

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

September 14, 2020

CALL TO ORDER

Chair Woodards called the virtual Regular Board meeting to order at 4:03 p.m.

ROLL CALL

Commissioners present:

Victoria Woodards, Chair of the Board, Mayor of the City of Tacoma
Marty Campbell, Vice Chair of the Board, Pierce County Councilmember
Nancy Henderson, Town of Steilacoom Councilmember
(representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom)
Daryl Eidinger, City of Edgewood Mayor *(representing Fife/Milton//Edgewood)*
Bruce Dammeier, Pierce County Executive
Kent Keel, City of University Councilmember
Don Anderson, City of Lakewood Mayor
Robin Farris, Puyallup City Councilmember
Conor McCarthy, City of Tacoma Councilmember

Staff present:

Sue Dreier, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Aaron Millstein, General Counsel from K&L Gates

Opening Remarks and Housekeeping Items

Chair Woodards welcomed Board Members, staff, and citizens to the virtual meeting and provided instructions for participation to attendees.

PRESENTATIONS

1. **Community Transportation Advisory Group (CTAG) Quarterly Update.** No update was provided.
2. **2nd Quarter Financial Update**

Executive Director of Finance Brett Freshwaters provided an overview of the financial health of the Agency for 2nd Quarter of 2020, reviewing the following information:

- Sales tax revenue forecasted to be collected in comparison to actuals collected;
- Operating Revenues budgeted versus actuals collected;
- Operating Expenses by Category;
- Self-Insurance Expenditures budgeted, versus the actuals expended.

Mr. Freshwaters reported that sales tax collections were better than what was anticipated but less than what was budgeted. He reviewed sales tax collection rates for years 2018, 2019 and 2020.

He noted that the CARES Act monies should cover most of the revenue shortfall that has occurred due to COVID-19; that Pierce Transit is in good shape this year, but there could be impacts in 2021.

PUBLIC COMMENT

The following individual(s) provided public comment:

1. Julian Wheeler, Chair of Pierce County Advisory Committee for Accessible Communities (PCAC), invited commissioners and staff to the next PCAC meeting and announced that the committee will be issuing a proclamation commemorating Disability History Month.

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 Campbell and Keel **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 9-0.

1. Approval of Vouchers, August 1, 2020 to August 31, 2020
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 374098 through 374310
Wire Nos. 4770 through 5059
No Advance Travel Checks
Total \$12,036,901.80
2. Minutes: August 10, 2020 regular meeting.
3. FS 2020-040, Authorized the Chief Executive Officer to enter into and execute Amendment No. 3 with Sound Transit extending the Sound Transit Express Bus Operation and Maintenance Contract to June 30, 2021.
4. FS 2020-041, Approved Resolution No. 2020-016, adopting Revision No. 2 of the Pierce Transit Public Transportation Agency Safety Plan as presented in Exhibit A.

ACTION AGENDA

1. FS 2020-042, Approval of Resolution No. 2020-017, Adopting the 2020-2025 Transit Development Plan (TDP) as Presented in Exhibit A.

Senior Planner Duane Wakan presented on the item. He reviewed the edits that will be incorporated into the Transit Development Plan based on comments received by commissioners. He distinguished the differences between the Transit Development Plan and the Long Range Plan.

He reported that no written or oral comments from the public were received on the TDP. He confirmed that Key Performance Indicators to address Disadvantaged Populations will be researched and developed for the 2021-2026 TDP and that an equity piece relating to Disadvantage Populations for King County Metro Routes 903 and 63 has been incorporated in the proposed plan.

Commissioners Campbell and Henderson **moved** and seconded to approve Resolution No. 2020-017, adopting the 2020-2025 Transit Development Plan as presented in Exhibit A.

Motion **carried**, 9-0.

2. FS 2020-039, Selection of Bus Rapid Transit (BRT) System Name

Executive Director of Planning and Community Development Ryan Wheaton presented on the item, reviewing the process staff utilized to develop the BRT system name and the public engagement process with stakeholders.

He reported that the Service Delivery and Capital Committee reviewed and discussed this item at their August 20, 2020, meeting and at the end of the discussion, the committee members unanimously selected the system name of Streamline and recommended that there be further consideration and vetting for an abbreviated name of “Stream” to be considered by the full Board. Mr. Wheaton confirmed that all names have gone through a trademark vetting process.

The Board conducted a lengthy discussion expressing attributes and potential cons of the system name(s) and sharing future marketing visions.

Commissioners Henderson and Campbell **moved** and seconded to select Stream to be the name for the Bus Rapid Transit system name.

Motion **carried**, 9-0.

3. FS 2020-043, Authority to Amend the 2020 Capital Budget and Execute Contract No. 1064 with Construct, Inc., to Provide Construction Services for the Commerce Tunnel Refurbishment Project

Sr. Project Manager Monica Adams presented on the item, providing an overview of the improvements/enhancements that will be done. The Board also reviewed drawings depicting

the project with the improvements incorporated. Ms. Adams reviewed the costs of the project and the proposed budget amendment.

Upon inquiry from Commissioner Eidinger, Executive Director of Finance Brett Freshwaters answered questions pertaining to the budget amendment and the transfer of funds from the Commerce Placemaking 2019 project No. 570.

Commissioners Campbell and Keel **moved** and seconded to 1) amend the Capital Budget by transferring funds from the Commerce Placemaking 2019 project No. 570 in the amount of \$2,143,000 to the Commerce Tunnel Refurbishment project No. 524; and 2) Authorize the Chief Executive Officer to enter into and execute Contract No. 1064 with Construct, Inc., to provide construction services for the Commerce Tunnel Turnaround Project in an amount not to exceed \$2,795,100.

Motion **carried**, 9-0.

4. FS 2020-044, Authorizing Amendments to Section 2.02.010 of the Pierce Transit Bylaws to Address Proportional Representation Pursuant to RCW 36.57A.050 and to Reflect the Change in the Board Composition that was Authorized at the Board Composition Review Committee Meeting on July 22, 2020

Clerk of the Board Deanne Jacobson presented on the item and noted that the bylaw amendment is a procedural matter that would amend the bylaws to reflect the composition of the Board that was approved unanimously by the participating members who attended the July 22, 2020 Board Composition Review Meeting.

Commissioner Farris stated that Puyallup would like its own seat on the Board. She spoke specifically about the shared seat for the cities of Puyallup and Edgewood, noting that she feels they have reached an impasse about which city should serve on the Pierce Transit Board representing both cities.

Commissioner Anderson re-affirmed that the Pierce Transit Board did not institute the state law that required proportional representation, based on population, on the Pierce Transit Board.

General Counsel Aaron Millstein confirmed that the Pierce Transit Board has no authority over revising or selecting the composition of the Board and the next review of the Board composition would be in four years and that process is conducted by the members who participate in the Board Composition Review Meeting.

A lengthy discussion ensued about jurisdictions that have shared seating and the selection process of a respective representative, with some Board members offering recommendations for how entities can resolve a tie vote. *(Chair Woodards left the meeting at 5:30 p.m., noting that she had another commitment to attend and that today's executive session will be deferred to the October 12 Board Meeting. She transferred the gavel to Vice Chair Campbell to facilitate the remainder of the meeting.)*

CEO Dreier reminded the Board that the question before them today solely addresses updating the Board Bylaws to reflect the Board composition that was approved by the participating

members of the Board Composition Review Meeting held on July 22, 2020. She suggested that changes to the bylaws that address the election/selection process for jurisdictions that have shared seating be addressed in the future.

Commissioners Henderson and Anderson **moved** and seconded to Approve Resolution No. 2020-018, authorizing amendments to Section 2.02.010 of the Pierce Transit Bylaws to address proportional representation pursuant to RCW 36.57a.050 and to reflect the change in the board composition that was authorized at the board composition review meeting on July 22, 2020.

Motion **carried**, 7-1, with Commissioner Farris voting no.

STAFF UPDATES/DISCUSSION

CEO's Report – CEO Dreier reported on the following items:

- At the beginning of this month, informational packets were mailed out to 257 property owners along the BRT corridor containing the following information:
 - Overall BRT project information;
 - Notice that Pierce Transit may need to purchase, or get temporary construction access to a strip of their property; and
 - Details about Pierce Transit's acquisition process and property owner rights during the acquisition process.

She affirmed staff's commitment to be responsive to inquiries and questions and noted that Pierce Transit has been contacted by 16 property owners thus far.

- Notifications were recently sent to 18 property owners indicating that they may have contamination on their property, and asking them to fill out a questionnaire about the history of their property.
- Encouraged the Board members to visit Pierce Transit's website to sign up for BRT updates to stay informed about the project.
- The Puget Sound CEO/GM's had a very productive meeting with the Governor's staff this past week. The major focus of the meeting was discussing the new standards for public transportation that the governor's office is writing, specifically a requirement for spacing of passengers within a bus.
- Pierce Transit has joined over 100 transit agencies across the nation to commit to industry best practices for safe transportation during the COVID-19 crisis. The APTA Health & Safety Commitments Program was developed after asking transit users from across the country what measures would make them feel more confident riding public transportation amid concerns about COVID-19. Pierce Transit has aligned and implemented the majority of the recommended practices over the past six months.

INFORMATIONAL BOARD ITEMS

Chair Report

Vice Chair Campbell reported the following items:

- The Executive Finance Committee meeting will be held virtually September 17, 2020 at 3:00 p.m.
- There will be a Board Study Session on October 12, 2020, at 3:00 p.m. The regular Board meeting will follow at 4:00 p.m.

Sound Transit Update

- Commissioner Keel announced that he requested that Sound Transit provide a formal presentation to the Pierce Transit Board of its Realignment Process
- Sound Transit is rethinking its capital projects. Completion dates may be extended for certain projects.
- Sounder station platforms will not be extended.

PSRC Transportation Policy Board Update

Commissioner Anderson provided an update on the last PSRC Transportation Policy Board Meeting that he attended and reported that discussions are occurring and gaining traction about the funding/distribution of PSRC monies to transit agencies, such as Pierce Transit, in a more equitable way.

Commissioner Comments

Commissioner Robin Farris announced that today's meeting would be the last Board meeting that she would be attending and spoke fondly about serving on the Board and thanked staff and her fellow commissioners.

Vice Chair Campbell thanked Commissioner Farris for her public service and for her passion in public service.

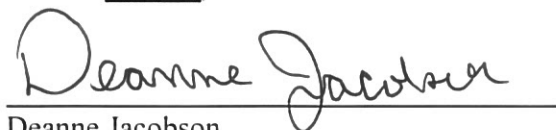
EXECUTIVE SESSION

None.

ADJOURNMENT

Commissioners Keel and Eidinger **moved** and seconded to adjourn the meeting at 6:10 p.m.

Motion **carried**, 8-0.



Deanne Jacobson
Clerk of the Board



Victoria Woodards, Chair
Board of Commissioners