

# Jefferson Transit Authority Board

## Special Meeting Minutes

Tuesday, November 4, 2014, 1:00 pm  
701 Harrison Street, Port Townsend, WA

### CALL TO ORDER/WELCOME

The meeting was called to order by Jefferson Transit Authority (JTA) Board Chair David Sullivan at 1:01 pm. Other members present were Catharine Robinson, John Austin and Robert Gray, and Phil Johnson excused.

### STAFF PRESENT

General Manager Tammi Rubert, Finance Manager Sara Crouch, Fleet and Facilities Manager Ben Arnold and Executive Assistant/Clerk of the Board Laura Smedley.

### PUBLIC COMMENT

There was none.

### NEW BUSINESS

- a. **Resolution 14-20: Approving the Amended Washington State Transit Insurance Pool Interlocal Agreement.**

Sara Crouch explained that Resolution 14-20 is to approve the WSTIP Interlocal Agreement. The items that have changed are minor clean-up and editorial changes. Ms. Crouch suggests the Board Chair be authorized to sign this Interlocal Agreement.

***Motion: John Austin moved to adopt Resolution 14-20 approving the amended WSTIP Interlocal Agreement. Phil Johnson seconded.***

***Vote: The motion carried unanimously, 5-0 by voice vote.***

***Motion: Catharine Robinson moved that the Chair be authorized to sign the amended WSTIP Interlocal Agreement. John Austin seconded.***

***Vote: The motion carried unanimously, 5-0 by voice vote.***

**b. Resolution 14-21: Authorizing the Chair to sign the 1<sup>st</sup> Amendment to Agreement GCB1730.**

Sara Crouch explained this is a STP-Flex Grant (Surface Transportation Program) for the new facility. This grant is \$493,713 for general construction, \$77,053 of which is JTA's match. This is an 86 ½% - 13 ½% match grant.

Robert Gray asked about STP-Flex funding. Ms. Crouch explained this funding is flexed from Federal Highway Administration (FHA) funds into Federal Transportation money.

***Motion: Catharine Robinson moved to adopt Resolution 14-21 authorizing the Chair to sign the First Amendment to Agreement GCB1730. John Austin seconded.***

***Vote: The motion carried unanimously, 5-0 by voice vote.***

**PUBLIC COMMENT**

Darrell Conder noted that when searching the website, the WSTIP information gave a message of "page not available".

**ADJOURNMENT**

The meeting was adjourned at 2:07 pm. The next regular meeting will be held Tuesday, November 18, 2014, at 1:30 p.m.

  
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Laura Smedley, Clerk of the Board

11-26-14  
Date