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Webinar ID: 870 5239 3481

Listen by phone: (253) 215 8782

BOARD MEETING AGENDA

September 20, 2022 | 3:00 PM

Columbia Station 3rd Floor
 300 South Columbia Street

| | <u>Presented By</u> | <u>Suggested Disposition</u> |
|--|--|--|
| 1. CALL TO ORDER | Chair Rob Tidd | Quorum Set |
| 2. PUBLIC COMMENT ON NON-AGENDA ITEMS Comments will be heard & are limited to 3 minutes per person | Open "Call" | Information |
| 3. CLOSED SESSION RCW 42.30.140(4)(b) <ul style="list-style-type: none"> Labor issues | Legal Counsel Erin McCool & Richard DeRock | Discussion Only |
| 4. CONSENT AGENDA <ul style="list-style-type: none"> 4.1 Minutes of the August 16, 2022 Board Meeting 4.2 Accounts Payable & Payroll Vouchers from August 2022 | Laura Leon | Action |
| 5. BOARD COMMITTEES <ul style="list-style-type: none"> 4.1 Finance Committee 4.2 RFQ Selection Panel 4.3 By Law Committee | Randy Agnew Marc Straub Rob Tidd | Information Information Information |
| 6. DISCUSSION / ACTION ITEMS <ul style="list-style-type: none"> 6.1 Awarding RFQ 2022-04, Link Transit Facilities Redesign 6.2 Authorization to recruit: Principal Planner / Capital Projects 6.3 Authorization to retain recruitment firm: General Manager position 6.4 Amending Link Transit's Rideshare Program & Policies, Resolution 2022-06 6.5 Authorization to waive sealed bidding process: Procurement of Rideshare Vehicles 6.6 Approval of Financial Institution change, Resolution 2022-07 6.7 Approving Transit Asset Management Plan 2023-2026, Resolution 2022-08 6.8 Authorization to purchase Hay Canyon Property | Sam Miller & Nick Covey Lynn Bourton Lynn Bourton Jessica Huerta Ed Archer & Nick Covey Brenda Lamb Justin Brockwell Nick Covey | Action Action Action Action Action Action Action Action |
| 7. STAFF REPORTS (verbal reports) <ul style="list-style-type: none"> 7.1 Human Resources Staffing Monthly Report 7.2 Monthly Financial Report 7.3 Event Review Presentation 7.4 System Performance Report 7.5 General Manager's Report | Lynn Bourton Brenda Lamb Shawn Larson Richard DeRock Richard DeRock | Information Information Information Information Information |
| 8. EXECUTIVE SESSION 42.30.110 (1)(c) <ul style="list-style-type: none"> Lease of Real Estate | Legal Counsel Erin McCool & Richard DeRock | Discussion Only |
| 9. MEETING ADJOURNMENT | Chair Tidd | Action |

Laura Leon

From: Laura Leon
Sent: Friday, September 16, 2022 11:25 AM
To: Anne Hessburg (ahessburg@cityofleavenworth.com); Bob Bugert; Chuck Zimmerman; Erin C. McCool (emccool@omwlaw.com); Jim Fletcher (mayor@cityofcashmere.org); Joyce Huber (councilmanjoyce@yahoo.com); ksteinburg@co.douglas.wa.us; Marc Straub (mstraub@co.douglas.wa.us); Mark Kulaas; Mayor Bob Goedde (bgoedde@cityofchelan.us); Mayor Michael Buckingham; Paul Parmley (paul@teamsters760.org); Randy Agnew; Randy Agnew ; Rob Tidd; Tiffany Gering
Cc: Management
Subject: Board Members: September 20, 2022 Link Transit Board Meeting
Attachments: AGENDA,September 20, 2022 Board Meeting.pdf

Good Morning Link Board Members:

The monthly business meeting of the Link Transit Board of Directors will be held on **Tuesday, September 20, 2022 beginning at 3:00 p.m.** inside the 3rd floor conference room at Columbia Station, 300 S. Columbia Street in Wenatchee, WA.

This location is ADA accessible and members of the public are welcome.

The meeting agenda is attached for your convenience, and the full electronic Board Packet can be found here: [September 20, 2022](#)

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Should you be attending virtually, you will be able to log in using your unique identifying link which is automatically sent out by zoom. This key identifier allows you to log in as a "panelist."
If you don't see one coming in, please feel free to reach out to me directly.

Members of the public have been encouraged to send their public comments and may be submitted by e-mail to boardclerk@linktransit.com or by regular U.S. Mail to Board Clerk, 300 S. Columbia St., Wenatchee, WA 98801. All comments received will be distributed to all board members.

Thank you,

Laura Leon

Laura Leon

From: Laura Leon
Sent: Friday, September 16, 2022 9:11 AM
To: Adina Bruketta; Cami Ostrom; 'Chad Daggett'; Deborah Paine; 'Deniese C. Aultman'; 'dominick@digitalmedianorthwest.com'; 'Jac Cates'; Jeff Day; Jessica Bennett; Joe Brouillette; Justin Brockwell; 'Laura Leon (lleon@linktransit.com)'; Maggie Kaminoff; Marisol Aguilar; 'Ray Dobbs (ray.dobbs@nwi.net)'; Ron Hatton; Selina Danko; 'Tamara Cardwell (tcardwell@co.douglas.wa.us)'; Walker Sjolander; 'Wilkens, Jeff (jeff@Chelan-Douglas.org)'
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Laura Leon



Laura León

Board Clerk | Executive Assistant

(509)664-7608
lleon@linktransit.com
300 S. Columbia St. Wenatchee, WA 98801
www.linktransit.com

From: [Laura Leon](#)
To: "[Cherry Creek Radio \(newsvenatchee@cherrycreekradio.com\)](#)"; "[Empire Press](#)"; "[KOZI Radio Chelan \(kozi@kozi.com\)](#)"; "[Leavenworth Echo](#)"; "[NCW Media](#)"; "[NCWLife Channel](#)"; "[News Koho](#)"; "[Sunny FM Radio](#)"; "[Wenatchee World Newspaper \(newsroom@wenatcheeworld.com\)](#)"
Subject: News Media: September 20, 2022 Link Transit Board Meeting
Date: Friday, September 16, 2022 9:10:00 AM
Attachments: [AGENDA, September 20, 2022 Board Meeting.pdf](#)
[image001.png](#)

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To: Anne Hessburg (ahessburg@cityofleavenworth.com); Bob Bugert; Chuck Zimmerman; Erin C. McCool (emccool@omwlaw.com); Jim Fletcher (mayor@cityofcashmere.org); Joyce Huber (councilmanjoyce@yahoo.com); ksteinburg@co.douglas.wa.us; Marc Straub (mstraub@co.douglas.wa.us); Mark Kulaas; Mayor Bob Goedde (bgoedde@cityofchelan.us); Mayor Michael Buckingham; Paul Parmley (paul@teamsters760.org); Randy Agnew; Randy Agnew ; Rob Tidd; Tiffany Gering
Cc: Management
Subject: FW: Board Members: September 20, 2022 Link Transit Board Meeting
Attachments: AGENDA,September 20, 2022 Board Meeting v1.pdf

Good afternoon,

A revision to the agenda for Tuesday's meeting has been made.
Please find the most updated version attached.

The link to the electronic board packet has been updated below.

Thank you for your patience, and should you have any questions, please do not hesitate to contact me.

Laura Leon



Laura León

Board Clerk | Executive Assistant

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lleon@linktransit.com

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Sent: Friday, September 16, 2022 2:15 PM
To: 'Cherry Creek Radio (newsvenatchee@cherrycreekradio.com)'; 'Empire Press'; 'KOZI Radio Chelan (kozi@kozi.com)'; 'Leavenworth Echo '; 'NCW Media'; 'NCWLife Channel'; News Koho; 'Sunny FM Radio'; 'Wenatchee World Newspaper (newsroom@wenatcheeworld.com)'
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Board Clerk | Executive Assistant

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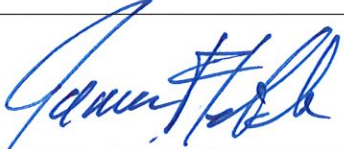


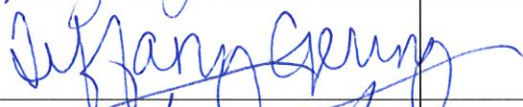


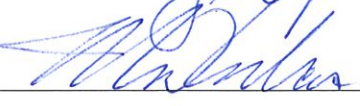



FILE COPY

September 20, 2022 3:00 p.m.

**Hosted in person and electronically from
Link Transit's Columbia Station – 3rd Floor
300 S. Columbia Street, Wenatchee, WA**

BOARD MEMBER ATTENDANCE ROSTER

| Name & Jurisdiction | Signature – Attendee Or / Conference Call-in | Per Diem Requested (Please Indicated Yes or No) |
|---|--|--|
| Rob Tidd East Wenatchee |  | YES <input checked="" type="radio"/> NO |
| Bob Goedde Chelan | absent | YES NO |
| Jim Fletcher Cashmere |  | <input checked="" type="radio"/> YES NO |
| Marc Straub Douglas County |  | YES <input checked="" type="radio"/> NO |
| Kyle Steinburg Douglas County |  | YES <input checked="" type="radio"/> NO |
| Tiffany Gering Chelan County |  | YES <input checked="" type="radio"/> NO |
| Bob Bugert Chelan County |  | YES <input checked="" type="radio"/> NO |
| Randy Agnew Rock Island |  | <input checked="" type="radio"/> YES NO |
| Mark Kulaas Wenatchee |  | YES <input checked="" type="radio"/> NO |
| Anne Hessburg Leavenworth |  | <input checked="" type="radio"/> YES NO |
| Joyce Huber Waterville | via zoom | YES NO |
| Michael Buckingham Entiat Clay Brandenburg | via zoom | <input checked="" type="radio"/> YES NO |
| Paul Parmley Union Representative | absent | YES NO |

FILE COPY



BOARD MEETING

September 20, 2022 3:00 p.m.

Hosted Electronically from

Link Transit's Columbia Station – 3rd Floor
300 S. Columbia Street, Wenatchee, WA

PUBLIC ATTENDANCE

| Name | Community | Please indicate if you would like to give Public Comment (Yes/No) |
|----------------------------|-----------|---|
| 1. Jose Cuevas | Wenatchee | Yes |
| 2. Shawn Larson | Link | — |
| 3. Melissa Reuter | Peshastin | no |
| 4. Anivan Estrada | Link | — |
| 5. Jose Salun | Link | NO |
| 6. Michael King | Link | NO |
| 7. Armando Ruiz | Link | NO |
| 8. Rawlin Johnson | Link | NO |
| 9. Joe Redman | Link | NO |
| 10. Chance Jonassen | link | NO |
| 11. Omar Ambrosio-Balsaque | Link | NO |
| 12. Paul Schmitt | Wenatchee | yes |

Eric Schell

Link

NO

Gary Robledo

Link Maint

NO

FILE COPY

Link Transit
connecting our communities
PAYROLL WARRANTS


All Payroll is "direct deposit". *Exceptions are for new employees, or, an employee who has made banking changes, or other special circumstance.*

August 1-31, 2022 Payroll Period.

(including any voided checks). **105970-106115, and 106116-106117**

Direct Deposit Total: \$682,815.43

APPROVED by the Board of Directors of the Chelan Douglas PTBA d.b.a. Link Transit at a board meeting held on the 19th of July 2022.


Chair Rob Tidd


Randy Agnew


Mark Kulaas

via zoom
Michael Buckingham Clay

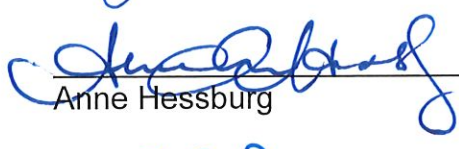

Jim Fletcher

absent
Bob Goedde


Bob Bugert


Kyle Steinburg


Tiffany Gering


Anne Hessburg

via zoom
Joyce Huber


Marc Straub

ATTEST:

Laura Leon, Clerk of the Board



ACCOUNTS PAYABLE WARRANTS

August 1-31, 2022 Accounts Payable (including any voided checks). 10852-105696, 106118-106240
Direct Deposit Total: \$834,979.68

APPROVED by the Board of Directors of the Chelan Douglas PTBA d.b.a. Link Transit at a board meeting held on the 19th of July 2022.


Chair Rob Tidd


Randy Agnew



Mark Kulaas

Michael Buckingham Clay

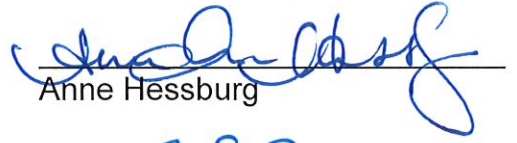

Jim Fletcher

absent
Bob Goedde


Bob Bugert


Kyle Steinburg


Tiffany Gering


Anne Hessburg

via zoom
Joyce Huber


Marc Straub

ATTEST:

Laura Leon, Clerk of the Board

**MINUTES
LINK TRANSIT BOARD OF DIRECTORS**

September 20, 2022

3:00 p.m.

Columbia Station 3rd Floor, 300 South Columbia Street, Wenatchee, WA

ATTENDANCE

Board members attending in person: Chair Rob Tidd, Kyle Steinburg, Mark Kulaas, Randy Agnew, Bob Bugert, Tiffany Gering, Marc Straub, Jim Fletcher, and Anne Hessburg

Board members attending through ZOOM Conference Call: Joyce Huber and Clay Brandenburg

Link Transit Staff: Richard DeRock, Nick Covey, Howard Johnson, Lynn Bourton, Ed Archer, Eric West, Brenda Lamb, Justin Brockwell, Ron Hatton, Sam Miller, Jessica Huerta, Shawn Larson and Laura Leon

Legal Counsel: Erin McCool, Ogden Murphy Wallace

Absent / Excused: Paul Parmley

1. CALL TO ORDER

Chair Rob Tidd called the meeting to order at 3:03 p.m.

A quorum was established with 10 board members present at that time.

2. PUBLIC COMMENT ON NON-AGENDA ITEMS

(Comments are heard; speakers are limited to 3-minutes per person)

Public comment was given by resident(s): Jose Cuevas, Paul Schmidt (in person). A letter submitted by a Link Transit Technician was read into record by the Clerk of the Board.

Councilman Clay Brandenburg joined the meeting at 3:06 pm

3. CLOSED SESSION

RE: Labor Matters RCW 42.30.140 (4)(b)

At 3:17 p.m. Chair Tidd estimated the closed session would conclude at 3:35 pm.

OPEN, PUBLIC SESSION

At 3:56 pm the meeting was reconvened into open public session and then the Board took the following action:

Councilman Mark Kulaas moved to amend the business meeting agenda and add item 6.0 -- Retention Incentive Payment.

Commissioner Kyle Steinburg seconded.

VOTE: All in favor with 11 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

4. CONSENT AGENDA

The following Consent Agenda items were submitted for approval:

4.1 Minutes of the August 16, 2022 board meeting

4.2 Accounts Payable Vouchers from August 1-31 2022, totaling \$834,979.68

4.3 Payroll Vouchers from August 1-31, 2022, totaling \$682,815.43

Board Action:

There were no requests for corrections or changes to any of the Consent Agenda items.

Commissioner Kyle Steinburg moved to approve all Consent Agenda business items as presented.

Mayor Randy Agnew seconded the motion.

VOTE: All in favor with 11 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

4:05pm Internet connection was lost with Councilmen Huber and Brandenburg

********Chair Tidd moved item "6.0 - Temporary retention incentive" to be addressed immediately as an action item by the Board. ********

ACTION:

Temporary Retention Incentive

Board Action:

Mayor Jim Fletcher moved to approve the Employee Retention Incentive Program to be payable as of the October 5th payroll, of a \$400 per month payment for all Link Transit staff who either work, are available to work or are on paid and/or approved leaves during the previous month. The program shall be authorized until December 31, 2022.

Tiffany Gering Seconded the motion.

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

5. BOARD COMMITTEES

5.1 Finance Committee

Mayor Randy Agnew provided a summary of the topics discussed during the Finance Committee meeting.

5.2 RFQ Selection Panel

Commissioner Marc Straub provided a summary of the selection process of the most qualified bidder for Link Transit Facilities Redesign project and gave the panel's final recommendation to award RH2 Engineering services to complete the project.

5.3 By-Law Committee

Councilman Mark Kulaas provided an update stating the ByLaw Committee had received a letter requesting the initiation of a Conference of the Multijurisdictional leaders of the Public Transportation Benefit Area to review the structure of the Board to consider the increase of membership from both the City of Wenatchee and East Wenatchee.

Board Action:

**Commissioner Kyle Steinburg moved to have Link Transit Staff initiate, notify, and invite the Public Transportation Benefit Area's multijurisdictional leaders to a conference meeting to review the structure of Link Transit's board membership.
Randy Agnew seconded.**

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6. DISCUSSION / ACTION ITEMS

6.1 Awarding RFQ 2022-04, Link Transit Facilities Redesign

Samantha Miller, Procurement and Contract Specialist, provided a summary of the Statements of Qualifications in response to RFQ 2022-04.

Board Action:

**Mayor Randy Agnew moved to authorize Link Transit to enter into an agreement with RH2 to redesign the Operations Base and Columbia Station facilities (Phase I) with a dollar amount not to exceed \$150,000.
Marc Straub seconded the motion.**

VOTE: All in favor with 9 voting board members present for this vote.
***Motion Carried
Passed Unanimously***

6.2 Authorization to recruit: Principal Planner / Capital

Administrative Services Manager Lynn Bourton recommended the addition of a Principal Planner / Capital Projects position to the Link Transit organization.

Board Action:

Jim Fletcher moved to approve the staff recommendation to hire a principal planner as written.

Anne Hessburg seconded the motion.

VOTE: All in favor with 9 voting board members present for this vote.
***Motion Carried
Passed Unanimously***

6.3 Authorization to retain recruitment firm: General Manager Position

With the retirement of Link Transit's current General Manager expected to take place in the fall of 2023, Administrative Services Manager Lynn Bourton recommended hiring a consultant firm to engage/perform a nationwide search for his replacement.

Board Action:

Jim Fletcher moved to authorize staff to begin the solicitation process to secure a consulting firm to assist in the recruitment of Link Transit's General Manager Position.

Tiffany Gering seconded the motion.

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6.4 Amending Link Transit's Rideshare Program and Policies, Resolution 2022-06

Transportation Options Specialist Jessica Huerta provided a PowerPoint presentation on the revised Rideshare Program and the accompanying amended policies to reinstate the program (previously known as the Vanpool program).

Board Action:

Tiffany Gering moved to approve Resolution 2022-06, amending and re-implementing Link Transit's Rideshare Policies and Procedures.

Marc Straub seconded the motion.

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6.5 Authorization to waive sealed bidding process: Procurement of Rideshare Vehicles

Link Transit's current Purchasing Policies require a formal process for all procurements over \$40,000. The procurement of more than one vehicle would require Link Transit staff to engage in a formal competitive sealed bidding process. Chief of Staff Nick Covey and Maintenance Manager Ed Archer summarized the difficulty to procure vehicles using the competitive bidding process.

Board Action:

Commissioner Kyle Steinburg Moved to waive the formal competitive sealed bidding requirements that are part of Link Transit's Purchasing Policies to procure up to 10 rideshare vehicles for a price not to exceed \$500,000.

Councilman Mark Kulaas seconded the motion

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6.6 Approval of Financial Institution Change, Resolution 2022-07

Accountant Brenda Lamb indicated the need to change financial institutions for Link Transit's Purchasing Cards, Petty Cash, Advance Travel and Fare accounts due to lack of customer service.

Board Action:

Commissioner Marc Straub moved to approve Resolution 2022-07, authorizing a bank change from Wells Fargo to North Cascades Bank for Link Transit's Purchasing Cards, Petty Cash, and Advance Travel Accounts.

Commissioner Kyle Steinburg seconded the motion

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6.7 Approving Transit Asset Management (TAM) Plan 2023-2026, Resolution 2022-08

Data Analyst Justin Brockwell presented the draft Transit Asset Management Plan 2023-2026 for the Board's consideration.

Board Action:

***Randy Agnew moved to approve Link Transit's attached TAM plan for Federal Fiscal Years 2023-2026 through Resolution 2022-08.
Kyle Steinburg seconded the motion***

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

6.8 Authorization to purchase Hay Canyon Property

Chief of Staff Nick Covey requested authorization to purchase 2.6 acres of land on Hay Canyon Road in Cashmere to develop the land into and establish a highly visible and safe Park and Ride lot to better serve the community.

Board Action:

***Commissioner Kyle Steinburg moved to start the appraisal of the land and authorize staff to negotiate the purchase of the 2.6 acres on Hay Canyon Road for a total price not exceed \$800,000.
Mayor Randy Agnew seconded the motion.***

VOTE: All in favor with 9 voting board members present for this vote.

***Motion Carried
Passed Unanimously***

7. STAFF REPORTS

7.1 Human Resources Monthly Report

Administrative Services Manager Lynn Bourton reported the recruitment and hiring efforts for the month of August-September 2022. Bourton reported a total of 82 Full-time Coach Operators are on the current roster, five (5) of which are out on extended absences, and two (2) who are training.

7.2 Monthly Financial Report

The Board was provided an overview of the agency's financial activity through August 31, 2022.

2022 Sales Tax:

| | | |
|--|----|------------|
| ◆ August 2022 sales tax | \$ | 2,327,151 |
| <i>(Earned in the month of June 2022)</i> | | |
| ◆ Over budgeted amount for the month by 34.8% | \$ | 600,357 |
| ◆ YTD sales tax collection | \$ | 11,227,399 |
| ◆ YTD budget amount | \$ | 8,466,257 |
| ◆ Over YTD budgeted amount by 32.6% | \$ | 2,761,142 |
| ◆ Last year's YTD sales tax amount | \$ | 10,009,077 |
| ◆ Over last year's YTD sales tax amount by 12.2% | \$ | 1,218,322 |

2022 Operating Budget-to-Actual:

| | | |
|--------------------------------|----|-------------------|
| ◆ Budget year elapsed = 67% | \$ | 14,471,719 |
| ◆ Operating budget spent = 61% | \$ | <u>13,343,779</u> |
| ◆ <Over> Under Budgeted Amount | \$ | 1,127,940 |

2022 Capital:

| | | |
|--|----|--------|
| ◆ Bird Netting | \$ | 1,816 |
| ◆ VMWare Servers | \$ | 2,450 |
| ◆ Sidewalk Replacement | \$ | 5,100 |
| ◆ Roundabout - professional services – RH2 | \$ | 20,413 |
| ◆ BYD Charging Station-Beckstead Electric | \$ | 38,910 |

2022 Grants:

| | | |
|---------------------------------|----|---------|
| ◆ Consolidated Grant Receivable | \$ | 424,990 |
|---------------------------------|----|---------|

Cash Accounts:

| | | |
|--|----|-----------|
| ◆ Cash w/Treasurer – 2022 over 2021 | \$ | 1,392,163 |
| ◆ Investments – 2022 over 2021 | \$ | 4,539,286 |
| ◆ Contingencies Reserve – 2022 over 2021 | \$ | 1,166,667 |
| ◆ Vehicle Reserves – 2022 over 2021 | \$ | 2,402,511 |
| ◆ FTA Vehicle Reserves – 2022 under 2021 | \$ | (17,061) |
| ◆ Facility/Equipment Reserves – 2022 over 2021 | \$ | 4,380,213 |
| ◆ Sales Tax Refund Reserve – 2022 over 2021 | \$ | 666,667 |

7.3 Event Review Presentation

Safety Officer Shawn Larson gave a PowerPoint presentation and provided insight on the collision data comparing January – August of 2021 and 2022.

Please see Attachment A.

7.4 System Performance Report

This report provides an overview of how the System performed during the past month, which is reflective of how the agency is meeting the annual performance goals that were developed through the annual budgeting process and formally adopted by Board.

Ridership:

August 2022 Fixed Route Ridership Stats:

- Monday – Friday an average of 2,954 boardings per day
- Saturday – an average of 1,704 boardings per day.
- Sunday – an average of 1,043 boardings per day

○ **Paratransit:**

August 2022 Paratransit Ridership Stats:

- Monday – Friday an average of 194 daily boardings,
- Saturday – an average of 102 boardings
- Sunday – an average of 74 boardings

Cost per Hour:

- Cost per hour was \$149.59 for both fixed-route and Paratransit in August 2022

Complaints:

- 9 complaints were reported in August 2022

○ **Class 1 or higher preventable collisions**

- 4– class 1 preventable collision occurred in August 2022

7.5 General Manager's Report

The Washington State Department of Transportation has asked Link Transit to reconsider reapplying and resubmitting an application for the Pedestrian Bridge project.

Good of the Order:

Mayor Randy Agnew acknowledged and thanked Link Transit employees for their hard work and stated that as a stewards of public funds and as elected public officials it was the Board Member's duty to ensure that Link Transit's funds were being used in an efficient manner.

8. EXECUTIVE SESSION RCW 42.30.110 (1)(i)

8.1 Potential Litigation.

Board Action:

At 5:20pm - Commissioner Tiffany Gering moved to convene into an executive session for approximately 10 minutes to discuss an issue of

**potential litigation RCW 42.30.110 (1)(i) to end session at 5:30pm.
Councilman Mark Kulaas seconded the motion.**

VOTE: All in favor with 7 voting members participating for this vote.

***Motion Carried
Passed Unanimously***

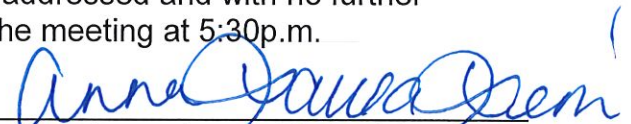
OPEN, PUBLIC SESSION

The meeting was reconvened into open public session at 5:30pm; with no action taken on the discussion that was held during the Executive Session.

9. MEETING ADJOURNMENT

All business listed on the Agenda had been addressed and with no further business to conduct, Chair Tidd adjourned the meeting at 5:30p.m.

Minutes Submitted by


Anna Laura Leon, Clerk of the Board