

Jefferson Transit Authority Board
Meeting Minutes
Tuesday, February 17, 2009, 1:30 p.m.
Port Townsend Fire Station
Port Townsend, WA

CALL TO ORDER/WELCOME

The Meeting was called to order by Jefferson Transit Authority Board Chair David Sullivan at 1:34 p.m. Other members present were John Austin, George Randels, Phil Johnson and Catharine Robinson.

STAFF PRESENT

Dave Turissini, Van Church, Mike Pollack, Rachel Katz

CAC PRESENT

Linda Pfafman
Brenda McMillan
Ali Dyche

OTHERS PRESENT

None.

LATE ARRIVALS

Jeff Chew, Peninsula Daily News

PUBLIC COMMENTS

The Board Chair opened the meeting to public comment at 1:34 p.m.

Linda Pfafman spoke about Senate Bill 5513 and HB 1606, both which are related to unlawful transit conduct. She has concerns about discipline for people who give the appearance of being transit employees. She thinks the language would apply to CAC members who wear Jefferson Transit insignia. Turissini commented that the language was created to address people who are impersonating transit employees. The intent was to mitigate bad bus behavior.

Brenda McMillan stated that the CAC approved a fare increase but didn't address the issue of a zone fare at county lines. She feels the zone fare would force the drivers to be policemen.

Public comments were closed at 1:40 p.m.

CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORTS

Linda reported discussion on changes to the CAC bylaws language, a new application for

reappointment, Senate Bill 5180, shopping carts at the Park and Ride. Concerning Citizens Advisory Committee terms, Randels commented that turnover on the committee can be a good thing, and asked if the reappointment process includes solicitation for new membership. Pfafman stated that the CAC will seek new candidates. Robinson stated she would support board policy to that effect. Reappointment applications should be available for Board review in May.

NEW AGENDA ITEMS

Senate Bill 5180

PUBLIC HEARING

Update DBE Program Goal

The public hearing began at 1:49 p.m. Staff report: Turissini explained that we are required to update our Disadvantaged Business Enterprise goals annually. This requirement is established by Jefferson Transit's grant funding requirements. The public comment period for this goal will last 45 days from the date it was advertised, and action will be taken at the March meeting of the Authority Board. The meeting was opened to public comment at 1:52 p.m. Ali Dyche asked for an explanation of the DBE program. Turissini explained it to her.

The public hearing was closed at 1:54 p.m.

CONSENT AGENDA

- a. **Approval of Minutes, January 20, 2009**
- b. **Approval of Expenses, January 2009**
- **Operating checks 84997- 85127: \$401,130.05 (includes payroll of \$ 131,491.75)**
- c. **Authorize GM to issue RFP Jefferson Transit-09-01: Lodging Services**
- d. **Authorize GM to issue RFP Jefferson Transit-09-02: Security Services**

Motion by Randels, second by Robinson to approve the Consent Agenda. The motion carried unanimously.

UNFINISHED BUSINESS

a. Border patrol situation - Safe Haven Policy

Turissini explained that he has been in contact with the ACLU, who produced a placard to be placed on the buses. He said that the ACLU would like to use this as a model program that could be extended to other transit systems and the piece is ready to go to print. Austin commented that the bus-specific language implies that the conditions are different off the bus. Robinson countered that general language might not automatically lead to extrapolation of meaning to specific contexts, and that it should be stated explicitly. Randels stated that an imprimatur from Transit is still appropriate. Robinson requested that staff ask the ACLU to include both general and specific language regarding where the rights can be applied. She also stated that posting the information should not be delayed any longer. She said she also really wants to see cards with this information on the buses. The information will also be printed in Spanish. Staff will issue a press release.

Motion by Randels, seconded by Robinson to request language on the ACLU placard acknowledging Jefferson Transit's sponsorship and include "and anywhere else in the U.S."

after “on this bus”, and to finalize a product and post as soon as possible. Discussion: it should be remembered that the main objective with the placards is about human rights, not Transit’s involvement. **The motion failed 3 – 1.**

Austin moved to authorize staff to give the ACLU permission to post this language of the placards as presented by the ACLU with the friendly suggestion that the ACLU indicate, in language crafted by them that the rights as stated apply off the bus as well as on the bus
Seconded by Randels. The motion passed unanimously.

b. Senate Bill 5180

Pfafman clarified the issue regarding flag stops vs. stopping in the roadway at designated stops. Pollack explained that all bus stop signs have been approved by the authorizing agency (WSDOT or Jefferson County) depending on who has jurisdiction over specific roads.

Motion by Austin Second by Robinson to direct the chair and the staff to work together to draft a letter in support of SB 5180. The motion passed unanimously.

NEW BUSINESS

a. Proposed Fare Increase

Turissini explained the financial issues behind the idea of a fare increase. The issue has been discussed by the CAC and the Finance Committee. The proposed fare model is anticipated to meet fare revenue needs if implemented by July 1, 2009. Out of county fares would be collected using King County Metro’s model of fare collection. Discussion: The ratio between day passes and reduced day passes is 3:2, but the ratio between the regular and discounted monthly passes are 2:1. Randels recommended a consistent approach to calculating discounted fares. He suggested \$16 for the reduced monthly pass, \$36 for the extended monthly pass and \$24 for the reduced extended monthly pass. Austin commented that Clallam Transit’s day pass is \$2.00. He believes that pushback will be minimal.

Motion by Robinson, second by Austin to advertise the proposed fare changes with pass price modifications made by Randels as stated above, and hold a public hearing on March 17, 2009 to consider final disposition of a fare change to be implemented no later than July 1, 2009. The motion carried unanimously.

b. Resolution 09-03 Adopting a Title VI Plan

Turissini explained that the Title VI plan formalizes Jefferson Transit’s commitment to not discriminate against anyone on the grounds of race, color, national origin or gender as provided by Title VI of the Civil Rights Act of 1964.

Moved by Austin, seconded by Johnson to Adopt Resolution 09-03: Adopting a Title VI Plan. The motion passed unanimously.

STAFF REPORT

a. Operations Report

b. Financial Report/ budget discussion

Turissini reported that a service reduction is needed in order to achieve a balanced budget for 2009. Three service options were presented for consideration.

Staff recommends **Option A**, a service reduction that would realize a projected annual savings of \$117, 000.

- *Eliminate all Sunday services*
- *Route 1, Brinnon: Eliminate all Saturday service (3 round trips)*
- *Route 11, Downtown Shuttle:*
- *M – F: Operate 30 minute service between 8:00 AM – 6:00 PM*
Operate 5 Timed Transfer trips before 8:00 AM
Operate 3 Timed Transfer trips after 6:00 PM
(Existing service = 36 trips/day, proposed service = 28 trips/day)
- *Sat: Operate 30 minute service between 10:00 AM – 5:30 PM*
- *Route 6, Tri-Area Loop: Add one Saturday trip*
- *Route 7, Poulsbo: Eliminate one mid day round trip (11:20 AM) M-F*

Option B:

- *Route 1, Brinnon: Eliminate all Saturday service (3 round trips)*
- *Route 6, Tri-Area Loop: Eliminate one Saturday trip*
- *Route 7, Poulsbo: Eliminate one mid day round trip (11:20 AM) M-F*
Eliminate all Saturday service (2 round trips)
- *Route 8, Sequim: Eliminate one mid day round trip (11:45) MF*
Eliminate all Saturday service (2 round trips)
- *Route 11, Downtown Shuttle:*
- *M – F: Operate 30 minute service between 8:00 AM – 6:00 PM*
Operate 5 Timed Transfer trips before 8:00 AM
Operate 3 Timed Transfer trips after 6:00 PM
(Existing service = 36 trips/day, proposed service = 28 trips/day)
- *Sat/Sun: Operate 30 minute service between 10:00 AM – 5:30 PM*

This option maintains Sunday service has a projection savings amount of \$156, 000.

Option C:

New service model within financial constraints (approximately 24% less than what was presented to the Board in October.

Discussion: the goal is to encourage people to use public transit more than they have in the past for many reasons, not just for commuting. This should be an important element in the discussion. Randels noticed two conflicting directions – staff preference of the options is opposite to the financial savings each represent. He commented that that he agrees with Austin that the new service model represents a better approach. Randels suggested that implementing a reduced-service option C with its efficiencies, would still be preferable to implementing two service changes within six months (one service reduction now, one service model change later).

Robinson had concerns about eliminating trips that are important for people who need medical services out of county. Ali Dyche stated that the proposed options favor service in Port Townsend and shortchange county residents. Johnson stated there should be one service change rather than two close together. Robinson asked for solid numbers on the agency's needs for operating and capital reserves in order to determine what the overall plan needs to be. Turissini explained that each option will stabilize our finances and prevent us from using cash reserves this year. On top of that, a capital reserve needs to be built. A sales tax increase would be needed to replenish capital reserves.

The immediate goal is to have a balanced budget with a \$500,000 operating reserve. Option C with a smaller reduction in service and a savings of \$125,000 instead of \$175,000 might work well operationally but would not allow for any capital expenditures.

Staff requested direction from the board as to which service option to present to the public in a public hearing. Randels prefers an option that saves approximately \$150,000, and thinks option C modified to realize a smaller savings figure, would be the best. Austin wanted to make sure that none of the agency's grants are put at risk by a service change. Church stated Option C could easily be modified. All were interested in having staff "flesh out" Option C to see if frequency and coverage could be better balanced. Staff will also work up hybrids of Options A and B.

c. Hood Canal Bridge

Turissini reported that staff is collaborating with WSDOT for a larger role in providing service on the Kitsap County side of the Hood Canal Bridge during the bridge closure. Pollack reviewed his current efforts to secure employees to help with planning, training and supervision. Turissini spoke about the transportation concerns on the Kitsap County side.

MISCELLANEOUS/CORRESPONDENCE

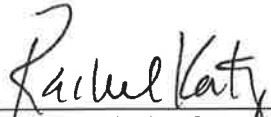
Customer comments were reviewed. There was a discussion about payphone difficulties.

EXECUTIVE SESSION

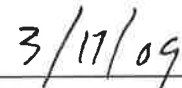
The executive session was postponed to the March meeting

ADJOURNMENT

Motion by Johnson, second by Robinson to adjourn the meeting. The motion passed unanimously. The meeting was adjourned at 3:28 p.m. The next Regular Meeting is to be held at 1:30 p.m., March 17th



Rachel Katz, Clerk of the Board



Date