



BOARD AGENDA
September 5, 2019, 9:30 a.m.
3104 E. Augusta Ave.

3104 E. Augusta Avenue, Spokane, WA 99207 ♦ (509) 477-4727 ♦ Fax (509) 477-6828 ♦ www.SpokaneCleanAir.org

WORK SESSION:

1. Draft Records Management Policy – Margee (10 mins.)
2. Investment Grade Audit/Property Condition Assessment Update – Julie (20 mins.)

BOARD MEETING:

1. **Advisory Council Report** – Debra Bisenius (5 mins.)
2. **Executive Director’s Report** – Julie Oliver (5 mins.)

ACTION ITEMS/POTENTIAL ACTION ITEMS:

3. CONSENT AGENDA

- a. Approval of the July, 2019 Board Minutes
- b. Approval of Vouchers for July, 2019, numbered 11393 thru 11400, 11403 and 11408 thru 11413 with Claims totaling \$22,416.78 and Payroll numbered 11374, 11375, 11405 and EFTs totaling \$167,879.51 – for a Grand Total of \$190,296.29
- c. Approval of Vouchers for August, 2019, numbered 11414 thru 11424, 11427 thru 11434 and 11436 thru 11460 with Claims totaling \$59,354.92 and Payroll numbered 11425, 11426, 11435 and EFTs totaling \$174,579.03 – for a Grand Total of \$233,933.95

4. **Resolution No. 19-12** – Adopting a Records Management Policy for the Agency – Margee (5 mins.)

5. Executive Session(s) (*Purpose will be announced if additional sessions are needed.*)

- a. Executive Session – RCW 42.30.110(1)(b) & (c) – Regarding Acquisition and/or Sale of Real Estate

6. PUBLIC HEARING ITEMS:

- a. **Resolution No. 19-13** – Approving the Budget for a State Funded Woodsmoke Reduction Grant for FY2020 & FY2021 and Amending the FY2020 Budget – Lisa (5 mins.)
- b. **Resolution No. 19-14** – Approving the Budget for a State Funded Local Records Grant Program for FY2020 and Amending the FY2020 Budget – Julie (10 mins.)
- c. **Resolution No. 19-15** – Appropriating Additional Building Reserve Funds for Investment Grade Audit and Property Condition Assessment – Julie (5 mins)
- d. **Resolution No. 19-16** – Appropriating Additional Building Reserve Funds for Crack Seal and Pavement Repairs – Julie (5 mins.)

NON-ACTION ITEMS:

7. Activity Reports: June/July

- a. Public Information/Education Update – Lisa Woodard (5 mins.)
- b. Compliance Activity – Lori Rodriguez (5 mins.)
- c. Permitting Activity – April Westby (5 mins.)
- d. Air Monitoring Activity – Mark Rowe (5 mins.)
- e. Financial Status Report – Michelle Zernick (5 mins.)

8. Public Forum – This is an opportunity for citizens to discuss items of interest not related to the current agenda. Each speaker will be limited to three (3) minutes, unless otherwise deemed by the Chair. If you wish to address the Board, please fill out a sign-up card located at the front desk and give to the secretary at the front of the board room. When the Chair calls your name, come to the podium and state your name.

9. Board Concerns – Will there be a quorum for the October meeting? Next meeting October 3, 2019.

10. Adjournment

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