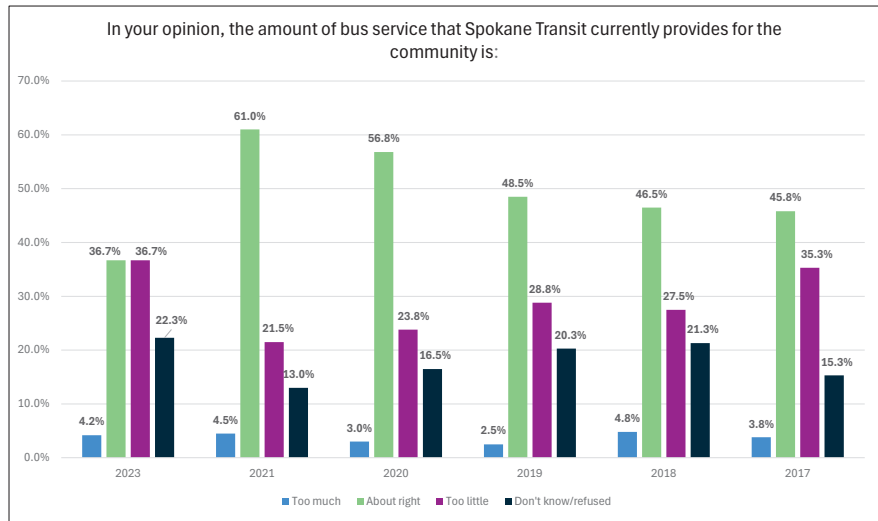
- Very similar to the prior slide, there was also great agreement that STA was Extremely Valuable in providing mobility to low-income families and individuals who cannot afford the cost of owning a car

How valuable to you feel STA is in providing mobility to low-income families and individuals who cannot afford the cost of owning a car?



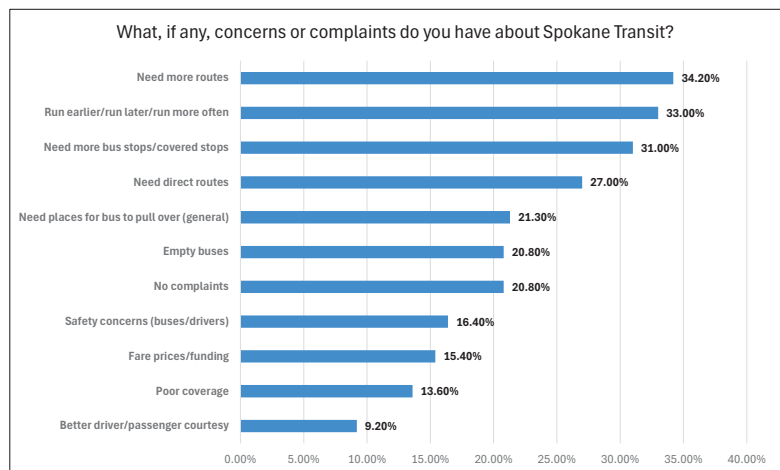
2023 Community Perception Survey

- When asked about amount of service STA provides, 37% said **Too Little** while 37% said **About Right**.
- This is a significant change from past surveys for those responding **About Right**



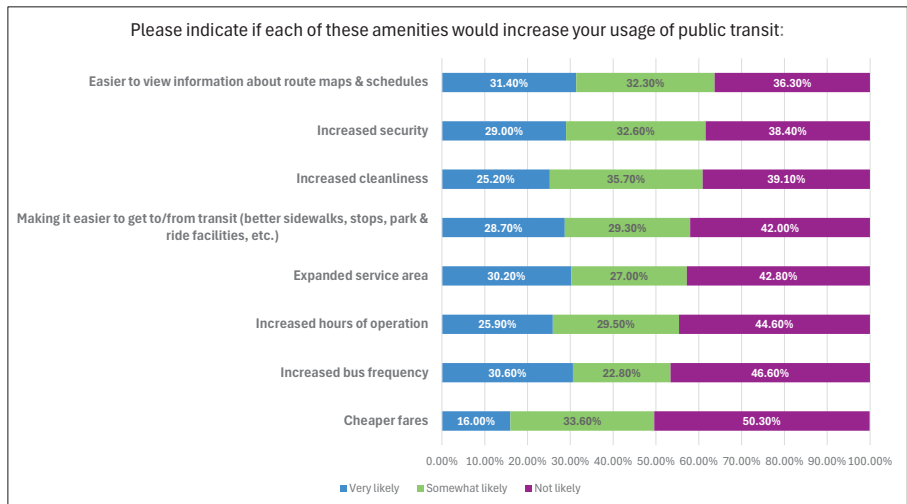
2023 Community Perception Survey

- Regarding concerns, the top issue was the need for more routes, followed by having service run more often and later/earlier, and more bus stops/covered stops.
- 16% reported safety concerns
- 15% reported fare prices as a concern



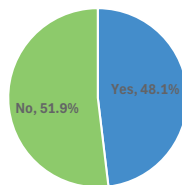
2023 Community Perception Survey

- When asked what would increase their usage of public transit, the following were most Very Likely or Somewhat Likely:
 - Easier to view information about routes and schedules
 - Increased security
 - Increased cleanliness
- Cheaper fares was least likely to increase ridership

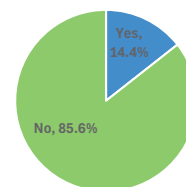


2023 Community Perception Survey

Are you aware that youth 18 and under ride free on Spokane Transit?



Are you aware that STA lowered the age from 65 to 60 for their Honored Rider reduced fare program and added a Stars and Stripes reduced fare option for active military and veterans?



- Since we added new Discount programs in October 2022, including zero fare for youth 18 and under, we wanted to gauge knowledge
- It was almost 50/50 regarding zero fare for youth, but overwhelmingly there was lack of knowledge on other Discount programs

2023 Community Perception Survey

- The Community Perception Survey is an opportunity to understand the Spokane's region support of transit
 - This year's survey demonstrates our community believes transit is valuable for those with special mobility needs and low-income individuals, and to the Spokane region overall
 - They also view STA employees favorably (66%) and have a positive perception of the STA brand (56%)
 - They also indicated STA is not providing enough service, a significant departure from past surveys and needs further monitoring
- This is feedback we can leverage as we continue to work on Connect 2035

2023 Community Perception Survey

- Next steps include sharing the survey results with our employees and acknowledging them for their recognition by our community for their work
- There was also feedback on safety that varied (16% listed as complaint, but 62% reported increased security would increase their likelihood to ride); needs to be examined more in-depth

Questions?

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 141 : 2025-2030 TRANSIT DEVELOPMENT PLAN: TACTICAL FRAMEWORK

REFERRAL COMMITTEE: Planning & Development (*Haley*)

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Madeline Arredondo, Associate Transit Planner

SUMMARY: As a step in the annual preparation of STA’s Transit Development Plan (TDP), the Planning & Development Committee prepares and recommends to the Board of Directors guidance statements that help frame priorities to be included in the plan. Following discussion with the Committee at the March meeting, staff have updated this section to include the current actionable tactical framework based on *Connect 2035* goals. The Committee was offered an opportunity during the March 27, 2024, Planning & Development Committee meeting to review the proposed tactical framework for the 2025-2030 Transit Development Plan (TDP).

BACKGROUND: STA’s primary mid-range planning document is the Transit Development Plan. The 2025-2030 TDP is expected to be adopted in July 2024 and will include the Capital Improvement Program, the Service Improvement Program, and STA’s Program of Projects for formula grants received from the Federal Transit Administration (FTA). The current adopted 2024-2029 TDP may be viewed on STA’s website at:

<https://spokanetransit.com/projects-plans/transit-development-plan>

Historically, a first step in updating the TDP is for the Committee to prepare and recommend to the Board of Directors Board guidance statements that help frame priorities to be included in the plan. In April 2023, the STA Board of Directors chose a tactical framework that connects the TDP more closely with the agency’s strategic plan and responds directly to the goals to advance STA’s updated vision: “Connecting everyone to opportunity.” These goals are as follows:

- 1. Elevate the customer experience.**
- 2. Lead and collaborate with community partners to enhance the quality of life in our region.**
- 3. Strengthen our capacity to anticipate and respond to the demands of the region.**

During the Planning & Development Committee meeting on March 6, 2024, staff presented a preliminary draft tactical framework that followed the same general outline as in the 2024-2029 TDP. Committee members suggested the draft tactical framework could better address other kinds of partnerships, including education efforts related to a future ballot measure to maintain voter-approved funding. The updated draft has attempted to incorporate this input under the goal of “Lead and collaborate with community partners to enhance the quality of life in our region.” Staff proposed the text on the attached documents to the committee that represents a proposed narrative to tie the Connect 2035 goals to planned milestones during the upcoming six-year period.

In May, the Committee will review the draft Service Improvement Program (SIP), the draft Capital Improvement Program (CIP), and review forecast scenario. In June, the Committee will review the draft

TDP and review forecast updates, working toward Board approval of the plan in July. The table below shows the TDP adoption schedule.

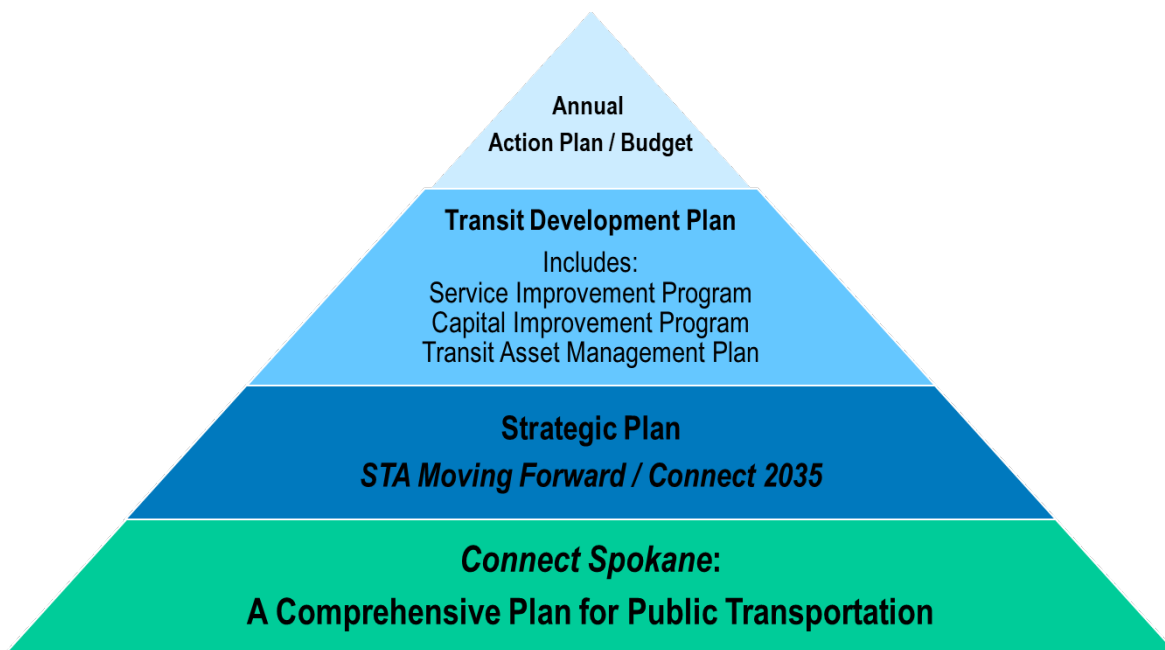
TDP Adoption Process		
February	March	April
<ul style="list-style-type: none"> Overview of the TDP process and requirements 	<ul style="list-style-type: none"> Prepare Mid-range Tactical Framework Confirm stakeholder outreach approach 	<ul style="list-style-type: none"> Final Recommendation on Mid-range Tactical Framework Revenue/Expenditure Forecast Assumptions
May	June	July
<ul style="list-style-type: none"> Review Proposed Service Improvement Program and Capital Improvement Program Review Forecast Scenario 	<ul style="list-style-type: none"> Present draft TDP Revenue/Expenditure Forecast Update 	<ul style="list-style-type: none"> Planning & Development Committee recommendation to the Board on Final Plan

RECOMMENDATION TO BOARD: For Information.

DRAFT Mid-Range Tactical Framework (2025-2030)

Background

STA prepares for both the near-term and long-term needs by updating and maintaining a series of planning documents. Working in concert, these documents together make up a hierarchy from broad policy to discrete actions.



Connect Spokane sets out the vision and policy framework to guide decisions made by STA’s Board of Directors, its staff, and partnering agencies that will further Spokane Transit’s mission and vision for at least the next 30 years.

The STA Strategic Plan is a 10–15-year plan with short- to mid-term strategies and objectives for a fixed target year. This document acts on the policies and visions within *Connect Spokane*.

The Transit Development Plan translates the policy of *Connect Spokane* and the strategies and objectives of the strategic plan into an implementation plan, identifying the projects and service STA will provide over the next three to six years.

The Annual Action Plan identifies key action over the next year.

STA is currently implementing the objectives identified in our first strategic plan, *STA Moving Forward*, while developing our next strategic plan, *Connect 2035*.

STA Moving Forward was initially approved by the STA Board of Directors in December 2014, and revised in 2016 with the passage of voter-approved Proposition 1 that provided additional sales tax funding for the plan. Minor revisions were completed in 2020. Since then, STA has fully completed most of the projects in the plan, with the remaining projects largely under development. Last year, the STA Board of Directors adopted Phase 1 of *Connect 2035*. Phase 1 lays the strategic foundation through 2035, while Phase 2 will identify the objectives over that timeframe.

Tactical Framework for the 2025-2030 TDP

The STA Board of Directors set forth the following six-year planning tactical framework that reflects the goals established in *Connect 2035 Phase 1* as a first step in developing the TDP.

Elevate the customer experience.

- Finish delivery of *STA Moving Forward* to expand ridership and deliver on commitments including key High Performance Transit investments.
 - Complete Sprague and I-90/Valley High Performance Transit (HPT) corridor investments, including supporting cross-state service to Idaho on a pilot basis.
 - Implement double decker buses for Cheney HPT
- Advance Division Street BRT through Project Development toward a future FTA capital investment grant.

Lead and collaborate with community partners to enhance the quality of life in our region.

- Partner in developing and implementing the regional transportation and land use visions.
 - Engage in updates to the Urban Growth Areas (UGA) and *Horizon 2050*, the Metropolitan Transportation Plan (MTP).
 - Collaborate with Spokane City and Spokane County on the Division TOD study
- Plan and implement a pilot Transit Oriented Development (TOD) program and partner with regional jurisdictions to further TOD land use planning.

- Expand opportunities for community partners, especially community-based organizations, to collaborate with STA on key efforts such as *Connect Spokane* and STA's Title VI Program.
- Engage community partners in educational efforts related to the expiration and planned renewal of the voter-approved 2/10 of a 1% sales tax prior to late 2028.
- Utilize relationships with public and private entities, continuously gathering feedback to evolve business-to-business product offerings and aligning service delivery strategies with community needs .

Strengthen our capacity to anticipate and respond to the demands of the region.

- Finalize the ten-year strategic plan, *Connect 2035*, to identify critical initiatives to execute STA's vision of connecting everyone to opportunity.
- Develop and implement the Facilities Master Plan to position STA for strategic growth that supports STA's growing and changing role in the region.
- Implement STA's fleet replacement plan and prepare for the next steps in transitioning the fleet toward zero emission vehicles in the future.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14J : MAY 2024 SERVICE CHANGE

REFERRAL COMMITTEE: Performance Monitoring & External Relations (Kerns)

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Emily Poole, Principal Transit Planner

SUMMARY: The May 2024 Service Change, in full effect beginning Sunday, May 26, 2024, is comprised of minor adjustments to routes and schedules, and an increase in service levels on City Line and Route 11. The overall revenue service hours impact to the STA fixed route system is an increase of approximately 9,200 revenue service hours (annualized) for the May markup period, compared to schedules currently in place. This increase brings the STA fixed route network overall revenue service hours to approximately 521,000 (annualized).

The following table outlines the planned adjustments as part of the May 2024 Service Change, as well as associated routes, the rationale for each change, and the resource impact of each change in terms of platform hours if applicable. Of note, planned adjustments to Route 11 will take place on Friday, May 3, 2024, to be in place before the Spokane Expo '74 50th anniversary events. Additionally, detours for Routes 22 and 35 due to extended construction on the Veterans Affairs Medical Campus (VAMC) will begin April 1, 2024, and are also addressed in this document in order to consolidate communication and distribution.

New schedules will be available in print and online at www.spokanetransit.com in the weeks leading up to the change.

May 2024 Service Adjustments

Route	Planned Adjustment	Rationale
1 City Line	Increase service to 10 minutes during mid-day weekday, 15 minutes on Sundays, extend late span	Increase service levels to achieve City Line Single Year Grant Agreement (SYGA) requirements, this represents the final planned service level for City Line
11 Downtown / Arena Shuttle	New service on evenings and weekends at 20 min service	Supports the goal of increased service to the North Bank and addresses the growing interest in service to event facilities north of Riverfront Park

Route	Planned Adjustment	Rationale
12 Southside Medical Shuttle	Minor route adjustments	Provides service closer to critical medical facilities and avoids roadway geometry that has resulted in the new 35' battery electric buses bottoming out
22 NW Blvd	Route detour on VA Campus due to construction	Adjustment of bus stop location for service during construction period of approximately three years or more
25 Division	Turnback adjustment for charging	Provides a charging opportunity for battery electric buses
33 Wellesley	Tripper addition during PM peak	Provides overload relief during PM peak
35 Francis / Market	Route detour on VA Campus due to construction	Adjustment of bus stop location for service during construction period of approximately three years or more
60 Airport	Minor schedule adjustments	Reduce bus staging in Plaza Bay 2
124 North Express	Consolidation of three morning trips into two	Address traffic conflict during AM peak and better balance bus trips to early morning demand
144 South Express	Minor schedule adjustments	Balance interval of service and adjusts dead head route to reduce conflict with traffic during AM peak
724 Liberty Lake Tech Express	Minor schedule adjustments	Timepoint adjustment to clarify routing within Liberty Lake

RECOMMENDATION TO BOARD: For information.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

April 18, 2024

AGENDA ITEM 14K : CONNECT SPOKANE COMPREHENSIVE PLAN UPDATE: REVENUES AND FARES ELEMENT

REFERRAL COMMITTEE: Planning & Development (*Haley*)

SUBMITTED BY: Karl Otterstrom, Chief Planning & Development Officer
Mike Tresidder, Senior Transit Planner

SUMMARY: As part of the Planning and Development Committee meeting, staff presented additional information to continue the discussion regarding policy 2.2 Determination of Fixed-Route Fares that began on March 6, 2024, and presented information from the initial research detailing low-income fares at other transit agencies to guide discussion on existing Connect Spokane Revenues and Fares policy (2.5 Low-income Fares). Staff also reviewed an updated project schedule for the Committee's consideration.

BACKGROUND: Connect Spokane is STA's comprehensive plan and sets forth a planning vision and policy framework to help guide decisions made by the Board of Directors, staff, and partnering agencies for at least the next 30 years. The current adopted version of the plan can be viewed here:

<https://www.spokanetransit.com/projects/comprehensive-plan/>

The Connect Spokane Phase II Update was initiated in July 2023 consistent with the Planning & Development Committee's 2023 Work Program. A more detailed scope of work for the plan update was presented in September 2023. The elements requiring a more substantial review and possible update include:

- Communications and Public Input
- Transit Equity & Inclusion
- Revenues and Fares

Minor updates will also be brought forward this spring for: Fixed Route, High Performance Transit, Sustainability, Flexible Services, Paratransit, and Regional Transportation & Land Use.

The discussion on March 27, 2024, summarized low-income fare programs at other transit agencies and continued the fare revenue source and the farebox recovery policy discussion begun at the March Committee meeting.

RECOMMENDATION TO BOARD: For Information.