

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

February 14, 2022

CALL TO ORDER

Vice Chair Walker called the regular board meeting to order at 4:06 p.m.

ROLL CALL

Commissioners present:

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

Commissioners excused:

Marty Campbell, Chair of the Board, Pierce County Councilmember

Staff present:

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

OPENING REMARKS AND HOUSEKEEPING ITEMS

Vice Chair Walker welcomed board members, staff, and citizens to the virtual meeting and provided attendees with instructions for meeting participation.

SPECIAL BUSINESS

1. Welcome Commissioner John Hines to the Pierce Transit

On behalf of the Board, Vice Chair Walker welcomed Commissioner Hines to the Pierce Transit Board and expressed that she is looking forward to working with him on the Pierce Transit Board.

Commissioner Hines expressed his appreciation for the opportunity to serve on the Board.

2. Appointment of Commissioner to the Executive Finance Committee

On behalf of Chair Campbell, Vice Chair Walker appointed Commissioner John Hines to the Executive Finance Committee, filling the vacancy that was due to Commissioner Beale leaving the Pierce Transit Board in December 2021.

Vice Chair Walker also agreed to serve as the alternate member on the Executive Finance Committee. No other commissioners expressed interest to serve in this capacity and therefore Vice Chair Walker was appointed to the Executive Finance Committee to serve as an alternate member.

PRESENTATIONS

1. Operators of the Month for November and December 2021 and January 2022

Transportation Assistant Manager Scott Gaines honored the following operators for achieving the (*Commissioner Keel joined the meeting at 4:13 p.m.*) Operator of the Month award:

November 2021 – Connor Pruitt

December 2021 – Ken Seaton

January 2022 – Greg Hardwick

2. Update on Spanaway Transit Center Project

Senior Construction Project Manager Hope Gibson presented on the item. Ms. Gibson gave an overview of the project site in Spanaway, noting that the Transit Center will be located at the end of the BRT route in Spanaway. She reviewed an aerial photo of the site and reviewed the project deliverables for Spanaway I and Spanaway II. Phase I is estimated to cost \$8.7 million

Phase II is in preconceptual design and is estimated to cost \$10.1 million, and the project is heavily grant funded. Full costs of Phase II are undetermined until the agency knows what the development design requirements will be. In addition, costs could escalate if a round-about is required and the acquisition of property is needed, which could include property from Joint Base Lewis McChord (JBLM).

A lengthy question and answer period ensued with regards to the escalation costs that have occurred in Phase I and what are the projected costs for Phase II. It was noted that there were increased costs associated with purchasing the property and site development and cleanup for Phase I. Commissioner Keel requested information relating to the cost of the project.

Upon inquiry about whether JBLM would be interested in giving up any land for the project, Ms. Gibson confirmed that discussions with JBLM have been very informal to date and they have not expressed any interest in giving up any land.

CEO Griffus announced that the Board will receive a financial overview of the agency over the next couple months.

PUBLIC COMMENT

Vice Chair Walker provided participation instructions to the public and opened public comment.

Nancy Slotnick, resident of Midland area and advocate for SHUTTLE riders, specifically those that have subscription rides, spoke about the need for better communication to SHUTTLE customers when there will be changes to the schedule due to weather and other events. She recommended that the agency look at the notification process when it upgrades its automated call system software. The system needs to be customizable, and it needs to contact subscription riders about changes ahead of time.

Public comment was closed.

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 Roscoe and Mello **moved** and seconded to approve the consent agenda as presented.

Motion **carried**, 8-0.

1. Approval of Vouchers, January 1, 2022 – January 31, 2022
Operating Fund #10
Self-Insurance Fund #40
Capital Fund #90
Payment Nos. 377602 through 377808
Wire Nos. 9496 through 9750
No Advance Travel Checks
Total \$14,472,688.28
2. Approval of Minutes: January 10, 2022, regular board meeting.
3. Report of 2021 Q4 Contracts Executed Over \$100,000 and Sole Source Report.
4. FS 2022-004, Ratified the Emergency Declaration authorized on December 26, 2021, and related emergency public works contract no. 1377 with Northwest Cascade, Inc., for the removal of snow and ice at transit centers during the inclement weather that occurred at the end of 2021 in an amount not to exceed \$10,000.
5. FS 2022-005, Ratified Emergency Vehicle Use Agreement No. 1389 authorized by the Chief Executive Officer on January 24, 2022, under the emergency powers granted by RCW 38.52 to allow for Pierce County Human Services Department to utilize 20 vans to transport authorized volunteer staff to homeless encampments between January 26-28,

2022, for purposes of conducting its annual One-Night Count for those experiencing homelessness.

6. FS 2022-006, Approved Resolution No. 2022-003, adopting the Region 5 All Hazard Mitigation Plan as presented in Exhibit A and adopting Pierce Transit Addendum E-6 to the Region 5 All Hazard Mitigation Plan, 2020-2025 Edition, as presented in Exhibit B.

ACTION AGENDA

1. **FS 2022-007, Amending the 2022 Capital Budget to Add the Bus Shelter Rehabilitation Project to the 2022 Capital Budget and Authorizing Execution of Contract No. 1309 with John R. Leskajan, LLC., dba Tacoma Iron Work, for Fabrication and Powder Coating of New Expanded Metal Panels in Addition to Powder Coating of Existing Bus Shelters**

Facilities Manager Larry McCarty presented on the item and reviewed a schematic of the proposed metal shelter design that would replace the current 500 glass bus shelters. He reported that Pierce Transit spends approximately \$250,000/year in mitigating vandalism from broken out glass. Moving to a metal shelter would be more cost effective for the agency and the metal shelters would provide some protection from the weather. He reported that Community Transit has been using the same type of metal shelters for ten years and it has worked well for them.

Commissioner Mello noted that he understands that the metal shelters are beneficial from a cost standpoint; however, in talking with other bus riders, he believes that they want more protective barriers from the weather. He also was not supportive of the aesthetic design of the proposed shelter design. (*Commissioner Palmer left the meeting at 4:40 p.m.*)

A lengthy discussion ensued about the aesthetics, weather protection, and costs associated with maintaining glass shelters vs. the aesthetics, weather protection, and maintenance cost of metal shelters as well as what other shelter options may be available.

Vice Chair Walker inquired if the savings from moving to a more cost-effective design would lead to a savings that would allow for benches to be installed at every shelter.

Mr. McCarty thought there would be some cost savings realized after the initial upfront costs are expended, but the decision to install benches do not reside at his authority level.

CEO Griffus noted that the agency does want to install a bench at every stop and is working towards that goal.

Commissioner Roscoe inquired about whether there could be a “check in” with the community several months after some of the shelters have been installed to see how the community sentiment is about the shelters.

Mr. McCarty confirmed that the contract allows for work to be issued by task order so it could be paused if need be.

Commissioner Mello inquired if the proposed shelter design was reviewed by the Community Transportation Advisory Group (CTAG) before a decision was made.

Mr. McCarty confirmed that the proposed shelter design was not reviewed by the CTAG, but he would be happy to work with the CTAG on this.

Commissioner Mello advocated for the use of the CTAG more for matters that directly relate to the customer experience. He noted the agency would be well served by taking this item to the CTAG for input before the Board moves forward with any action.

Original motion: Commissioners Whalen and Hines **moved** and seconded to authorize Amending the 2022 Capital Budget to add the Bus Shelter Rehabilitation Project to the 2022 Capital Budget and authorize the execution of Contract No. 1309 with John R. Leskajan, LLC., dba Tacoma Iron Work, for a total not to exceed amount of \$1,000,000 for fabrication and powder coating of new expanded metal panels in addition to powder coating of existing bus shelters.

Amendment: Commissioners Mello and Keel **moved** and seconded to refer this item to the Community Transportation Advisory Group (CTAG) to gain advice/input about the design of the shelters before implementation.

The amendment **carried**, 7-0.

A discussion ensued about the logistics of bringing back the CTAG's input to the Board.

CEO Griffus confirmed that the agency can move forward with the shelters as a small pilot program. He advised that after the CTAG reviews this item, it can be reviewed by the Service Delivery and Capital Committee.

The original motion **carried**, as amended, 7-0.

STAFF UPDATES

1. Bus Rapid Transit Update

CEO Griffus reported that there have been no cost escalations or changes to the schedule and that the partners are working well together.

Upon inquiry from Commissioner Roscoe about whether there is a date that Pierce Transit must perform/reach a certain milestone or risk losing FTA funding, CEO Griffus confirmed that Pierce Transit will receive the funding when it reaches 60 percent design, which is expected to occur in March 2023.

2. CEO'S Report

CEO Mike Griffus reported on the following items:

- Welcomed Commissioner John Hines from the City of Tacoma to the Pierce Transit Board

- Invited the community to participate in the BRT Stream Survey that is currently underway and provided information on how to access the survey
- The South Hill Mall Transit Center refurbishments are almost complete. The transit center is scheduled to open February 25
- Christopher Schuler, the new Executive Director of Finance, will start March 7. He thanked Danette Rogers for filling in as the Executive Director of Finance during the recruitment period

INFORMATIONAL BOARD ITEMS

1. Chair's Report

- The Service Delivery and Capital Committee's next meeting will be held February 17, 2022 at 3:00 p.m.

2. Sound Transit Update

Commissioner Keel reported that the Sound Transit light rail is still making its way to Pierce County.

3. Puget Sound Regional Council Transportation Policy Board Update

Commissioner Mello reported that the Regional Transportation Plan is out for comment and adoption of the Plan is scheduled for May. He reported that at the last meeting a series of transportation alternative programs such as biking and pedestrian projects were approved. He reported that the current earned shared discussion remains active.

4. Commissioners' Comments

Commissioner Mello thanked CEO Griffus for working with the government affairs team and for providing testimony to the legislature that can lead to healthy funding. He provided an update on the legislative session.

Commissioner Hines thanked CEO Griffus and Clerk Jacobson for the base tour during his recent orientation.

ADJOURNMENT

Commissioners Roscoe and Mello **moved** and seconded to adjourn the meeting at 5:33 p.m.

Motion **carried**, 7-0.



Deanne Jacobson
Clerk of the Board



Kristina Walker, Vice Chair
Board of Commissioners