

**RESOLUTION NO. 2011-16**

**A RESOLUTION AUTHORIZING STAFF MEMBERS TO SIGN ON  
MASON COUNTY TRANSPORTATION AUTHORITY FINANCIAL ACCOUNTS**

**WHEREAS**, Dave O'Connell is retiring from employment with Mason County Transportation Authority (MTA); and

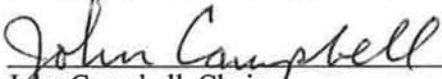
**WHEREAS**, it is necessary to remove Dave O'Connell as a signer for all accounts of the MTA; and

**WHEREAS**, it is necessary to have an additional signer available in addition to the current Administrative Services Manager, Kathryn Cook; and

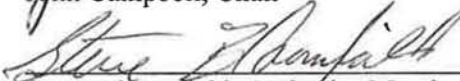
**WHEREAS**, the Board of Directors must authorize Marc Bradley Patterson, General Manager to be an authorized signer for the Mason County Treasurer Depository account held at Bank of America – Account Number: 668-010-010.

**BE IT RESOLVED** that the Mason County Transportation Authority Board of Directors remove Dave O'Connell as an authorized signer and approve that Marc Bradley Patterson and Kathryn Cook are authorized to sign on the above stated account at Bank of America.

**ADOPTED** by the Mason County Transportation Authority Board of Directors at a regular meeting on December 13, 2011.

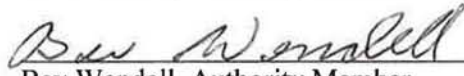
  
John Campbell, Chair

  
Lynda Ring-Erickson, Vice Chair

  
Steve Bloomfield, Authority Member

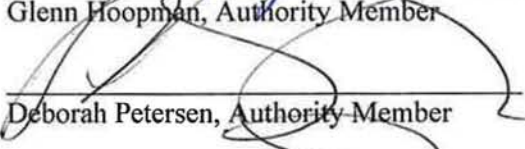
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Tim Sheldon, Authority Member

  
Mike Byrne, Authority Member


  
Bev Wendell, Authority Member

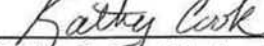
  
Glenn Hoopman, Authority Member

  
Sadie Whitener, Authority Member

  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT AND FORM:

  
Robert W. Johnson, Legal Counsel

ATTEST:   
Kathryn Cook, Clerk of the Board

DATE: 12/13/11

**RESOLUTION NO. 2011-15**

**A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO APPLY FOR AND ACCEPT FEDERAL GRANTS**


**WHEREAS**, the Mason County Transportation Authority desires to apply for Federal Funding Assistance; and

**WHEREAS**, the Federal Transit Administration requires a Resolution of the Mason County Transportation Authority Board authorizing a delegated representative to apply for, accept and sign all required certifications and assurances for Federal Grants.

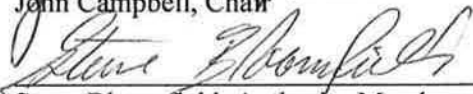
**BE IT HEREBY RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF COMMISSIONERS** that authorization be established as follows:

1. THAT THE CHAIR OF THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF COMMISSIONERS IS HEREBY AUTHORIZED TO APPLY FOR AND ACCEPT FEDERAL GRANTS ON BEHALF OF THE MASON COUNTY TRANSPORTATION AUTHORITY.
2. FURTHER, THAT THE CHAIR OF THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF COMMISSIONERS IS HEREBY AUTHORIZED TO SIGN FROM YEAR-TO-YEAR REQUIRED CERTIFICATIONS AND ASSURANCES FOR FEDERAL GRANTS ON BEHALF OF THE MASON COUNTY TRANSPORTATION AUTHORITY.

**Dated this 13<sup>th</sup> day of December, 2011.**


  
\_\_\_\_\_  
John Campbell, Chair

  
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Lynda Ring-Erickson, Vice Chair


  
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Steve Bloomfield, Authority Member

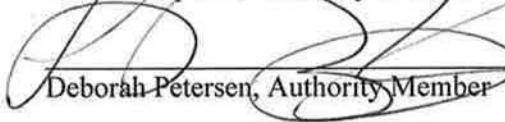
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Tim Sheldon, Authority Member

  
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Mike Byrne, Authority Member

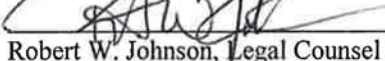
  
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Bev Wendell, Authority Member

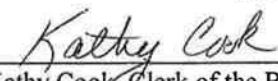
  
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Glenn Hoopman, Authority Member

  
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Sadie Whitener, Authority Member

  
\_\_\_\_\_  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Brad Patterson, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 12/13/11



**RESOLUTION NO. 2011-14**

**A RESOLUTION ESTABLISHING THE 2012 SCHEDULE OF REGULAR MEETINGS FOR THE MASON COUNTY TRANSPORTATION AUTHORITY**

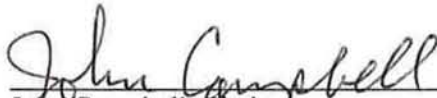
**WHEREAS**, the Mason County Transportation Authority Board holds regular monthly meetings on the 2<sup>nd</sup> Tuesday of each month, which are open to the public; and

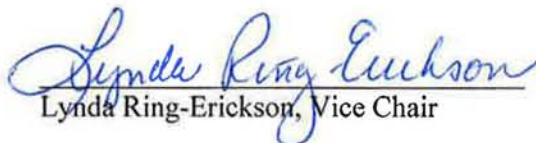
**WHEREAS**, the need exists to establish a published schedule of said meetings;

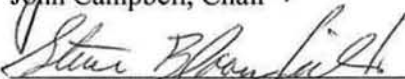
**NOW THEREFORE, BE IT RESOLVED** by the Mason County Transportation Authority Board of Commissioners that the regular monthly meetings for the 2012 calendar year be established as follows:

**THE MONTHLY PUBLIC MEETINGS SHALL BE HELD AT THE TIMES AND LOCATIONS AS OUTLINED ON THE ATTACHED SCHEDULE. *Meeting changes and special meetings will be published as required by law.***

**APPROVED** by the Mason County Transportation Authority Board at its regular open public meeting thereof this 13th day of December 2011.

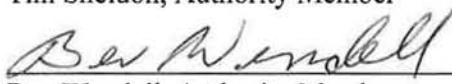
  
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John Campbell, Chair

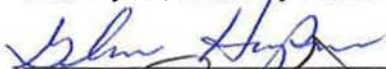
  
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Lynda Ring-Erickson, Vice Chair

  
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Steve Bloomfield, Authority Member

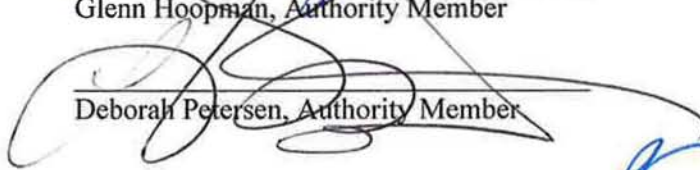
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Tim Sheldon, Authority Member

  
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Mike Byrne, Authority Member

  
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Bev Wendell, Authority Member

  
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Glenn Hoopman, Authority Member

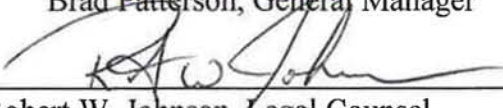
  
\_\_\_\_\_  
Sadie Whitener, Authority Member

  
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Deborah Petersen, Authority Member


APPROVED AS TO CONTENT:

  
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Brad Patterson, General Manager

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:

  
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 12/13/11

**Mason County Transit Authority Board (MTA)**  
**Mason County Transit Advisory Board (MCTAB)**  
**2012 MEETING SCHEDULE**  
**(Proposed)**

| <b>MTA</b>  | <b>Time</b>    | <b>Date</b> | <b>Month</b>                             | <b>Date</b> | <b>MCTAB</b>                               | <b>Time</b>    |
|---|----------------|-------------|--|-------------|--|----------------|
| Mason Transit Business Office                     | 4:00 pm        | 10          | January                                  | 24          | Mason Transit Business Office              | 5:30 pm        |
| Mason Transit Business Office                     | 4:00 pm        | 14          | February                                 | 28          | Mason Transit Business Office              | 5:30 pm        |
| <b>Port of Allyn</b><br>18560 E SR 3, Allyn       | <b>5:30 pm</b> | <b>13</b>   | <b>March</b><br><b>Joint Meeting</b>     | <b>13</b>   | <b>Port of Allyn</b><br>18560 E SR3, Allyn | <b>5:30 pm</b> |
| Mason Transit Business Office                     | 4:00 pm        | 10          | April                                    | 24          | Mason Transit Business Office              | 5:30 pm        |
| Mason Transit Business Office                     | 4:00 pm        | 8           | May                                      | 22          | Mason Transit Business Office              | 5:30 pm        |
| <b>Mason Transit Business Office</b>              | <b>5:30 pm</b> | <b>12</b>   | <b>June</b><br><b>Joint Meeting</b>      | <b>12</b>   | <b>Mason Transit Business Office</b>       | <b>5:30 pm</b> |
| Mason Transit Business Office                     | 4:00 pm        | 10          | July                                     | 24          | Mason Transit Business Office              | 5:30 pm        |
| Transit Community Ctr.<br>601 W Franklin, Shelton | 4:00 pm        | 14          | August                                   | 28          | Mason Transit Business Office              | 5:30 pm        |
| <b>Port of Allyn</b><br>18560 E SR3, Allyn        | <b>5:30 pm</b> | <b>11</b>   | <b>September</b><br><b>Joint Meeting</b> | <b>11</b>   | <b>Port of Allyn</b><br>18560 E SR3, Allyn | <b>5:30 pm</b> |
| Mason Transit Business Office                     | 4:00 pm        | 9           | October                                  | 23          | Mason Transit Business Office              | 5:30 pm        |
| Mason Transit Business Office                     | 4:00 pm        | 13          | November                                 | 27          | Mason Transit Business Office              | 5:30 pm        |
| <b>Mason Transit Business Office</b>              | <b>5:30 pm</b> | <b>11</b>   | <b>December</b><br><b>Joint Meeting</b>  | <b>11</b>   | <b>Mason Transit Business Office</b>       | <b>5:30 pm</b> |

Call Mason Transit at (360) 426-9434 or 1-800-281-9434 with questions.

Mason Transit Business Office: 790 E John's Prairie Road, PO Box 1880, Shelton, WA 98584



**RESOLUTION NO. 2011-13**

**A RESOLUTION, ADOPTING A BUDGET FOR THE MASON COUNTY  
TRANSPORTATION AUTHORITY, FOR THE CALENDAR YEAR BEGINNING  
JANUARY 1, 2012**

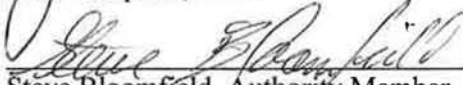
**WHEREAS**, the Mason County Transportation Authority Board has prepared a Budget for the 2012 Calendar Year; and

**WHEREAS**, the anticipated Resources of \$9,518,995 adequately addresses the anticipated Uses of \$9,518,995, anticipating a \$7,050,808 Ending Fund Balance.

**NOW THEREFORE, BE IT RESOLVED BY THE MASON COUNTY  
TRANSPORTATION AUTHORITY BOARD OF DIRECTORS** that the 2012 Budget, with the anticipated revenue and anticipated expenses in the amounts stated and detailed in the *Mason County Transportation Authority 2012 Budget*, be adopted as written, and recorded as such with the office of the Mason County Auditor.

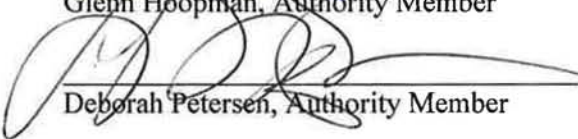
**Dated this 13<sup>th</sup> day of December, 2011.**


  
\_\_\_\_\_  
John Campbell, Chair

  
\_\_\_\_\_  
Steve Bloomfield, Authority Member

  
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Mike Byrne, Authority Member

  
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Glenn Hoopman, Authority Member

  
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Deborah Petersen, Authority Member


  
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Lynda Ring-Erickson, Vice Chair

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Tim Sheldon, Authority Member

  
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Bev Wendell, Authority Member

  
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Sadie Whitener, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Brad Patterson, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 12/13/11



December 2011

# 2012 Proposed Budget

## Public Hearings Scheduled

### Mason Transit Board of Directors

John Campbell, Chair  
North Mason School District #4

Lynda Ring-Erickson, Vice-Chair  
Mason County Commissioner

Steve Bloomfield  
Mason County Commissioner

Mike Byrne  
City of Shelton Commissioner

Rick Engelhart  
Teamsters Local Union No. 252

Glenn Hoopman  
Mason Co. Fire District #3

Deborah Petersen  
Hood Canal School District

Tim Sheldon  
Mason County Commissioner

Bev Wendell  
Mason Co. Public Hospital  
District No. 2

Sadie Whitener  
Southside School District

### Advisory Board Members

John Piety, Chair

Mary Ogg, Vice-Chair/Secretary

John Calabrese

Gene Currier

Glen Fourre

Kevin Frankeberger, Ph.D.

Lauren Gessler

Pamela Hillstrom

Mason County Transportation Authority Board of Directors will hold a public hearing to receive final comments and for adoption of the proposed 2012 Budget at its meeting scheduled to be held on Tuesday, December 13, 2011 at 6:00 pm, at 790 E. John's Prairie Road in Shelton, WA.

## Mason Transit 2012 Proposed Budget Plan

Our Mission is to develop a coordinated system of **affordable** public transportation that: **operates within financial limits**; maximizes the use of existing resources including volunteers, and is available, to some extent, in most areas of Mason County.

### 2012 Financial Plan

Current projections used for development of the 2012 budget include no increase in Sales Tax revenue. The receipt of a Capital Grant to renovate the Shelton Armory has necessitated efforts to develop our financial plan by delaying the purchase of other capital items and utilizing a portion of our 2011 ending fund balance.

The goals and assumptions of the 2012 budget below are designed to ensure Mason Transit can continue to meet the needs of the community should the economic downturn be prolonged.

### 2012 Budget Goals

- Balanced Budget
- Maintain a 3-month Operating Reserve Fund
- Maintain a Capital Reserve Fund for the replacement of aging vehicles
- Utilize current reserves to meet Capital Grant obligations
- Commitment to rebuild reserves

### 2012 Budget Assumptions

- Sustain current service levels
- No increase in Sales Tax Revenues
- Pursue partnerships with community and other local governmental agencies
- No COLA

## Questions and comments on the proposed 2012 Budget?

*We welcome your questions and comments!*

Contact: Sara Wazewski, Finance Manager  
Phone: (360) 426-9434 or toll free at 1-800-281-9434  
Fax: (360) 426-0899  
Email: swazewski@masontransit.org  
US Mail: PO Box 1880, Shelton, WA 98584

**Please note final comments on the proposed 2012 Budget will be accepted through December 13, 2011.**



Mason Transit  
2012 Draft Budget  
Summary and graphs

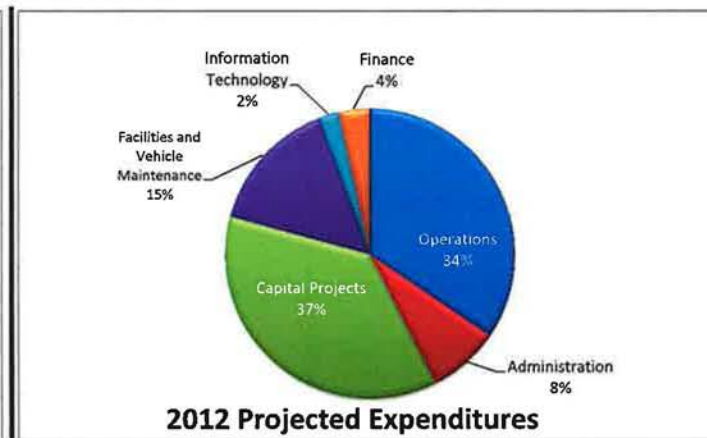
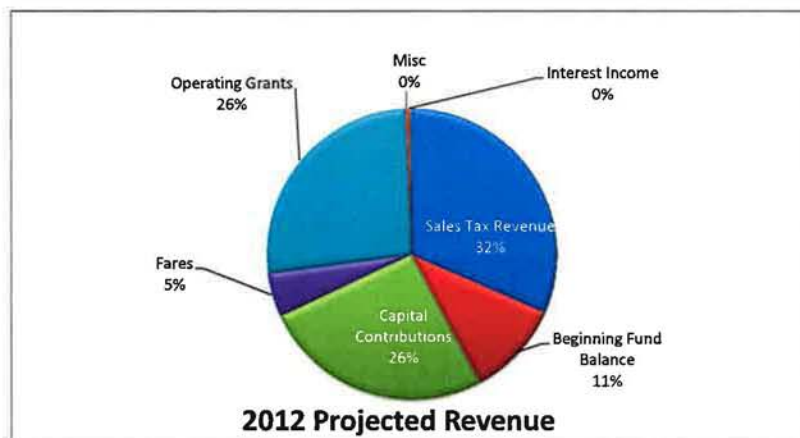
**Estimated Beginning Fund Balance**      **2011**      **2012**      **Estimated Ending Fund Balance**

**\$ 8,450,050**      **\$ 8,067,501**      **\$ 8,450,050**      **\$ 7,050,808**

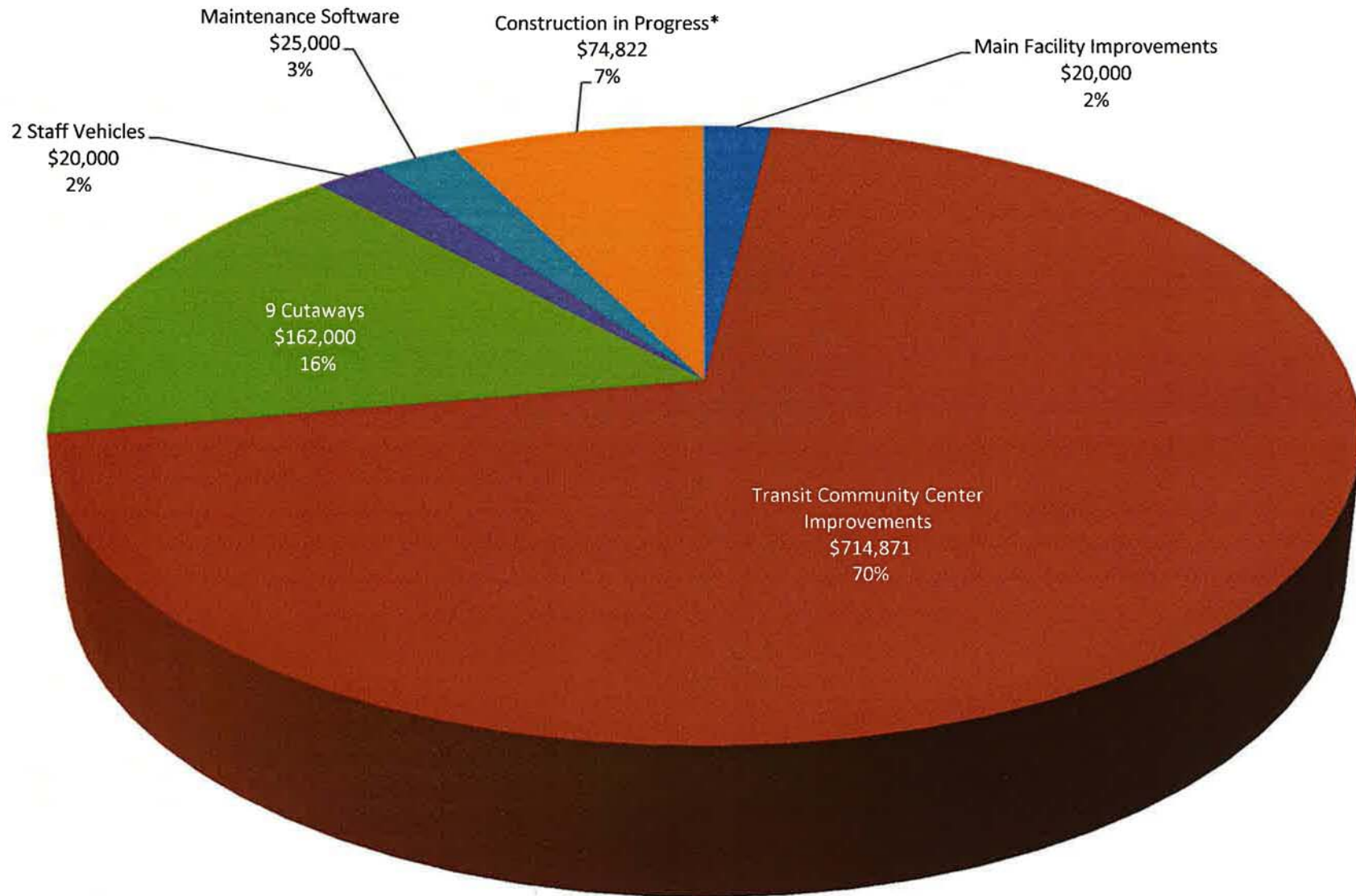
| <i>Revenue</i>                     | 2010<br>YTD Actual | 2011<br>Budget   | 2012<br>Budget   | <i>Expenses</i>              | 2010<br>YTD Actual | 2011<br>Budget   | 2012<br>Budget   |
|------------------------------------|--------------------|------------------|------------------|------------------------------|--------------------|------------------|------------------|
| Sales Tax Revenue                  | 3,168,563          | 3,000,000        | 3,000,000        | Salaries & Benefits          | 3,906,553          | 4,259,387        | 4,408,038        |
| Interest Income                    | 22,092             | 19,500           | 19,500           | Fuel                         | 382,272            | 402,032          | 501,065          |
| Operating Grants                   | 1,683,724          | 2,580,637        | 2,516,069        | Insurance                    | 150,458            | 163,322          | 164,931          |
| Fares                              | 494,032            | 492,000          | 467,250          | Debt Service                 | 47,547             | 37,790           | 33,000           |
| Misc                               | 94,911             | 67,533           | 42,683           | Other Goods & Services       | 1,479,137          | 925,715          | 935,782          |
| <b>Operating Revenue</b>           | <b>5,463,322</b>   | <b>6,159,669</b> | <b>6,045,502</b> | <b>Operating Expenses</b>    | <b>5,965,967</b>   | <b>5,788,246</b> | <b>6,042,816</b> |
| Capital Contributions              | 274,400            | 1,665,132        | 2,456,800        | Capital Projects             | -                  | 105,000          | 2,666,181        |
| <b>Capital Revenue</b>             | <b>274,400</b>     | <b>1,665,132</b> | <b>2,456,800</b> | Vehicles & Equipment         | 0                  | 2,174,255        | 810,000          |
| <i>From beginning fund balance</i> | 228,244            | 242,700          | 1,016,693        | <b>Capital Expenditures*</b> | 0                  | 2,279,255        | 3,476,181        |
| <b>Total Revenue</b>               | <b>5,965,967</b>   | <b>8,067,501</b> | <b>9,518,995</b> | <b>Total Expenditures</b>    | <b>5,965,967</b>   | <b>8,067,501</b> | <b>9,518,996</b> |

**\*2012 Capital Projects/Facility Detail\***

|   |                     |   |
|---|---------------------|---|
| Transit Facility Base                                   | 20,000              | Main Facility Improvements(Watermain)   |
| Transit Community Center                                | 2,261,000           | Transit Community Center Improvements   |
| Minibuses   | 810,000             | 9 Cutaways-Grant  |
| Staff Vehicles  | 20,000              | Replace 2 Staff Vehicles  |
| Software  | 25,000              | Trapeze Maintenance Software  |
| Office and Shop Equipment                               | 340,181             | Construction in Process-Watermain/Cameras/Preliminary TCC Engineering           |
| <b>TOTAL CAPITAL PROJECTS AND FACILITY IMPROVEMENTS</b> | <b>\$ 3,476,181</b> | <b>CAPITAL PROJECTS &amp; FACILITY IMPROVEMENTS MAY DEPEND ON GRANT REVENUE</b> |



**2012 Draft Budget  
Use of Fund Balance  
\$1,016,693**



\* Belfair Park Ride, Security System, Watermain



## **RESOLUTION NO. 2011-12**

### **A RESOLUTION APPOINTING BRAD PATTERSON GENERAL MANAGER OF MASON COUNTY PUBLIC TRANSPORTATION BENEFIT AREA AUTHORITY AND FIXING HIS SALARY AND TERMS OF EMPLOYEMENT.**

**WHEREAS**, the Mason County Public Transportation Benefit Area Authority (MCTA) has the authority pursuant to RCW 36.57A.080 to appoint a general manager for MCTA and to fix his compensation; and

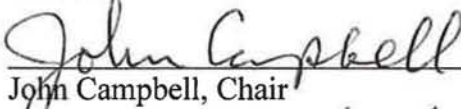
**WHEREAS**, in order to attract and retain a person of superior qualifications for the position of general manager it is deemed necessary and convenient to provide severance compensation to the person appointed to said position in the event the MCTA elects to terminate said appointment at will as authorized by law;

**NOW, THEREFORE, BE IT RESOLVED BY THE MASON TRANSIT AUTHORITY AS FOLLOWS:**

1. Brad Patterson is appointed General Manager and Chief Administrative Officer of the MCTA effective November 14, 2011 on a full time basis until such further action of the Board.
2. The General Manager shall be compensated and the conditions of employment shall be as set forth in the employment agreement of the same date hereto, a copy of which is attached hereto and incorporated by this reference.
3. The General Manager shall have the following duties:
  - a. Manage MTA in compliance with the laws of the State of Washington and policies and orders of the Board in a good and business-like manner and in accordance with the standards and practices recognized and accepted in the field;
  - b. Attend MTA meetings and execute the directives of the Board;
  - c. Keep the Board fully advised as to the financial condition and needs of MTA and prepare, each year, an estimate for the ensuing fiscal year of the probable expenses of MTA, recommend to MTA what development work should be undertaken, what extensions and additions, if any, should be made during the ensuing fiscal year with an estimate of the costs of such development, work, extensions or additions, certify to the Board all the bills, allowances, payrolls and claims that may be due contractors and make recommendation to MTA concerning the establishment of salaries for employees;

- d. Provide administrative support to the citizen's advisory committee and meet with it;
- e. Perform such other duties as may be assigned by the Board and be responsible for the efficient administration of all affairs of MTA.

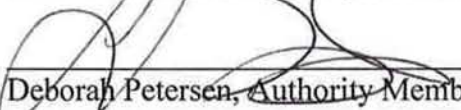
Adopted this 13<sup>th</sup> day of December, 2011.

  
John Campbell, Chair

  
Steve Bloomfield, Authority Member

  
Mike Byrne, Authority Member

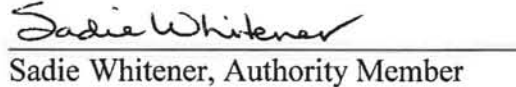
  
Glenn Hoopman, Authority Member

  
Deborah Petersen, Authority Member

  
Lynda Ring-Erickson, Vice Chair

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Tim Sheldon, Authority Member

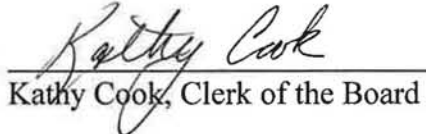
  
Bev Wendell, Authority Member

  
Sadie Whitener, Authority Member

APPROVED AS TO CONTENT AND FORM:

  
Robert W. Johnson, Legal Counsel

ATTEST:

  
Kathy Cook, Clerk of the Board

DATE: 12-13-11



**RESOLUTION NO. 2011-11**

**A RESOLUTION AUTHORIZING THE MASON COUNTY  
TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN  
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION  
AGREEMENT #GCA6837**

**WHEREAS**, the State of Washington provides Rural Mobility, Paratransit/Special Needs, and other proviso funding through the multi-modal transportation account and rural mobility grant program account as identified in the budget through its 2011-2013 biennial appropriations to the Washington State Department of Transportation (WSDOT); and

**WHEREAS**, the Mason County Transportation Authority was awarded operating funds to sustain Dial-A-Ride, Zone Route, Fixed Route and regional connectivity transportation services.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mason County Transportation Authority enter into mutual Agreement #GCA6837 with the Washington State Department of Transportation Agreement for \$5,993,788 in operating funds to sustain transportation services.

**BE IT FURTHER RESOLVED**, that the Mason County Transportation Authority Board hereby authorizes the Chair to execute said Agreement #GCA6837 as Contractor on behalf of the Mason County Transportation Authority.

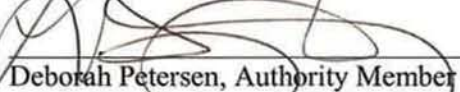
**Dated this 9<sup>h</sup> day of August, 2011.**

  
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John Campbell, Chair

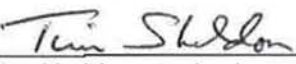
  
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Mike Byrne, Authority Member

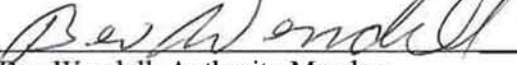
  
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Glenn Hoopman, Authority Member

  
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Jerry Lingle, Authority Member

  
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Deborah Petersen, Authority Member

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Lynda Ring-Erickson, Acting Chair

  
\_\_\_\_\_  
Tim Sheldon, Authority Member

  
\_\_\_\_\_  
Bev Wendell, Authority Member

  
\_\_\_\_\_  
Sadie Whitener, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 8/9/11

**RESOLUTION NO. 2011-10**

**A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION  
AUTHORITY BOARD CHAIR TO SIGN  
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION  
AGREEMENT #GCA6836**

**WHEREAS**, the State of Washington provides Rural Mobility, Paratransit/Special Needs, and other proviso funding through the multi-modal transportation account and rural mobility grant program account as identified in the budget through its 2011-2013 biennial appropriations to the Washington State Department of Transportation (WSDOT); and

**WHEREAS**, the Mason County Transportation Authority was awarded capital funds to purchase replacement minibuses.

**NOW THEREFORE BE IT RESOLVED**, that Mason County Transportation Authority enter into Mutual Agreement #GCA6836 with the Washington State Department of Transportation for \$810,000 in capital funds to purchase and replace nine (9) light duty ADA accessible cutaway minibuses.

**BE IT FURTHER RESOLVED**, that the Mason County Transportation Authority Board hereby authorizes the Chair to execute said Agreement #GCA6836 as Contractor on behalf of the Mason County Transportation Authority.

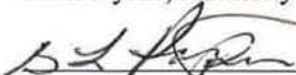
**Dated this 9<sup>th</sup> day of August, 2011.**

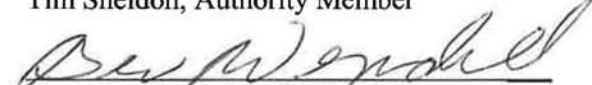
  
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John Campbell, Chair

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Lynda Ring-Erickson, Acting Chair

  
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Mike Byrne, Authority Member

  
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Tim Sheldon, Authority Member

  
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Glenn Hoopman, Authority Member

  
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Bev Wendell, Authority Member

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Jerry Lingle, Authority Member

  
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Sadie Whitener, Authority Member

  
\_\_\_\_\_  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 8/9/11



**RESOLUTION NO. 2011-09**

**A RESOLUTION BY THE MASON COUNTY  
TRANSPORTATION AUTHORITY AMENDING THE 2011 BUDGET:**

**WHEREAS**, the Mason County Transportation Authority has prepared an amended Budget for the 2011 Calendar Year and;

**WHEREAS**, the Anticipated Revenue of \$8,067,501 adequately addresses the anticipated Expenses of \$8,067,501, anticipating an \$8,207,350 Ending Fund Balance.

**NOW THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS** that the 2011 Budget, with anticipated revenue and anticipated expenses in the amounts stated and detailed in the Mason County Transportation Authority 2011 Budget Amendment, be adopted as written; and recorded as such with the office of the Mason County Auditor.

**Dated this 14<sup>th</sup> day of June, 2011.**

\_\_\_\_\_  
John Campbell, Chair

Mike Byrne  
Mike Byrne, Authority Member

Glenn Hoopman  
Glenn Hoopman, Authority Member

Jerry Lingle  
Jerry Lingle, Authority Member

Lynda Ring-Erickson  
Lynda Ring-Erickson, Acting Chair

\_\_\_\_\_  
Tim Sheldon, Authority Member

\_\_\_\_\_  
Bev Wendell, Authority Member

Sadie Whitener  
Sadie Whitener, Authority Member

\_\_\_\_\_  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT

Dave O'Connell  
Dave O'Connell, General Manager

APPROVED AS TO FORM:

Robert W. Johnson  
Robert W. Johnson, Legal Counsel

ATTEST:

Kathy Cook  
Kathy Cook, Clerk of the Board

DATE: 7-12-11

Mason County Transportation Authority

Proclamation

WHEREAS, on June 23, 2011 a Mason Transit Operator became ill while on duty; and,

WHEREAS, many individuals came directly to the aid of the Transit Operator or worked behind the scenes to minimize the disruption of transit operations.

NOW, THEREFORE, BE IT PROCLAIMED, that the Mason County Transportation Authority Board, hereby recognize the quick and proper actions taken by the following individuals for their life saving efforts and assistance on, June 23, 2011:

- Kim Atterberry, Mason Transit Dispatcher/Scheduler
• Bill Barger, Medic One Response Unit
• Savanna Bowens, Passenger
• Steve Boyce, Mason Transit Driver
• Bob Burbridge, Fire Chief - Mason County Fire District 4
• Taylor Burmac-Cramer, Passenger
• Eric Chamberlain, Medic One Response Unit
• Jennifer Chaney, Passenger
• Mike Fiola, Officer - Shelton Police Department
• Kellyann Gordon, Fire District 5
• Phil Morgan, Medic One Response Unit
• Adam Pfeifley, Medic One Response Unit
• Carolyn Shickley, Mason Transit Dispatcher/Scheduler
• Casey Whitehouse, Fire District 5

BE IT FUTHER PROCLAIMED that the Mason County Transportation Authority Board extends our sincere thanks for life-saving actions and assistance that undoubtedly helped to save the life of our Transit Operator.

Dated this 12th day of July, 2011.

John Campbell, Chair

Lynda Ring-Erickson, Acting Chair

Mike Byrne, Authority Member

Tim Sheldon, Authority Member

Glenn Hoopman, Authority Member

Bev Wendell, Authority Member

Jerry Lingle, Authority Member

Sadie Whitener, Authority Member

Deborah Petersen, Authority Member

ATTEST: Kathy Cook, Clerk of the Board



# RESOLUTION NO. 2011-08

## A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY AUTHORIZING THE DISPOSAL OF SURPLUS VEHICLES

WHEREAS, the Mason County Transportation Authority (MCTA) has adopted established policies to ensure the fair, impartial, responsible and practical disposition of surplus property of the Mason County Transit; and

WHEREAS, such policies ensure that the public shall receive the greatest possible value for such items.

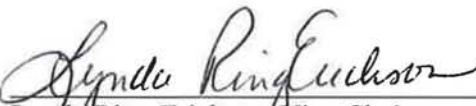
NOW, THEREFORE, BE IT RESOLVED by the Mason County Transportation Authority that the following vehicles be declared as surplus:

| VIN               | Vehicle Type | Make  | Model            | Year | Vehicle # |
|-------------------|--------------|-------|------------------|------|-----------|
| 2B5WB35Z6VK556809 | Van          | Dodge | Ram 12 Passenger | 1997 | 7502      |
| 2B5WB35ZXVK556814 | Van          | Dodge | Ram 12 Passenger | 1997 | 7507      |
| 2B5WB35Z6VK556826 | Van          | Dodge | Ram 12 Passenger | 1997 | 7516      |
| 2B5WB35Z8VK586507 | Van          | Dodge | Ram 12 Passenger | 1997 | 7534      |
| 2B5WB35Z3VK586494 | Van          | Dodge | Ram 12 Passenger | 1997 | 7539      |

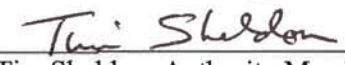
BE IT FURTHER RESOLVED, that staff is authorized to proceed with the disposal of surplus vehicles identified above.

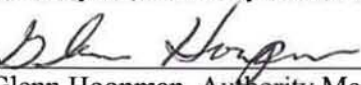
Dated this 14<sup>th</sup> day of June, 2011.

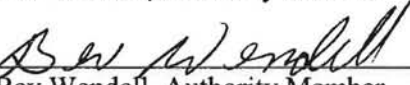
  
John Campbell, Chair

  
Lynda Ring-Erickson, Vice-Chair


  
Mike Byrne, Authority Member

  
Tim Sheldon, Authority Member

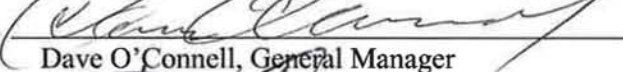
  
Glenn Hoopman, Authority Member

  
Bev Wendell, Authority Member

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Jerry Lingle, Authority Member

  
Sadie Whitener, Authority Member

\_\_\_\_\_  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
Robert W. Johnson, Legal Counsel

ATTEST:   
Kathy Cook, Clerk of the Board

DATE: 6-14-11

## **RESOLUTION NO. 2011-07**

### **A RESOLUTION EXTENDING THE PROVISIONS OF RCW 41.48.030, PROVIDING SOCIAL SECURITY COVERAGE TO MASON COUNTY TRANSPORTATION AUTHORITY ELIGIBLE EMPLOYEES**

**WHEREAS**, by Public Law 761 of the second session, 83<sup>rd</sup> Congress, and Chapter 4, Laws of the Extraordinary Session of 1955, Congress and the legislature of the State of Washington have expressed their intent that the benefits of the federal Old Age and Survivors Insurance (OASI) program may be made available at their option to members of existing public retirement systems, in addition to and without any reduction or impairment of the protection and benefits afforded by such systems; and

**WHEREAS**, Mason County Transportation Authority desires to offer Social Security to its eligible employees.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mason County Transportation Authority Board of Directors hereby adopt the following resolution:

Section 1. It is hereby declared to be the policy and purpose of the Mason County Transportation Authority Board of Directors to extend the provisions of RCW 41.48.030, providing Social Security coverage to eligible employees of the Mason County Transportation Authority.

Section 2. In pursuance of this policy, Mason County Transportation Authority Board of Directors requests the Department of Retirement Systems, as the duly designated State Social Security Administrator, to supervise a majority vote referendum, under Section 218(d)(3) of the Social Security Act, for eligible employees who are members of the Washington State Public Employees Retirement System (PERS). The majority vote referendum will be conducted pursuant to applicable State and Federal laws and regulations for the purpose of allowing eligible employees, as a retirement system group, the opportunity of paying the Social Security tax.

Section 3. The Mason County Transportation Authority Board Chair is authorized and directed to execute and agreement with the State of Washington to secure Social Security coverage of eligible employees as provided in Section 1.

Section 4. If the referendum is favorable, the coverage of eligible employees shall be effective as of December 1, 1992.

Section 5. Withholdings from salaries and wages of employees for the purpose provided in Section 1 of this Resolution are hereby authorized to be made in the amounts and at such times as may be required by applicable State and Federal laws and regulations, and shall be paid to the

Internal Revenue Service, in such amounts and at such times as are designated in IRS Code 3121(b)(7)(E) and 3126.

Section 6. Employer contributions shall be paid from amounts appropriated for such purposes to the Internal Revenue Service in accordance with applicable Federal laws.

Section 7. The Mason County Transportation Authority shall maintain such records and submit such reports as may be required by applicable State and Federal laws or regulations.

Section 8. This resolution shall take effect and be in full force from and after its passage.


**Dated this 14th day of June, 2011.**

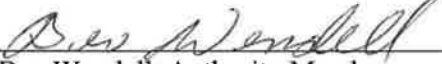
  
John Campbell, Chair

  
Lynda Ring-Erickson, Vice-Chair

  
Mike Byrne, Authority Member

  
Tim Sheldon, Authority Member

  
Glenn Hoopman, Authority Member

  
Bev Wendell, Authority Member

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Jerry Lingle, Authority Member

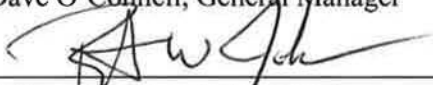
  
Sadie Whitener, Authority Member

\_\_\_\_\_  
Deborah Petersen, Authority Member


APPROVED AS TO CONTENT:

  
Dave O'Connell, General Manager

APPROVED AS TO FORM:

  
Robert W. Johnson, Legal Counsel

ATTEST:

  
Kathy Cook, Clerk of the Board

DATE: 6-14-11



**RESOLUTION NO. 2011-06**

**A RESOLUTION AMENDING  
MASON COUNTY TRANSPORTATION AUTHORITY'S BYLAWS**

**WHEREAS**, the Mason County Transportation Authority first adopted its Bylaws on December 9, 1991, and amended such on November 20, 2007, February 28, 2008; and July 13, 2010; and

**WHEREAS**, the need exists to amend the Bylaws per RCW 36.57A.050 to incorporate one nonvoting member of the public transportation benefit authority; and


**WHEREAS**, the one nonvoting member is recommended by the labor organization representing the public transportation employees; and

**WHEREAS**, the Bylaws as revised and illustrated in the attached "Exhibit A" are now recommended for approval;

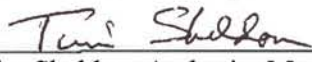
**NOW, THEREFORE, BE IT RESOLVED**, by the Mason County Transportation Authority Board of Directors that its Bylaws are hereby amended as attached in "Exhibit A".

**Dated this 14th day of June, 2011.**

  
\_\_\_\_\_  
John Campbell, Chair

  
\_\_\_\_\_  
Lynda Ring-Erickson, Vice-Chair

  
\_\_\_\_\_  
Mike Byrne, Authority Member

  
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Tim Sheldon, Authority Member

  
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Glenn Hoopman, Authority Member


  
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Bev Wendell, Authority Member

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Jerry Lingle, Authority Member

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Sadie Whitener, Authority Member

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Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 6-14-11

**RESOLUTION NO. 2011-05**


**A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY, REVISING PROCUREMENT POLICIES AND PROCEDURES**

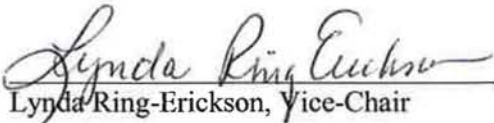
**WHEREAS**, the Mason County Transportation Authority Board of Directors adopted Resolution No. 2004-04 revising established Procurement Policies and Procedures; and

**WHEREAS**, revisions to the procurement policies and procedures allow more effective and efficient procurement in compliance with federal and state guidelines.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS** that the attached revised Procurement Policies and Procedures be adopted to replace those established by Resolution No. 97-03 and revised by Resolution No. 2004-04.

**Dated this 10<sup>th</sup> day of May 2011.**


  
John Campbell, Chair

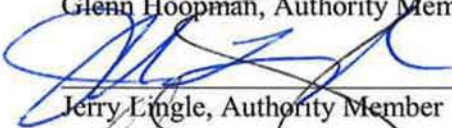
  
Lynda Ring-Erickson, Vice-Chair

  
Mike Byrne, Authority Member

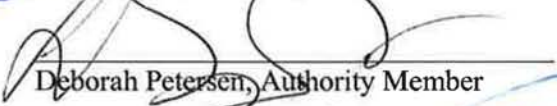
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Tim Sheldon, Authority Member

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Glenn Hoopman, Authority Member

  
Bev Wendell, Authority Member

  
Jerry Eingle, Authority Member

  
Sadie Whitener, Authority Member

  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
Robert W. Johnson, Legal Counsel

ATTEST:   
Kathy Cook, Clerk of the Board

DATE: 5-10-11



**RESOLUTION NO. 2011-04**

**A RESOLUTION OF THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD AUTHORIZING THE GENERAL MANAGER TO SIGN THE INTERLOCAL AGREEMENT BETWEEN CLALLAM TRANSIT SYSTEM, GRAYS HARBOR TRANSPORTATION AUTHORITY AND JEFFERSON TRANSIT AUTHORITY FOR THE SUMMER YOUTH ADVENTURE PASS PROGRAM FOR CALENDAR YEARS 2011-2013**

**WHEREAS**, the Mason County Transportation Authority (MCTA) Board has determined it to be desirable to partner with Clallam Transit System, Grays Harbor Transportation Authority and Jefferson Transit Authority in the "Summer Youth Adventure Pass Program" expanding the travel opportunities for youth from the day after Memorial Day Observed through the Saturday prior to Labor Day; and

**WHEREAS**, the Board approves entering into an Interlocal Agreement upon approval by their respective Boards.

**NOW, THEREFORE, BE IT RESOLVED** that:

1. The BOARD hereby accepts the terms and conditions of the Interlocal Agreement as set forth in "Exhibit A" which is attached to this resolution and made a part thereof by this reference.
2. The BOARD hereby authorizes the General Manager to sign the Interlocal Agreement for calendar years 2011 through 2013.

**Dated this 12<sup>th</sup> day of April, 2011.**

  
John Campbell, Chair

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Lynda Ring-Erickson, Vice-Chair

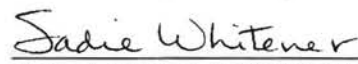
  
Mike Byrne, Authority Member

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Tim Sheldon, Authority Member

  
Glenn Hoopman, Authority Member

  
Bev Wendell, Authority Member

  
Jerry Lingle, Authority Member

  
Sadie Whitener, Authority Member

  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
Robert W. Johnson, Legal Counsel

ATTEST:   
Kathy Cook, Clerk of the Board

DATE: 4/12/11



## INTERLOCAL AGREEMENT

This INTERLOCAL AGREEMENT is made by and between the Clallam Transit System ("CTS"), Grays Harbor Transportation Authority ("GRAYS HARBOR"), Jefferson Transit Authority ("JEFFERSON"), and Mason County Transportation Authority ("MASON") known collectively as the Parties ("THE PARTIES").

### REPRESENTATIONS:

1. CTS, GRAYS HARBOR, JEFFERSON, and MASON are each public transportation benefit authorities (PTBAs), organized under the provisions of Chapter 36.57A, RCW, and are municipal corporations of the State of Washington.
2. Each of THE PARTIES operates a public transportation service within its respective county.
3. Each of THE PARTIES, as part of the operation of such public transportation service, provides for a "Summer Youth Pass Program". The program permits certain persons to purchase a bus pass which is valid from the day after Memorial Day Observed through the Saturday prior to Labor Day, and which permits the holder of that pass to ride the bus within the respective jurisdiction for no further charge than initially paid for the pass, during the effective dates of the pass.
4. THE PARTIES are desirous of expanding the geographical area available to holders of these passes, by agreeing that each will fully honor such a pass issued by another of the entities.

NOW, THEREFORE, in consideration of the above representations and the mutual covenants and promises contained in this AGREEMENT, and pursuant to the authority granted by the Interlocal Cooperation Act, Chapter 39.34, RCW, it is agreed between THE PARTIES as follows:

1. During calendar years 2011-2013, each of THE PARTIES will fully honor a "Summer Youth Pass" issued by any other of THE PARTIES from 12:01 a.m. on the day after Memorial Day Observed, through 11:59 p.m. on the Saturday prior to Labor Day. During this period of time, none of the entities shall charge any persons presenting such a pass any additional fee or charge for riding their respective bus systems anywhere within the service area of the party.
2. This AGREEMENT shall only apply to use of the passes on fixed-route services.
3. Each of THE PARTIES agrees to provide the others, within ten (10) days of the date of the execution of this AGREEMENT, with a specimen copy of the pass to which this AGREEMENT applies. The obligation to honor passes shall only apply to originals of such specimen passes.
4. Any person using such a pass shall be subject, at all times and places, to all rules and policies of THE PARTY'S system upon whom they may be riding.

5. This AGREEMENT may be terminated by any of the PARTIES, without cause, at the end of each annual summer period with written notice to the other PARTIES.
6. THE PARTIES further agree, during the fourth quarter of 2013, to review together the effectiveness of this AGREEMENT and, at that time, to consider execution of a similar agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2011.

Clallam Transit System

\_\_\_\_\_  
By Terry G. Weed  
Its General Manager

Grays Harbor Transportation Authority

\_\_\_\_\_  
By Mark Carlin  
Its Manager

Jefferson Transit Authority

\_\_\_\_\_  
By Daniel A. Di Giulio  
Its General Manager

Mason County Transportation Authority

\_\_\_\_\_  
By Dave O'Connell  
Its General Manager

**RESOLUTION NO. 2011-03**

**A RESOLUTION AUTHORIZING THE MASON COUNTY  
TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE  
THIRD AMENDMENT TO AGREEMENT GCA6186 WITH THE  
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION**

**WHEREAS**, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA6186 with the Washington State Department of Transportation (WSDOT) for Operating Funding Assistance; and

**WHEREAS**, the need exists to change certain sections to:

- 1) Decrease by \$1,200,000 in Rural Mobility Transit Tax Equalization project funds for Project A; and
- 2) Add the same amount to Project C as referenced in the attached amendment document; and

**WHEREAS**, all other conditions of the grant agreement remain unchanged.

**NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS** that the Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA6186 as Contractor on behalf of the Mason County Transportation Authority.

**Dated this 12<sup>th</sup> day of April 2011.**

  
\_\_\_\_\_  
John Campbell, Chair

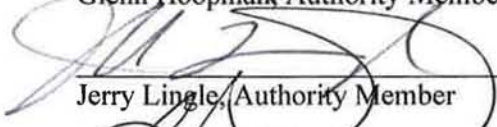
  
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Lynda Ring-Erickson, Vice-Chair

  
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Mike Byrne, Authority Member

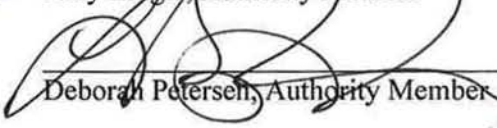
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Tim Sheldon, Authority Member

  
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Glenn Hoopman, Authority Member

  
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Bev Wendell, Authority Member

  
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Jerry Lingle, Authority Member

  
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Sadie Whitener, Authority Member

  
\_\_\_\_\_  
Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
\_\_\_\_\_  
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:   
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 4/12/11



**RESOLUTION NO. 2011-02**

**A RESOLUTION BY THE MASON COUNTY  
TRANSPORTATION AUTHORITY AUTHORIZING THE DISPOSAL OF SURPLUS  
VEHICLES**

**WHEREAS**, the Mason County Transportation Authority (MCTA) has adopted established policies to ensure the fair, impartial, responsible and practical disposition of surplus property of the Mason County Transit; and

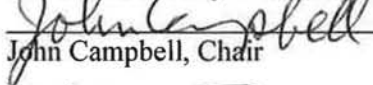
**WHEREAS**, such policies ensure that the public shall receive the greatest possible value for such items.

**NOW, THEREFORE, BE IT RESOLVED** by the Mason County Transportation Authority that the following vehicles be declared as surplus:

| VIN               | Vehicle Type | Make   | Model             | Year | Vehicle # |
|-------------------|--------------|--------|-------------------|------|-----------|
| 15GCA1811P1085067 | Coach        | Gillig | Phantom Coach 30' | 1993 | 801       |
| 15GCA1813P1085068 | Coach        | Gillig | Phantom Coach 30' | 1993 | 802       |
| 15GCA1811P1085668 | Coach        | Gillig | Phantom Coach 30' | 1995 | 803       |
| S12813            | Coach        | MCI    | Clallenger 35'    | 1977 | 902       |
| S12809            | Coach        | MCI    | Clallenger 35'    | 1977 | 903       |
| 1TUA AH98BR002663 | Coach        | MCI    | MC-9 40'          | 1981 | 905       |

**BE IT FURTHER RESOLVED**, that staff is authorized to proceed with the disposal of surplus vehicles identified above.

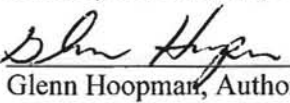
Dated this 8<sup>th</sup> day of March, 2011.

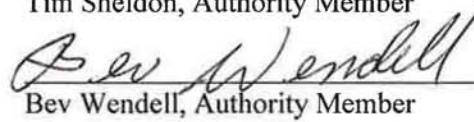
  
John Campbell, Chair

\_\_\_\_\_  
Lynda Ring-Erickson, Vice-Chair

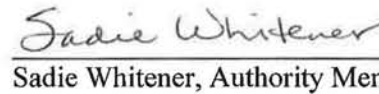
  
Mike Byrne, Authority Member

\_\_\_\_\_  
Tim Sheldon, Authority Member

  
Glenn Hoopman, Authority Member

  
Bev Wendell, Authority Member

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Jerry Lingle, Authority Member

  
Sadie Whitener, Authority Member

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Deborah Petersen, Authority Member

APPROVED AS TO CONTENT:   
Dave O'Connell, General Manager

APPROVED AS TO FORM:   
Robert W. Johnson, Legal Counsel

ATTEST:   
Kathy Cook, Clerk of the Board

DATE: 3-8-11

**RESOLUTION NO. 2011-01**

**A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION  
AUTHORITY BOARD CHAIR TO SIGN  
WASHINGTON STATE DEPARTMENT OF TRANSPORTATION  
AGREEMENT #GCA6664**

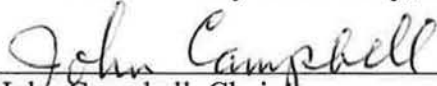
**WHEREAS**, the Transportation Budget provides funding to the Washington State Department of Transportation (WSDOT) for the Statewide Vanpool Capital Investment Program; and


**WHEREAS**, the Mason County Transportation Authority Board approves the acquisition of six (6) new vanpool vehicles in 2011, as part of the Washington State Department of Transportation Vanpool Expansion Program; and

**NOW THEREFORE BE IT RESOLVED**, that Mason County Transportation Authority enter into Mutual Agreement #GCA6664 with the Washington State Department of Transportation for \$124,800 in capital funds to purchase six (6) new 12-passenger vans.

**BE IT FURTHER RESOLVED**, that the Mason County Transportation Authority Board hereby authorizes the Chair to execute said Agreement #GCA6664 as Contractor on behalf of the Mason County Transportation Authority.

**Dated this 11<sup>th</sup> day of January, 2011.**


  
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John Campbell, Chair

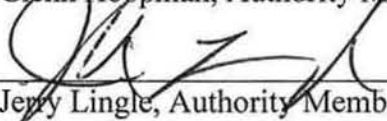
  
\_\_\_\_\_  
Lynda Ring-Erickson, Vice-Chair

  
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Mike Byrne, Authority Member

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Tim Sheldon, Authority Member

  
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Glenn Hoopman, Authority Member

  
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Bev Wendell, Authority Member

  
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Jerry Lingle, Authority Member

  
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Sadie Whitener, Authority Member

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Deborah Petersen, Authority Member

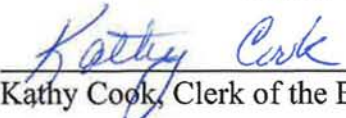
APPROVED AS TO CONTENT:

  
\_\_\_\_\_  
Dave O'Connell, General Manager

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Robert W. Johnson, Legal Counsel

ATTEST:

  
\_\_\_\_\_  
Kathy Cook, Clerk of the Board

DATE: 1-11-11