

PIERCE TRANSIT
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
MINUTES

May 11, 2020

CALL TO ORDER

Chair Woodards called the virtual Regular Board meeting to order at 4:03 p.m.

ROLL CALL

Commissioners present:

Victoria Woodards, Chair of the Board, Mayor of the City of Tacoma
Marty Campbell, Vice Chair of the Board, Pierce County Councilmember
Nancy Henderson, Town of Steilacoom Councilmember
(representing Auburn/Gig Harbor/Fircrest/Pacific/Ruston/Steilacoom)
Daryl Eidinger, City of Edgewood Mayor *(representing Fife/Milton/Edgewood)*
Conor McCarthy, City of Tacoma Councilmember
Bruce Dammeier, Pierce County Executive
Kent Keel, City of University Councilmember
Don Anderson, City of Lakewood Mayor

Commissioners excused:

Robin Farris, Puyallup City Councilmember

Staff present:

Sue Dreier, Chief Executive Officer
Deanne Jacobson, Clerk of the Board
Aaron Millstein, General Counsel from K&L Gates

Opening Remarks and Housekeeping Items

Chair Woodards welcomed Board Members, staff and citizens to the virtual meeting and provided instructions for participation to attendees. She announced that oral public comments will not be received today; however, citizens were given the opportunity to submit written comments prior to the meeting. She noted that no written comments were submitted.

She also noted for the record that there has been a correction to the April 13, 2020 minutes on page 4, third paragraph, pertaining to the Agency's reserve fund.

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 Campbell and Dammeier **moved** and seconded to approve the consent agenda as amended.

Motion carried, 8-0.

1. Approval of Vouchers, April 1, 2020 to April 30, 2020
 Operating Fund #10
 Self-Insurance Fund #40
 Capital Fund #90
 Payment Nos. 373470 through 373707
 Wire Nos. 4019 through 4296
 No Advance Travel Check
 Total \$9,011,791.59
2. Minutes: April 13, 2020 regular meeting
3. Ratification of Contracts Executed Pursuant to the COVID-19 Emergency Declaration:

Contract No.	Vendor	Purpose	Date of Execution	Expenditure Amount
1045	Top2Bottom Janitorial Services, LLC	Amendment No. 2 – increasing the original \$50,000 contract amount by \$95,000 to add bus sanitizing at Commerce St. Tunnel and South Hill Mall due to COVID-19 and extending the contract through June 2020.	4/17/20	\$95,000
PT-01-15	SMS Janitorial Services	Amendment No. 6, adding \$94,000 to the existing contract amount of \$597,195 for janitorial services for Buildings 4 and 5 due to COVID-19.	4/17/20	\$94,000

ACTION AGENDA

1. FS 2020-025, Spanaway Transit

Senior Planner Janine Robinson presented on the item. She noted that it's been several months since the Board has been briefed on this project and since authorization was given in October of 2019 to purchase of property for the Spanaway Transit Center Project. She reviewed the proposed site plan and the proposed amenities, noting that the transit center

would be located at the end terminus of the Route 1. She also reviewed the acquisition costs, which includes grant-funded monies to purchase the property.

Ms. Robinson responded to various questions from commissioners pertaining to the existing dwellings that are on the property and the security of receiving the grant monies during the current economic conditions triggered by the COVID-19 pandemic. Ms. Robinson confirmed that mobile homes that were on the site have been removed and stated that the grant monies are secure.

Commissioners Campbell and Anderson moved and seconded to authorize the Chief Executive Officer to execute a purchase and sale agreement to acquire Real Property for the Spanaway Transit Center Project, located at 20710 Mountain Highway East in Spanaway, Washington, from LMO Spanaway LLC, in the amount of \$2,050,000.

Motion carried, 8-0.

STAFF UPDATES/DISCUSSION

CEO's Report – Covid-19 update

CEO Dreier reported on the following:

- Commendation for Pierce Transit staff for serving the community during the pandemic.
- The Agency is in the process of right sizing staff with service levels through furloughs and layoffs.
- Ridership is up with approximately 9500 trips provided each day.
- The Agency is using “shadow buses” to pick up passengers that are unable to board the bus because of social distancing measures.
- All Employee meetings are being held through zoom weekly to every ten days.
- Reviewed Chat of revenue collections from last five years and noted that there could be a loss of revenue of approximated \$47 million due to the pandemic.
- Current staffing levels.
- The Agency is exploring cost containment strategies; and
- Agency plans on reinstating the collection of fares in June and looking at measure to collect in a manner that retains proper social distancing measures, such as installing plexiglass or curtains between the operator and the public.

INFORMATIONAL BOARD ITEMS

Chair Report

Chair Woodards announced that the following information:

- Executive Finance Committee meeting will be held virtually on May 21 at 3:00 p.m.
- The elections for the Chair and Vice Chair positions are scheduled for the June 8th Board Meeting, with the leadership role beginning at the July Board Meeting.

Sound Transit Update – No update.

PSRC Transportation Policy Board Update – No update.

Commissioner Comments – No comments.

EXECUTIVE SESSION

Chair Woodards announced that there is no executive session this evening, but that the Board will enter a closed session discussion after the meeting is adjourned to discuss labor negotiations, pursuant to RCW 42.30.140 (4)(b).

ADJOURNMENT


Commissioners Campbell and Keel moved and seconded to adjourn the meeting at 4:38 p.m.

Motion carried, 8-0.

on
behalf
of:



Deanne Jacobson
Clerk of the Board



Victoria Woodards, Chair
Board of Commissioners