



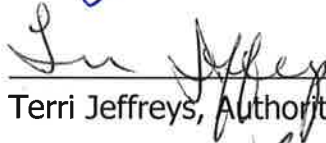
The attached minutes of the Mason Transit Authority regular meeting held on the 21st day of July, 2015, was approved by the Mason Transit Authority Board, by motion, on this 18th day of August, 2015.



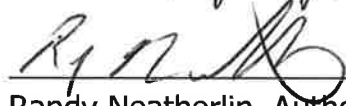
Mike Olsen, Chair



Ginny Beech, Authority Member



Terri Jeffreys, Authority Member



Randy Neatherlin, Authority Member



Cheryl Williams, Authority Member

Deborah Petersen, Vice-Chair



John Campbell, Authority Member



Rick Johnson, Authority Member



Tim Sheldon, Authority Member

ATTEST:



Jeri A. Wood, Clerk of the Board

DATE:





**Mason Transit Authority Board  
Minutes of the Regular Meeting  
July 21, 2015**

**Transit-Community Center, 601 W Franklin Street, Shelton, WA**



**CALL TO ORDER:** 4:00 PM

**Authority Board Members Present:** Ginny Beech; John Campbell; Terri Jeffreys; Randy Neatherlin; Deborah Petersen, Vice-Chair; and Cheryl Williams. Mike Olsen, Rick Johnson, and Tim Sheldon were absent. **Quorum met.**

**Others Present:** Brad Patterson, General Manager; Rob Johnson, Legal Counsel; Jeri Wood, Clerk of the Board; Danette Brannin, Finance Manager; Kathy Geist, Transit-Community Center (T-CC) Manager; Rikki Johnson, Human Resources Manager; Christina Kramer, Outreach Manager; Marshall Krier, Maintenance Manager; and Jane Seymore, Operations Manager.

**APPROVE AGENDA: MOVED** that the Mason Transit Authority Board approve the Agenda as presented. **Williams/Beech. Motion carried.**

**RECOGNITION**

1. The Service Review Team was recognized for its contribution to planning new and revised routes. Jane Seymore reported that the team has been nominated to the Wall of Fame at the Washington State Transit convention in August.
2. Jane Seymore reported that MTA personnel successfully boarded and cooled over 60 Maple Glen residents during a fire alarm at the facility.

**PUBLIC COMMENT:** None.

**BOARD MEMBER COMMENTS:** Ginny Beech stated that she was pleased that MTA is involved with its community such as the Maple Glen evacuation. Cheryl Williams reported that a public candidates forum will be held Thursday, July 23, 6:00 pm, at the Mason County Public Works building.

**MINUTES:**

**Moved** that the Mason Transit Authority Board approve the June 16, 2015, regular meeting minutes as presented. **Jeffreys/Neatherlin. Motion carried.**

**Moved** that the Mason Transit Authority Board approve the June 30, 2015, special meeting minutes as presented. **Beech/Campbell. Motion carried.**

**CURRENT BUSINESS:**

1. **Finance Reports – Moved** that the Mason Transit Authority Board approve financial reports for May 2015 as presented. **Williams/Campbell. Motion carried.**

June 2015 financial reports will be presented at the August meeting.

2. **Check Approval – Moved** that the Mason Transit Authority Board approve the payment of June 17, 2015 through July 11, 2015 financial obligations on checks **#26458** through **#26549** as presented for a total of **\$693,604.33**. The total includes gross payroll in the amount of \$246,541.86 through July 11, 2015. **Campbell/Neatherlin. Motion carried.**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

1. **Resolution No. 2015-11 – POL-401 Credit Card Policy Modification**

The policy was amended by striking the word "guidelines" and replacing it with "procedures" in Section 3.0 Authorization and Control.

**Moved** that the Mason Transit Authority Board approve Resolution No. 2015-11, adopting a revised No. 401 Credit Card Policy as amended and attached.

**Williams/Neatherlin. Motion carried.**

2. **Regional Mobility Grant – Regional Commuter Express Bus Service**

Brad Patterson reported that MTA has been awarded a Washington State Regional Mobility Grant for a Regional Commuter Express bus service that would begin November 2, 2015 with MTA's existing coach fleet, and provides for the purchase of three (3) forty-foot (40') biodiesel commuter coaches, and four (4) years of operating assistance. The service would be used to improve the commuter demand that is presently underserved. MTA's financial obligation would be \$950,059 over a period of four years.

**Moved** that the Board approve the Regional Mobility Grant-Regional Commuter Express Bus Service. **Neatherlin/Beech. Motion carried.**

3. **Regional Mobility Grant – Park & Ride Development**

Brad Patterson reported that MTA has been awarded a Washington State Regional Mobility Grant for Park & Ride development and enhancement. The project will involve the development of two (2) new park & ride lots and the enhancement of existing park & ride lots. MTA's financial obligation would be \$457,767.

MTA has also been awarded grant funds from the Washington Statewide Transportation Package that will be spread out over the next sixteen (16) years. MTA's position is in the 2<sup>nd</sup> tier, which means the funds would more than likely not

be available to MTA for 8-12 years. MTA intends to propose an alternate purpose such as rolling stock replacement.

**Moved** that the Board authorize the General Manager to engage a consultant to help prioritize and advise the needs for our Mason County park and ride development plan, not to exceed \$60,000. **Campbell/Neatherlin. Motion carried.**

**4. North Mason Community Voice Meeting on Bill Hunter Park**

Brad Patterson reported that a public meeting will be held in Belfair to gather the public's desires and opinions regarding the future role of Bill Hunter Park in Belfair. The meeting will be held Monday, July 27, 2015 at 7:15 pm at the Belfair Masonic Lodge.

**5. Resolution No. 2015-12 – Designating One-Time Alternate Signatory Officers**

**Moved** that the Mason Transit Authority Board approve Resolution No. 2015-12, as amended, designating the Finance Manager and the Operations Manager as one-time signatory officers during the month of August, 2015. **Beech/Campbell. Motion carried.**

**MCTAB BUSINESS:** None.

**GENERAL MANAGER'S REPORT:** Brad Patterson reported that he will be on vacation between August 6 and August 17. At the Federal level, MAP-21 is before congress again. As long as sales tax revenue continues to be strong, he does not anticipate needing an increase in the local sales tax to fund transit operations anytime in the near future.

**OTHER BUSINESS:**

1. Ginny Beech requested the Board have work sessions. Rob Johnson, legal counsel, stated that special meetings could be held prior to the regular meetings.
2. Randy Neatherlin has had conversations with a landowner who owns a lot behind the Belfair Safeway that could be used as a park & ride location. The landowner may be willing to grade, gravel, stripe, install a bus stop and lease the lot to MTA for \$1,500 a month plus property taxes and maintenance for five (5) years. The board directed Commissioner Neatherlin to proceed with further discussions.
3. Randy Neatherlin complimented Jeri Wood and Anthony (Tony) Person for their aid to a fallen passenger.

**NEXT BOARD MEETING:**

**Mason County Transit Advisory Board  
Regular Board Meeting**

*July 28, 2015 @ 5:30 PM*  
*Transit-Community Center – Board Room*  
*601 W Franklin Street*  
*Shelton, Washington*

**Mason Transit Authority  
Regular Board Meeting**

*August 18, 2015 @ 4:00 PM*  
Transit-Community Center – Board Room  
601 W Franklin Street  
Shelton, Washington

**MEETING ADJOURNED: 7:00 PM**