### RESOLUTION NO. 2006-01 - A

### A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE FIRST AMENDMENT TO WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AGREEMENT # GCA4709

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA4709 with the Washington State Department of Transportation (WSDOT) for the Statewide Vanpool Capital Investment Program; and

WHEREAS, the need exists to amend certain sections of said agreement affected by changes in reporting requirements; and

WHEREAS, the Washington State Department of Transportation has requested a Resolution of the Mason County Transportation Authority Board authorizing the signature of it's representative as Contractor to said amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that the MCTA Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA4709 as Contractor on behalf of the Mason County Transportation Authority.

Dated this 10 <sup>th</sup> day of January, 2006.	
Jayni Kamin, Chair	John Tarrant, Vice Chair
Tawn V Pannell	
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Synda Ring-Erickson  Commissioner Lynda Ring-Erickson  APPROVED AS TO CONTEMT:	Commissioner Dick Taylor
	ell, General Manager
APPROVED AS TO FORM: Ben Settle, Legal C	
ATTEST: Latting Cork Kathy Cook, Clerk of the Board	DATE: 1/10/06

### RESOLUTION NO. 2006-01 - B

### A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY AUTHORIZING THE SALE 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:

Veh #	VIN#	Make	Year	Model	Condition	Value
3509	84544	Dodge	1994	Van	Fair	2,050
3523	84558	Dodge	1994	Van	Fair	2,050
3530	84565	Dodge	1994	Van	Fair	2,050
3531	84566	Dodge	1994	Van	Fair	2,050
3542	84577	Dodge	1994	Van	Fair	2,050
3548	84583	Dodge	1994	Van	Fair	2,050
3556	84591	Dodge	1994	Van	Fair	2,050
3566	84601	Dodge	1994	Van	Fair	2,050
184	56355	Ford	1991	Bus	Fair	2,000
1	65363	Ford	1993	Van	Fair	1,160
N/A	20478	Ford	1973	Flatbed	Poor	200

**BE IT FURTHER RESOLVED**, that the surplus vehicles identified above be disposed through a public bid process.

through a public bid process.	
Dated this 14th day of March, 2006.	A Tanani
Jayni Kamin, Chair	John Tarrant , Vice Chair
Two V fannell	
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Lynda Ring Eichson	Dilital
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT	a O Camara)
Dave O'	Connell, General Manager
APPROVED AS TO FORM:	the same of the sa
Ben Settle, L	egal Counsel

### A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY, DESIGNATING THE GENERAL MANAGER AS AN AUTHORIZED SIGNER

WHEREAS, the Mason County Transportation Authority Board of Directors approve the purchase of a parcel of land and all improvements thereon, including any and all personal property used in the operation of the land and improvements located in Shelton, Washington; and

**WHEREAS**, the parcel of land is legally described as Lot 4, Blk 3, Lots 1 & 2, Blk 4, & ptn Tract A, Lumbermen's Addition; and

**WHEREAS**, the purchase price of said parcel shall be Three Hundred Seventy-five Thousand and One Dollar and No Cents (\$375,001.00); and

WHEREAS, an authorized signer is required to sign the Purchase and Sale Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that the General Manager is designated as an authorized signer on any and all documents related to the purchase of the property described herein.

Dated this 14th day of March, 2006.	
Jayni Kamin, Chair	John Tarrant , Vice Chair
Varon V fannell	
Commissioner Dawn Pannell	Commissioner Tim, Sheldon
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENTA CLARAC	Olamus)
APPROVED AS TO FORM:  Ben Settle, Le	Connell, General Manager
ATTEST: Kathy Cook Clerk of the Board	DATE: 3/14/06

# A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AGREEMENT #GCA4888

**WHEREAS**, the State of Washington Department of Transportation provides Federal Planning Assistance funding for regional public transportation planning projects; and

WHEREAS, the Clallam, Jefferson, Mason and rural Kitsap Counties have created a Regional Transportation Planning Organization (RTPO) in accordance with the requirements set forth in RCW 47.80.020; and

WHEREAS, the Regional Transportation Planning Organization (RTPO) has designated Mason County Transportation Authority (MCTA) as Lead Agency to undertake a planning project that contributes to the Public Transit/Human Services Coordinated Public Transportation Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Mason County Transportation Authority Board of Directors authorize the Chair to sign the Washington State Department of Transportation, Federal Planning Assistance Agreement GCA4888 with Mason County Transportation Authority, designated Lead Agency for the Regional Transportation Planning Organization Coordinated Transportation Plan.

Dated this 9th day of May 2006.	
Jayni Kamin, Chair	John Tarrant, Vice Chair
Vain V Pannell	The Shelon
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Lynda Ring-Euchson	Dih
Commissioner Lynda Ring-Erickson	Commission of Dick Taylor
APPROVED AS TO CONTENT:	e Olemany
Dave O'C	onnell, General Manager
APPROVED AS TO FORM:	th
Ben/Settle, Leg	al Counsel
ATTEST: Yelly Cole Kathy Cook, Clerk of the Board	DATE: <u>5-<b>8</b>-06</u>

### A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS, AUTHORIZING THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION

**WHEREAS**, the Federal Transportation Administrator has been delegated authority to award Federal financial assistance for transportation projects; and

WHEREAS, the grants or cooperative agreements for Federal Financial assistance will impose certain obligations upon the Applicant, and may require the Applicant to provide the local share of the project cost; and

**WHEREAS**, the Applicant has or will provide annually certifications and assurances to the Federal Transit Administration required for the projects.

### NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS THAT:

- 1. The General Manager, or his/her designee, is authorized to execute and file applications for Federal assistance on behalf of the Mason County Transportation Authority with the Federal Transit Administration for Federal Assistance authorized by 49.U.S.C. chapter 53, Title 23, United States Code, or other Federal statues authorizing a project administered by the Federal Transit Administration.
- 2. The General Manager, or his/her designee, and Legal Counsel are authorized to execute and file with its application annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding Federal assistance grants or cooperative agreements.
- 3. The General Manager, or his/her designee, is authorized to execute grants and cooperative agreements with the Federal Transit Administration on behalf of the Mason County Transportation Authority.

Authority.	
Dated this 9th day of May, 2006.	Janon!
Jayni Kamin, Chair	John Tarrant , Vice Chair
Commissioner Dawn Pannell	Commission of Time Shaldon
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Lynda Ring Euchson	Dih
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT?	Oleman
Dave O'Connel	l, General Manager
APPROVED AS TO FORM:	
Ben Settle, Legal Co	unsel
ATTEST: Katty Cork	DATE: <u>5/9/06</u>
Kathy Cook, Clerk of the Board	

### SECOND AMENDMENT TO RESOLUTION NO. 2001-01

### A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY ADOPTING A VOLUNTEER DRIVER PROGRAM POLICY AND STATEMENT OF UNDERSTANDING

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into a contractual agreement with the Lewis-Mason-Thurston Area Agency on Aging (LMTAAA) for assistance to fund the MCTA Volunteer Driver Program; and

WHEREAS, the LMTAAA requested and MCTA established a formal Volunteer Driver Program Policy and Statement of Understanding; and

WHEREAS, from time to time revisions are necessary to be consistent with program changes and best practices in how MCTA's Volunteer Driver Program Policy is implemented.

**NOW THEREFORE, BE IT HEREBY RESOLVED,** by the Mason County Transportation Authority Board of Commissioners that the attached revised Volunteer Driver Program Policy and Statement of Understanding be and they are hereby adopted.

Jayni Kamin, Chair

John Tarrant, Vice Chair

Synda Ling-Erickson

Commissioner Lynda Ring-Erickson

Commissioner Dick Taylor, Acting Chair

Commissioner Tim Sheldon

APPROVED AS TO CONTENT Of the Conten

APPROVED AS TO FORM: Logal Council

Ben Settle, Legal Counsel

ATTEST: Kathy Cook, Clerk of the Board

Dated this 8th day of August, 2006.

Commissioner Dawn Pannell

DATE: 8/8/06

# A RESOLUTION AUTHORIZING THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AGREEMENT #GCA5011

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 approved the acquisition in September 2005 of new vanpool vehicles with the option to acquire five (5) new vanpool vehicles in 2007, 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 #GCA5011 with the Washington State Department of Transportation for \$48,000 in capital funds to purchase two (2) new Ford 12-passenger vans.

**BE IT FURTHER RESOLVED**, that the Mason County Transportation Authority Board hereby authorizes the Chair to execute said Agreement #GCA5011 as Contractor on behalf of the Mason County Transportation Authority.

Jayni Kamin, Chair

John Tarrant, Vice Chair

John Tarrant, Vice Chair

Commissioner Dawn Pannell

Commissioner Tim Sheldon

Commissioner Lynda Ring-Erickson

APPROVED AS TO CONTENTS

Dave O'Connell, General Manager

APPROVED AS TO FORM:

Ben Settle, Legal Counsel

ATTEST: Katly Cark

DATE: 8/8/046

Cook, Clerk of the Board

### A RESOLUTION BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD, AUTHORIZING THE FINANCE MANAGER AS THE AUDIT OFFICER

WHEREAS, the Board of Directors recognizes the need to authorize an official Audit Officer for Mason County Transportation Authority; and

WHEREAS, the Board of Directors has determined that the Finance Manager is the most appropriate individual to serve as the Audit Officer; and

**WHEREAS**, the Board of Directors also recognizes the need to designate Officers authorized to sign checks and warrants; and

WHEREAS, the Board of Directors has determined that the General Manager and designee, Administrative Services Manager, are the most appropriate individuals to serve as Officers.

### NOW THEREFORE BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS, that:

- 1) the Finance Manager be authorized to serve as Audit Officer.
- 2) the General Manager and designee, Administrative Services Manager, be authorized to serve as Officers to sign checks and warrants.
- 3) the bond requirement for Audit Officer and Officers is satisfied through the \$1,000,000 blanket bond coverage secured through the Washington State Transit Insurance Pool (WSTIP).
- 4) the contracting, hiring, purchasing, disbursing and other pertinent policies shall be observed.
- 5) claims paid will be approved at its next regularly scheduled public meeting.
- 6) if any claims are disapproved, the auditing officer and the officer(s) designated to sign the checks or warrants recognize these claims as receivables of the district and will pursue collection diligently until the amounts are either collected or the Board of Directors is satisfied and approves the claims.

### BE IT FURTHER RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS, that this resolution amends Resolution 1996-01.

Dated this 8th day of August, 2006.

Jayni Kamin, Chair	John Tarrant, Vice Chair	
Jour V Pannell	The Shelon	
Commissioner Dawn Pannell	Commissioner Tim Sheldon	
Lynda J Ring-Erickson	D. Je Je	
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor, Acting Chair	
APPROVED AS TO CONTENT	Olohung	
Dave O/Conn	ell, General Manager	
APPROVED AS TO FORM:  Ben Settle, Legal Counsel		
Don Settle, Legal C	Couriser	
ATTEST: Kathy Cake	DATE: 8/8/06	
Kathy Cook, Clerk of the Board		

### A RESOLUTION AUTHORIZING MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE FIRST AMENDMENT TO MUTUAL AGREEMENT GCA4464

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA4464 with the Washington State Department of Transportation for the State Operating Consolidated Public Transportation Grant Program; and

WHEREAS, the need exists to amend said agreement to add a total of \$1,035,717 in Rural Mobility Transit Sales and Use Tax Equalization funds into Project B:

Project B – Operating funding assistance to sustain and expand route deviated and demand response transportation for persons with special needs in Mason County; and

WHEREAS, the Washington State Department of Transportation has requested a Resolution of the Mason County Transportation Authority Board authorizing the signature of it's representative as Contractor to said amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that MCTA Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA4464 as Contractor on behalf of the Mason County Transportation Authority.

Dated this 12 <sup>th</sup> day of September, 2006.	
Jayni Kamin, Chairman	John Tarrant, Vice Chair
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Commissioner Dawn Familien	Commissioner Tim Sheldon
Synda King Euchsu	D. M
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT	Canny
APPROVED AS TO FORM:  Ben Settle, Legal	Counsel
ATTEST: Kathy Cook, Clerk of the Board	DATE: 9-12-06

## A RESOLUTION AUTHORIZING MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE FIRST AMENDMENT TO MUTUAL AGREEMENT GCA4465

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA4465 with the Washington State Department of Transportation for funding to purchase operating vehicles, and

WHEREAS, the need exists to amend said agreement to add a total of \$148,500 in FTA 5309 funds and \$37,125 in Contractor's funds for two (2) ADA accessible minibuses to replace existing equipment for transportation services to the general public in Mason County; and

WHEREAS, the Washington State Department of Transportation has requested a Resolution of the Mason County Transportation Authority Board authorizing the signature of it's representative as Contractor to said amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that MCTA Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA4465 as Contractor on behalf of the Mason County Transportation Authority.

Dated this 12 <sup>th</sup> day of September, 2006.  Jayni Kamin, Chairman	John Tarrant, Vice Chair
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT? Dave O'Co	onnell, General Manager
APPROVED AS TO FORM: Ben Settle, Le	b
ATTEST: Kathy Cook, Clerk of the Board	DATE: <u>9-12-06</u>



TO:

Mason County Transportation Authority Board

FROM:

Kathy Cook, Clerk of the Board

SUBJECT:

WSDOT Mutual Agreement GCA4465/Resolution No. 2006-08

DATE:

September 15, 2006

An error was made in the above referenced Resolution which was approved along with the WSDOT amended agreement executed at the September 12, 2006 Board meeting. Both documents attached.

The Resolution has been corrected and is also attached for your signature to reflect that the funds are for *the purchase of two (2) ADA accessible minibuses to replace existing equipment*.

Agreement GCA4465 was initially executed in August, 2005 for funds to purchase one (1) transit coach and four (4) ADA accessible minibuses. The 1<sup>st</sup> amendment to GCA4465 executed on September 12, 2006 provides funds for two (2) additional ADA accessible minibuses.

If you have any questions, please don't hesitate to contact me at 426-9434 ext. 118.

### A RESOLUTION AUTHORIZING MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE FIRST AMENDMENT TO MUTUAL AGREEMENT GCA4465

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA4465 with the Washington State Department of Transportation for funding to purchase operating vehicles, and

WHEREAS, the need exists to amend said agreement to add a total of \$148,500 in FTA 5309 funds and \$37,125 in Contractor's funds for (1) transit coach and four (4) ADA accessible minibuses to replace existing equipment for transportation services to the general public in Mason County; and

**WHEREAS**, the Washington State Department of Transportation has requested a Resolution of the Mason County Transportation Authority Board authorizing the signature of it's representative as Contractor to said amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that MCTA Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA4465 as Contractor on behalf of the Mason County Transportation Authority.

Dated this 12th day of September, 2006.	
Jayni Kamin, Chairman	John Tarrant, Vice Chair
Vaun V Pannell	
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Syncla Pengluchson  Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT:	
VICTORIA TO PROGRAMME OF MICHAEL AND COMMON STATE OF THE PROGRAMME OF THE PROGRAMME.	l, General Manager
APPROVED AS TO FORM:  Ben Settle, Legal Common	
ATTEST: Kathy Cook, Clerk of the Board	DATE: <u>9-12-06</u>

### A RESOLUTION AUTHORIZING MASON COUNTY TRANSPORTATION AUTHORITY BOARD CHAIR TO SIGN THE FIRST AMENDMENT TO MUTUAL AGREEMENT GCA4465

WHEREAS, the Mason County Transportation Authority (MCTA) has entered into Mutual Agreement GCA4465 with the Washington State Department of Transportation for funding to purchase operating vehicles, and

WHEREAS, the need exists to amend said agreement to add a total of \$148,500 in FTA 5309 funds and \$37,125 in Contractor's funds for two (2) ADA accessible minibuses to replace existing equipment for transportation services to the general public in Mason County; and

WHEREAS, the Washington State Department of Transportation has requested a Resolution of the Mason County Transportation Authority Board authorizing the signature of it's representative as Contractor to said amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE MASON COUNTY TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that MCTA Board Chair is hereby authorized to sign said Amendment to Mutual Agreement GCA4465 as Contractor on behalf of the Mason County Transportation Authority.

Jayni Kamin, Chairman	John Tarrant, Vice Chair
Commissioner Dawn Pannell	Commissioner Tim Sheldon
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT: Dave O'Co	nnell, General Manager
APPROVED AS TO FORM:  Ben Settle, Leg	gal Counsel
ATTEST: Kathy Cook, Clerk of the Board	DATE:

Dated this 12th day of September, 2006.

# A RESOLUTION, ADOPTING A BUDGET FOR THE MASON COUNTY TRANSPORTATION AUTHORITY, FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2007

**WHEREAS**, the Mason County Transportation Authority Board has prepared a Budget for the 2007 Calendar Year; and

**WHEREAS**, the anticipated Resources of \$7,316,320.03 adequately addresses the anticipated Uses of \$6,409,461.99, anticipating a \$6,106,858.05 Ending Fund Balance.

NOW THEREFORE, BE IT RESOLVED BY THE MASON COUNTY
TRANSPORTATION AUTHORITY BOARD OF DIRECTORS that the 2007 Budget, with the anticipated revenue and anticipated expenses in the amounts stated and detailed in the *Mason*County Transportation Authority 2007 Budget, be adopted as written, and recorded as such with the office of the Mason County Auditor.

Dated this 12th day of December, 2006.		
Layri Kamin	Le Janon	
Jayni Kamin, Chair	John Tarrant, Vice Chair	
	Tui Sheldon	
Commissioner Dawn Pannell	Commissioner Tim Sheldon	
Synda King-Euchson	Dill	
Commissioner Lynda Ring-Erickson	Commissioner Dick Taylor	
APPROVED AS TO CONTENT: Pave O'Connell, General Manager		
APPROVED AS TO FORM Ben Settle, Legal	Counsel	
Den seine, segui		
ATTEST: Kathy Cook, Clerk of the Board	DATE: <u>12-12-06</u>	

### A RESOLUTION ESTABLISHING THE 2007 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 2007 calendar year be established as follows:

THE MONTHLY PUBLIC MEETINGS SHALL BE HELD AT THE TIMES AND LOCATIONS AS OUTLINED ON THE ATTACHED SCHEDULE. All meetings shall be published and changes, if any, shall be published as required by law.

**APPROVED** by the Mason County Transit Authority Board of Commissioners at its regular open public meeting thereof this 12th day of December 2006.

Dated this 12th day of December, 2006.	
Jayni Kamin, Chair	John Tarrant, Vice Chair
Commissioner Dawn Pannell	Commissioner Time Sheldon
Lynda lynd Ring-Erickson	Commissioner Dick Taylor
APPROVED AS TO CONTENT: Dave O'Connell, General Manager	
APPROVED AS TO FORM:  Ben Settle, Legal Counsel	
ATTEST: Lathy Cook, Clerk of the Board	DATE:/2-12-06