



**PIERCE TRANSIT BOARD OF COMMISSIONERS
EXECUTIVE FINANCE COMMITTEE
3701 96th ST SW, Lakewood, WA 98499
Grand Conference Room
December 22, 2016 – 3:00 PM
AGENDA**

CALL TO ORDER

APPROVAL OF MINUTES: October 27, 2016 Meeting Minutes

ACTION AGENDA: None

DISCUSSION/UPDATE:

- | | |
|--|---|
| 1. Properties Located at 3607 & 3611
Hunt St. NW, Gig Harbor, WA | Dan Pike, E.D. of Planning &
Community Development |
| 2. Delegate Authority to the Executive Finance
Committee to Approve Budget Amendments | Kathy Sullivant, Interim Chief
Financial Officer |
| 3. 2017 Board Retreat | Sue Dreier, Chief Executive Officer |

COMMISSIONER COMMENTS

EXECUTIVE SESSION

ADJOURNMENT

American Disability Act (ADA) accommodations are available with a 72-hour notice. An interpreter for the hearing impaired will be provided upon request with a minimum notice of two weeks. Please contact the Clerk's office at 253-581-8066 for special accommodations. Meeting room is wheelchair accessible. Registered SHUTTLE customers may obtain specialized transportation to and from the hearing by calling SHUTTLE at 253-581-8000 from one to five days in advance of the hearing.

**PIERCE TRANSIT
EXECUTIVE FINANCE COMMITTEE MEETING
3701 96th STREET SW, LAKEWOOD, WA
GRAND CONFERENCE ROOM**

October 27, 2016

MINUTES

CALL TO ORDER

Vice Chair Eidinger called the meeting to order at 3:12 pm.

ATTENDANCE

Executive Finance Committee Commissioners present:

Rick Talbert, Chair, Pierce County Councilmember
Don Anderson, City of Lakewood Mayor
Daryl Eidinger, Vice Chair, City of Edgewood Mayor

Executive Finance Committee Commissioners excused:

Kent Keel, City of University Place Mayor Pro Tem

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
Dana Henderson, General Counsel
Vivienne Kamphaus, Interim Chief Administration Officer
Mike Griffus, Executive Director of Service Delivery & Support
Doug Middleton, Executive Director of Maintenance
Rebecca Japhet, Communications Manager
Dan Pike, Executive Director of Planning and Community Development
Kathy Sullivant, Finance Manager
Kelli Dion, Budget Assistant Manager
Heidi Soule, Project Management Office Manager

APPROVAL OF MINUTES

Commissioners Anderson and Eidinger **moved** and seconded to approve the September 22, 2016 meeting minutes as presented.

Motion **carried**, 2-0. (*Chair Talbert arrived at 3:15 pm and resumed the role of chair.*)

ACTION AGENDA ~ None

DISCUSSION/UPDATE

2017 Proposed Budget

Finance Manager, Kathy Sullivant provided an overview of Pierce Transit's 2017 Proposed Budget, with Project Management Office Manager Heidi Soule providing the Capital Budget portion of the overview.

Overview demonstrated the Agency's budget being balanced, meeting reserve requirements and sustainable over the next six years.

A short discussion ensued regarding how personnel positions, tax collection and service hours were impacted in comparison to pre-recession times. The pre-recession data was not readily available at the meeting; however, staff agreed to gather and send this information to the Board.

Next steps include giving the same overview presentation at the November 14, 2016 Special Study Session Meeting and holding a Public Hearing immediately thereafter at the Board Meeting.

Pending outcome of the November 14, 2016 Board Meeting, the 2017 Proposed Budget is scheduled to go to the Board for adoption at the December 12, 2016 Board Meeting.

COMMISSIONER COMMENTS ~ None

EXECUTIVE SESSION ~ None

ADJOURNMENT

The meeting was adjourned at 3:55 pm.

Deanne Jacobson
Assistant to the CEO/ Clerk of the Board

Rick Talbert, Chair
Board Executive Finance Committee