

SPECIAL MEETING NOTICE

SPOKANE TRANSIT BOARD OF DIRECTORS

MEETING: SPECIAL MEETING OF THE BOARD OF DIRECTORS

DATE: THURSDAY, APRIL 23, 2020

TIME: 11:15 AM

AGENDA

1. CALL TO ORDER AND ROLL CALL
2. BOARD ACTION - CONSENT AGENDA
 - A. Minutes of the March 19, 2020, Board Meeting – *Corrections/Approval*
 - B. Approve March 2020 Vouchers (*Monique Liard*)
 - C. City Line: Acquisition of Real Estate and Temporary Construction Easement (*Karl Otterstrom*)
 - D. City Line: Award of Contract for Ten, 60' Battery Electric Buses (*Steve Blaska*)
 - E. Acceptance of Spokane County Easement for Moran Station Park and Ride (*Karl Otterstrom*)
3. ADJOURN

LOCATION: WEBEX

Event Link:

<https://spokanetransit.webex.com/spokanetransit/onstage/g.php?MTID=eda02094e239bedbc8720920394997529>

Event #: 962 227 307

Phone in Option: 1-408-418-9388

Dana Infalt, Clerk of the Authority

4/22/20
Date

There will also be a link on the STA website, <https://www.spokanetransit.com/about-sta/sta-board-of-directors-2020>

SPOKANE TRANSIT AUTHORITY

SPECIAL BOARD MEETING OF

April 23, 2020

AGENDA ITEM 2A : MINUTES OF THE MARCH 19, 2020, BOARD MEETING -
CORRECTIONS AND/OR APPROVAL

REFERRAL COMMITTEE: N/A

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

SUMMARY: The minutes of the March 19, 2020, 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 di Chief Executive Officer ESH Legal Counsel LM

Attachment

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

BOARD OF DIRECTORS

Draft Minutes of the March 19, 2020, Board Meeting
Spokane Transit Boardroom
1230 West Boone Avenue, Spokane, Washington

MEMBERS PRESENT

Pamela Haley, City of Spokane Valley *
Chris Grover, Small Cities Representative (Cheney)
Candace Mumm, City of Spokane
Josh Kerns, Spokane County
Betsy Wilkerson, City of Spokane
Kate Burke, City of Spokane-*via phone*
Karen Stratton, City of Spokane
Tim Hattenburg, City of Spokane Valley
James Weathers, Small Cities Representative
(Airway Heights) *Ex Officio*
Rhonda Bowers, Labor Representative, *Non-Voting*

STAFF PRESENT

E. Susan Meyer, Chief Executive Officer
Steve Blaska, Chief Operations Officer
Monique Liard, Chief Financial Officer
Karl Otterstrom, Director of Planning & Development
Nancy Williams, Director of Human Resources and
Labor Relations
Dana Infalt, Clerk of the Authority

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC – *via phone*

MEMBERS ABSENT

Al French, Spokane County, *Chair*
Lori Kinnear, City of Spokane
Kevin Freeman, Small Cities Representative
(Millwood) *Ex Officio*
Mike Kennedy, Small Cities Representative
(Liberty Lake) *Ex Officio*
Veronica Messing, Small Cities Representative
(Airway Heights) *Ex Officio*

- *Chair Pro Tempore*

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

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

2. **APPROVE BOARD AGENDA**

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

3. **PUBLIC EXPRESSIONS**

4. **RECOGNITIONS AND PRESENTATIONS**

Mr. Blaska acknowledged and thanked three retiring employees who were unable to attend the Board Meeting for their contributions and service to STA.

- A. **Robert Niehenke, Journeyman Vehicle Technician** – 37-year career with Vehicle Maintenance Department
- B. **Kenneth Caton, Building Maintenance Specialist** – 25-year career with Facilities and Grounds department
- C. **Katherine Barnes, Training Instructor** – 24-year career beginning with Fixed Route as a Coach Operator and completing with the Training Department.

5. PUBLIC HEARING

A. Cheney Line Infrastructure and Alignment Plan

Mr. Otterstrom informed the board about the project objective to foster greater ridership in Cheney and the West Plains, to support regional economic development and access to jobs and services. He provided background that included information on budget, Regional Mobility Grant, I-976, and public outreach. He informed the open house was hosted by staff on February 13 and the online survey was performed between February 13 and March 13, 2020, with 250 total responses. Based on feedback and preliminary survey results, staff prepared a final draft of the Cheney Line Infrastructure and Alignment Plan.

He shared the proposed general scope to include Improvements at Four Lakes, Jefferson Lot Park and Ride, West Plains Transit Center, and EWU Pence Union Building (PUB); upgrade approximately 15 existing stops with shelters, lighting, real-time, and accessibility; distinctive wayfinding with HPT branded elements at all stops; and the purchase 7 double decker buses for increased capacity for a total budget of \$12.97M (Local \$6.36M; State \$6.33M, Federal \$280K)

Mr. Otterstrom detailed the alignment recommendations and the conceptual Cheney service. He also reviewed the infrastructure recommendations and the evaluation of advantages and disadvantages for the proposed double decker coaches recommended for this corridor,

Next steps include incorporating feedback from the survey and public hearing March 19th through April 1st; a Committee Review and Recommendation: Final Plan on April 1st; and Board Action for the Final Corridor plan on April 16, 2020. He reviewed the project schedule.

Ms. Haley opened the public hearing at 1:48 p.m.

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

Hearing none, she closed the public hearing at 1:49 pm

6. EXECUTIVE SESSION

At 1:50 p.m., Ms. McAloon announced that the STA Board of Directors will adjourn to an executive session for the following purpose:

1. To discuss with legal counsel representing STA on litigation or potential litigation to which STA, the governing body, or a member acting in an official capacity are, or are likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.
2. Discussing, planning or adopting the strategy or position to be taken by the STA Board of Directors during the course of ongoing collective bargaining.

The STA Board of Directors will reconvene in open session at approximately 2:10 p.m. If it becomes necessary to extend the executive session, legal counsel or a member of staff will return to announce the time at which the STA Board will reconvene. Any action to be taken as a result of the discussion will occur in the open public session.

At 2:10 the Board reconvened and acting Chair Haley declared the meeting back in public session.

7. BOARD ACTION – CONSENT AGENDA

- A. Approve of the minutes of the February 20, 2020, Board Meeting

B. Approve the following vouchers and payroll for February 2020:

DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (February)	Nos. 606656 – 607018	\$ 3,089,766.18
Workers Comp Vouchers (February)	ACH – 2286	\$ 104,214.83
Payroll 02/14/2020	ACH – 02/14/2020	\$ 2,187,942.28
Payroll 02/28/2020	ACH – 02/28/2020	\$ 1,356,129.33
WA State – DOR (Use Tax) (February)	ACH – 1767	\$ 10,180.06
FEBRUARY TOTAL		\$ 6,748,232.68

- C. Approve by motion the amended Spokane Police Department Interlocal Agreement as presented.
- D. Adopt, by resolution, the 2020 Draft Title VI Program.
- E. Approve, by motion, the recommended contract negotiations between STA and Zayo for the Central City Line Station Communications Service Network as published November 26, 2019, and authorize the CEO to execute said contract if the terms are deemed to be fair and reasonable and in the best interest of STA
- F. Authorize, by motion, the CEO to execute all documents necessary to acquire the property and Temporary Construction Easements noted above for the amounts agreed upon by The Corporation of Gonzaga University and Spokane Transit Authority.

Mr. Kerns moved to approve Consent Agenda 7A through 7F. Mr. Hattenburg seconded, and the motion passed unanimously.

- 8. BOARD ACTION – COMMITTEE RECOMMENDATIONS – none
- 9. BOARD ACTION – OTHER

Mr. Grover moved to authorize CEO Susan Meyer to take all actions necessary to purchase certain property rights from JRD Parking LLC for the price negotiated by STA’s real estate acquisition agent. Ms. Wilkerson seconded, and the motion passed unanimously.

Chair Haley recognized Ms. Haley’s attendance via the telephone.

- 10. BOARD OPERATIONS COMMITTEE:

- A. Chair’s Report - none

- 11. PLANNING & DEVELOPMENT COMMITTEE:

- A. Chair’s Report

Mr. Grover gave a review of the Planning and Development Committee meeting, noting most items were covered under Consent Agenda today. The committee approved the High-Performance Transit (HPT) amenities fabrication scope of work and authorized staff to release a Request for Proposals, with an estimated cost of \$11,250,000. They discussed the 2020 TDP mid-range guidance, the alternate fuel strategy and reviewed the draft SRTC 2020/2021 Unified Planning Work Program and major updated Scope of Work for Connect Spokane. The committee discussed the Division Street Corridor Study and reviewed the Cheney Infrastructure and Alignment Plan.

- 12. PERFORMANCE MONITORING & EXTERNAL RELATIONS COMMITTEE:

- A. Chair’s Report

In Ms. Kinnear’s absence, Mr. Kerns noted the items covered at the committee meeting, which included a legislative update. Consent agenda items included Paratransit ridership and Performance Measures. Mr. Kerns highlighted three items in member folders that were on the agenda for review – the Year End 2019 Performance Measures, 2019 Unaudited Financial Report, and the Community Perception Survey Results. He advised staff would be available for questions.

13. CEO REPORT

- Ms. Meyer reviewed February ridership:
 - Fixed Route ridership increased 5%; increased 2.5% in Average Weekday Ridership and was up 1.8% year-to-date. On time performance was 94%.
 - Paratransit ridership increased 11.4% over 2019 February and 3.4% year-to-date. On time performance was 96%.
 - Vanpool realized a 1.3% increase over February 2019 and a decline of 4% year-to-date. Of note, there is one new vanpool group going to Coulee Dam.
- Sales tax for February was 20.4% over February 2019, 19.9% year-to-date above 2019 actual and 4.9% year-to-date above budget.
- Operating expenditures through January (8.3% of the year) were \$8.8M which represented 7.9% of budget.
- Ms. Meyer reviewed the timeline of the President's Declaration and the Governor's Proclamation regarding Coronavirus / COVID-19.

STA's initial response included equipping employees with personal protective equipment (PPE) (gloves, hand sanitizer, disinfecting wipes), increased disinfecting of vehicles and facilities, and information shared with employees, riders, and the public.

Ms. Meyer illustrated the communication by STA via email and in the form of pamphlets, handouts, newsletters, weekly summaries, signage at the Plaza and on buses, and social media posts and videos. She thanked STA's communications team for producing all the information in such a timely manner. She thanked all employees and said it is really an "all hands-on deck" team effort here at STA.

STA's ongoing response includes involvement with Greater Spokane Emergency Management (GSEM) and Spokane Regional Health District (SRHD), closure of waiting areas and public seating inside the Plaza. Customer Service and restrooms are still open, schedules and real-time information are available, Subway and Pizza Rita are open for take-out and Joe's Mini-Mart is open. Metro PCS closed.

Operating Notices were issued reinforcing CDC's guidelines on buses; social distancing and covering your mouth when coughing, as well as the operator's ability to enforce the CDC guidance on the buses. A teleworking plan will be completed in this week

Regarding protective masks, Ms. Meyer advised that STA will be offering masks to Operators who want to use them.

Fixed Route ridership is down an average of 30% and is currently at 50% reduction in ridership and growing. This allows STA to provide essential transportation to people in need and still accomplish social distancing.

Paratransit has declined quickly. Providence Adult Day Health cancelled 700 trips following the President's proclamation.

STA will receive applications for Paratransit eligibility and allow conditional eligibility to provide the most service possible. The Mobility Training Center on the 2nd floor of the Plaza is closed.

She described the 5 basic Fixed Route bus levels of service at STA. Level 1 is regular service; Level 2 is what we are operating now which is the same as when EWU is out of school. Level 3 eliminates the express routes, Level 4 is the same as Saturday service and

Level 5 is enhanced holiday service level. She reviewed the future levels of service based on unplanned absenteeism and STA's ability to operate.

Ms. Meyer reviewed resources for employees through STA and State sources. The Federal Families First Coronavirus Response Act Emergency Paid Sick Leave signed by the President offers employees 80 hours if affected themselves and a percentage of pay for care of others affected. STA has solid resources and benefits, but this is the added security. Ms. Meyer said the requirement that the President signed provides pay for taking care of a child whose school or childcare provider is closed or unavailable for reasons related to COVID-19. She mentioned that STA employees have been at work and there have been no attendance problems, for which she is grateful. All this leave adds up to a safety net for employees. STA doesn't want them to come to work if they are sick.

Mr. Blaska highlighted that executive staff have met with union leadership twice and agree that we all share the goal to balance the public's need to provide this essential service with the need to take care of our employees.

Ms. Bowers commented that the union have been involved. She said, "Our members understand this is a difficult time for everyone. We are concerned about being in close proximity to people who ride. We appreciate that you understand. I want to include; I have been thanked every day by our passengers."

Ms. Wilkerson asked if STA will be looking into the impact of this additional leave and Ms. Meyer replied that CFO Monique Liard has already begun the analysis.

Ms. Mumm asked for budget and financial projections.

14. BOARD INFORMATION

- A. Committee Minutes
- B. February 2020 Sales Tax Revenue (*Monique Liard*)
- C. January 2020 Financial Results Summary (*Monique Liard*)
- D. January 2020 Operating Indicators (*Steve Blaska*)
- E. Paratransit Ridership Analysis (*Steve Blaska*)
- F. STA Alternate Fuel Strategy (*Steve Blaska*)
- G. Capital Improvement Program Adjustment-Battery Electric Bus Charging Infrastructure (*Steve Blaska*)
- H. 2020 Transit Development Plan: Develop Mid-Range Planning Guidance (*Karl Otterstrom*)
- I. Draft SRTC 2020-2021 Unified Planning Work Program (UPWP) (*Karl Otterstrom*)
- J. Connect Spokane: Major Update Scope of Work (*Karl Otterstrom*)
- K. Division Street Corridor Study Update (*Karl Otterstrom*)

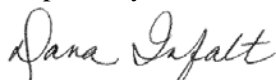
15. NEW BUSINESS - none

16. BOARD MEMBERS' EXPRESSIONS - none

17. ADJOURNED

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

Respectfully submitted,



Dana Infalt
Clerk of the Authority

Cable 5 Broadcast Dates and Times of February 20, 2020 Board Meeting:

Saturday, March 21, 2020	4:00 p.m.
Monday, March 23, 2020	10:00 a.m.
Tuesday, March 24, 2020	8:00 p.m.

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

Planning & Development	April 1, 2020, 10:00 a.m. (Southside) 1230 West Boone
Performance Monitoring & External Relations	April 1, 2020, 1:30 p.m. (Southside) 1230 West Boone
Board Operations	April 8, 2020, 1:30 p.m. (Northside) 1230 West Boone

Next Board Meeting: Thursday, April 16, 2020, 1:30 p.m., STA Boardroom, 1230 West Boone Avenue, Spokane, Washington.

SPOKANE TRANSIT AUTHORITY

SPECIAL BOARD MEETING OF

April 23, 2020

AGENDA ITEM 2B : MARCH 2020 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, 2020, 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.

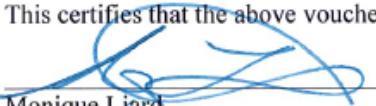
DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (March)	Nos. 607019 – 607428	\$ 4,489,173.33
Workers Comp Vouchers (March)	ACH – 2286	\$ 84,115.23
Payroll 03/13/2020	ACH – 03/13/2020	\$ 1,901,760.82
Payroll 03/27/2020	ACH – 03/27/2020	\$ 1,345,322.89
WA State – DOR (Use Tax) (March)	ACH – 1767	\$ 6,709.92
MARCH TOTAL		\$ 7,827,082.19

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 // Chief Executive Officer  Legal Counsel 

Spokane Transit Authority
Vouchers - March 2020

<u>Check Date</u>	<u>Check #</u>	<u>Pavee</u>	<u>Reference</u>	<u>Amount</u>
1/17/2020	606456	Occupational Medicine Associates PS	VOID	-280.00
3/2/2020	607019	Critical Data Strategies LLC	2003	17,900.00
3/5/2020	607020	Amazon Capital Services Inc	2098	369.58
3/5/2020	607021	APS Inc	1841	153.55
3/5/2020	607022	Northwest Center Services	2271	43,879.25
3/5/2020	607023	Aronson Security Group	1070	20,362.01
3/5/2020	607024	ATS Inland NW LLC	1916	9,958.90
3/5/2020	607025	Avista Corporation	1081	39,553.39
3/5/2020	607026	Battery Systems Inc	1089	2,269.92
3/5/2020	607027	Cleland Investments	2038	41.38
3/5/2020	607028	The Braun Corporation	1117	115.37
3/5/2020	607029	Canon Financial Services Inc	1154	196.02
3/5/2020	607030	Center for Transportation and the Environment	2335	16,096.53
3/5/2020	607031	QWEST Corporation	1148	520.62
3/5/2020	607032	City of Cheney - Utility	1158	300.93
3/5/2020	607033	City of Spokane	1601	7,800.88
3/5/2020	607034	Coffman Engineers Inc	1162	1,420.47
3/5/2020	607035	Coffman Engineers Inc	1162	109,786.21
3/5/2020	607036	Kathleen M Collins	1163	5,050.00
3/5/2020	607037	Comcast	1170	195.00
3/5/2020	607038	Comcast	1170	838.66
3/5/2020	607039	Occupational Health Centers of Washington PS	2313	487.00
3/5/2020	607040	Consolidated Irrigation	1177	22.00
3/5/2020	607041	Cummins Inc	1027	139.22
3/5/2020	607042	Cummins-Allison Corp	1192	2,198.69
3/5/2020	607043	Day Wireless Systems	1202	73.58
3/5/2020	607044	Delta Dental of Washington	1726	56,948.70
3/5/2020	607045	Robert S Letson	2206	2,716.23
3/5/2020	607046	First Data Merchant Services Corporation	1257	5,338.08
3/5/2020	607047	Galls LLC	1271	44.25
3/5/2020	607048	Galls LLC	1271	577.68
3/5/2020	607049	General Fire Extinguisher Service Inc	1274	363.78
3/5/2020	607050	SPX Corporation	1268	6,515.72
3/5/2020	607051	Gillig LLC	1279	5,928.88
3/5/2020	607052	H & H Business Systems	1298	816.44
3/5/2020	607053	H W Lochner Inc	1405	16,691.73
3/5/2020	607054	Humanix Corp	1329	3,771.58
3/5/2020	607055	Kaiser Foundation Health Plan of Washington	1296	39,168.47
3/5/2020	607056	Kaiser Foundation Health Plan of Washington	1296	306,053.24
3/5/2020	607057	Kaiser Foundation Health Plan of WA Options Inc	1295	5,271.60
3/5/2020	607058	Kaiser Foundation Health Plan of WA Options Inc	1295	23,363.72
3/5/2020	607059	Kershaw's Inc	1374	119.51
3/5/2020	607060	Peridot Publishing LLC	2326	1,400.00
3/5/2020	607061	Life Ins Co of N America	1397	16,161.16
3/5/2020	607062	McAloon Law PLLC	2178	8,567.03
3/5/2020	607063	McKinstry Essention LLC	1422	98,864.72
3/5/2020	607064	Michelin North America Inc	2325	37,490.90
3/5/2020	607065	Modern Electric Water Co Inc	1439	1,700.63
3/5/2020	607066	Motion Auto Supply Inc	1012	192.46
3/5/2020	607067	Black Realty Management Inc	1658	16,380.71
3/5/2020	607068	Genuine Parts Company	1014	724.65
3/5/2020	607069	Nelson Nygaard Consulting Associates Inc	2185	21,314.87
3/5/2020	607070	The Aftermarket Parts Company LLC	1015	1,634.62
3/5/2020	607071	North 40 Outfitters	1102	234.11
3/5/2020	607072	Northwest Bus Sales Inc	2272	3,974.85
3/5/2020	607073	Nwestco LLC	1474	2,906.67
3/5/2020	607074	Office Depot Inc	1483	16.28
3/5/2020	607075	ALEKSEY LYAKHOV	903	137.21
3/5/2020	607076	Ann Frunk	903	195.00
3/5/2020	607077	Premera Blue Cross	1521	333,624.01
3/5/2020	607078	Pro Mechanical Services Inc	1897	7,343.13
3/5/2020	607079	Professional Finishes	1526	3,106.39
3/5/2020	607080	Multi Service Technology Solutions Inc	2146	115.70
3/5/2020	607081	REMIX Software Inc	1842	39,204.00

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
3/5/2020	607082	Romaine Electric Corporation	1548	686.29
3/5/2020	607083	Schindler Elevator Corporation	1930	197.26
3/5/2020	607084	Senske Lawn & Tree Care Inc	2194	107.81
3/5/2020	607085	Six Robbles Inc	1017	158.12
3/5/2020	607086	Spokane House of Hose Inc	1605	16.55
3/5/2020	607087	The Spokesman Review	1616	342.09
3/5/2020	607088	Staples Business Credit	1627	233.00
3/5/2020	607089	Symetra Life Insurance Company	1562	3,945.78
3/5/2020	607090	Trapeze Software Group	1669	68,730.06
3/5/2020	607091	Caracal Enterprises LLC	2419	9,347.02
3/5/2020	607092	Verizon Wireless LLC	1686	6,657.70
3/5/2020	607093	WestCoast Window Cleaning Inc	2204	400.00
3/5/2020	607094	Western States Equipment	1740	3,627.00
3/5/2020	607095	Whites Boots Inc	1744	95.00
3/5/2020	607096	Whitley Fuel LLC	2016	21,981.43
3/6/2020	607097	US Bank National Association	1698	13,197.87
3/13/2020	607098	4Imprint Inc	1263	816.75
3/13/2020	607099	Inland Welding Supply Inc	1032	399.27
3/13/2020	607100	Lynda Clark	2481	926.19
3/13/2020	607101	Francis Avenue Hardware	2279	672.40
3/13/2020	607102	AFSCME	1328	553.35
3/13/2020	607103	AFSCME	1328	136.00
3/13/2020	607104	Amazon Capital Services Inc	2098	2,766.68
3/13/2020	607105	Northwest Industrial Services LLC	1058	92.00
3/13/2020	607106	APS Inc	1841	522.72
3/13/2020	607107	Arctic Lighting & Electric LLC	2100	2,429.30
3/13/2020	607108	Amalg Transit Union #1015	1055	21,871.99
3/13/2020	607109	Amalg Transit Union #1598	1056	809.94
3/13/2020	607110	Auto B Clean Inc	1077	3,704.23
3/13/2020	607111	Avista Corporation	1081	22,624.22
3/13/2020	607112	Bardes Products Inc	1826	3,543.05
3/13/2020	607113	Cleland Investments	2038	20.69
3/13/2020	607114	The Braun Corporation	1117	518.99
3/13/2020	607115	BDI	1022	56.95
3/13/2020	607116	Daniel H Brunner Trustee	1124	3,006.96
3/13/2020	607117	California Department of Child Support Services	1130	198.92
3/13/2020	607118	Cardinal Infrastructure LLC	2059	14,225.18
3/13/2020	607119	Carquest Auto Parts	1025	1,381.74
3/13/2020	607120	CDW-Government	1132	223.35
3/13/2020	607121	Consolidated Electrical Distributors Inc	1133	490.05
3/13/2020	607122	Center for Transportation and the Environment	2335	9,147.32
3/13/2020	607123	QWEST Corporation	1148	1,407.81
3/13/2020	607124	Child Support Enforcement Agency	1825	392.30
3/13/2020	607125	City of Medical Lake	1424	75.61
3/13/2020	607126	City of Spokane	1601	4,628.14
3/13/2020	607127	City of Spokane	1601	1,657.69
3/13/2020	607128	Clancy Vicki	2047	55.51
3/13/2020	607129	Clean Concepts Group Inc	1471	214.61
3/13/2020	607130	Cline's Air Conditioning Service Inc	2417	1,061.40
3/13/2020	607131	Cobalt Truck Equipment	1161	426.34
3/13/2020	607132	Comcast	1170	110.00
3/13/2020	607133	Complete Office LLC	2202	292.94
3/13/2020	607134	CompuNet Inc	1166	15.02
3/13/2020	607135	Conseal Containers LLC	1176	347.40
3/13/2020	607136	WA State Consolidated Technology Services	1712	150.92
3/13/2020	607137	Copiers Northwest Inc	2429	600.22
3/13/2020	607138	Country Homes Christian Church	1183	25.00
3/13/2020	607139	Creative Bus Sales Inc	1233	371.46
3/13/2020	607140	CCGS Holdings Corp	1511	1,916.51
3/13/2020	607141	Corporate Translation Services Inc	2158	2.37
3/13/2020	607142	Cummins Inc	1027	26,373.94
3/13/2020	607143	Cummins Sales and Service	1027	1,655.28
3/13/2020	607144	GEM Inc	1005	751.89
3/13/2020	607145	Downtown Spokane Development Association	1217	1,120.00

<u>Check Date</u>	<u>Check #</u>	<u>Pavee</u>	<u>Reference</u>	<u>Amount</u>
3/13/2020	607146	Employee Advisory Council	1236	548.00
3/13/2020	607147	Edge Construction Supply Inc	1224	101.28
3/13/2020	607148	El Jay Oil Co Inc	1003	29,177.30
3/13/2020	607149	Fastenal Company	1249	1,272.32
3/13/2020	607150	First Transit Inc	2430	493,205.24
3/13/2020	607151	FP Mailing Solutions	1878	147.02
3/13/2020	607152	Galls LLC	1271	527.92
3/13/2020	607153	Gard Communications Inc	1272	856.25
3/13/2020	607154	The General Store	1956	10.77
3/13/2020	607155	Gillig LLC	1279	25,679.22
3/13/2020	607156	Glass Doctor	1308	252.03
3/13/2020	607157	W.W. Grainger Inc	1285	324.66
3/13/2020	607158	Guardian Security Systems Inc	2199	117.61
3/13/2020	607159	H & H Business Systems	1298	2,577.64
3/13/2020	607160	Haskins Steel Co	1309	293.75
3/13/2020	607161	Hogan Mfg Inc	1008	553.45
3/13/2020	607162	Humanix Corp	1329	1,533.90
3/13/2020	607163	Oil Price Information Service LLC	1346	283.14
3/13/2020	607164	Jacobs Engineering Group Inc	2285	28,359.49
3/13/2020	607165	Jacobs Engineering Group Inc	2285	43,147.88
3/13/2020	607166	William Corp	1363	87.11
3/13/2020	607167	KEPRO	2258	1,084.02
3/13/2020	607168	Kershaw's Inc	1374	354.29
3/13/2020	607169	Kirk's Automotive Inc	1007	218.00
3/13/2020	607170	Magaldi & Magaldi Inc	1416	743.60
3/13/2020	607171	Maintenance Solutions	1418	274.43
3/13/2020	607172	Mark Douglas Radaskiewicz	2036	149.00
3/13/2020	607173	Marz Mountain Industries Inc	2427	5,395.20
3/13/2020	607174	McCarty's Sacro Ease	2406	1,609.00
3/13/2020	607175	Michelin North America Inc	2325	39,317.08
3/13/2020	607176	MMLJ Inc	2474	16,650.81
3/13/2020	607177	Mohawk Manufacturing & Supply Co	1011	2,886.12
3/13/2020	607178	Motion Auto Supply Inc	1012	140.97
3/13/2020	607179	Motorola Solutions Inc	1448	1,122.80
3/13/2020	607180	Mouser Electronics Inc	1449	86.69
3/13/2020	607181	MultiCare Health Systems	2453	5,020.00
3/13/2020	607182	Black Realty Management Inc	1658	10,290.57
3/13/2020	607183	Genuine Parts Company	1014	4,552.83
3/13/2020	607184	NAPA Auto Parts Inc	1014	679.91
3/13/2020	607185	NAPA	1014	51.22
3/13/2020	607186	The Aftermarket Parts Company LLC	1015	2,683.81
3/13/2020	607187	North 40 Outfitters	1102	337.58
3/13/2020	607188	Northern Energy - 1790	1064	12.74
3/13/2020	607189	Northwest Pump & Equipment	1477	139.49
3/13/2020	607190	Tammy Lynne Glidewell	1282	1,599.60
3/13/2020	607191	Office Depot Inc	1483	1,022.97
3/13/2020	607192	Oil Re-Refining Co Inc	1486	2,922.88
3/13/2020	607193	Pacific Office Solutions	2288	4,809.00
3/13/2020	607194	Panera Bread Company	2422	144.97
3/13/2020	607195	People 2.0 Global LP	2472	686.42
3/13/2020	607196	Prisma International Inc	2431	760.78
3/13/2020	607197	Multi Service Technology Solutions Inc	2146	245.27
3/13/2020	607198	Rehn & Associates	2395	78.00
3/13/2020	607199	Roadwise Inc	1546	6,509.07
3/13/2020	607200	S T A - Well	1557	392.50
3/13/2020	607201	Safety Kleen Systems Inc	1564	15,993.91
3/13/2020	607202	SBA Towers II LLC	1569	2,149.33
3/13/2020	607203	Schetky Northwest Sales Inc	1570	277.55
3/13/2020	607204	Schindler Elevator Corporation	1930	327.74
3/13/2020	607205	Securitas Security Services USA Inc	1574	29,164.35
3/13/2020	607206	Society For Human Resource Management	1555	219.00
3/13/2020	607207	Vanessa Bogensberger	1582	10,027.05

<u>Check Date</u>	<u>Check #</u>	<u>Payee</u>	<u>Reference</u>	<u>Amount</u>
3/13/2020	607208	Six Robblees Inc	1017	29.87
3/13/2020	607209	Spokane Public Facilities District	1941	7,840.00
3/13/2020	607210	Spokane County Treasurer	1603	284.62
3/13/2020	607211	Spokane County Solid Waste	1603	22.80
3/13/2020	607212	Spokane County Environmental Services	1603	403.51
3/13/2020	607213	Spokane County Treasurer	1603	1,494.41
3/13/2020	607214	Spokane House of Hose Inc	1605	18.29
3/13/2020	607215	The Spokesman Review	1616	777.90
3/13/2020	607216	Sportworks Northwest Inc	1617	5,961.83
3/13/2020	607217	Standard Digital Print Co Inc	1623	4,441.22
3/13/2020	607218	Staples Business Credit	1627	171.97
3/13/2020	607219	State of Arizona	1770	347.45
3/13/2020	607220	State of Arizona - Child Support Enforcement	1770	185.92
3/13/2020	607221	Stoneway Electric Supply Co	1633	406.36
3/13/2020	607222	Summit Law Group PLLC	1637	4,945.50
3/13/2020	607223	Summit Rehabilitation Associates PLLC	1638	1,258.00
3/13/2020	607224	TRISTAR Risk Management	2124	12,972.50
3/13/2020	607225	United Way of Spokane County	1684	213.00
3/13/2020	607226	URM Stores Inc	1677	65.90
3/13/2020	607227	Caracal Enterprises LLC	2419	2,078.00
3/13/2020	607228	Veracity Networks	2461	1,658.99
3/13/2020	607229	Verizon Wireless LLC	1686	1,708.10
3/13/2020	607230	American Federation of State County 2 WA Council	1705	1,697.22
3/13/2020	607231	Washington State Department of Licensing-Tanks	1768	192.80
3/13/2020	607232	Walter E Nelson Co	1721	3,153.74
3/13/2020	607233	Waste Management Recycle America	1702	179.64
3/13/2020	607234	Wells Fargo Financial Leasing Inc	1735	528.17
3/13/2020	607235	Wendle Motors Incorporated	1021	40.67
3/13/2020	607236	Whites Boots Inc	1744	261.34
3/13/2020	607237	Whitley Fuel LLC	2016	162,691.68
3/13/2020	607238	Whitworth Water District	1746	23.16
3/13/2020	607239	Zayo Group LLC	2321	11,040.26
3/20/2020	607240	Inland Welding Supply Inc	1032	107.70
3/20/2020	607241	Access	2340	495.85
3/20/2020	607242	Coeur D'Alene Tractor Co Inc	1038	401.65
3/20/2020	607243	AlSCO Inc	2196	6,905.91
3/20/2020	607244	Amazon Capital Services Inc	2098	182.08
3/20/2020	607245	The Arc of Spokane	2361	1,146.13
3/20/2020	607246	Arctic Lighting & Electric LLC	2100	1,313.40
3/20/2020	607247	Northwest Center Services	2271	7,813.70
3/20/2020	607248	Battery Systems Inc	1089	1,583.39
3/20/2020	607249	WWSS Associates Inc	2475	2,776.19
3/20/2020	607250	Camp Automotive Inc	1024	9,244.61
3/20/2020	607251	Carquest Auto Parts	1025	250.54
3/20/2020	607252	CDW-Government	1132	1,089.23
3/20/2020	607253	Consolidated Electrical Distributors Inc	1133	96.38
3/20/2020	607254	Center for Transportation and the Environment	2335	2,600.99
3/20/2020	607255	QWEST Corporation	1148	245.15
3/20/2020	607256	Cerium Networks Inc	1149	826.20
3/20/2020	607257	City of Cheney	1158	24,128.96
3/20/2020	607258	COAST Transportation	2040	503.50
3/20/2020	607259	Coffman Engineers Inc	1162	6,801.34
3/20/2020	607260	Comcast	1170	139.56
3/20/2020	607261	Critical Data Strategies LLC	2003	6,320.00
3/20/2020	607262	Cummins Inc	1027	15,993.10
3/20/2020	607263	Dell Marketing LP	1204	142.67
3/20/2020	607264	Delta Dental of Washington	1726	56,263.75
3/20/2020	607265	DeVries Business Records Management Inc	1766	230.00
3/20/2020	607266	Electronic Data Magnetics Inc	1225	44,747.02
3/20/2020	607267	Electrical Service Products Inc	1230	255.15
3/20/2020	607268	Fastenal Company	1249	68.22
3/20/2020	607269	FedEx	1808	274.01
3/20/2020	607270	First Data Merchant Services Corporation	1257	4,902.65
3/20/2020	607271	FP Mailing Solutions	1878	500.00
3/20/2020	607272	Free Press Publishing Inc	1985	120.00
3/20/2020	607273	Galls LLC	1271	1,695.93
3/20/2020	607274	SPX Corporation	1268	29,859.43

<u>Check Date</u>	<u>Check #</u>	<u>Pavee</u>	<u>Reference</u>	<u>Amount</u>
3/20/2020	607275	Gillig LLC	1279	18,858.62
3/20/2020	607276	Glass Doctor	1308	96.09
3/20/2020	607277	W.W. Grainger Inc	1285	267.71
3/20/2020	607278	H & H Business Systems	1298	364.63
3/20/2020	607279	HRA Veba Trust	1415	23,588.30
3/20/2020	607280	Humanix Corp	1329	3,671.93
3/20/2020	607281	Insight Direct USA Inc	2490	5,421.42
3/20/2020	607282	Janek Corporation	1358	490.05
3/20/2020	607283	Kaiser Foundation Health Plan of Washington	1296	40,284.74
3/20/2020	607284	Kaiser Foundation Health Plan of Washington	1296	297,249.78
3/20/2020	607285	Kaiser Foundation Health Plan of WA Options Inc	1295	5,271.60
3/20/2020	607286	Kershaw's Inc	1374	596.92
3/20/2020	607287	L&E Park LLC	2391	3,750.00
3/20/2020	607288	Liberty Lake Sewer and Water District	1396	120.95
3/20/2020	607289	M & L Supply Co Inc	1413	62.47
3/20/2020	607290	Maintenance Solutions	1418	677.37
3/20/2020	607291	McCarty's Sacro Ease	2406	2,266.00
3/20/2020	607292	McKinstry Essention LLC	1422	23,404.70
3/20/2020	607293	Mohawk Manufacturing & Supply Co	1011	502.57
3/20/2020	607294	Motion Auto Supply Inc	1012	138.15
3/20/2020	607295	Muncie Reclamation and Supply Co	1013	33.67
3/20/2020	607296	Black Realty Management Inc	1658	5,935.88
3/20/2020	607297	Genuine Parts Company	1014	2,850.24
3/20/2020	607298	NAPA Auto Parts Inc	1014	602.51
3/20/2020	607299	Nelson Nygaard Consulting Associates Inc	2185	7,095.84
3/20/2020	607300	The Aftermarket Parts Company LLC	1015	1,541.81
3/20/2020	607301	Norlift Inc	1470	400.84
3/20/2020	607302	Office Depot Inc	1483	673.87
3/20/2020	607303	Jeff Owens	900	47.03
3/20/2020	607304	Jeremy Peak	900	8.00
3/20/2020	607305	Pacific Office Solutions	2288	752.52
3/20/2020	607306	Multi Service Technology Solutions Inc	2146	115.70
3/20/2020	607307	Safety Kleen Systems Inc	1564	23,815.50
3/20/2020	607308	Securitas Security Services USA Inc	1574	17,000.76
3/20/2020	607309	Vanessa Bogensberger	1582	702.35
3/20/2020	607310	Six Robblees Inc	1017	404.59
3/20/2020	607311	Special Mobility Services	2122	4,778.38
3/20/2020	607312	Spokane County Treasurer	1603	177.34
3/20/2020	607313	Spokane House of Hose Inc	1605	1,120.25
3/20/2020	607314	Spokane Regional Health District	1611	1,670.77
3/20/2020	607315	Stanley Convergent Security Solutions	1624	1,161.09
3/20/2020	607316	Summit Rehabilitation Associates PLLC	1638	888.00
3/20/2020	607317	Thermo King Northwest	1650	5,399.79
3/20/2020	607318	Washington State	1704	1,244.10
3/20/2020	607319	Washington State	1209	10,268.54
3/20/2020	607320	Walter E Nelson Co	1721	735.04
3/20/2020	607321	Waste Management Spokane	1702	387.78
3/20/2020	607322	WCP Solutions	1737	3,920.40
3/20/2020	607323	Wells Fargo Financial Leasing Inc	1735	720.92
3/20/2020	607324	Wendle Motors Incorporated	1021	269.59
3/20/2020	607325	Wittkopf Enterprises Inc	1902	12.78
3/20/2020	607326	Wittkopf Landscape Supplies	1902	8.68
3/20/2020	607327	Washington Self-Insurers Association	1728	225.00
3/20/2020	607328	Verizon	2142	5,030.51
3/20/2020	607329	Zilo International Group LLC	2410	16,000.00
3/26/2020	607330	Ash & Rowan Hardware LLC	2278	20.67
3/26/2020	607331	AFSCME	1328	553.35
3/26/2020	607332	AFSCME	1328	140.00
3/26/2020	607333	AlSCO Inc	2196	3,371.94
3/26/2020	607334	Aluminum Entry Systems Inc	2409	1,739.10
3/26/2020	607335	Amazon Capital Services Inc	2098	17,956.14
3/26/2020	607336	Steven W Niles Jr	2276	32.13
3/26/2020	607337	Northwest Center Services	2271	25,533.12
3/26/2020	607338	Amalg Transit Union #1015	1055	21,913.75
3/26/2020	607339	Amalg Transit Union #1598	1056	809.94
3/26/2020	607340	Amalgamated Transit Union	1057	318.53
3/26/2020	607341	Auto B Clean Inc	1077	420.88
3/26/2020	607342	Appleway Chevrolet Inc	1068	796.79

<u>Check Date</u>	<u>Check #</u>	<u>Pavee</u>	<u>Reference</u>	<u>Amount</u>
3/26/2020	607343	Avista Corporation	1081	457.72
3/26/2020	607344	Bridgestone Americas Inc	1119	255,365.32
3/26/2020	607345	BDI	1022	707.85
3/26/2020	607346	Daniel H Brunner Trustee	1124	3,006.96
3/26/2020	607347	California Department of Child Support Services	1130	198.92
3/26/2020	607348	Camp Automotive Inc	1024	766.83
3/26/2020	607349	Carquest Auto Parts	1025	1,097.71
3/26/2020	607350	Catholic Charities of Spokane	2418	6,725.61
3/26/2020	607351	Consolidated Electrical Distributors Inc	1133	1,497.08
3/26/2020	607352	QWEST Corporation	1148	364.79
3/26/2020	607353	Child Support Enforcement Agency	1825	392.30
3/26/2020	607354	City of Spokane	1601	202.82
3/26/2020	607355	Coffman Engineers Inc	1162	45,232.89
3/26/2020	607356	Kathleen M Collins	1163	5,050.00
3/26/2020	607357	Comcast	1170	827.10
3/26/2020	607358	Washington State Dept of Corrections	1708	5,709.63
3/26/2020	607359	Cummins Inc	1027	28,519.96
3/26/2020	607360	The Whalley Glass Co	1028	1,950.00
3/26/2020	607361	Desautel Hege	1839	11,835.57
3/26/2020	607362	DeVries Business Records Management Inc	1766	240.00
3/26/2020	607363	Employee Advisory Council	1236	551.00
3/26/2020	607364	El Jay Oil Co Inc	1003	6,317.18
3/26/2020	607365	Electrical Service Products Inc	1230	2,989.20
3/26/2020	607366	Fastenal Company	1249	3,486.93
3/26/2020	607367	Flynn BEC LP	2479	1,796.85
3/26/2020	607368	Freedman Seating Company	1827	1,826.66
3/26/2020	607369	Galls LLC	1271	184.95
3/26/2020	607370	SPX Corpration	1268	2,275.93
3/26/2020	607371	Gillig LLC	1279	12,071.89
3/26/2020	607372	Glass Doctor	1308	408.38
3/26/2020	607373	W.W. Grainger Inc	1285	1,457.68
3/26/2020	607374	Hogan Mfg Inc	1008	60.33
3/26/2020	607375	Hotsy of Spokane LLC	2370	898.43
3/26/2020	607376	IR Specialty Foam LLC	1345	618.99
3/26/2020	607377	Kaiser Foundation Health Plan of WA Options Inc	1295	23,338.94
3/26/2020	607378	Les Schwab Tire Centers of Washington Inc	1393	599.60
3/26/2020	607379	Loomis Armored US LLC	1408	5,404.02
3/26/2020	607380	Michael Boodel	1804	448.70
3/26/2020	607381	Maintenance Solutions	1418	295.14
3/26/2020	607382	McAloon Law PLLC	2178	515.25
3/26/2020	607383	McKinstry Essention LLC	1422	119,808.75
3/26/2020	607384	Mohawk Manufacturing & Supply Co	1011	1,354.00
3/26/2020	607385	Motion Auto Supply Inc	1012	450.29
3/26/2020	607386	Mouser Electronics Inc	1449	89.29
3/26/2020	607387	Black Realty Management Inc	1658	10,436.67
3/26/2020	607388	Genuine Parts Company	1014	3,162.30
3/26/2020	607389	NAPA Auto Parts Inc	1014	443.21
3/26/2020	607390	The Aftermarket Parts Company LLC	1015	1,324.45
3/26/2020	607391	Northwest Lift & Equipment LLC	1952	6,397.88
3/26/2020	607392	Northwest Pump & Equipment	1477	368.08
3/26/2020	607393	Office Depot Inc	1483	54.44
3/26/2020	607394	Office Relief Inc	1991	1,021.00
3/26/2020	607395	Pacific Office Solutions	2288	849.70
3/26/2020	607396	Pacific Power Group LLC	1496	224.89
3/26/2020	607397	Paratransit Inc	1501	38,463.34
3/26/2020	607398	People 2.0 Global LP	2472	3,249.75
3/26/2020	607399	Professional Finishes	1526	10,279.22
3/26/2020	607400	S T A - Well	1557	395.50
3/26/2020	607401	Schetky Northwest Sales Inc	1570	330.25
3/26/2020	607402	Schindler Elevator Corporation	1930	197.26
3/26/2020	607403	Senske Lawn & Tree Care Inc	2194	107.81
3/26/2020	607404	Vanessa Bogensberger	1582	2,168.46
3/26/2020	607405	Six Robblees Inc	1017	389.40
3/26/2020	607406	Spokane House of Hose Inc	1605	1,021.40
3/26/2020	607407	Standard Digital Print Co Inc	1623	529.27
3/26/2020	607408	State of Arizona	1770	347.45
3/26/2020	607409	State of Arizona - Child Support Enforcement	1770	185.92
3/26/2020	607410	Team Torque Inc	1644	438.50

<u>Check Date</u>	<u>Check #</u>	<u>Pavee</u>	<u>Reference</u>	<u>Amount</u>
3/26/2020	607411	The Engraver Inc	1242	371.68
3/26/2020	607412	Toptier Petroleum LLC	2477	1,519.16
3/26/2020	607413	Stephen Hirano	1665	230.00
3/26/2020	607414	TrendSource Inc	1671	2,861.84
3/26/2020	607415	Tyler Technologies Inc	1675	23,565.96
3/26/2020	607416	U S Postal Service	1680	240.00
3/26/2020	607417	United Way of Spokane County	1684	213.00
3/26/2020	607418	Caracal Enterprises LLC	2419	48,748.01
3/26/2020	607419	American Federation of State County 2 WA Council	1705	1,650.64
3/26/2020	607420	Walter E Nelson Co	1721	6,405.67
3/26/2020	607421	Wells Fargo Financial Leasing Inc	1735	914.78
3/26/2020	607422	Whitley Fuel LLC	2016	212,871.06
3/26/2020	607423	Washington State Transit Assoc	1715	150.00
3/26/2020	607424	Verizon	2142	521.88
3/26/2020	607425	Zip's AW Direct	2485	571.95
3/27/2020	607426	US Bank	1678	26,969.20
3/27/2020	607427	Walt's Mailing Service	1976	814.62
3/31/2020	607428	Black Realty Management Inc	1658	33,832.69
TOTAL MARCH ACCOUNTS PAYABLE				4,489,173.33
3/1/2020-3/31/2020	ACH	WORKER'S COMPENSATION	2286	84,115.23
TOTAL MARCH WORKER'S COMPENSATION DISBURSEMENTS				84,115.23
3/13/2020	726630-726659	PAYROLL AND TAXES PR 06,2020	VARIES	1,901,760.82
3/27/2020	726660-726702	PAYROLL AND TAXES PR 07,2020	VARIES	1,345,322.89
TOTAL MARCH PAYROLL AND TAXES				3,247,083.71
3/25/2020	ACH	WA STATE - DOR (USE TAX)	1767	6,709.92
TOTAL MARCH EXCISE TAX DISBURSEMENT				6,709.92
TOTAL MARCH DISBURSEMENTS FROM TO1 ACCOUNTS				7,827,082.19
TOTAL MARCH DISBURSEMENTS FROM TO5 TRAVEL ADVANCE ACCOUNT				0.00
TOTAL MARCH DISBURSEMENTS TO1 & TO5 ACCOUNTS				7,827,082.19

SPOKANE TRANSIT AUTHORITY

SPECIAL BOARD MEETING OF

April 23, 2020

AGENDA ITEM 2C : CITY LINE: ACQUISITION OF REAL ESTATE AND TEMPORARY CONSTRUCTION EASEMENT

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Dan Wells, Deputy Director of Capital Development

SUMMARY: The City Line project will require the acquisition of several small slivers of parcels and temporary construction easements (TCEs) for the construction of station platforms and street improvement projects. STA has been in contact with all the property owners regarding these acquisitions and easements, and all are willing partners.

On May 16, 2019, the STA Board of Directors approved Resolution 770-19, which authorized the acquisition of all parcels and easements, by any means necessary, for the Central City Line. Attached is one (1) property acquisition and (1) temporary construction easement (TCE) for Board consideration and approval.

The subject acquisition is of 5,392 sq. ft. of real estate located along west side of Cincinnati Street north of Spokane Falls Boulevard and south of the Centennial Trail. The property is necessary for the construction of a new cul-de-sac required by the City of Spokane to replace the existing cul-de-sac due to the station location. The property is owned by The Corporation of Gonzaga University, parcel no. 35175.0410. The current use of the property is a parking lot, driveway approaches and landscaping. In order to construct the future street improvements, driveway approaches, drainage facilities, landscaping and City Line station at this location, the acquisition of this property is necessary. The property value was determined by an appraisal. STA presented Gonzaga with an offer of \$82,220.38 based on the appraised value. Gonzaga believed the offer to be low and responded with a counteroffer of \$166,381.69. In addition, improvements, consisting of landscaping and sidewalk improvements were not included in the initial appraisal, and so, an additional \$46,473.90 value has been included in the agreed upon offer with the owner. The offer provided by Gonzaga is higher than STA's appraised value however, it is recommended that the increase in the offer amount be approved as it is in the public interest to settle with the property owner since the proposed land values are within the range of values discussed in the appraisal. Resolving this acquisition will arrive at a timely settlement which avoids costly and time-consuming litigation. **STA and Gonzaga agreed to a total value of \$212,855.59.**

The TCE is located west of the acquisition area identified above and allows for the construction of the cul-de-sac, sidewalk and driveway approach improvements. The property is owned by The Corporation of Gonzaga University, parcel no. 35175.0410. The current use of the property is a parking lot, driveway approaches and landscaping. In order to construct the required improvements at this location, a construction easement of approximately 4,704 square feet is necessary. The easement area consists of an existing parking lot, sidewalk, driveway approaches, and landscaping. The property value has been determined by an appraisal. STA presented Gonzaga with an offer of \$7,323.00. Gonzaga believed the offer to be low and responded with a counteroffer of \$14,809.00. The offer provided by Gonzaga is higher

than STA's appraised value however, it is recommended that the increase in the offer amount be approved as it is in the public interest to settle with the property owner since the proposed land values are within the range of values discussed in the appraisal. Resolving this acquisition will arrive at a timely settlement which avoids costly and time-consuming litigation. **STA and Gonzaga agreed to the value of \$14,809.00.**

Funding for this easement and property acquisition will be provided by the City Line project budget.

RECOMMENDATION TO THE BOARD: Recommendation by staff is to approve, by motion, the following two (2) actions, as listed.

1. The acquisition of a portion of parcel no. 35175.0410 along the west side of Cincinnati Street, north of Spokane Falls Boulevard and south of the Centennial Trail, owned by The Corporation of Gonzaga University for the amount of \$212,855.59, and authorize the CEO to execute all necessary documents on behalf of Spokane Transit Authority.
2. The acquisition of a Temporary Construction Easement on parcel no. 35175.0410 along the west side of Cincinnati Street, north of Spokane Falls Boulevard and south of the Centennial Trail, owned by The Corporation of Gonzaga University for the amount of \$14,809.00, and authorize the CEO to execute all necessary documents on behalf of Spokane Transit Authority.

FINAL REVIEW FOR BOARD BY:

Division Head KO Chief Executive Officer [Signature] Legal Counsel LM

**SPOKANE TRANSIT AUTHORITY
SPECIAL BOARD MEETING OF**

April 23, 2020

AGENDA ITEM 2D : CITY LINE: AWARD OF CONTRACT FOR TEN, 60' BATTERY ELECTRIC BUSES

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Steve Blaska, Chief Operations Officer
Ralph Wilder, Senior Vehicle Maintenance & Facilities Manager

SUMMARY: In accordance with Spokane Transit's (STA), Moving Forward project City Line, STA plans to order ten (10) 60' Battery Electric Buses this year. The vehicles slated for purchase will be delivered in 2021 to meet the STA commitment of Battery Electric Buses for City Line service in 2022. The Small Starts Grant has approved \$18,197,000.00 for the purchase of buses.

These buses will be purchased through the Commonwealth of Virginia Contract E194-81688. Purchasing from the Commonwealth of Virginia Contract ensures competitive pricing and saves significant time over the development of specifications, release of a request for proposals, and the awarding of a contract.

The City Line requires ten (10) Battery Electric Buses for the complete electrification of service. Staff recommends purchasing the ten (10) Battery Electric Buses from New Flyer Industries. The decision to purchase the New Flyer Xcelsior Charge model is a result of the recommendation from the Center for Transportation and the Environment (CTE) modeling for the City Line service study. The first bus is scheduled to be delivered in Q1 or Q2, 2021 with testing to be done before the delivery of the remaining nine (9) buses in Q3/Q4, 2021. This will provide STA time for training and testing before CL service begins in 2022.

The cost to purchase a 2021- 60' Battery Electric Bus from New Flyer is \$1,261,683.46 delivered. This purchase qualifies for the State of Washington Tax exemption for zero emissions buses.

- The price does not include charging equipment.

The total below includes Maintenance and Purchasing staff travel to the manufacturing facility to conduct pre-production meetings, Buy America Audit and on-line inspections during production to ensure quality control and contract specification compliance.

Staff requests a 10% contingency budget due to unknown costs of changes identified during pre-production including mid-door docking engineering costs. The contingency also allows for purchase of spare components as determined appropriate during ongoing coordination with New Flyer.

Manufacturer	Price	Contingency	Total
New Flyer	\$12,616,834.60	\$1,261,683.46	\$13,878,518.06

RECOMMENDATION TO BOARD: Approve, by motion, the purchase of ten (10) 60-foot battery electric buses through the Commonwealth of Virginia Contract, from New Flyer Corporation, for the contract amount of \$13,878,518.06.

FINAL REVIEW FOR BOARD BY:

Division Head SJB Chief Executive Officer [Signature] Legal Counsel LM

SPOKANE TRANSIT AUTHORITY

SPECIAL BOARD MEETING OF

April 23, 2020

AGENDA ITEM 2E : ACCEPTANCE OF SPOKANE COUNTY EASEMENT FOR MORAN STATION PARK AND RIDE

REFERRAL COMMITTEE: N/A

SUBMITTED BY: Karl Otterstrom, Director of Planning and Development
Dan Wells, Deputy Director of Capital Development
Ryan Brodwater, Capital Projects Manager

SUMMARY: Moran Station Park and Ride is located at the northeast corner of the 57th Avenue and Palouse Highway intersection, which is adjacent to Spokane County's Ben Burr Trail. During concept design in mid-2017, STA staff explored the potential of a collaborative approach and discussed with County Public Works staff beginning in mid-2017. Both agencies recognized that a joint design would provide mutual benefit to transit and trail users. This agreement allows STA use of Spokane County property for stormwater treatment, storage, and disposal, while Spokane County trail users may access STA property for trailhead parking and use of amenities. This design was approved by Spokane County in July 2019, and construction began in August 2019. Construction has reached substantial completion and is in operation for revenue service as of March 29, 2020.

In order to finalize this joint use in perpetuity, staff and legal counsel have worked with Spokane County to negotiate a Stormwater Easement on the Ben Burr Trail right-of-way. This Easement will allow STA to continue treating, storing, and discharging stormwater in designated areas on county right-of-way. While the easement language has not been finalized by Spokane County, the terms will adhere to standard terms and will generally align with the conditions described above.

RECOMMENDATION TO THE BOARD: By motion, authorize the CEO to accept executed Stormwater Easement agreement from Spokane County.

FINAL REVIEW FOR BOARD BY:

Division Head KO Chief Executive Officer SM Legal Counsel LM