



Grant Transit Authority

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PTBA MEETING MINUTES February 18, 2010 at 7:00 pm

Held at: Grant County Public Works, 124 Enterprise St, Ephrata, WA 98823

Board Members Present

- Mayor Kathy Bohnet
- Councilman Philip Isaak
- Councilman Bruce Reim
- Councilwoman Roberta Hensley
- Councilwoman Gina Bennett
- Councilman Dick Deane

Staff Present

- Greg Wright, Transit Manager
- Tina Ovenell, Admin. Assistant
- Michael Wyman, Legal Counsel
- John Friend, Finance Officer

Board Members Absent

- Mayor Roldan Capetillo
- Councilman Manuel Guerrero
- Commissioner Carolann Swartz

Citizen Attendance: Please see attached attendance list.

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair Mayor Bohnet at 7:01 pm. Pledge of Allegiance was recited. Roll call was taken by Tina Ovenell, Administrative Assistant, 6 Board Members present and 3 Board Members absent.

• PUBLIC HEARING, Proposed Schedule Modifications and Fare Increase

Board Chair Mayor Bohnet opened the Public Hearing. A rider who currently rides from Ephrata to Moses Lake and back for her work commute commented that the changes add too much time to her daily commute. She would like to see the "express" route remain in effect.

**Commissioner Swartz and Councilman Guerrero entered the meeting at 7:06 pm.

Representatives from the processing plants in the Warden area commented on the need to continue the weekend service. A letter has been submitted to Greg Wright, Transit Manager, and was read during the meeting. Representatives thanked the GTA staff and Board of Directors for working with them rather than simply making decisions without hearing the needs of the citizens.

Public hearing closed at 7:16 pm.

- **Board Minutes Approved**

In the "Board Members Present" area of the minutes it indicates that Mark Wanke and Bob Rupe were in attendance, it was actually Bruce Reim and Roberta Hensley. Councilman Deane made a motion to approve the minutes as amended. Councilman Guerrero seconded the motion, motion unanimously carried.

- **Public Comments**

NONE

- **Transit Managers Report**

Greg Wright, Transit Manager, reported that he worked closely with WSDOT staff to complete the Livability Bus Program Grant Application, requesting \$1 Million to supplement GTA's capital facility project. GTA was one of only two transit systems in Washington State that applied for this funding and was supported by WSDOT.

Greg is working on appropriations requests for Senator's Murray and Cantwell and for Congressman Hastings. One request is for supplemental facility funding and the other is for the purchase/replacement of two diesel cutaway buses.

Greg announced that Brandy recently trained drivers for the start of a new Vanpool Group. This brings the number of vans in service to 10. We currently have 3 vans available with 2 backups.

Valley Transit in Walla Walla was recently successful in passing their ballot measure! Their sales tax percentage will increase from 3/10 of 1% up to 6/10 of 1%. Last year SKAT Transit, Island Transit and Sound Transit were also successful at passing their ballot measures. Whatcom Transportation Authority in Bellingham will be cutting 1/3 of its service if they are not successful in April with their ballot measure proposal.

Greg noted that WSDOT will be coming on April 29th to conduct their annual site visit with GTA Staff. The purpose of this visit is to ensure that GTA is in compliance with all WSDOT funded operating grants and capital purchases.

A letter was submitted to WSDOT requesting additional funds in the amount of \$220,750 for the operations & maintenance base on February 3rd. Board Chair Bohnet reviewed and signed the letter.

There was a short discussion regarding GTA's sales tax revenue and percentage currently being collected for GTA.

- **Treasurers Report, January Voucher Requests Paid**

John Friend, GTA Finance Officer, presented the financial report showing the total expenditures for January at \$309,450.99. Sales tax came in below what was budgeted for January. Councilman Deane made a motion to accept the Treasurers Report and to approve vouchers 6107-6147, in the amount of \$309,450.99. Councilman Guerrero seconded the motion, motion unanimously carried.

- **Contract Provider Report, People For People**

Madelyn Carlson, People For People, officially introduced Jeff Railton as the new Operations Manager. He shows great leadership and will work closely with GTA staff to ensure great GTA service.

Jeff Railton, PFP Operations Manager, noted that ridership was up 5%. PFP staff worked hard to pull ridership stats and meet with Greg and Brandy to assist in coming up with the proposed route modifications. There was a drivers meeting and all drivers were in attendance. Drug and Alcohol training was given and GTA policies were reviewed.

The Board of Directors, Greg and PFP discussed the fare revenue and why the revenue doesn't match up with the boarding counts. Monthly passes have to be taken into consideration, as well as having some issues with certain passengers who are not wanting to pay the posted fare every time. Greg noted that not all drivers are enforcing the payment of fares for fear of evoking fights. Jeff noted that drivers have different comfort levels when confronting non-paying passengers. Greg said bottom line is that people need to pay a fare and drivers need to enforce this.

- **Darryl Piercy, Capital Project Update**

Darryl thanked the Board Chair and noted that we are in exciting times and getting close to going out to bid. Construction drawings have been finalized and we are working on the legal documents, things should move rather quickly now. We are about 30 days beyond our original estimates due to going forward with bid alternates. It is clear that there is not enough money to have everything wanted and needed by GTA, but Greg continues to seek additional funding. Mr. Piercy noted that he believes the Architects estimates to be high and we will be able to add in the alternates. Building permits have been submitted to the City of Moses Lake. We will have a better idea by the April Board Meeting as to what GTA will actually be able to construct. Councilman Isaak made a motion to authorize GTA Staff to go out to bid for the maintenance and operations base. Commissioner Swartz seconded the motion, motion unanimously carried.

UNFINISHED BUSINESS

- **TDP Update, Schedule Public Hearing**

Councilman Guerrero made a motion to hold a public hearing for the adoption of the Transit Development Plan at the March, 2010 Board Meeting. Councilwoman Bennett seconded the motion, motion unanimously carried.

NEW BUSINESS

- **Board Meeting Times**

After a short discussion, it was determined that this could be brought back to the Board at a later date, when all Board Members are present. For now the Board Meeting times will remain the same, 7:00 pm.

- **Resolution No. 10-02, Plan it Consulting, Comprehensive Plan Update**

After a short discussion, Councilman Guerrero made a motion to approve Resolution No. 10-02, Comprehensive Plan Update. Councilwoman Bennett seconded the motion, motion unanimously carried.

- **Proposed Schedule Changes**

Greg noted that after holding several public meetings and receiving feedback at these meetings, from phone calls and various e-mails, staff is comfortable with the schedule modifications that have been presented, with the exception of retaining the weekend service. Greg asked that the weekend service be retained at least through the month of June. This will give GTA Staff the opportunity to work with the processing plants to come up with the necessary funding to retain this service for an extended period of time. WSDOT likes to see coordination and would be happy to see these processing plants contribute to the cost of providing transportation to their employees. Commissioner Swartz made a motion to approve the schedule modifications, with the potential to make minor modifications to try to make the commute time for Ephrata to Moses Lake and back shorter. Councilman Isaak seconded the motion, motion unanimously carried.

- **Proposed Fare Increase**

GTA received several comments from passengers regarding the proposed fares. Many of the passengers were in agreement that the fares were too low and needed to be increased. Although, we heard loud and clear that the age for the VIP fare and monthly pass should be increased to age 60 rather than 65. Staff agrees with this and recommends that the Board of Directors consider making this adjustment. Councilman Isaak made a motion to

approve the fare increase, the VIP age will be 60 rather than the originally recommended 65. Commissioner Swartz seconded the motion, motion unanimously carried.

- **Waterleaf First Amendment**

Michael Wyman, Legal Counsel, noted that some of the 2010 Certifications and Assurances weren't applicable to the Architect, but only to the contractor. One area of the contract amendment needed to be amended, approved by the Board and initialed by the Board Chair. Commissioner Swartz made a motion to approve the amendment. Councilman Guerrero seconded the motion, motion unanimously carried.

- **Resolution No. 10-03, US Bank Checking Account Signatures**

With the recent change in Board Members, we are in need of changing the signature card at the bank for GTA's checking account. Councilman Guerrero made a motion to approved Resolution No. 10-03, signatures on the account will be John Friend, Greg Wright, Kathy Bohnet, Dick Deane and Bruce Reim. Commissioner Swartz seconded the motion, motion unanimously carried.

- **Other**

NONE

The next regularly scheduled meeting of the Grant Transit Authority Board of Directors will be at 7:00 pm, Thursday, March 18, 2010, in the City Council Chambers at the Ephrata City Hall, 121 Alder St SW.

Meeting was adjourned at 8:25 pm.

Attested:

Tina Ovenell
GTA Administrative Assistant

I certify that this is a true copy of the accepted GTA meeting minutes.

Board Member