

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

Approved at the
May 21, 2020
Board Meeting

BOARD OF DIRECTORS

Minutes of the April 23, 2020, Special Board Meeting
Via Video Conference

MEMBERS PRESENT

Al French, Spokane County, *Chair*
Candace Mumm, City of Spokane
Karen Stratton, City of Spokane
Josh Kerns, Spokane County
Lori Kinnear, City of Spokane
Chris Grover, Small Cities Representative (Cheney)
Kate Burke, City of Spokane
Pamela Haley, City of Spokane Valley *
Tim Hattenburg, City of Spokane Valley
Kevin Freeman, Small Cities Representative
(Millwood) *Ex Officio*
Mike Kennedy, Small Cities Representative
(Liberty Lake) *Ex Officio*
Rhonda Bowers, Labor Representative, *Non-Voting*

MEMBERS ABSENT

Veronica Messing, Small Cities Representative
(Airway Heights) *Ex Officio*

* *Chair Pro Temp*

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 &
Labor Relations
Dana Infalt, Clerk of the Authority

GUESTS PRESENT

Betsy Wilkerson, City of Spokane

PROVIDING LEGAL COUNSEL

Laura McAloon, McAloon Law PLLC

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

Chair French called the meeting to order at 11:15 p.m. and conducted roll call.

Chair French read the following statement: “Just minutes prior to the scheduled start of our regular Board meeting on April 16th, the WebEx videoconference platform crashed and STA was unable to use it as had been publicized. Staff quickly established a conference call number and distributed that information to Board members and others and we held our meeting. However, after subsequently reviewing the distribution of the emergency conference line information on April 16th, staff determined that the call-in number had not been circulated as widely as possible to ensure that all members of the public had the information needed to call in and listen to our meeting as required under the Open Public Meeting Act. In an abundance of caution, we have published notice for this special meeting in order to have the Board take final action, i.e. vote, again on the five action items that were presented and discussed at the April 16th meeting. Since the items were presented and discussed last week, I’ve asked staff to present them for final action under the consent agenda.”

2. BOARD ACTION – CONSENT AGENDA

- A. Approval of the minutes of the March 19, 2020, Board Meeting
- B. Approve the following vouchers and payroll for March 2020:

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

- C. Approval of the following two (2) actions:
 - 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.
- D. Approval of 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.
- E. Authorize the CEO to accept executed Stormwater Easement agreement from Spokane County.

Mr. Grover moved to approve Consent Agenda items 2A through 2E. Ms. Stratton seconded, and the motion passed unanimously.

3. ADJOURNED

With no further business to come before the Board, Chair French adjourned the meeting at 11:21 a.m.

Respectfully submitted,



Dana Infalt
 Clerk of the Authority

Clerk's notation: Please see the minutes of STA Board Meeting of April 16, 2020, for additional information related to these agenda items.

Next Board Meeting: Thursday, May 21, 2020, 1:30 p.m., STA Boardroom, via Video Conference.

SPOKANE TRANSIT AUTHORITY

BOARD MEETING OF

May 21, 2020

AGENDA ITEM 3C : APRIL 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 April 1 through 30, 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.

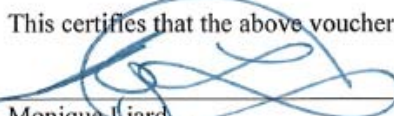
DESCRIPTION	VOUCHER/ACH NUMBERS	AMOUNT
Accounts Payable Vouchers (April)	Nos. 607429 – 607779	\$ 3,800,861.80
Workers Comp Vouchers (April)	ACH – 2286	\$ 172,294.86
Payroll 04/10/2020	ACH – 04/10/2020	\$ 1,932,228.71
Payroll 04/24/2020	ACH – 04/24/2020	\$ 1,323,540.10
WA State – DOR (Use Tax) (April)	ACH – 1767	\$ 5,717.13
APRIL TOTAL		\$ 7,234,642.60

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 _____