

**PIERCE TRANSIT
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

November 14, 2022

CALL TO ORDER

Chair Campbell called the regular board meeting to order at 4:12 p.m.

ROLL CALL

Commissioners present:

Marty Campbell, Chair of the Board, Pierce County Councilmember

John Hines, City of Tacoma Councilmember

Kent Keel, City of University Councilmember (*representing University Place and Fircrest*)

Ryan Mello, Pierce County Councilmember

John Palmer, Deputy Mayor for City of Puyallup (*representing Puyallup and Edgewood*)

Kim Roscoe, Mayor of Fife (*representing Fife/Milton/Pacific/Auburn/Gig Harbor Ruston/Steilacoom*)

Kristina Walker, Vice Chair of the Board, City of Tacoma Councilmember

Jason Whalen, City of Lakewood Mayor

Commissioners excused:

Victoria Woodards, Mayor of the City of Tacoma

Staff present:

Mike Griffus, Chief Executive Officer

Chris Schuler, Chief Financial Officer

Deanne Jacobson, Clerk of the Board

Brittany Carbullido, Assistant to the CEO/Deputy Clerk of the Board

Aaron Millstein, Counsel

FLAG SALUTE

Chair Campbell stated that we gratefully honor and acknowledge that we rest on the traditional lands of the Puyallup People.

Chair Campbell led attendees in the Flag Salute, followed by a moment of silence.

OPENING REMARKS AND HOUSEKEEPING ITEMS

Chair Campbell welcomed board members, staff, and citizens to the meeting and provided attendees with instructions for meeting participation.

PRESENTATIONS

1. Honoring Carl Cariaga for Operator of the Month for October 2022

Transportation Assistant Manager Ron Mackenzie honored Carl Cariaga for Operator of the Month for October 2022, reporting that Mr. Cariaga has been an operator since 1994 and highlighting Mr. Cariaga's outstanding work ethic and excellent customer service to customers.

2. Q3 CTAG Quarterly Report

CTAG member Ben Yoder reviewed the work that the committee engaged with during Q3 of 2022, highlighting the Maintenance Operations Base tour and an overview of the agency's programs and practices that were utilized and continue to be utilized to manage the COVID-19 virus. Mr. Yoder also complimented his fellow committee members for their work in accessibility.

PUBLIC COMMENT

No public comments were provided.

CONSENT AGENDA

(Items listed below were distributed to Commissioners in advance for reading and study and are enacted with one motion. Item(s) may be moved to the Action Agenda at the request of a commissioner.)

Commissioners Walker and Palmer **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 6-0.

1. Approval of Vouchers, October 1, 2022 – October 31, 2022
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 379350 through 379539
Wire Nos. 11810 through 12084
No Advance Travel Checks
Total \$9,925,585,68
2. Approval of Minutes: October 10, 2022, regular board meeting.
3. FS 2022-057, Authorized the Chief Executive Officer to execute Contract No. 1414 with Schetky Northwest Sales, Inc., to purchase up to twelve (12) paratransit SHUTTLE vehicles for a total contract spending authority of \$2,337,965.00.

ACTION AGENDA

1. FS 2022-058, A Resolution of the Board of Commissioners of Pierce Transit Ending the Emergency Declaration and Related Emergency Orders that Were Authorized in Response to the COVID-19 Outbreak, and Rescinding Resolution No. 2020-010 Proclaiming the Emergency

CEO Griffus presented on the item, noting that the agency is lifting its COVID-19 Emergency Declaration in step with Governor Inslee's office ending its Emergency Declaration. He reported that Pierce Transit's Emergency Declaration mostly applied to contracting processes and next month staff will be bringing contracts forward for ratification. He reported that the Federal Emergency Declaration is still in effect and the agency remains committed to best practices to protect the well-being of its customers.

Chair Campbell reminded everybody to remain mindful that COVID-19 remains to be prevalent.

Commissioners Walker and Roscoe **moved** and seconded to approve Resolution No. 2022-012, ending the Emergency Declaration and related emergency orders that were ratified April 13, 2020, in response to the COVID-19 outbreak, and rescinding Resolution No. 2020-010 declaring the emergency.

Motion **carried**, 6-0.

2. FS 2022-059, Adopting the 2023 State and Federal Legislative Priorities

Government Relations Administrator Alexandra Mather presented on the item. She reported that since the last presentation, the agency has collaborated with the Association of Washington Cities on a joint initiative: the Behavioral Health Initiative and discussed the relationship of this item to Pierce Transit.

She responded to various questions and clarified that the agency does not have a specific ask for BRT funding for this legislative cycle.

The Board requested that more content be added to the last bullet point of the State Priorities relating to the Washington State Transit Association, Transportation Choices Coalition, and the Joint Municipal Action Committee. Ms. Mather reported that the agency supports these organizations in their legislative initiatives.

Commissioners Walker and Roscoe **moved** and seconded to approve Resolution No. 2022-013, adopting the 2023 State and Federal Legislative as presented in Exhibits A and B, and to add additional language to the last bullet point of Exhibit A, clarifying that Pierce Transit supports the municipal and public transportation partners of WSTA, TCC, and JMAC in their legislative goals.

Motion **carried**, 6-0.

3. FS 2022-051, Authorize the Chief Executive Officer to Increase the Contract Authority Amount for Absher Construction Company, Contract No.1087, for

the Planned and Budgeted Fuel and Wash Building Internet Connectivity Infrastructure to Connect to Existing Pierce Transit Systems

Sr. Construction Project Manager Brian Matthews presented on the item and noted that this item was carried over from the October 10 board meeting and that he is back today to give the Board additional (*Commissioner Keel arrived at 4:38 p.m.*) information about the project.

Mr. Matthews reviewed the scope of work that will be completed and noted that there is a significant amount of electrical work that needs to be done to carry out connectivity work needed for the Fuel and Wash Building.

Commissioner Keel thanked staff for clearing up the questions he had on this project.

Commissioners Keel and Roscoe **moved** and seconded authorized the Chief Executive Officer to increase the contract spending authority not to exceed amount for Absher Construction, Contract No. 1087, by \$1,429,131 for the Fuel and Wash Building Internet Connectivity Infrastructure to connect to the existing Pierce Transit Systems for a new contract authority amount of \$34,622,168.

Motion **carried**, 7-0.

4. FS 2022-060, Authority to Execute a Contract with Token Transit, Inc., Contract No. 1507, for the Mobile Fare Ticketing Application

Marketing Supervisor Kathy Walton presented on item. She briefed the Board as to why the agency needs a new mobile application. She noted technology constantly changes and Pierce Transit's needs change as well. She noted that the agency sought to seek a new provider with improving the customer experience in mind and proceeded with the procurement process.

Ms. Walton gave an overview about how the transition process of moving from the current app to the new app would occur for Pierce Transit customers, noting that it should be a seamless process for them. She advised the agency will offer the same mobile passes that it offers now. She discussed the additional benefits that Token Transit will provide to the agency.

Ms. Walton reported that the contract costs are based on commission so costs could fluctuate over the years.

Ms. Walton responded to questions about the difference between the ORCA payment system and Pierce Transit's app, explaining that the ORCA system is a regional system, but Pierce Transit's application would be specific to just Pierce Transit, and it allows the agency to be nimble and offer our own programs.

Discussion ensued about various fare payment systems and how they are utilized.

.

Ms. Walton advised that the new application would accept additional pay methods such as credit cards and Apple Pay.

Commissioners Walker and Whalen **moved** and seconded to authorize the Chief Executive Officer to execute a multi-year contract with Token Transit, Inc., Contract No. 1507, to provide a mobile fare ticketing application in the amount of \$500,000.

Motion **carried**, 7-0.

5. FS 2022-061, Accepting the Final Title VI Equity Analysis Report for Emergency Major Service Cuts for Routes 1, 11, and 16, Lasting Longer Than 12 Months due to the COVID-19 Pandemic

Principal Planner of Scheduling Lindsey Sehmel presented on the item and advised that Title VI analysis of major service reductions lasting longer than 12 months is required pursuant to FTA requirements and Pierce Transit policies, the agency is required to conduct a Title VI Analysis on the reduction. She reported the reductions to Routes 1, 11 and 16 were balanced and there were no disparate impacts to riders on those routes.

Vice Chair Walker expressed that the Board realizes these reductions are painful and the agency hopes that the staffing shortage improves.

Commissioners Walker and Roscoe **moved** and seconded accept the Final Title VI Equity Analysis Report as presented in Exhibit A for emergency major service cuts for Routes 1, 11, and 16 lasting longer than 12 months due to the COVID-19 Pandemic.

Motion **carried**, 7-0.

[Sr. Construction Project Manager provided one presentation for items 6-7 on the agenda.]

6. FS 2022-062, Authorize the Chief Executive Officer to Increase the Contract Authority Amount for Pacifica Law Group, Contract No. 1089, for Real Estate Legal Services and Property Acquisition Legal Support for the Bus Rapid Transit Pacific Avenue/State Route 7 Corridor Project

Senior Construction Project Manager Sean Robertson reviewed (*Commissioner Hines arrived at 5:05 p.m.*) the scope of work that Pacifica Law Group will provide for the project. He noted that they have supported the agency on finalizing third-party agreements for this project, and Pierce Transit is gearing up for them to provide acquisition support, which is estimated to begin in December 2023. Mr. Robertson advised that an overview of the acquisition process will be provided to the Board in the summer of 2023 along with previous actions approved by the Board relating to signing authority levels for property acquisition.

Mr. Robertson advised that if the property acquisition process goes smoothly, he most likely will not need to ask for a contract increase; however, if there are issues or

condemnation proceedings, more money will most likely be needed. The agency will have a better idea how the acquisition proceedings will be in 2024.

Mr. Robertson noted that Common Street was hired to assist with the common, routine acquisition process. He reviewed a list of third-party agreements that are currently in process or upcoming.

Upon inquiry, Mr. Robertson answered questions relating to techniques and strategies utilized for contingency planning and controlling costs.

Commissioners Walker and Palmer **moved** and seconded to authorize the Chief Executive Officer to increase the contract authority amount for Pacifica Law Group, LLP, Contract No. 1089, by \$800,000 to continue to provide Real Estate Legal Services including property acquisition legal support for the BRT Pacific Avenue/SR 7 Corridor Project, for a new contract amount of \$1,000,000.

Motion **carried**, 8-0.

7. FS 2022-063, Authorize the Chief Executive Officer to Increase the Contract Amount for WSDOT Contract No. JC 1446, for Planned and Budgeted Project Review of the Bus Rapid Transit Pacific Avenue/State Route 7 Corridor Project

Senior Construction Project Manager Sean Robertson reviewed the work to be completed under this contract increase relating to continued project review. This additional increase will add enough funds to cover project review from WSDOT until Contract No. 1454(Construction Agreement) is signed and issued in late 2023. Once the Construction Agreement is issued in late 2023 all remaining WSDOT expenses will be covered under that agreement. He noted this contract increase would cover what is needed over the next 6-12 months.

Commissioners Palmer and Keel **moved** and seconded to authorize the Chief Executive Officer to increase the contract amount for WSDOT Contract No. JC 1446 by \$200,000 for a new contract amount of \$500,000 for Project Review of the Bus Rapid Transit Pacific Avenue/State Route 7 Corridor Project.

Motion **carried**, 8-0.

STAFF UPDATES

1. Stream Bus Rapid Transit (BRT) System Expansion Study

Principal Planner Darin Stavish presented on the item and reviewed the evaluation criteria that was utilized to determine which corridors should be expanded for future BRT development. He reviewed four corridors that were evaluated and reviewed the evaluation process for each corridor. He reviewed the input received from the Technical Advisory Committee (TAC) and reviewed the corridors that would be candidates to receive FTA funding.

Mr. Stavish advised that staff recommends Corridor B, followed by Corridor A for further evaluation and reviewed next steps.

Mr. Stavish reported that there is currently no funding for BRT expansion and no Board decision will be needed on the BRT expansion until approximately the end of 2024 and stated more analysis is needed.

Commissioner Keel expressed that the cities of University Place and Fircrest want to be part of the conversation of any BRT system that would impact their cities.

Ms. Stavish answered question relating to potential challenges that may impact parts of 19th/Bridgeport in the cities of University Place and Fircrest.

Commissioner Palmer expressed concern about delaying analysis for the Puyallup area and inquired if the Puyallup corridor could score better if the proposed route was shortened to go from South Hill Mall to the downtown Puyallup Sounder Station.

Various commissioners inquired if the proposed corridors reviewed today could be modified for better connectivity to Sounder Stations and on parallel roads.

Commissioner Mello advocated for an analysis of both S. 12th Street and 6th Avenue in Tacoma as potential Stream BRT corridors given the concern about two different and potentially conflicting high-capacity transit modes in tandem along S. 19th St; The Sound Transit T Line Streetcar; and Stream BRT.

2. CEO'S Report

CEO Griffus reported on the following items:

- Pierce Transit was awarded a \$125,000 Vanpool Investment Program grant to improve vanpool awareness, education, and outreach with employers.
- Free Youth Transit Pass ORCA cards have successfully been distributed to schools throughout our region! Outreach work will now focus on providing education to schools and students, including visiting schools to teach students about card use and trip planning.
- Attended the Washington State Transit Association quarterly meeting last week and the topics were good.
- The next service change should show some restoration in weekend service.

INFORMATIONAL BOARD ITEMS

1. Chair's Report

The Executive Finance Committee will meet Thursday, November 17, 2022, at 3:00 p.m.

2. Sound Transit Update

Commissioner Keel provided an update on the West Seattle and Ballard Link Extensions, noting this work is going on right now and will cost billions of dollars. He reported that projects have run into head winds due to the increase of costs for everything as well as placement of schedules in several locations. He discussed challenges with the East Link Extension and noted that these challenges can lead to slow ups for Pierce County. He noted they are pushing Sound Transit staff to make decisions so that the impacts to the Pierce County timeline are minimized.

Vice Chair Walker noted that Sound Transit ridership is up for light rail, including bus service. The Hilltop Extension is expected to open the first quarter of 2023.

Commissioner Roscoe gave a shout out to Sound Transit staff for their work on the Ballard link extension. She commended Chair Keel for doing a good job keeping timelines on track. She is happy that Pierce County has good representation on the system expansion committee.

Puget Sound Regional Council Transportation Policy Board Update

Commissioner Mello reported that this month the committee is focusing on climate goals. He reported that Vice Chair Walker represents Pierce County on the FTA's working formula group, and expressed a positive note that the conversation is shifting to "how equity" plays into the funding formula, and not "if equity" should be considered. He stated that meetings have been productive, and that he appreciates the discussions from the other entities.

3. Commissioners' Comments

Commissioner Palmer was honored for his service on the Pierce Transit Board from December 2020 to present representing the cities of Puyallup and Edgewood.

Various commissioners applauded him for his service on the Board, noting that they enjoyed serving alongside of him and appreciated his viewpoint as a transit rider.

Commissioner Palmer expressed that his time on the Pierce Transit Board has been a quick, weird two years [due to COVID]. He stated that he was excited to serve on this Board; it's a great Board and it has been a wonderful experience. He expressed that he has a lot of appreciation for Pierce Transit staff and the operators.

Chair Campbell reported that Mayor Eidinger from the City of Edgewood will be returning to the Pierce Transit Board in December pursuant to the representation agreement between the cities of Puyallup and Edgewood.

EXECUTIVE SESSION

There was no executive session scheduled.

ADJOURNMENT

Commissioners Palmer and Walker **moved** and seconded to adjourn the meeting at 6:19 p.m.

Motion **carried**, 5-0.

HANDOUTS

2022 Q3 Safety Report

2022 Q3 Financial Report



Deanne Jacobson
Clerk of the Board



Marty Campbell, Chair
Board of Commissioners