

Board of Directors' Special Meeting
Tuesday, July 2, 2019
Community Transit Board Room
3:00 p.m.

Board Members Present

Councilmember Kim Daughtry
Mayor Dave Earling
Mayor Leonard Kelley
Mayor Jon Nehring
Lance Norton
Councilmember Jan Schuette
Councilmember Mike Todd
Councilmember Stephanie Wright

City of Lake Stevens
City of Edmonds
City of Stanwood
City of Marysville
Labor Representative, non-voting
City of Arlington
City of Mill Creek
Snohomish County

Board Members Absent

Councilmember Joe Neigel
Councilmember Terry Ryan

City of Sultan
Snohomish County Meeting

Others Present

Ken Bailey
Geri Beardsley
Roland Behee
Lia Blanchard
Melissa Cauley
Tim Chrobuck
Larry Daubenmire
June DeVoll
Jamyang Dorjee
Bonnie Ginsberg
Emmett Heath
Alan Hendricks
George Hurst
Steve Kim
Mary Beth Lowell
Molly Marsicek
Laurel McJannet
Joy Munkers
Deb Osborne
Dave Richards
Juanita Shuler
Greg Stamatiou
Nashika Stanbro
David True
Rhonda Wahlgren
Jim Williams
Rachel Woods

CT-Vehicle Maintenance Manager
CT-Director of Administration
CT-Manager of Planning
CT-Public Information Specialist
CT-Grants Program Manager
CT-Chief Technology Officer
CT-Capital Project Manager
CT-Manager of Regional Programs & Projects
CT-Public Affairs Specialist
CT-Marketing Manager
CT-Chief Executive Officer
CT-Legal Counsel
City of Lynnwood, Board alternate
CT-Director of Transportation
CT-Director of Comm. & Public Affairs
CT-Director of Customer Experience
CT-Online Content Specialist
CT-Director of Planning & Development
CT-Chief of Staff
CT-Director of Maintenance
CT-Exec. Support/Records Mgmt. Specialist
CT-Assist. Mgr. of Capital Development Prog.
CT-Public Information Specialist
CT-Capital Development Program Manager
CT-Procurement & SBE/DBE Specialist
CT-Transportation Manager
CT-Executive Board Administrator

Call to Order

Mayor Dave Earling, Chair, called to order the July 2, 2019 Board of Directors' Special Meeting at 3:00 p.m. at the Community Transit Board Room, Everett, Washington.

Roll Call of Members

The Executive Board Administrator called roll. Attendance was as noted above. **A quorum was present.**

Public Comments

There were no public comments.

Committee Reports

Executive Committee

Mayor Dave Earling reported on the June 20, 2019 Executive Committee meeting. The Committee approved up to three members to attend the APTA TRANSform conference. The CEO reported on his activities and an executive session was held to discuss current litigation. The next meeting was scheduled for July 18, 2019 at 1:00 p.m.

Finance, Performance & Oversight Committee

Councilmember Kim Daughtry reported on the June 20, 2019 Finance, Performance & Oversight Committee meeting. The Committee recommended approval of the May payroll and monthly expenditures on the meeting's consent agenda. The Committee was briefed on the May sales tax and diesel fuel reports. The next meeting was scheduled for July 18, 2019 at 2:00 p.m.

Strategic Alignment and Capital Development Committee

Mayor Dave Earling reported on the July 19, 2019 Strategic Alignment and Capital Development Committee meeting. The Committee reviewed and recommended one consent item to the Board for approval, ITB #2019-028 KPOB Roof Repairs. The Committee was briefed on the Link light rail developments and discussed continued service expansion into 2020 to support the rail service. The next meeting was scheduled for July 17, 2019 at 3:00 p.m.

Consent Calendar

Councilmember Kim Daughtry moved to approve items A through L:

- A. Approval of minutes of the June 6, 2019, Board of Directors' Meeting.
- B. Authorize CEO to Award: ITB #2019-028, KPOB Roof Repairs.
- C. Approval of vouchers dated May 01, 2019, in the amount of \$3,486,230.12.
- D. Approval of vouchers dated May 03, 2019, in the amount of \$1,044,126.37.
- E. Approval of vouchers dated May 07, 2019, in the amount of \$175,553.12.
- F. Approval of vouchers dated May 09, 2019, in the amount of \$3,666,384.06.
- G. Approval of vouchers dated May 14, 2019, in the amount of \$1,757,412.42.
- H. Approval of vouchers dated May 16, 2019, in the amount of \$1,156,812.89.
- I. Approval of vouchers dated May 22, 2019, in the amount of \$431,484.96.
- J. Approval of vouchers dated May 23, 2019, in the amount of \$4,554,977.80.
- K. Approval of vouchers dated May 30, 2019, in the amount of \$1,082,975.02.
- L. Approval of May 2019 Payroll:
 1. Direct Deposits Issued, #s 352617 – 354148 in the amount of \$3,275,614.26.
 2. Paychecks Issued, #s 103858 – 104052 in the amount of \$182,136.18.
 3. Employer Payroll Tax Deposits in the amount of \$381,797.25.
 4. Employer Deferred Compensation for IAM in the amount of \$9,579.74.

The motion was seconded by Councilmember Stephanie Wright and passed unanimously.

Chair's Report

The next Board meeting was scheduled for Thursday, August 1, 2019 at 3:00 p.m. and the Quarterly Board Workshop was scheduled for Thursday, July 18 at 3:00 p.m.

Chief Executive Officer's Report

Emmett Heath, CEO, reported the following items:

Partnership and Advocacy

WSDOT's I-5 System Partnership Report was recently released. Councilmember Mike Todd shared the history and purpose of this project—to seek funding to support I-5 work. Numerous local committees and agencies, including Community Transit, provided letters of support. The region needed to work together if it was going to improve regional transportation. Councilmember Todd suggested the Board engage in the process.

Mary Beth Lowell, Director of Communications and Public Affairs, was scheduled to visit Washington D.C. mid-July to support Congressman Larson and the Bus Coalition. In-person meetings were scheduled with several congressional staff. Mary Beth would attend the Economic Alliance of Snohomish County Fly-in in September.

The House approved an appropriations package, including transportation, for fiscal year 2020. The Senate was expected to introduce its version this summer.

Derek Stanford was selected to fill the Senate seat vacated by Sen. Palumbo. Davina Duerr was selected to fill the seat vacated by Mr. Stanford.

Operational Excellence

Community Transit's ORCA Lift program launched July 1, 2019. The Next Generation ORCA project was currently on scope and on budget. Handouts for both of these programs were provided to Board members.

Sound Transit's Lynnwood Transit Center project construction was scheduled to begin next week. Community Transit staff was coordinating with Sound Transit to communicate and help mitigate construction disruptions for customers.

To mark the 40th anniversary, Gov. Inslee proclaimed July as Vanpool month. This was a successful program for Community Transit that continued to grow. Recently, WSDOT confirmed it would fund Community Transit's program with 33 expansion vans and 22 replacement vans.

Employment Experience

The Coach Operator Roadeo Competition took place over the weekend and the winner would advance to the state competition. David Gibson, a 28 year coach operator veteran, placed first and would represent the agency.

Joy Munkers, Director of Planning and Capital Development, gave notice that she would retire December 1, 2019. In anticipation of her departure, the executive team was evaluating options for filling her role.

Community Transit's strategic framework was under revision and was scheduled to be an agenda item for the July 18, 2019 Quarterly Board Workshop.

Planning for the Future

Conversations at King County Metro and Sound Transit were emerging regarding additional low-fare categories. The conversations included an extra low-income fare, providing a deeper discount for those at a low income, and no-fare fare for the most disadvantaged riders.

Board Communication

Representative Lance Norton shared a recent bus riding experience. The drivers were professional and friendly and he talked with fellow passengers.

Councilmember Kim Daughtry and Al Hendricks, Legal Counsel, would both celebrate their wedding anniversaries on July 4th.

Councilmember Mike Todd shared the July 4th activities planned for the City of Mill Creek.

Mayor Jon Nehring congratulated Joy Munkers on her upcoming retirement and thanked her for her contributions.

Councilmember Jan Schuette congratulated Joy Munkers on her retirement.

Mayor Dave Earling thanked Joy Munkers for her contributions to the agency.

Adjourn

The meeting adjourned at 3:29 p.m.



Rachel Woods
Executive Board Administrator