

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

BOARD OF DIRECTORS

Minutes of the June 20, 2019, Board Meeting
Spokane Transit Boardroom
1230 West Boone Avenue, Spokane, Washington

MEMBERS PRESENT

Candace Mumm, City of Spokane, *Chair*
Al French, Spokane County
Chris Grover, Small Cities Representative (Cheney)
Lori Kinnear, City of Spokane
Josh Kerns, Spokane County
Breean Beggs, City of Spokane Alternate
Pamela Haley, City of Spokane Valley
Sam Wood, City of Spokane Valley
Kate Burke, City of Spokane
Veronica Messing, Small Cities Representative
(Airway Heights) *Ex Officio*
Rhonda Bowers, Labor Representative, *Non-Voting*

STAFF PRESENT

E. Susan Meyer, Chief Executive Officer
Roger Watkins, Chief Operations Officer
Karl Otterstrom, Director of Planning & Development
Nancy Williams, Director of Human Resources
Brandon Rapez-Betty, Director of Communications
& Customer Service
Lynda Warren, Director of Finance & Information
Services

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

MEMBERS ABSENT

Kevin Freeman, Small Cities Representative
(Millwood) *Ex Officio*
Mike Kennedy, Small Cities Representative
(Liberty Lake) *Ex Officio*

1. **CALL TO ORDER AND ROLL CALL -**

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

2. **APPROVE BOARD AGENDA**

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

3. **PUBLIC EXPRESSIONS**

John Lemus spoke about his dissatisfaction with the van grant award to an organization paying sub-minimum wage to workers with disabilities per Section 14C of the Fair Labor Standards Act (FLSA). He advocated for not providing a van to these organizations.

David Tyvan reminded that he had expressed his opinions previously and again offered his 20 years of experience as a rider, along with his credentials. He talked about STA drivers' abilities and what he considered reckless and rough driving. He discussed wanting to be a positive influence on the drivers. He noted he felt that staff are watching him in a premeditated manner.

4. PUBLIC HEARING:

A. Draft 2019 Transit Development Plan: Complete Draft Plan

Mr. Otterstrom presented the draft TDP which is required by state law. It is Spokane Transit's short term plan for the next six years and includes the Transit Asset Management Plan, the Capital Improvement Program and the Service Implementation Plan. Plans that are updated annually include the Annual Strategic Plan and Budget; long term plans include *Connect Spokane: A Comprehensive Plan for Public Transportation*.

Mr. Otterstrom reviewed the timeline and sections of the plan and noted it was posted online at www.spokanetransit.com. He highlighted the key features which included the service implementation of plan over a 3 year period (2020-2022) of service changes and improvements. The plans are a roadmap because every service change requires a minimum of the Board approval, and many go the board and have an engaging public process where there is a public hearing as well as extensive outreach – which includes post cards and mailings, social media, notifying people at the stops and on the buses. A map of what the system could look like in 2022 was shown and he specifically noted the Central City Line from Browns Addition to Spokane Community College via downtown University District and Gonzaga and, because of that, there are a number of other route changes envisioned including new service in Hillyard, connections between Logan neighborhood and Lincoln Heights, and other connections from Spokane to the Spokane Valley areas including the Upriver Drive area. He said a roadmap for the future is subject to public input and Board approval.

He also highlighted the Capital Improvement Program which is a 6 year program (2020–2025), with \$202M in capital funds for implementation of High Performance Transit (HPT) including Central City Line (CCL), expansion and replacement vehicles, maintenance and administration facilities, passenger and operations facilities, and technology (primarily passenger interface technology). Mr. Otterstrom showed the categories of individual programs and projects, a comparison of the previous Capital Improvement Program, noted what share is derived from STA Moving Forward (STAMF) funds, and the year by year and funding source, whether local, state, or federal (which primarily goes to vehicle replacement and expansion, including grants received for electric buses). He said the CCL is a large part of that and hence the buildup in the first couple of years.

Discussion ensued concerning potential state grant funding in the future not included on the graph.

Mr. Otterstrom advised staff will bring the final action plan for the July 25, 2019, Board meeting and are required to provide copies to Spokane Regional Transportation Council (SRTC) and Washington State Department of Transportation (WSDOT) in August, which completes this cycle of planning.

Ms. Mumm opened the public hearing at 1:50 p.m.

Ms. Mumm asked three times for comments from the public.

Hearing none, she closed the public hearing at 1:52 p.m.

5. BOARD ACTION – CONSENT AGENDA

A. Minutes of the May 16, 2019, Board Meeting.

B. Approval of the following vouchers and payroll for May, 2019:

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (May)	Nos. 603055 – 603519	\$ 3,580,508.14
Workers Comp Vouchers (May)	ACH – 2286	\$ 164,749.74
Payroll 05/10/19	ACH – 05/10/19	\$ 1,789,699.32
Payroll 05/24/19	ACH – 05/24/19	\$ 1,306,460.09
WA State – DOR (Use Tax) (May)	ACH – 1767	\$ 32,326.53
MAY TOTAL		\$ 6,873,743.82

C. Award of Contract & Budget Adjustment: Moran Station Park & Ride

D. Approval of the 2021 Service Revisions: Public Outreach Plan

Mr. French moved to approve Consent Agenda 4A through 4D. Ms. Haley seconded and the motion passed unanimously.

6. BOARD ACTION – COMMITTEE RECOMMENDATIONS

A. Amendment to Board Governing Committee Operating Guidelines

Chair Mumm noted that a draft was being presented to allow “alternate” directors to substitute on committees in order to help committees meet their quorum requirements. She deferred to Ms. McAloon to describe the language of the resolution.

Ms. McAloon explained the Board Operations Committee recommended amending the Board Governing Committee Operating Guidelines. She provided background and described the changes being made to better accomplish a quorum at the committee meetings by allowing alternates to vote at the committee level. A copy of the redline and final draft were included and Ms. McAloon noted the Clerk had assigned Resolution 771-19.

Discussion ensued.

Mr. French moved to adopt, by resolution, the amended Board Governing Committee Operating Guidelines as proposed. Ms. Haley seconded and the motion passed unanimously

7. BOARD ACTION – OTHER

None.

8. BOARD OPERATIONS COMMITTEE:

A. Chair’s Report

Chair Mumm reported the committee discussed and recommended changes to the Board Governing Committee Operating Guidelines as presented at the Board meeting today.

9. PLANNING & DEVELOPMENT COMMITTEE:

A. Chair’s Report

Mr. Grover reported on the items covered at Planning & Development Committee.

Mr. Otterstrom provided a summary of items presented for the Central City Line (CCL) Roadmap of Board Actions and advised of the milestones achieved to date – 60% design, open house in February, Project Management Oversight Contractor (PMOC) Risk Assessment Workshop in May, and noted staff received the 90% design packet from the consulting team in June. He also reviewed the milestones to take place in the 2nd half of 2019.

Mr. Otterstrom then spoke briefly on the progress being made on the East Sprague Transit Signal Priority (TSP) items that were presented at the Planning and Development Committee meeting. He noted staff have identified a general scope of evaluation based on the board's direction. He reviewed the items of the general scope and advised STA has engaged IBI Group on the exploration of what TSP could look like in this corridor. He noted it was a very early look. He spoke about the challenges, technology strategies, system components and traffic detection, video detection & inductive loop components tied to Transit Signal Priority and sharing of the information with the city. He then showed example scenarios and supporting measures to influence driver behavior.

Mr. Watkins provided the overview of the Central City Line Zero Emission Bus Technology Fleet Transition Evaluation that was presented to the Planning & Development Committee.

Mr. Wood left at 2:30 pm.

10. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:

A. Chair's Report

Ms. Kinnear provided an overview of the 2018 State Audit Report and the Income Based Transit Access research. She advised that the committee members asked staff to complete additional research on the Income Based Transit Access Research and report back to them. Therefore, no presentation was being made today. Ms. Warren noted that the 2018 State Audit Report showed a clean audit.

Mr. French requested to speak regarding the Income Based Transit Access research. He provided an historical perspective and reminded that Initiative 695 eliminated funding for transit through license plate tabs. He said STA went to voters at that time to seek additional sales tax revenue and the ballot failed. The Board then created a task force to restructure STA and they spent three years restructuring from the ground up. He noted the agency was very motivated and performed extensive outreach throughout the community, reporting that hundreds of people shared their vision of what they felt STA should be and, as part of the outreach, conversation was held regarding farebox return. A 20% farebox return to cover operational expenses of the agency was decided upon based on the outreach and feedback from the community. He said STA's commitment to the community through a failed ballot measure and also part of the recent ballot measure for STA Moving Forward, continued as part of the commitment to maintain revenue. He said that non riding tax payers provide the lion's share of the revenue for STA. He also noted STA made commitments to voters and voters have made decisions based on those commitments.

Mr. French also said there have been multiple meetings held with FTA for the Central City Line and it has been echoed by the consultants; "don't do anything to change the nature of agency." If we change that, we put into question FTAs commitment and put funding at risk.

Mr. French moved to table any future conversation around changing farebox recovery and adopting an income based policy until we have met our current commitments that are part of STA Moving Forward - to suspend efforts until our other commitments are met. Ms. Haley seconded the motion.

Ms. Kinnear noted it was not their intent to change as much as they were responding to people wanting more information because others don't have Mr. French's history with STA. She said they asked staff for more information, to have a response to folks that testified in the Committee and Board meetings.

Mr. Kerns noted that a number of people came two months ago to the Performance Monitoring and External Relations Committee meeting to express interest in a low income bus pass. Last month at the Board meeting, there was an extensive presentation from staff. He asked if one led to another. He offered apologies to staff for sending them back with a lot of questions.

Ms. Burke noted it is great to have institutional knowledge and fulfill promises but there is a need in community to look into this further. As elected officials, she thought we need to have the discussion. She noted we have heard from multiple community members and people who serve the vulnerable and she felt an obligation to pursue to see if there's a way for STA to do bus passes. She asked staff to look at Seattle – before and after...

After discussion, **Chair Mumm called for the vote. Commissioner French, Mayor Grover, Commissioner Kerns, Deputy Mayor Haley voted in favor and Chair Mumm, Councilmember Beggs, Council Member Burke opposed, the motion failed.**

11. CEO REPORT

- Ms. Meyer presented Ridership stats for May, 2019. She noted that Fixed Route non-revenue ridership is declining and staff are continuing to evaluate the data to determine the cause. She reminded that non-revenue rides are those associated with a transfer within 2 hours and children under six who ride for free. Paratransit ridership is declining and STA's goal is to maintain ridership. They experienced 94% on time performance for May. Vanpool experienced a decrease for the month but the same number of vans were in service month over month. Goal is to increase 1% by end of year.
- May 2019 sales tax revenue represents the smallest increase in last couple years, with a difference of approximately \$140,000
- Expenditures are lagging a bit when dividing the year by 12 months. At \$22.2M, operating expenses are 27.9% of budget. Timing of fuel purchases and other expenditures can cause this percentage to vary slightly.
- State Department of Ecology Grant money has been received in the amount of \$600,000 for two battery electric buses to replace clean diesel buses at the end of their useful life. She noted STA will provide the difference in funding and the source is the Volkswagen settlement. STA previously received \$500,000 in December.
- Groundbreaking for Spokane Falls Station will occur May 22, 2019, and will open in fall 2019.
- Groundbreaking June 4, 2019, for Spokane Community College Transit Center which becomes the eastern terminus of the Central City Line and will provide battery charging stations for buses on the Central City Line.
- Boone Northwest Garage Ribbon Cutting earlier today – June 20, 2019 – the garage includes charging infrastructure for the Central City Line and Monroe-Regal battery electric buses. Kudos to Jessica Charlton, our project manager.
- STA All Employee Meetings were held on June 18, 2019 in the new garage – Staff holds these meetings three or four times a year and meet at four different times during the day to accommodate all the employees' schedules.
- Spokane Youth Card is a new program for students to get around during the summer – June through September and is paid for by the City of Spokane. The pass includes free roller skate rental and sky rides. The pass is available at the Library to students living in the City. They have provided 3,150 provided as of June 19th. Of those cards, 1430 have been used and 6,600 total rides have been taken in a week, exceeding all expectations.

- STA annual Bus and Van Roadeo is June 22, 2019; 8:45 – 1:00 pm, Jefferson Park and Ride lot under I-90. All are invited to come and watch and cheer.
- Skyfest 2019 – Fairchild Air Force Base. June 22, 9:00 am to 5:00 pm. Links were provided for additional details of the event and the bus routes traveling to Skyfest.
- Chief Financial Officer recruitment to begin in July and the job description will be posted online soon.

Chair Mumm offered to provide any information on the Spokane Youth Card program to the other jurisdictions if they are interested, just let her know.

12. BOARD INFORMATION

- A. Committee Minutes
- B. May 2019 Sales Tax Revenue Information (*Lynda Warren*)
- C. April 2019 Financial Results Summary (*Lynda Warren*)
- D. April 2019 Operating Indicators (*Roger Watkins*)
- E. First Quarter Safety & Loss Summary (*Nancy Williams*)
- F. Disadvantaged Business Enterprise (DBE) Program and Proposed Goal for Federal Fiscal Years (FFY) 2020, 2021, and 2022 (*Lynda Warren*)

13. NEW BUSINESS

Chair Mumm notified members that Mayor David Condon has resigned from the STA Board and that there are other very capable council members offering to fill in for the remainder of the year so the City can fulfil their duties as board members. She thanked Council Member Beggs for attending.

14. BOARD MEMBERS' EXPRESSIONS

Ms. Burke reminded this is Pride Month and she wondered if STA did anything to celebrate. She asked if we have a "Happy Pride" banner on the buses or if we do anything to celebrate. Ms. Meyer advised that an STA bus participates in the Pride Parade, Lilac Parade, and St. Patrick's Day Parade. STA's Employee Advisory Council organizes the buses for the Pride and St. Patrick's Day parades. Ms. Burke repeated that it would be cool to have the buses say "Happy Pride" on the buses. She indicated an interest in participating more than in the past.

Also, after last meeting's discussion about the low income bus pass, she received many people interested once they heard from other agencies so she thinks it's really great we are looking into this.

She also said she noticed people are video recording this meeting and wondered if we could look into committee meetings being recorded – she likes the transparency and thought she would bring it up. Chair Mumm advised they could take it up at "Exec".

Mr. Beggs thanked everyone for allowing him to participate, recognizing he doesn't know as much about the ins and outs of the workings of STA but wanted to make it clear that although he voted against that motion to table the research, he remained committed to the 20% farebox return. He thought there was some room to do that and if it becomes burdensome to staff, he would want to hear that so they could prioritize and get the important things done. He advised he was very supportive and appreciative of the Summer Youth Pass, saying it is about culturization and getting all these young people to become so confident in riding that we will see long-term ridership develop.

15. ADJOURNED

With no further business to come before the Board, Chair Mumm adjourned the meeting at 2:48 p.m.

Respectfully submitted,



Dana Infalt

Clerk of the Authority

Cable 5 Broadcast Dates and Times of June 20, 2019 Board Meeting:

Saturday, June 22, 2019	4:00 p.m.
Monday, June 24, 2019	10:00 a.m.
Tuesday, June 25, 2019	8:00 p.m.

Next Committee Meetings (STA Conference Rooms, West Boone Avenue, Spokane, Washington):

Planning & Development	July 10, 2019, 10:00 a.m. (Southside) 1230 West Boone
Performance Monitoring & External Relations	July 10, 2019, 1:30 p.m. (Southside) 1230 West Boone
Board Operations	July 17, 2019, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, July 25, 2019, 1:30 p.m., STA Boardroom, 1230 West Boone Avenue, Spokane, Washington.