



**PIERCE TRANSIT BOARD OF COMMISSIONERS  
EXECUTIVE FINANCE COMMITTEE  
3701 96<sup>th</sup> ST SW, Lakewood, WA 98499  
Grand Conference Room  
June 23, 2016 – 3:00 PM  
AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES:** May 26, 2016 Meeting Minutes

**DISCUSSION/REVIEW:**

1. Next Generation ORCA (ngORCA)

**ACTION AGENDA**

**COMMISSIONER COMMENTS**

**EXECUTIVE SESSION**

**ADJOURNMENT**

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**PIERCE TRANSIT  
EXECUTIVE FINANCE COMMITTEE MEETING  
3701 96<sup>th</sup> STREET SW, LAKEWOOD, WA  
ALDER CONFERENCE ROOM**

**May 26, 2016**

**MINUTES**

**CALL TO ORDER**

Vice Chair Eidinger called the meeting to order at 3:01 PM.

**ATTENDANCE**

Executive Finance Committee Commissioners present:

Daryl Eidinger, Vice Chair, City of Edgewood Mayor  
Don Anderson, City of Lakewood Mayor  
Kent Keel, City of University Place Mayor Pro Tem

Executive Finance Committee Commissioners excused:

Rick Talbert, Chair, Pierce County Councilmember

Staff present:

Sue Dreier, Chief Executive Officer  
Deanne Jacobson, Assistant to the CEO/Clerk of the Board  
Kristol Bias, Records Coordinator/Deputy Clerk of the Board  
Wayne Fanshier, Executive Director of Finance/Chief Financial Officer  
Dana Henderson, General Counsel  
Doug Middleton, Executive Director of Service Delivery & Support  
Dan Pike, Executive Director of Planning & Community Development/DBE Officer  
Janine Robinson, Senior Planner  
Kathy Sullivant, Finance Manager

Staff excused:

Vivienne Kamphaus, Interim Chief Administration Officer

**APPROVAL OF MINUTES**

Commissioners Anderson and Keel **moved** and seconded to approve the April 21, 2016 meeting minutes as presented.

Motion **carried**, 3-0.

## ACTION AGENDA

### 1. FS 16-033, Authority to Execute a Master Contract and Task Order No. 1 with Schacht Aslani Architects for Consulting Services for the Pierce Transit Base Master Plan Update

Commissioners Anderson and Keel moved and seconded to authorize execution of a Master Contract and Task Order No. 1 with Schacht Aslani Architects for Consulting Services for the Pierce Transit Base Master Plan Update.

Senior Planner Janine Robinson presented on the item. Ms. Robinson reported the base being built in the mid 1980's and the consulting services will help to meet Pierce Transit's base needs up to the year 2040.

Clarification was provided to the Board regarding the timeline and deliverables of the contract.

Motion carried, 3-0.

### 2. FS 16-034, Revisions to Pierce Transit Code Sections 3.63.040 Capital Reserve and 3.63.050 Policy Review

Finance Manager Kathy Sullivant presented on the item and reviewed the proposed policy amendments with the Committee.

The Committee reviewed the proposed policy language for the Agency's Capital Reserve Policy and recommended various minor changes to be incorporated into the policy.

Commissioners Anderson and Keel moved and seconded to amend the policy as follows:

Chapter 3.63 – Reserve Policy

3.63.040 – Capital reserve.

A. A capital reserve has been established in order to meet capital expenditure requirements programmed in Pierce Transit's six-year financial plan.

B. The capital reserve shall be maintained in an amount sufficient to fund the capital requirements identified in the Six-Year Financial Plan plus an amount equal to three prior years of local depreciation, excluding buildings and other structures. This reserve has been set at this level to enable the Agency to respond to urgent unanticipated capital expenditure requirements as well as to protect Pierce Transit from the uncertainty of federal and state grant funding.

Motion carried, 3-0.

Clerk Jacobson reminded the Committee members that the reserve policy will need to be approved by the full Board and noted that this item will be referred to the consent agenda for full Board consideration and approval on June 13, 2016.

**PRESENTATIONS/DISCUSSIONS** ~ None

**COMMISSIONER COMMENTS** ~ None

**EXECUTIVE SESSION** ~ None

**ADJOURNMENT**

The meeting was adjourned at 3:25 p.m.

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Deanne Jacobson  
Assistant to the CEO/ Clerk of the Board

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Daryl Eidinger, Vice Chair  
Board Executive Finance Committee

## Next Generation ORCA (ngORCA) & Regional Fare Forums

### Background:

Current contract with ORCA smart card vendor ends December 31, 2021.

ngORCA has developed a Regional Program Team; formed a Regional Steering Committee; hired a consultant to help with the concept of operations, procurement, design and development of the ngORCA.

### ngORCA Timeline:

2016	2017-18	2018-19	2019-20	2020-21	2021-22
Planning	Procurement	Design	Development	Deployment	Transition

### Regional Fare Forums:

The goal of Regional Fare Policy Forums is to bring together policy makers at the agency board levels and achieve concurrence on the direction of fares in the Puget Sound region.

It is critical at the early *ngORCA* planning stage to provide direction for system design, reaffirm commitments to regional fare coordination, and to determine whether the agencies can further align and simplify fares.

In addition to agency staff, the forums will have representation of two governing board members from each of the seven regional agencies.

First forum is tentatively scheduled for mid to late August. Content would be ORCA and ngORCA background information and fare simplification proposals.

Follow-up forum(s) would provide details and anticipated impacts of proposals and bring the group to consensus.

