



# BOARD OF DIRECTORS' MEETING AGENDA

Snohomish County Public Transportation Benefit Area Corporation

Thursday  
July 1, 2021  
3:00 PM

Location: Board Room, 7100 Hardeson Road, Everett, WA 98203

As of July 1, 2021, Community Transit's Board meeting will be held remotely and in-person\*. Due to social distancing and a limited number of seats available, **remote attendance is strongly encouraged.**

### Remote Attendance

Zoom Webinar: <https://us02web.zoom.us/j/88344547228?pwd=SlQOWEU5OE1rdVlDd0lkdHlMZElaZz09>  
Webinar ID: 883 4454 7228      Passcode: 685291      Phone: +1 253 215 8782

### Limited In-Person Attendance

A limited number of seats are available for the public. If you plan to attend, advance notice is requested to support meeting administration. Please contact [executiveoffice@commtrans.org](mailto:executiveoffice@commtrans.org) by 12:00 p.m. July 1.

## 1. CALL TO ORDER

## 2. ROLL CALL

## 3. PUBLIC COMMENT

Verbal Comments: Public comment is provided for those attending in-person or joining remotely Sign up to speak by completing this [Sign Up Form](#). Advance sign up is not required but is requested by 12:00 pm the day of the meeting to support meeting administration.

Written Comments: Email comments to [executiveoffice@commtrans.org](mailto:executiveoffice@commtrans.org). Provide 5:00 pm the day before the meeting. Comments will be distributed to Board members in advance of the meeting.

## 4. PRESENTATIONS

- a. *Draft 2021-2026 Transit Development Plan\*\** – Sabina Araya
- b. 2021 First Quarter Ridership Report – Roland Behee

## 5. CHIEF EXECUTIVE OFFICER'S REPORT

## 6. COMMITTEE REPORTS

- a. Executive Committee – Chair Daughtry
- b. Finance, Performance, & Oversight Committee – Council Member Schuette
- c. Strategic Alignment & Capital Development Committee – Council Member Marine

## 7. CONSENT ITEMS\*\*

- a. Approve minutes of the June 3, 2021 Board of Directors' Meeting.
- b. Award RFP #2021-032, Diesel Exhaust Fluid Tanks Expansion.
- c. Award RFQ #2021-045, Engine Parts & Filters for Coaches.
- d. Approve vouchers dated May 3, 2021 in the amount of \$3,219,170.85.
- e. Approve vouchers dated May 10, 2021 in the amount of \$2,382,481.13.
- f. Approve vouchers dated May 17, 2021 in the amount of \$4,117,126.07.
- g. Approve vouchers dated May 24, 2021 in the amount of \$6,359,275.89.
- h. Approve vouchers dated May 28, 2021 in the amount of \$1,351,678.67.

\*Due to the Governor's Stay Home-Stay Healthy order, Proclamation 20-28, Open Public Meeting Act, this meeting will be held remotely. Effective July 1, meetings are also open to the Board and public with limited capacity.

\*\*Indicates attachment

- i. Approve May 2021 Payroll:
  - i. Direct Deposits Issued, # 395327-396851 in the amount of \$3,694,402.47.
  - ii. Paychecks Issued #107314 -107381 in the amount of \$59,074.45.
  - iii. Employer Payroll Tax Deposits in the amount of \$421,502.39.
  - iv. Employer Deferred Compensation for IAM in the amount of \$10,356.53.

**8. ACTION ITEMS\*\***

- a. Adopt Section 5 the Personnel Policy Manual as Amended – Chris Beck

**9. CHAIR'S REPORT**

**10. BOARD COMMUNICATION**

**11. EXECUTIVE SESSION**

**12. OTHER BUSINESS**

**13. ADJOURN**

Board materials are available at [www.communitytransit.org/meetings](http://www.communitytransit.org/meetings). In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the executive office at least 24 hours prior to the meeting at 425-348-7100 (TTY Relay 711) or [executiveoffice@commtrans.org](mailto:executiveoffice@commtrans.org).