



The attached minutes of the Mason Transit Authority regular meeting held on the 19th day of May, 2015, was approved by the Mason Transit Authority Board, by motion, on this 16th day of June, 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:

6/16/15

**Mason Transit Authority Board
Minutes of the Regular Meeting
May 19, 2015**

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



CALL TO ORDER: 4:03 PM

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

Others Present: Brad Patterson, General Manager; Rob Johnson, Legal Counsel; Jeri Wood, Clerk of the Board; Kathy Geist, Transit-Community Center (T-CC) Manager; Trina Gwerder, Operations Supervisor; Rikki Johnson, Human Resources Manager; Christina Kramer, Outreach Manager; Mary Ann Norquist, Finance Manager; and Mike Oliver, Development Manager.

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

PUBLIC COMMENT: None.

BOARD MEMBER COMMENTS: None.

MINUTES:

Moved that the Mason Transit Authority Board approve the April 21, 2015, regular meeting minutes as presented. **Petersen/Beech. Motion carried.**

CURRENT BUSINESS:

1. **Finance Reports – Moved** that the Mason Transit Authority Board approve financial reports for April 2015 as presented. **Petersen/Campbell. Motion carried.**
2. **Check Approval – Moved** that the Mason Transit Authority Board approve the payment of April 22, 2015 through May 19, 2015 financial obligations on checks **#26178** through **#26343** as presented for a total of **\$1,022,359.01**. The total includes gross payroll in the amount of \$250,324.30 through May 19, 2015. **Jeffreys/Campbell. Motion carried.**

UNFINISHED BUSINESS:

- 1. Port of Allyn Request for Bill Hunter Park Restrooms:** No updated information. Item continues to be tabled.

NEW BUSINESS:

- 1. Resolution No. 2015-07 – Transit-Community Center Event Rates**

Moved that the Mason Transit Authority Board approve Resolution No. 2015-07 and the attached event procedures and fees schedule for the purpose of MTA and T-CC business. **Petersen/Neatherlin. Motion carried.**

- 2. Announcement of MTA’s Nomination as Community Transportation Association of America Rural Community Transportation System of the Year and Modification of 2015 Employee Compensation Plan**

Moved that the Mason Transit Authority Board increase the 2015 Employee Compensation Plan agency goal award for the 2nd quarter by \$9,200, or \$100 per employee. **Neatherlin/Campbell. Motion carried.**

- 3. Resolution No. 2015-08 – Authority to Apply for TIGER Grant Project Regional Express Commuter Service**

Moved that Resolution No. 2015-08 be amended to strike the words “and accept”. **Jeffreys/Johnson. Motion carried.**

Moved that the Mason Transit Authority Board approve Resolution No. 2015-08, as amended, authorizing the General Manager to apply for federal assistance through the 2015 TIGER Grants Program and to allocate \$367,600 of reserve funds for a twenty (20) percent local match of the grant. **Neatherlin/Beech. Motion carried.**

- 4. Resolution No. 2015-09 – Authority to Apply for TIGER Grant Project Park and Ride Development Grant**

Moved that Resolution No. 2015-09 be amended to strike the words “and accept”. **Jeffreys/Petersen. Motion carried.**

Moved that the Mason Transit Authority Board approve Resolution No. 2015-09, as amended, authorizing the General Manager to apply for federal assistance through the 2015 TIGER Grants Program and to allocate \$2,731,100 of reserve funds for a twenty (20) percent local match of the grant. **Neatherlin/Beech. Motion carried.**

- 5. Skokomish/Cushman Pilot Project – Status of Project**

Mike Oliver reported that the Skokomish Tribe has not received funding from FTA Tribal Transportation program as of yet to pay for the Skokomish Pilot Project for 2015. The Tribe is anticipating notice in August. Because of the large rider volume, MTA is planning to continue the Pilot Project for the time being at its current level of

service, with no increase in frequency during the summer. The Board will be kept apprised of any developments.

6. 2015-2017 Biennium Consolidated Operating Grant – Status of Project

Mike Oliver reported that MTA has been awarded its operating grant in the amount of \$5,194,000, of which 50% or \$2,597,000, is MTA's local match requirement. MTA will also be receiving approximately \$578,443 in Federal Formula Funds, \$813,022 in 2015-2016 State Sales Tax Equalization Funds, and \$850,000 in 2016-2017 State Sales Tax Equalization Funds that will be added to the project as MTA Matching Funds, thereby offsetting MTA matching requirements for the project. MTA is intending to bring the award contract to the Board at the June meeting.

MCTAB BUSINESS: None.

INFORMATION:

Transit-Community Center Project: Mike Oliver reported that MTA had obtained an easement from the Little Red Brick church for a paved walkway between the two properties; and he is working on the close-out of construction items. Kathy Geist updated the Board on new leases in process and assorted adjustments and adaptations to the facility.

GENERAL MANAGER'S REPORT: Brad Patterson reported that a lot is going on at MTA; he and Christina Kramer are traveling to Grand Rapids to attend a ballot measure seminar; and will be attending the CTAA 2015 Expo in Tampa where MTA hopes to receive Community Transportation Association of America 2015 Rural Community Transit Agency of the Year award.

The meeting was suspended for a five (5) minute break.

EXECUTIVE SESSION – at 6:10 pm the regular session was recessed and an Executive Session was convened to review the performance of a public employee. The legal authority for closing this portion of the meeting is RCW 42.30.110(1)(g). The public was asked to leave the room. The executive session lasted for thirty (30) minutes, and one (1) Twenty (20) minute session. Public notification of each session was provided. No action was taken. At 6:59 pm the Executive Session adjourned and the public was invited to return to the open session

OTHER BUSINESS: None.

NEXT BOARD MEETING:

Mason County Transit Advisory Board Meeting

May 26, 2015 @ 5:30 PM

Transit-Community Center – Board Room
601 W Franklin Street
Shelton, Washington

Mason Transit Authority

Mason County Transit Advisory

Joint Board Meeting

June 16, 2015 @ 5:30 PM

Mason County Fire District #1
331 North Finch Creek Road
Hoodsport, Washington

MEETING ADJOURNED: 7:00 PM