



**Mason County Transportation Authority
MINUTES of the Regular Meeting
October, 12, 2010**

Members Present: John Campbell, Board Chair; Lynda Ring-Erickson, Vice Chair; Ross Gallagher, Authority Member; Leroy Valley, Authority Member; Gary Volk, Authority Member; Bev Wendell, Authority Member. Authority members Mike Byrne, Deborah Petersen and Tim Sheldon were absent.

Others Present: Dave O'Connell, General Manager; Robert Johnson and Kristin French, Legal Counsel; Kathy Cook Administrative Services Manager and Clerk of the Board; Mike Oliver, Maintenance Manager; Sara Wazewski, Finance Manager; Libby Avery, TCC Manager; Richard Blackwell, MTA; Christina Kramer, MTA; Lori Dougherty, MTA; John Piety, MCTAB Chair; Mary Ogg, MCTAB Vice Chair/Secretary; and Gretchen Rice, Mason General Hospital.

Called to Order: 4:00pm

APPROVE AGENDA:

MOTION to approve the agenda as presented. **Gallagher/Wendell. Motion carried unanimously.**

MTA MINUTES:

MOTION to approve September 14, 2010 joint minutes as presented. **Gallagher/Volk. Motion carried unanimously.**

MTA CORRESPONDENCE:

None

MTA CURRENT BUSINESS:

1. Financial Reports 9/1/10 through 9/30/10

MOTION to approve financial reports for the period 9/1/10 through 9/30/10 as presented with revenues of **\$34,013.12** and expenses of **\$400,644.39**. **Gallagher/Volk. Motion carried unanimously.**

2. Check Approval 9/1/10 through 9/30/10

MOTION to approve September 2010 financial obligations on checks **#19063** through **#19183** as presented for total of **\$552,260.35**. The total includes Gross Payroll in the amount of **\$205,305.29** through October 1, 2010. Expenditure to note was check **#19085** in the amount of **\$137,178.41** which paid off the smaller of two loans to Community Development Transportation Lending Services. **Gallagher/Volk. Motion carried unanimously.**

MTA UNFINISHED BUSINESS:

1. Facility Update

Staff reported that the waterline construction was set to start October 13, 2010. There are expected challenges for entering and exiting the facility grounds while the construction is located in front of the MTA facilities, which should only last about a week.

The Maintenance Manager reported that all surplus vehicles provided to Elhi Auctioneering sold, for which we received and deposited a check in the amount of \$32,850.00.

Also reported by staff was an increase in vandalism on busses and in shelters within the last month, specifically tagging graffiti with Sharpies/ink pens. It was noted that the vandalism is mostly occurring in the North Mason area. One vandal group has been identified as calling themselves "The Beards Cove Clown Posse".

2. Transit Community Center Update

Libby Avery provided highlights of activities and programs at the Armory noting the DSHS kiosk installation was finalized and is now up and running.

3. Financial Planning Committee Report

Sara Wazewski summarized discussion from the October 5, 2010 meeting: presented to the committee was the news release describing the final stages of MTA's budget process. Sales tax revenue projections made by the Washington Economic and Revenue Forecast Council presented revenue expectations for the 2011-2013 biennium for the state is estimated to be \$669 million lower than initially projected. Discussions on healthcare benefits costs: keeping current plan is not an option due to cost increase. All options offered were higher out-of-pocket costs, increased deductibles, and higher co-pays. Explored other plans outside of WCIP only to discover our demographic does not allow for any savings and once we leave WCIP we cannot return. Committee recommended MTA stay with WCIP; the Preferred Provider 500 Health Insurance Plan was chosen for the year 2011. Next Committee meeting is scheduled for October 21, 2010

MTA NEW BUSINESS:

1. WA State Public Transportation Conference Attendee's Report

Conference attendees present, John Campbell, John Piety, Dave O'Connell, Sara Wazewski, and Christina Kramer gave brief highlights of the conference and what they learned through attending workshops. John Campbell and Scott Milner, MTA Driver, submitted articles published in the company newsletter.

2. 2011 Draft Budget

The Finance Manager introduced the proposed Draft Budget for 2011 and scheduled Public Hearing dates and time. Anticipated Revenue \$7,293,332.00; Anticipated Expenses \$7,293,332.00; Anticipated expenses include Mason Transit's share for capital projects in the amount of \$1,906,000.00; 2011 Proposed Operating Reserve \$1,500,000; Projected ending fund balance \$6,189,729.38.

2011 budget goals: balanced budget, maintain a 3-month Operating Reserve Fund, and maintain a Capital Reserve Fund for the replacement of aging vehicles. 2011 budget assumptions: sustain current service levels, no increase in Sales Tax Revenue which is currently 2.8 million, and no personnel increases.

The October 26, 2010 Proposed Budget Public Hearing time was changed from 6:00 pm to 4:00 pm.

3. Approve Submitting 2011-2013 Consolidated Grant Applications

Mason Transit intends to submit grant applications under Washington State Department of Transportation's 2011-2013 consolidated Grant Program.

MOTION that the Mason County Transportation Authority Board approve signing by the Chair and submission of grant applications under the Washington State Department of Transportation 2011-2013 Consolidated Grant program. **Gallagher/Wendell. Motion carried unanimously.**

Of the eight grant applications listed for submission two are not being submitted, which are: Install Security Cameras and Replace Six Bus Shelters.

4. Approve Subcontract Agreement with Faith In Action

Mason Transit desires to enter into a subcontract agreement with Faith In Action for the provision of Volunteer Driver services in North Mason.

MOTION that the Mason County Transportation Authority Board of Directors approve the Volunteer Driver Program Subcontract with Faith In Action, further authorizing the Board Chair to sign. **Gallagher/Wendell. Motion carried unanimously.**

5. Belfair Parking

The General Manager reported that MTA is still researching and working on finding a Park & Ride site in the North Mason County area. As part of that effort, MTA is discussing with local merchants and Mason County potential partnership solutions. Also noted was pedestrian safety being a concern on Clifton Way in Belfair.

6. Intergovernmental Committee

The General Manager reported that MTA representatives have been attending Intergovernmental Committee meetings comprised of representatives from the City of Shelton, Mason County, Port of Shelton, PUD3, and Shelton School District No 309. The purpose of these meetings is to explore the potential of sharing resources to achieve financial and operating efficiencies. Currently an inter-local agreement is being drafted so that resources can, in fact, be shared.

GENERAL MANAGER'S REPORT:

Dave O'Connell announced that he received an invitation to give a presentation at the Transportation Research Board (TRB) Conference this month about Sustainable Communities and Transit Oriented Development. MTA's Transit Community Center fits in those topics and is one of the only examples in the nation of a similar type project in a rural area. The presentation will provide information about MTA's Transit Community Center; how it started, how it operates, the benefits of, and future goals for its continuation.

Mason Transit will be featured in a "showcase" consisting of five other rural transit agencies in support by USDOT of FTA and its participating in the HUD/DOT/EPA Sustainable Communities Partnerships. The FTA will highlight examples of rural and small town transit services that contribute to "livable communities", providing vital affordable access to jobs and healthcare, and involving the community in decision making.

OPERATIONS REPORT:

Richard Blackwell provided highlights of the September 2010 Operations Summary report; noting ridership for Oysterfest almost doubled in comparison to last year.

MCTAB REPORT:

1. Nominations – 2011 MCTAB Officers

2011 Officer Nominations are scheduled at the upcoming meeting, October 26, 2010.

ITEMS TO GO BEFORE MCTAB:

None

PUBLIC COMMENT:

Ross Gallagher reported on having attended a Department of Transportation Commission Meeting and highlighted transit topics discussed as being about cycling, public transit in general, and adequate service for seniors.

OTHER BUSINESS:

None

The next regular meeting of the Mason County Transportation Authority Board is scheduled to be held on Tuesday, November 9, 2010 at 4 pm at Mason Transit's Business Office located at 790 E Johns Prairie Road, Shelton, WA.