

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

December 14, 2020

CALL TO ORDER

Chair Woodards called the virtual Regular Board meeting to order at 4:07 p.m.

ROLL CALL

Commissioners present:

Marty Campbell, Vice Chair of the Board, Pierce County Councilmember
Kent Keel, City of University Councilmember (*representing University Place and Fircrest*)
John Palmer, City of Puyallup Councilmember (representing Puyallup and Edgewood)
Kim Roscoe, Mayor of Fife (*representing Fife/Milton/ Pacific/Auburn/Gig Harbor/
Ruston/Steilacoom*)
Kristina Walker, City of Tacoma Councilmember
Victoria Woodards, Chair of the Board, Mayor of the City of Tacoma

Commissioners excused:

Don Anderson, City of Lakewood Mayor
Bruce Dammeier, Pierce County Executive
Conor McCarthy, City of Tacoma Councilmember

Staff present:

Sue Dreier, Chief Executive Officer
Aaron Millstein, General Counsel from K&L Gates
Brittany Carbullido, Executive Assistant to CEO/Deputy Clerk of the Board
Deanne Jacobson, Clerk of the Board

OPENING REMARKS AND HOUSEKEEPING ITEMS

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

SPECIAL BUSINESS

1. Welcoming Deputy Mayor John Palmer from the City of Puyallup to the Pierce Transit Board

On behalf of the Board of Commissioners, Chair Woodards welcomed to the Pierce Transit Board Deputy Mayor John Palmer from the Puyallup City Council, who will be representing the cities of Puyallup and Edgewood on the Board.

Commissioner John Palmer noted his pleasure to be a member of the Pierce Transit Board.

2. Recognition of Commissioner Daryl Eiding for his Service on the Board

On behalf of the Board of Commissioners, Chair Woodards thanked Commissioner Daryl Eiding for his service on the Board from June 2014 through October 30, 2020, representing the cities of Fife, Milton and Edgewood. Chair Woodards commended Commissioner Eiding for his strong commitment of service and detailed his contributions while on the Board.

Various commissioners thanked Commissioner Edinger for his service on the Board and wished him well.

Commissioner Edinger noted that it has been a pleasure serving on the Board and he hopes the new leadership will continue to serve its citizens.

3. Chair Appointments to the Service Delivery and Capital Committee and the Combined Communications Network Committee

With the recent changes to the Board Composition, Chair Woodards made the following appointments to the Service Delivery and Capital Committee and the Combined Communications Network Committee:

Service Delivery and Capital Committee appointments:

- Commissioner Kim Roscoe
- Commissioner Kristina Walker

Combined Communications Network appointment:

- Kristina Walker

Chair Woodards announced that appointments to the Executive Finance Committee will be made at the January 11, 2021, Board Meeting.

PRESENTATIONS

1. Community Transportation Advisory Group (CTAG) Quarter 4 Update:

CTAG member Denise Edington reported on the work that the committee has engaged in during the fourth quarter of 2020.

Commissioner Walker thanked Ms. Edington and all members of the CTAG for their service.

PUBLIC COMMENT

Chair Woodards provided participation instructions to the public and opened public comment. The following individual(s) spoke:

- Nancy Slotnick, voiced concerns about her son’s paratransit services, which have resulted in him no longer being picked up at his home, and instead, he is being picked up at a nearby gas station.
- Julian Wheeler, Chair of the Pierce County Accessible Community Advisory Committee (PC ACAC), (*Commissioner Keel arrived at 4:22 p.m.*) announced that their next meeting is January 12, 2021, and the committee is looking for new members and ideas. He noted that the committee is in search of projects that it can recommend for funding.

Chair Woodards requested that staff look into Ms. Slotnick’s concerns and report back to the Board on this matter.

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.)

Commissioner Keel recommended that staff review the minutes to verify that the cities he represents is consistent with the current composition/representation of the Board.

Clerk of the Board Jacobson reported that the new representation of the Board went into effect in November and will check the minutes to make sure that they accurately reflect the representation of the Board.

Commissioners Campbell and Keel **moved** and seconded to approve the consent agenda as presented (*Chair Woodards left the meeting at 4:27 p.m.*)

Motion **carried**, 6-0.

1. Approval of Vouchers, November 1, 2020 to November 30, 2020.
2. Approval of Minutes: October 29, November 9, 2020 board meetings.
3. FS 2020-057, Authorized the Chief Executive Officer to enter into and execute contract No. 1038 with Wood Harbinger for consulting work to support the Security Enhancements Lifecycle project in the not to exceed amount of \$390,000.
4. FS 2020-058, Authorized the Chief Executive Officer to execute a three-year Microsoft Premier Support Agreement with Microsoft Premier Services in an amount not to exceed \$1,004,091.
5. FS 2020-059, Authorized the Chief Executive Officer to execute a three-year Microsoft Enterprise Services License Agreement with Software House International in an amount not to exceed \$2,220,291.
6. FS 2020-060, Authorized the Chief Executive Officer to execute Contract No. 1100 with Pease & Sons, Inc., for the Building 4 Interior/Exterior Improvements for a total not to exceed amount of \$1,066,406.

7. FS 2020-061, Authorized the Chief Executive Officer to execute Amendment No. 2 to Contract No. PT-23-19 with IBI Group to increase the amount of the contract by \$58,292.00 for a revised not to exceed amount of \$258,282.00.
8. FS 2020-062, Ratified the Interlocal Agreement that was executed by the Chief Executive Officer on November 3, 2020, for the Pierce County Sheriff's Department use of two, 12 passenger vans from November 3rd through November 9th for anticipated public unrest due to the election results.
9. FS 2020-063, Authorized the Chief Executive Officer to enter into and execute a Memorandum of Understanding with the City of Tacoma, Tacoma Public Utilities, Pierce County, and WSDOT for Project No. 563 Bus Rapid Transit (BRT) Pacific Avenue/State Route 7 Corridor Project.

ACTION AGENDA

1. FS 2020-064, Adoption of a Continuing Budget for Fiscal Year 2021

Executive Director of Finance Brett Freshwater presented on the item. He noted that the proposed item continues the current budget levels for 2020 into 2021 until the Agency finalizes the budget for 2021, which is expected to occur in February/March 2021. A draft presentation of the proposed budget will be presented to the Executive Finance Committee at their January 21, 2021 meeting.

Commissioners Keel and Roscoe **moved** and seconded to approve Resolution No. 2020-023 adopting the 2020 Continuing Annual Budget for Fiscal Year 2021 with attendant wage adjustments and approval of 993 positions until such time as a new budget is adopted.

Motion **carried**, 5-0.

2. FS 2020-065, Authority to Implement Service Growth Plan Due to COVID-19, Effective March 21, 2021

Principal Planner Lindsey Sehmel presented on the service recovery plan, which will add about 10,000 hours to Sunday service, bringing service back to 95 percent service levels. She noted the plan incorporates feedback and suggestions from Pierce Transit Operators. The plan also focuses on equity and focused to prioritizing service to underserved communities.

Ms. Sehmel also reviewed "pass-up" data for the core service area on Pacific Highway for Sunday service. She noted that staff reached out to the community for Routes 100 and 102 and reported that Sound Transit will be modifying one of its routes that will help those affected by the changes to the Route 102. She compared equity impacts of March 2021 vs. March 2020.

Ms. Sehmel responded to various questions from commissioners, confirming that the service restoration will restore some Sunday service to SHUTTLE customers and

“shadow” buses will no longer be utilized to assist with social distancing. Citizens will need to wait for the next bus.

Upon inquiry, Ms. Sehmel confirmed that Pierce Transit follows the Title VI federal guidelines for equity analysis and for its definition of what is considered “underserved communities” and that the new service restoration will not cover the Point Ruston area; however, the Pierce Transit Runner pilot program is available in this area through July/August 2021.

Commissioners Walker and Roscoe **moved** and seconded to Approve Resolution No. 2020-024, authorizing the implementation of the service restoration outlined in Exhibit A to become effective March 21, 2021.

Motion **carried**, 5-0.

3. FS 2020-066, Adopting Pierce Transit’s Destination 2040 Long Range Plan Update

Senior Planner Duane Wakan presented on the item. He reviewed the community outreach process that staff pursued to update the plan and reviewed the purpose, goals and the objectives of the plan.

Mr. Wakan specified that there is a demand for more frequent service, more weekend service, late night service, and for easier walk/bike to work accommodations. He gave a synopsis of the responses received from five partner agencies, with the most recent letter submitted by Downtown on the Go.

He noted that Pierce Transit will be working with Puget Sound Regional Council to develop a 2030 model as well.

Upon inquiry from Commissioner Roscoe, Mr. Wakan acknowledged that not all suggestions received from the public process will be incorporated into the current plan, but they would be considered for future reiterations.

Commissioners Keel and Walker **moved** and seconded to Approve Resolution No. 2020-025, adopting Pierce Transit’s Destination 2040 Long Range Plan Update and Appendices in substantially the same form as presented in Exhibit A.

Motion **carried**, 5-0.

4. FS 2020-067, Authorizing Revisions to Pierce Transit’s Environmental Policy and Procedures as Required by the State Environmental Policy Act (SEPA), RCW 43.21c.120, and SEPA rules, WAC 197-11-904

Senior Planner Duane Wakan presented on the item and noted that the last update to the SEPA policy and procedures occurred in 1984. He noted that the proposed SEPA policy was reviewed by staff and legal counsel. He reported that Pierce Transit did not receive any public comment/input on the proposed policy.

Commissioners Keel and Roscoe **moved** and seconded to approve Resolution No. 2020-026, authorizing revisions to Pierce Transit Environmental Policy and Procedures pursuant to the State Environmental Policy Act (SEPA) as presented in Exhibit A, and repealing Resolution No. 84-114 that established the agency's prior SEPA policy and procedures

5. FS 2020-068, Authority to Execute Contract No. 1065 with Clever Devices to Replace the Current Computed Aided Dispatch/Automated Vehicle Location System

Executive Director of Finance Brett Freshwaters introduced the project, noting that staff has been working on the project since 2019. He reported that the project budget is \$11 million and staff expects to come in well under that. Final implementation of the CAD/AVL system will allow Pierce Transit to have its own communications network and it will not need to rely on the CCN for bus operations.

Sr. Project Manager Usami Dahir provided a PowerPoint presentation explaining explained the "CAD" portion allows for the tracking and scheduling of drivers; the "AVL" is the GPS within the vehicles/buses that allows for dispatch to track buses as they move around.

He explained the functionality of the existing CAD/AVL system with the future system and noted the system enhancements that Pierce Transit will receive and gave an overview of the overall contract costs and high-level project timeline.

Staff responded to various questions from the Commissioners pertaining to the system enhancements expected to receive from the upgrade and its compatibility with the Next Gen ORCA upgrade that is underway, whether the new system will enhance the rider's experience, and the relationship of this contract with the contract services that are being provided by IBI. It was noted that the new system will be compatible with the Next Gen ORCA upgrade and that should improve the rider's experience as well.

Commissioners Keel and Palmer **moved** and seconded to authorize the Chief Executive Officer to enter into and execute Contract No. 1065 with Clever Devices to replace the current CAD/AVL system in an amount not to exceed \$9,795,225.

Motion **carried**, 5-0.

6. FS 2020-055, Adopting a New Transit Advertising Policy and Repealing Previous Resolutions that Established Prior Transit Advertising Policies and Revisions

Marketing Supervisor Kathy Walton presented on the item and noted that counsel from Pacifica Law Group is available this evening for questions if need be.

Ms. Walton reviewed the challenges that exist with the current policy and reviewed the types of ads that are currently permitted. She reviewed the proposed revisions and explained what they will achieve and stated that the policy outlined in Version B further defines the definition of public partnerships that were developed from feedback received during the last Board meeting.

Ms. Walton also reviewed advertising revenue collected by category and reviewed ads from 501 C-3 organizations that would be allowed and not be allowed to advertise under the new policy.

CEO Dreier recommended that if there are legal questions about the proposed policy, the Board should go into executive session and reiterated that the proposed policy would change Pierce Transit's advertising to a commercial only advertising, noting that 501 C-3 organizations could advertise with Pierce Transit if they are selling an item.

Vice Chair Campbell thanked Ms. Walton for her presentation and noted that Version B appears to resolve some of the concerns the Board raised at the last meeting.

Commissioners Keel and Walker moved and seconded to approve Resolution No. 2020-022 adopting Version B as the Agency's Transit Advertising Policy in substantially the same form as Exhibit B; and authorize Resolution Nos. 11-005, 11-020 and 13-017 that were previously adopted by the Board to set forth previous transit advertising policies to be repealed in their entirety.

STAFF UPDATES/DISCUSSION

CEO's Report

CEO Dreier reported on the following:

- Thanked Marketing Supervisor Kathy Walton for her good work and diligence for the development of a new Transit Advertising Policy.
- Reported on current ridership, which is currently about 13,000 riders per day.
- Paratransit ridership is very low and is expected to remain low until June/July 2021 because of the vulnerability of the customers due to COVID-19.
- Staff is being very diligent about wearing Personal Protective Equipment (PPE) on buses and offering PPE to the public when needed.
- Rate of COVID-19 infection at Pierce Transit has increased, with 18 positive cases out of 940 employees.
- Wished all a merry Christmas.

INFORMATIONAL BOARD ITEMS

Chair Report

Vice Chair Campbell announced the following items:

- The Service Delivery and Capital Committee meeting will be held Thursday, December 17, 2020 at 3:00 p.m.

- The Board will elect a representative to the Puget Sound Regional Council Transportation Policy Board at the January 11, 2021, Board Meeting.
- Wished everyone a safe and happy holiday season and a merry Christmas.

Sound Transit Update

Commissioner Keel thanked CEO Dreier and the Board for allowing Sound Transit CEO Peter Rogoff to provide an update on Sound Transit projects at the last Board meeting and reported that Commissioner Kim Roscoe was appointed to represent Sound Transit on the Puget Sound Regional Council Transportation Policy Board.

Commissioner Keel reported that Sound Transit is coordinating with partner transit agencies on service during the COVID-19 pandemic so that there is coverage, and he also reported that Sound Transit is working on realignment, noting that Sound Transit has taken another look at the capital projects and how they will be implemented. The analysis is expected to be done by June 2021, noting that all projects are required to be done by law.

He concluded his report by announcing that the Sound Transit Board extended the term of the vice chair and chair one more year, so he will be serving as the Sound Transit Chair for 2021.

PSRC Transportation Policy Board Update – No update.

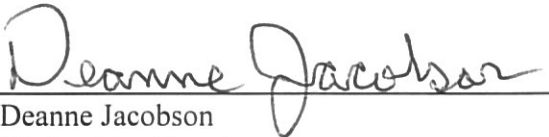
Commissioner Comments

No comments were provided.

ADJOURNMENT

Commissioners Roscoe and Walker **moved** and seconded to adjourn the meeting at 5:48 p.m.

Motion **carried**, 5-0.



Deanne Jacobson
Clerk of the Board



Victoria Woodards, Chair
Board of Commissioners