



**Mason County Transportation Authority
MINUTES of the Regular Meeting
July 12, 2011**

MTA Board Members Present: Lynda Ring-Erickson, Acting Chair; Mike Byrne, Authority Member; Glenn Hoopman, Authority Member; Jerry Lingle, Authority Member; and Sadie Whitener, Authority Member. John Campbell, Chair, and Authority Members Deborah Petersen, Tim Sheldon, and Bev Wendell were absent.

Others Present: Dave O'Connell, General Manager; Robert Johnson, Legal Counsel; Kathy Cook, Administrative Manager and Clerk of the Board; Jay Rosapepe, Operations Manager; Sara Wazewski, Finance Manager; Mike Oliver, Maintenance Manager; Libby Avery, Transit Community Center Manager; Barbara Singleton, Special Projects Manager; Lori Dougherty, Staff Accountant; Christina Kramer, Administrative Assistant; John Piety, MCTAB; Kevin Frankeberger, MCTAB; Randy Cox, Driver; Karen Cox; Steve Boyce, Driver; Carolyn Shickley, Dispatcher; Kim Atterberry, Dispatcher; Bill Barger, Medic One Response; Bob Burbridge, Fire Chief Mason County Fire District 4; Mike Fiola, Shelton Police; Kellyann Gordon, Fire District 3; Adam Pfeifley, Medic One Response; K.C. Whitehouse, Fire District 5; Beverly Benoit; Paul Campbell, Shelton Police; Virgil Pentz, Shelton Police; Steven Ramey, and Tim McKern, Fire District 5.

Called to Order: 3:55 p.m.

Introduction of new Mason Transit I.T. Analyst Christine Rouse.

Proclamation from Mason Transit in special recognition of the service provided by the Shelton Police Department, Mason Fire District 4 and 5, Medic One Response Unit, Mason Transit Passengers, and Mason Transit employees extending gratitude for the life-saving actions and assistance that helped save the life of Mason Transit Driver, Randy Cox.

APPROVE AGENDA:

MOTION to approve the agenda as presented with the addition of staff recognition.

Lingle/Whitener. Motion carried unanimously.

Noted was the staff recognition of Mary Ogg, she was selected as Employee of the 2nd Quarter and will be recognized at the next Authority Board Meeting on August 9, 2011.

MTA MINUTES:

MOTION to approve June 14, 2011 minutes as presented. **Whitener/Hoopmen. Motion carried unanimously.**

MTA CORRESPONDENCE:

Thank you letter from Judy McNeal for Dial-A-Ride services, kind and courteous schedulers and drivers.

MTA CURRENT BUSINESS:

1. Financial Reports 06/01/11 through 06/30/11

MOTION to approve financial reports for the period 06/01/11 through 06/30/11 as presented with revenues of **\$158,530.07** and expenses of **\$365,520.69**. **Hoopman/Lingle. Motion carried unanimously.**

2. Check Approval 06/01/11 through 06/30/11

MOTION to approve June 2011 financial obligations on checks **#20195** through **#20309** as presented for the total **\$422,804.58**. The total includes Gross Payroll in the amount of **\$203,679.38** through July 8, 2011. **Hoopman/Whitener. Motion carried unanimously.**

3. Proposed Amendments – 2011 Budget

Staff provided highlights and answered questions raised on proposed budget amendments to include state and federal funds awarded from the Public Transportation Division for the 2011-2013 biennium.

MTA UNFINISHED BUSINESS:

1. Facility Update

Staff reported that Mason Transit has received five used shelters from Intercity Transit which will be cleaned and refurbished for installation and replacement of old shelters. Also, a new shelter will be installed at the Skokomish Tribal Business Office per their request.

Highlights were provided regarding the purchase of two out of the three surplus coaches by Ben Franklin Transit.

Staff also reported that the waterline project is still waiting for completion of all legal documents.

2. Transit Community Center Update

Libby Avery provided highlights of June activities and programs at the Transit Community Center.

3. Financial Planning Committee Report

Sara Wazewski provided highlights from the June 22, 2011 Committee meeting. Next meeting will be held July 20, 2011 10 a.m. at the Mason Transit business office.

MTA NEW BUSINESS:

1. Resolution No. 2011-09 Amending the 2011 Budget

Highlights were provided that demonstrated anticipated revenue of \$8,067,501 adequately addressing the anticipated expenses of \$8,067,501, with an anticipated \$8,207,350 ending fund balance.

MOTION that the Mason County Transportation Authority Board approve Resolution No. 2011-09 amending the 2011 Budget as presented. **Lingle/Whitener. Motion carried unanimously.**

2. August Meeting at Transit Community Center

Staff reported that the interior of the Transit Community Center was recently painted and the staff satellite office space completed. Also reported was that there is a renewing interest in seeking funds to renovate the building with continued interest by many entities to lease space there.

Staff recommended and Authority Members concurred to change the location of the August 9, 2011 Authority Board meeting from Mason Transit's business office to the Transit Community Center.

