

JEFFERSON TRANSIT AUTHORITY BOARD MEETING

Tuesday, January 18, 2011 1:30 p.m.

Mountain View Commons

1925 Blaine Street, Port Townsend, WA

AGENDA

- | | | | |
|------------------|-----------|--|--------------------|
| 1:30 p.m. | 1. | Call to Order/Welcome | |
| 1:40 p.m. | 2. | Public Comments | |
| 1:50 p.m. | 3. | New Agenda Items | |
| 1:50 p.m. | 4. | Consent Agenda | Attachments |
| | | a. Approval of Minutes, December 28, 2010 | |
| | | b. Approval of Expenses, December 2010 | |
| 1:55 p.m. | 5. | New Business | |
| | | a. Mobility Manager MOU | Attachment |
| | | b. Authority Board Member Elections | |
| | | c. Review Authority Board Composition | Attachment |
| 3:00 p.m. | 6. | Staff Report | |
| | | a. General Managers Report | |
| | | b. Financial Report | Attachment |
| | | c. Operations Report | Attachment |
| 3:20 p.m. | 7. | Miscellaneous | |
| 3:30 p.m. | 8. | Adjournment | |

Individuals requiring reasonable accommodation may request written materials in alternative formats, physical accessibility accommodations or other reasonable accommodation by calling (360) 385-4777 or 1-800-833-6388 (TDD /TTY).

Jefferson Transit Authority Board

Meeting Minutes

Tuesday, December 28, 2010, 1:30 p.m.

Mountain View Commons

1925 Blaine St., Port Townsend, WA

CALL TO ORDER/WELCOME

The Meeting was called to order by Jefferson Transit Authority Board Chair Catharine Robinson at 1:30 p.m. Other members present were George Randels, David Sullivan, Phil Johnson, John Austin and Pam Thompson.

STAFF PRESENT

Peggy Hanson, Sara Crouch, Cori Boyd, Tammi Rubert, Ben Arnold, Patty Perry, Natalie Patten, Burt Langsea

CAC PRESENT

Gordon Neilson, John Reynaud

OTHERS PRESENT

Scarlett Sankey, Rose Gaskill, Robert Komishane, Lennea Magnus, Jim Todd, Steve Oakford, Julie Jaman, Amber Kent, Steve Patch, Jeff Chew, Greg Aten, Margaret Lee, Mike Biggs, Brenda McMillan

PUBLIC COMMENTS

The meeting was opened to public comments at 1:33 p.m.

- Margaret Lee requested the board talk about what is allowed by staff, CAC and the public during the election
- Scarlett Sankey thanked the Design team members regarding Hancock Street
- Rose Gaskill was introduced by Scarlett Sankey as the representative of Hancock Street. She presented General Manager, Peggy Hanson with a letter of thanks
- Steve Oakford commended JTA for having New Years Eve Bus service
- Gordon Neilson wanted it noted that the staff cycled people in to warm buses and provided exceptional service during the recent snow storm
- Robert Komishane thanked everyone involved with the Jefferson County Residents for Transit
- Brenda McMillian asked if it was mandatory for route changes to be approved by the board
- Amber Kent stated that she hopes that routes are not cut during the week

Public comments ended at 1:39 p.m.

PUBLIC HEARING

- **Resolution 10-23: Adopt 2011 Operating and Capital Fund Budgets**

Hanson presented 2011 Budget and stated that this is the same budget from the Budget workshop. Robinson wanted to clarify that the 2011 budget does not include any sales tax increase. Crouch confirmed that as true. Sullivan clarified that if there is a levy passed, there will be an amended budget in the future.

Public Hearing Comments open at 1:42pm

- Steve Oakford stated he is in support of the budget

Randels stated he does not like the budget and hopes that we will be able to amend it and Austin agrees. Robinson noted that the 2011 budget is down \$300,000 from 2010 and that shows that staff has achieved good fiscal diligence.

Motion by Johnson, seconded by Randels to approve Resolution 10-23. The motion passed unanimously.

Public Hearing closed 1:45pm

PUBLIC HEARING

- **Resolution 10-24: Jefferson Transit Authority Board Members Public Endorsement and Support of Sales Tax Levy on February 8, 2011 Special Election Ballot**

Robinson introduced Resolution 10-24, which she stated was a Resolution before the Board so that the board can hear from the public, negative and positive comments regarding the levy. The board would then vote as whole on whether to publically endorse the measure or not.

Robinson opened the Public Comments at 1:48pm

- Scarlett Sankey said that it is imperative that the voters know how vitally important the public transit system is to Jefferson County. She said that voters need to know that Dial a Ride and Fixed Routing are connected.
- Jim Todd said that he recognizes that public transportation is vital. He strongly encourages board to endorse the measure.
- Robert Kominshie stated that transit is an absolutely necessary service. He stated that the public needs to know that the Board endorses it.
- Margaret Lee read the attached statement from Richard and Deborah Jahnke. They support the sales tax levy.
- Margaret Lee stated that she agrees with the Jahnke's statement and hopes the board will get behind the measure.
- Steve Oakford said he supports the levy. Need to promote for win-win situations. He talked about an old Metro ad that promoted bus vs. personal auto.
- Julie Jaman talked about an article she read regarding crude oil. She then talked about the

county's use of funds. She said no more money should go into the automobile infrastructure. Money should be used in public transit.

Public Hearing Comments Ended at 2:00pm

- Austin commented that Island Transit does not have Sunday service and Jefferson County does. He also liked the idea of the Climate Action Committee to endorse the measure and will bring that up at their next meeting. Johnson said that he is happy to hear about carbon issues.
- Sullivan said that in regards to Steve Oakfords image of the bus and the cars. He stated that those cars need parking and public transportation helps those drivers by taking more cars off the road. Sullivan also stated that if levy does not pass we will have to decrease service in a time that we should be increasing. We might need to turn down grants which could jeopardize getting capital grants in the future.
- Randels stated that it is important for economic development and important to those that need it to have public transportation. It is an important public service to those that visit us. Randels said that he supports this measure enthusiastically.
- Robinson said she supports the levy. She stated that the board voted to put the measure on the ballot and that she has seen the need from the budget for an increase in sales tax.

Motion by Sullivan, seconded by Randels to approve Resolution 10-24. The motion passed unanimously.

Close public hearing at 2:09pm.

Sullivan addressed the question brought up during the public comments section regarding what employees can and can't do regarding the levy. The Public Disclosure Commission has a website that states what is allowed and what is not. You cannot use public resources to endorse the levy.

CONSENT AGENDA

- a. Approval of Minutes, October 26, 2010**
- b. Approval of Minutes, November 16, 2010**
 - Change Peggy's statement regarding Forks service to state "limited to weekday service" and correct a typographical error on page 4.
- c. Approval of Minutes, December 7, 2010**
 - Brenda McMillan did not attend this meeting and needs her name taken off the list of attendees.
- d. Approval of Minutes, December 14, 2010**
- e. Approval of Expenses November 2010**

Operating Checks 88387-88492: \$286,580.41, including payroll of \$145,230.44
EFT (Fare Box) Check: \$23,436.69
Total Expenditures: \$310,017.10

Motion by Randels, seconded by Austin to approve the consent agenda with changes to the minutes as noted. The motion passed unanimously.

NEW BUSINESS

a. Resolution 10-25: Ratify 2010-2013 ATU Labor Agreement

Hanson reported the Bargaining Agreement with Amalgamated Transit Union was completed and voted on December 12th by the union. The December 12th vote was passed with 100% ratification by those attending. Hanson reported a confidentiality agreement was signed by all members of the union team. The ATU negotiating team was professional and ethical. Hanson briefed the Board on the negotiation process and a summary was included in the board packet.

Austin asked how many union members were eligible and how many voted. Thompson reported that there were 27 eligible members. 19 members were present and voted unanimously to ratify the contract. Austin then asked about the Field Supervisor position and if this new position would cause stress on the remaining drivers. Hanson talked about the extra board procedures and how extra shifts are picked up by those operators.

Sullivan stated there were good things in a contract and he really appreciates the union stepping up and recognizing the realities that we are in.

Robinson noted a change for the resolution. Under the Now Therefore, the word *of* needs to be changed to *between* and 2010 needs to change to 2011 on line 3.

Motioned by Randels, seconded by Johnson to approve Resolution 10-25 with changes as amended. The motion passed unanimously.

STAFF REPORT

a. General Manager's Report – Peggy Hanson

- JTA had its first State of Good Repair Meeting in November. It was received well with the employees and will be an annual event.
- JTA has completed the Operations SOP's. It is a Federal Requirement and will go out on January 2nd. Rachel Katz has already started on the Admin section of the next SOP. Hanson also thanked Rachel Katz for her good work with the SOP's.
- Hanson thanked the residents of Hancock Street for their understanding and cooperation and she was glad they were able to help each other.
- Dave O'Connell from Mason Transit will be at the January Board Meeting. Patty Perry, JTA Mobility Coordinator will be working in a shared position with Mason Transit through an MOU.

b. Finance Report – Sara Crouch

Sara presented the board members with a brief summary of financials for November: Operational Expenses for November were \$303,864.00 and operational income was \$17,565.42. Sales tax revenues received in November for September were down 2.19% from the same time last year. Cash on hand: \$356,689.97 in the Operating Account and \$130,944.01 in the Treasury Pool.

Randels suggested where you have actual vs. budget in the reports, there should be a percentage of where the numbers should be.

Robinson noted that on the Financial Summary, the sales tax numbers are for money received for previous months and on the financial statement it is listed as an accrual amount.

c. *Operations Report-Tammi Rubert*

- New Years Service will be free. It is being advertised on the website and flyers have gone out to all area businesses.
- Winter Operations Plan has been implemented and is on our website.
- The new Simme Seat is installed at Penny Saver.
- CAC member requested that the pullout at the Brinnon Store be the same as Mason Transit and that information is being sent to the Safety Committee to see about possible implementation.
- Hanson added in that the Winter Operations Plan makes JTA faster in their response to inclement weather.
- Hanson stated that she is very excited about the NYE service and that it is an opportunity to say thank you to our community. JTA is the only agency in the region that will offer this service.

Robinson thanked JTA employees for having the Winter Weather Plan in place before they actually needed it.

Robinson brought up Brenda McMillan's question about route changes. Hanson stated that re-routes and minor changes are completed by staff. Hanson stated that system changes shall be brought before the board for consideration. Randels agrees with staff handling changes.

Austin commended the Winter Operations Plan. He was looking in the plan for a winter warming bus available. Rubert stated that depending on the emergency level, JTA will have a warming bus. She also said that during our last winter storm a warming bus was placed at Haines Place Park and Ride.

MISCELLANEOUS/CORRESPONDENCE

ADJOURNMENT

The meeting was adjourned 2:54 p.m. The next Regular Meeting will be held at 1:30 p.m., January 18, 2010.

Natalie Patten, Clerk of the Board

Date-

28 December 2010

Dear Jefferson Transit Authority Board,

For those of us who think about public transit at all, it is too often considered something for 'other people'. We think people who need public transportation are not like those of us who are middle-class and have that great American liberator, a personal automobile. That attitude is so 20th-century, and we need to adjust to the century we live in.

We will run out of oil. Before that happens, gas prices will continue to climb out of reach. Do we ignore that reality until it is forced upon us? Or do we begin to employ efficient alternatives for transportation before reality dictates desperate solutions? Public transportation dollars are the greenest dollars we can spend.

Personal transportation won't vanish, but it makes sense to utilize public transportation for routine commuting. That can only happen with public support. Bus fares cover approximately 7% of operating costs in Jefferson County. That does not make our system unusual. We have a large county with a diffuse population, and transit logs many miles to accomodate all of our citizens. Our neighboring Island County provides free bus service, because their leaders consider it a public service, paid for entirely out of taxes. What do they understand that we don't?

Until we were able to move here permanently, for six years we commuted to Port Townsend whenever we could manage it. On many visits, the most convenient way to get here was Seattle public transit from the airport to the Seattle-Bainbridge ferry, Kitsap #90 bus from the ferry to Poulsbo, and dear old Jefferson Transit #7 would bring us within two blocks of our Port Townsend front door.

Yes, public transportation is a lifeline to people who don't have other options. It should be a minimum standard of commitment to the disabled. But it should also be something that any forward-thinking citizen would support. Public transit is for everybody. When it is convenient, frequent and reliable, you can use it for your work commute, for medical appointments, for pleasure trips.

Public transit benefits commerce as well. Many visitors arrive without cars on the Whidbey-PT ferry now. If a foot ferry to Seattle does become a reality, those passengers will need reliable, convenient public transit. A foot ferry from Kingston to Seattle would be accessible to public transit passengers if we support a transit system focused on the future. We support a vote of 'yes' on Proposition One for Transit on the upcoming ballot.

Richard and Deborah Jahnke
716 14th Street
Port Townsend WA 98368

- Bishop Park Apartments
819 Hancock Street
- Discovery View Retirement Community
1051 Hancock Street
- Seaport Landing Retirement & Assisted Living Facility
1201 Hancock Street
Port Townsend, Washington 98368

December 10, 2010

General Manager Peggy Hanson
Jefferson Transit
1615 West Sims Way
Port Townsend, Washington 98368

Dear Ms. Hanson:

Thank you, Jefferson Transit, for bringing the Shuttle Bus to Hancock Street.

We appreciate having direct access to clinics and the hospital, stores, restaurants, movie theaters, the library, and the Senior Center and being able to participate in many community events and enjoy Port Townsend's holiday festivities.

Sincerely,

Cheryl Scott & Cool!

Maurita Ljungquist
Georgia Merry
Jeanne K. Smith
Annie Mullin

Roni
Ellen Mosoy
Joyce Hawkins
Queneta Frye Schmalquist
Rita
Russell & Donna Campfield
Bonnetta Starlin

Linda Brown
Joy Luptill
Carl & Co
Sunny
Shirley Duval
Beverly Breken
Teresa B. Petro
Paula
Ron + Irene TCH - Thank you

Gerry Gahagan
Eileen Ehr
Randy Marshall
Rhelfis Patch
Irene Binnings
Edgar Tracy
Irene M. Ryderson
Jan Tapp
Jed Gates
Eileen Ladendorff

Wanda Smith
Helen Haddad
Kari
Barbara Monahan

Betty A. Scott
Mary Estrada
Charlotte Thoren
JESSE

Betty Blair
Lee Lowe

Sandy Dajoe

Ella Black

Wendy Bendoricost

Katherine Kenoe

Jeanne K. Smith

Lepa Booth

Timothy Wall

Jerry Case

Scott Hanky

Natasha Vae

Valen Mon

Lure Gastuit

Capital Checks

Vendor Name	Document Date	Check Number	Amount
Johnny K Designs, INC	12/27/2010	323	\$2,599.43

Vendor Name	Document Date	Check Number	Amount
Operating Checks			
Colonial Life & Accident Ins. Co.	12/1/2010	88493	\$582.25
Emerald Services INC	12/1/2010	88494	\$45.00
Goverment Data Publications, Inc	12/1/2010	88495	\$107.95
Jefferson County Public Works	12/1/2010	88496	\$34.19
M. Thuy Ghon	12/1/2010	88497	\$45.00
North Coast Electric Co.	12/1/2010	88498	\$173.68
Summit Law Group PLLC	12/1/2010	88499	\$327.00
Verizon Wireless	12/1/2010	88500	\$643.09
Wilcox & Flegel	12/1/2010	88501	\$23,998.46
Westbay Auto Parts	12/1/2010	88502	\$79.32
Natalie Patten	12/1/2010	88503	\$151.83
ADP	12/3/2010	88504	\$1,178.82
City of Port Townsend	12/3/2010	88505	\$861.82
First Choice Health	12/3/2010	88506	\$237.60
Healthforce OccMed	12/3/2010	88507	\$150.00
Madrona Hill Urgent Care	12/3/2010	88508	\$120.00
Manley Services	12/3/2010	88509	\$1,380.07
Michels, Susan	12/3/2010	88510	\$74.94
Pollack, Mike	12/3/2010	88511	\$47.74
Dept of Retirement Systems -DCP	12/3/2010	88512	\$398.08
Zenith Administrators, INC.	12/3/2010	88513	\$40,805.38
CASS/CADE Distributing INC.	12/7/2010	88514	\$129.78
Commercial Brake & Clutch	12/7/2010	88515	\$660.81
Gillig Corporation	12/7/2010	88516	\$629.69
Henery Hardware	12/7/2010	88517	\$168.24
Interstate Battery Systems of Seattle	12/7/2010	88518	\$98.50
Les Schwab Tire Center	12/7/2010	88519	\$3,229.05
North Coast Electric Co.	12/7/2010	88520	\$120.84
Office Depot	12/7/2010	88521	\$65.18
Olympic Springs	12/7/2010	88522	\$51.44
Port Townsend Senior Assn.	12/7/2010	88523	\$112.00
R&B Supply Co	12/7/2010	88524	\$159.95
Superior Linen Service	12/7/2010	88525	\$148.75
Tri-County Transmission & Auto Repair	12/7/2010	88526	\$3,520.83
Wurth USA, INC	12/7/2010	88527	\$87.73
Zenith Administrators, INC.	12/7/2010	88528	\$39,857.16
Jefferson Transit - Payroll	12/9/2010	88529	\$75,791.88
Lane, Alice	12/10/2010	88530	\$106.11
Thompson, Pam	12/10/2010	88531	\$67.43
Eisenman, Lloyd	12/10/2010	88532	\$90.36
Trollsplinter, Sarah	12/10/2010	88533	\$94.77
ADP	12/14/2010	88534	\$399.33
Berry	12/14/2010	88535	\$114.75
Broadstripe	12/14/2010	88536	\$125.37

Vendor Name	Document Date	Check Number	Amount
Dex Media West	12/14/2010	88537	\$20.02
DM Disposal CO., INC	12/14/2010	88538	\$336.60
Double D Electrical, INC	12/14/2010	88539	\$32.10
Fastenal	12/14/2010	88540	\$12.42
Henery Hardware	12/14/2010	88541	\$201.66
Jefferson County Public Works	12/14/2010	88542	\$56.74
Manley Services	12/14/2010	88543	\$1,596.63
Murrey's Disposal Co. Inc.	12/14/2010	88544	\$22.24
Puget Sound Energy	12/14/2010	88545	\$1,046.53
Pettit Oil Company	12/14/2010	88546	\$6,960.84
Pitney Bowes INC	12/14/2010	88547	\$21.45
A T & T	12/22/2010	88548	\$469.84
A.T.U. Local #587 COPE	12/22/2010	88549	\$30.00
A.T.U. Local #587	12/22/2010	88550	\$3,107.10
Bank of America	12/22/2010	88551	\$1,994.55
Brinks Incorporated	12/22/2010	88552	\$302.10
CenturyLink	12/22/2010	88553	\$138.73
WA State Dept of Retirement Systems	12/22/2010	88554	\$14,946.88
Ferrelgas	12/22/2010	88555	\$1,479.10
Jefferson Transit - Payroll	12/22/2010	88556	\$70,379.45
Annuity Premium Reserve Account	12/22/2010	88557	\$474.00
Lees Truck Repair	12/22/2010	88558	\$10.05
Madrona Hill Urgent Care	12/22/2010	88559	\$120.00
Olympic Springs	12/22/2010	88560	\$37.50
QWEST AZ	12/22/2010	88561	\$91.24
Quillayute Valley School	12/22/2010	88562	\$1,244.86
Schetky Northwest Sales	12/22/2010	88563	\$523.46
United Good Neighbors	12/22/2010	88564	\$21.15
HRA VEBA Trust	12/22/2010	88565	\$1,690.50
UniFirst Corporation	12/22/2010	88566	\$351.35
Westbay Auto Parts	12/22/2010	88567	\$400.91
ADP	12/28/2010	88569	\$429.63
Commercial Brake & Clutch	12/28/2010	88571	\$271.85
Gillig Corporation	12/28/2010	88572	\$991.15
IntelliSystems, Inc.	12/28/2010	88573	\$135.00
King County Finance and Business Operations Divis	12/28/2010	88574	\$125.00
LithtexNW	12/28/2010	88575	\$7,298.57
Leader, The	12/28/2010	88576	\$131.13
Les Schwab Tire Center	12/28/2010	88577	\$916.31
Office Depot	12/28/2010	88578	\$230.78
Qwest WA	12/28/2010	88579	\$884.07
Pacific Office Equipment	12/28/2010	88580	\$287.70
Printery Communications	12/28/2010	88581	\$3,887.96
Verizon Wireless	12/28/2010	88582	\$642.26
Wash. Dept of Corrections	12/28/2010	88583	\$44.05

Vendor Name	Document Date	Check Number	Amount
Zee Medical Service CO.	12/28/2010	88584	\$66.60
R.E. Auto Electric, INC	12/28/2010	88585	\$267.97
McKelvey, Troy	12/28/2010	88586	\$464.06
Bickford Ford-Mercury	12/28/2010	88587	\$406.59
			\$322,872.85

Vendor Name	Document Date	Check Number	Amount
Operating Checks-VOIDED			
Langsea, Burt	12/28/2010	88568	\$89.50
Bickford Ford-Mercury	12/28/2010	88570	\$406.59
			\$496.09



Agenda Item 5a.

Meeting Date: January 18, 2011

Subject: Mobility Coordinator MOU

Prepared By: Natalie Patten

Approved By:

A handwritten signature in black ink, appearing to read 'Peggy Hanson', is written over the 'Approved By:' line.

Summary:

A memorandum of understanding was signed by General Manager, Peggy Hanson and Dave O'Connell, General Manager of Mason Transit on January 13, 2011. The MOU is an agreement between JTA and MTA to share the Mobility Manager position. Patty Perry, JTA Mobility Manager will coordinate transportation services throughout the Olympic Peninsula to better serve the communities. This agreement between JTA and MTA is unique to transit and is a very positive step in breaking down barriers and building bridges during a time of financial constraint.

Dave O'Connell and his team will be present at the January 18, 2011 Jefferson Transit Authority Board Meeting to share this great news with the Authority Board and the residents of Jefferson County.

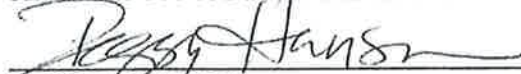
MEMORANDUM OF UNDERSTANDING

This is a memorandum of understanding, dated this 2nd day of December 2010, by and between Jefferson Transit Authority, hereinafter referred to as the JTA, and the Mason County Transportation Benefit Authority, hereinafter referred to as the MTA. In consideration of the mutual covenants and conditions hereinafter provided, pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, it is agreed as follows:

1. The MTA and JTA have implemented public transportation programs within Mason County and Jefferson County that include providing mobility management services to the respective citizens of the counties. This includes the need to coordinate services internal and external throughout the Counties and the Olympic Peninsula.
2. The MTA hereby contracts with the JTA to have the JTA, from a period commencing December 2, 2010, and ending on June 30, 2013, provide Mobility Management services, for approximately 416 hours per year, prorated for the period December 2, 2010 to June 30, 2011. The specific services are described in Exhibit "A" attached hereto. Services provided herein may sooner terminate by either party giving the other thirty (30) days advanced written notice.
3. The MTA will compensate the JTA for Mobility Management services on a monthly basis shown in Exhibit B. The JTA will submit monthly an invoice for services for the previous month by the 5th day of the following month.
4. The MTA will provide working space, telephone access and computer access for the person providing Mobility Management services. The person providing Mobility Management services may use an MTA staff vehicle if available to travel within Mason County when providing services under this MOU. If a vehicle is not available, MTA will provide mileage reimbursement at the current IRS allowable rate for approved travel.
5. There is no requirement for procurement of other services or equipment.
6. The MTA and JTA agree to comply with all applicable provisions of other Federal laws, regulations, and directives pertaining to and prohibiting discrimination and other nondiscrimination statute(s) that may apply to the Project including chapter 49.60 RCW.
7. The MTA and JTA recognize that benefit allocation rates are variable and subject to change.

8. Record Keeping and Reporting.
- A. JTA shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. JTA shall also maintain such other records as may be deemed necessary by MTA to ensure proper accounting of all funds contributed by MTA to the performance of this Agreement.
- B. These records shall be maintained for a period of seven (7) years after termination hereof unless permission to destroy them is granted by the Office of the Archivist in accordance with RCW Chapter 40.14 and by MTA.
9. Applicable Law; Venue; Attorneys' Fees. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration, or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Mason County, Washington. The prevailing party in any such action shall be entitled to its attorneys' fees and costs of suit.
10. This agreement may be executed in counterparts.
11. Upon execution, this Agreement shall be recorded with the Mason County Auditor.

JEFFERSON TRANSIT AUTHORITY:



PEGGY HANSON
GENERAL MANAGER

DATE: January 13, 2011

MASON COUNTY PUBLIC TRANSPORTATION
BENEFIT AUTHORITY:



DAVE O'CONNELL
GENERAL MANAGER

DATE: 1/13/11

Exhibit A
Memorandum of Understanding Between MTA and JTA

Mobility coordination services to be performed include:

- Coordination of transportation services between MTA, JTA, and other Olympic peninsula transit agencies, non-profits and for profit agencies, tribal and state social services.
- Coordination of the Olympic peninsula loop.
- Coordination of schedules between Olympic peninsula transit agencies to improve the effectiveness, efficiency, and quality of the travel services being delivered.
- Volunteer recruitment.
- Building transportation resources through needs assessment and known and/or identified deficient areas.
- Improving the information available about those services.
- Focus on individual needs, not on moving the masses.
- Focus on innovation, changing usual business practices.
- Cultivating partnerships and multi-agency activities.
- Offering a single point of access for customers to multiple travel modes.
- Developing business community and voter support as well as local governmental support.
- Emphasizes multi-modal choices rather than single-mode solutions.
- Emphasizes the need to provide services that are easily understood as beneficial and wanted by the general public: "a sellable product."
- Assist in the development of Outreach/Marketing strategies, brochures, media publications and participate in presentations.



Agenda Item 5b.

Meeting Date: January 18, 2011

Subject: Authority Board Composition Review

Prepared By: Natalie Patten

Approved By: 

Summary:

The governing body of the Public Transportation Benefit Area is required by law to review its composition every four years and make changes as “deemed appropriate” by state law, as follows.

RCW 36.57A.055

Governing body — Periodic review of composition.

After a public transportation benefit area has been in existence for four years, members of the county legislative authority and the elected representative of each city within the boundaries of the public transportation benefit area shall review the composition of the governing body of the benefit area and change the composition of the governing body if the change is deemed appropriate. The review shall be at a meeting of the designated representatives of the Component County and cities, and the majority of those present shall constitute a quorum at such meeting. Twenty days notice of the meeting shall be given by the chief administrative officer of the public transportation benefit area authority. After the initial review, a review shall be held every four years.

If an area having a population greater than fifteen percent, or areas with a combined population of greater than twenty-five percent of the population of the existing public transportation benefit area as constituted at the last review meeting, annex to the public transportation benefit area, or if an area is added under RCW [36.57A.140\(2\)](#), the representatives of the component county and cities shall meet within ninety days to review and change the composition of the governing body, if the change is deemed appropriate. This meeting is in addition to the regular four-year review meeting and shall be conducted pursuant to the same notice requirement and quorum provisions of the regular review.

Jefferson Transit Authority bylaws, as revised on July 20, 2010, specify the current configuration of six (6) members, of which two (2) are City of Port Townsend elected officials selected by and serving at the pleasure of the Port Townsend City Council, three (3) Jefferson County commissioners and one (1) non-voting member appointed by the labor union. The term of each board member is determined by the appointing body, though the accepted practice has been that the term served on the Authority Board is equal to the term served as an elected official.

Recommendation:

No change to Authority Board composition at this time.

Motion for Consideration:

Move to retain the current Authority Board Member Composition for the next four-year period, ending December 31, 2014



December 2010 Financial Summary

1. Operational Expenses:	\$322,872.85
Operational Income:	\$ 18,714.27
Non-Operational Income:	\$243,060.86
Capital Expenses:	\$2,599.43
Capital income :	\$0.00

****Capital Income is reimbursement for prior expenditures****

2. Sales Tax Received 12/30/10 for October:	\$166,953.12
Sales Tax Received 12/30/09 for September:	\$171,279.08

****Sales tax down from prior year 2.53%****

3. Cash on Hand:	
Operating:	\$222,883.52
Capital Account:	\$54.05
Treasury Pool:	\$130,944.01

Jefferson Transit Authority
Statement of Cash Flows - Cash Basis
For the Twelve Months Ending December 31, 2010

	<u>December</u>	<u>Year to Date</u>
STATEMENT OF CASH FLOWS		
Operating Cash Provided (Used) by:		
Operating Activities	(\$305,595.61)	(\$3,385,309.75)
Non-Capital Financing Activities	\$172,537.02	\$3,196,813.33
Investing Activities	\$337.19	\$4,242.79
Total Operating Cash Provided (Used)	(\$132,721.40)	(\$184,253.63)
Capital Cash Provided (Used) by:		
Capital and Related Financing Activities		(\$250,496.12)
Net Increase (Decrease) Cash and Equivalent	(\$132,721.40)	(\$434,749.75)
Cash Balances - Beginning of Period	\$487,633.98	\$789,662.33
CASH BALANCES - END OF PERIOD	<u>\$354,912.58</u>	<u>\$354,912.58</u>

Jefferson Transit Authority
Statement of Income (Loss) - Accrual Basis
For the Twelve Months Ending December 31, 2010

	<u>December</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Actual vs. Budget</u>
STATEMENT OF INCOME/(LOSS)				
Operating Revenues	\$18,714.27	\$242,328.62	\$248,745.62	97.42%
Operating Expenses				
Labor	144,670.39	1,738,342.15	1,725,552.98	100.74%
Benefits	139,125.62	1,071,669.75	1,028,879.08	104.16%
Services and User Fees	9,889.28	232,472.79	227,766.10	102.07%
Materials & Supplies	45,845.12	484,008.98	473,141.36	102.30%
Utilities	4,585.43	52,435.19	52,908.62	99.11%
Casualty/Liability Costs	7,401.66	92,665.59	88,460.62	104.75%
Taxes	364.69	6,132.58	6,676.35	91.86%
Miscellaneous Expenses	3,361.85	43,648.79	44,466.82	98.16%
Leases and Rentals	33.37	9,999.97	12,583.58	79.47%
Total Operating Expenses	355,277.41	3,731,375.79	3,660,433.51	101.94%
Operating Income (Loss)	(336,563.14)	(3,489,047.17)	(3,411,687.89)	102.27%
Non-Operating Revenues				
Non-Transportation Revenue	337.19	6,711.28	11,951.33	56.16%
Taxes Levied by Transit	159,084.77	2,120,325.29	2,182,884.51	97.13%
Local Grants & Contributions	5,584.00	31,249.00	33,000.00	94.69%
State Grants & Contributions	12,585.90	232,399.50	254,686.09	91.25%
Federal Grants & Contributions	65,469.00	785,628.00	785,627.25	100.00%
Total Non-Operating Revenues	243,060.86	3,176,313.07	3,268,149.18	97.19%
Net Income (Loss) Before Transfers In/(Out)	(93,502.28)	(312,734.10)	(143,538.71)	217.87%
Net Income/(Loss)	(93,502.28)	(312,734.10)	(143,538.71)	217.87%

**Jefferson Transit Authority
Revenue Statement - Accrual Basis
For the Twelve Months Ending December 31, 2010**

	<u>December</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Actual vs. Budget</u>
OPERATING REVENUES				
Passenger Fares for Transit Services				
Fixed Route Fares - East	\$11,411.32	\$144,083.93	\$150,240.79	95.89%
Fixed Route Fares - West - JTOC	395.00	3,988.00	4,043.01	98.64%
Dial-a-Ride Fares (DAR)	1,127.95	10,896.85	11,079.60	98.35%
Vanpools	5,715.00	69,619.08	71,667.71	97.14%
Extended Service		167.00	842.00	19.83%
 Auxiliary Transportation Revenues				
Advertising Services		12,813.76	10,137.51	126.40%
Other Services Revenue	65.00	780.00	735.00	106.12%
Total Operating Revenues	18,714.27	242,328.62	248,745.62	97.42%
NONOPERATING REVENUES				
Nontransportation				
Investment (Interest) Income	337.19	3,708.34	4,684.78	79.11%
Special Items		(10,000.00)	(10,000.00)	100.00%
Gain (Loss) on Disposition of Capital Items		1,741.78	2,991.79	58.22%
Public Donations			193.74	0.00%
Other Nontransportation Revenues		11,263.16	14,081.02	79.99%
Taxes Levied Directly by Transit System - Sales & Use Tax	159,084.77	2,120,325.29	2,182,884.51	97.13%
Local Grants and Contributions				
JTOC	5,584.00	31,249.00	28,000.00	111.60%
WSTIP			2,500.00	0.00%
Miscellaneous			2,500.00	0.00%
State Grants and Contributions				
Rural Mobility Competitive	2,917.00	35,001.00	35,001.01	100.00%
Rural Mobility Transit Formula		94,115.00	109,800.74	85.71%
Special Needs	7,335.00	98,779.94	106,839.67	92.46%
RTAP	2,333.90	4,503.56	3,044.67	147.92%
Federal Grants and Contributions (OPERATING)				
Federal Grants and Contributions - FTA 5311	65,469.00	785,628.00	785,627.25	100.00%
Capital Contributions - Local/State/Federal				
Capital Contributions - State		37,205.71		0.00%
Capital Contributions - FTA 5309, Equipment Assistance (Federal)		124,558.51		0.00%
Capital Contributions - FTA 5311, Equipment Assistance (Federal)		95,329.33		0.00%
Total Nonoperating Revenues	243,060.86	3,433,406.62	3,268,149.18	105.06%
TOTAL REVENUES	261,775.13	3,675,735.24	3,516,894.80	104.52%

Jefferson Transit Authority
Expense Statement - Accrual Basis
For the Twelve Months Ending December 31, 2010

	<u>December</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Actual vs. Budget</u>
OPERATING EXPENSES				
Labor				
Operators Salaries & Wages - Fixed Route	\$53,749.43	\$688,902.85	\$703,645.53	97.90%
Operators Salaries & Wages - Dial-a-Ride (DAR)	16,681.25	186,096.96	180,215.56	103.26%
Other Salaries & Wages	40,643.65	475,178.84	464,235.23	102.36%
Management Salaries	33,596.06	388,163.50	377,456.66	102.84%
Benefits				
FICA	12,296.50	146,336.34	146,145.28	100.13%
Pension Plans (PERS)	8,019.56	100,736.26	97,519.32	103.30%
Medical Plans	33,483.09	377,037.43	371,032.32	101.62%
Dental Plans	3,686.14	43,470.70	43,119.76	100.81%
Unemployment Insurance (UI)		7,114.52		0.00%
Workers' Compensation Insurance - Labor & Industries (L&I)	3,013.71	36,875.16	37,774.86	97.62%
Holiday	10,370.27	43,403.45	45,899.04	94.56%
General Leave	23,744.32	229,227.73	248,848.41	92.12%
Other Paid Absence (Court Duty & Bereavement)	1,750.45	21,340.73	6,541.41	326.24%
Uniforms, Work Clothing & Tools Allowance	47.74	9,255.72	10,596.51	87.35%
Other Benefits (HRA, EAP & Wellness)	42,713.84	56,871.71	21,402.17	265.73%
Service and User Fees				
Vanpool Services and Fees	125.00	500.00	1,250.01	40.00%
Advertising Fees	267.59	23,556.50	25,476.10	92.47%
Professional & Technical Services	3,594.14	73,315.83	61,018.44	120.15%
Temporary Help		879.77	879.77	100.00%
Contract Maintenance Services (IT Services)	3,268.57	54,702.37	48,423.91	112.97%
Custodial Services		4,390.00	6,190.00	70.92%
Security Services	45.00	5,088.45	5,190.48	98.03%
Vehicle Technical Services	499.34	31,611.20	36,353.63	86.95%
Property Maintenance Services	197.55	12,710.75	16,675.97	76.22%
Software Maintenance Fees	1,383.42	18,683.82	18,821.07	99.27%
Postage & Mail Meter Fees	254.76	2,958.10	3,110.45	95.10%
Drug & Alcohol Services	247.91	3,975.00	4,281.27	92.85%
Other Services & User Fees	6.00	101.00	95.00	106.32%
Materials and Supplies Consumed				
Fuel	27,808.70	304,221.30	290,893.29	104.58%
Tires	1,736.17	17,001.83	17,951.99	94.71%
Lubrication	547.81	7,064.01	7,752.52	91.12%
Tools	13.74	6,158.06	7,513.98	81.95%
Vehicle Maintenance & Repair Parts	5,572.18	78,116.64	75,782.20	103.08%
Non-Vehicle Maintenance & Repair Parts	497.83	11,177.75	13,409.03	83.36%
Vehicle Accessories		134.24	779.24	17.23%
Park & Ride Materials	44.05	1,054.39	1,176.54	89.62%
Shop Supplies (Maintenance & Cleaning)	1,580.45	18,536.21	18,644.16	99.42%
Safety & Emergency Supplies	66.60	384.98	1,505.87	25.57%
Office Supplies	679.02	15,045.56	17,334.55	86.80%
Computer Programs & Supplies		2,895.51	4,207.98	68.81%
Printing (Photocopier, Schedules & Brochures)	7,298.57	22,176.15	15,522.67	142.86%
Other Materials & Supplies		42.35	667.34	6.35%
Utilities				
Water, Sewer & Solid Garbage	1,091.45	13,397.75	13,372.95	100.19%
Utilities (Electrical & Propane)	1,046.53	13,215.05	15,439.94	85.59%
Telephone & Internet	2,447.45	25,822.39	24,093.73	107.17%
Casualty and Liability Costs				
Premiums for Public Liability & Property Damage Insurance	7,401.66	88,820.00	89,615.03	99.11%
Payouts for Insured Public Liability & Property Damage Settlements		5,000.00		0.00%
Recoveries of Public Liability & Property Damage Settlements		(1,154.41)	(1,154.41)	100.00%
Taxes				
State Taxes	364.69	4,690.43	4,775.70	98.21%
Property Taxes		17.90	22.91	78.13%
Vehicle Licensing & Registration Fees		221.25	210.74	104.99%
Other Licensing Fees & Taxes		1,203.00	1,667.00	72.17%

**Jefferson Transit Authority
Expense Statement - Accrual Basis
For the Twelve Months Ending December 31, 2010**

	<u>December</u>	<u>YTD</u>	<u>Budget</u>	<u>% of Actual vs. Budget</u>
Miscellaneous				
Dues & Subscriptions	\$1,108.35	\$11,123.82	\$11,110.13	100.12%
Travel & Meetings	112.00	19,628.65	21,466.56	91.44%
Fines & Penalties		1,349.92	566.32	238.37%
Safety Program (Rodeo & Safety Rewards)		2,094.66	2,794.62	74.96%
Training (Classes, Seminars & Materials)	2,111.50	7,236.25	5,842.23	123.86%
EE CDL and EE Physical Expense	30.00	1,825.00	2,380.00	76.68%
Other Miscellaneous		390.49	306.96	127.21%
Leases and Rentals				
Transit Way & Passenger Stations		810.00	1,080.00	75.00%
Passenger Parking Facilities	33.37	101.09	287.24	35.19%
Service Vehicles & Equipment			150.00	0.00%
Other General Administration Facilities		9,088.88	11,066.34	82.13%
TOTAL OPERATING EXPENSES	<u>355,277.41</u>	<u>3,731,375.79</u>	<u>3,660,433.51</u>	<u>101.94%</u>

Jefferson Transit Operations Report

December 2010

	Current Dec 2010			Avg.	
				Riders/	Riders/
	W/C	Bicycle	Total	Trip	Hour
SE Connector			0	0.00	0.00
SE Connector / Sat.			0	0.00	0.00
SE Connector / Sun.			0	0.00	0.00
Mountain View Connector			1066	4.44	4.63
Mountain View Connector/ Sat	7	6	114	2.28	2.40
Mountain View Connector/ Sun	6	2	108	2.40	2.54
NW Connector			0	0.00	0.00
NW Connector / Sat.			0	0.00	0.00
NW Connector / Sun.			0	0.00	0.00
Castle Hill Connector	5	70	1427	5.95	6.20
Castle Hill Connector / Sat	6	11	166	3.32	3.49
Castle Hill Connector / Sun	3	10	143	3.18	3.36
Downtown Shuttle	21	169	5612	11.69	24.40
Downtown Shuttle / Sat.	5	17	550	5.50	11.58
Downtown Shuttle / Sun.	6	13	478	5.31	11.25
North Beach			0	0	0
North Beach / Sat.			0	0	0
North Beach / Sun			0	0	0
Ft. Worden			0	0	0
Ft. Worden / Sat.			0	0	0
Ft. Worden / Sun.			0	0	0
Castle Hill			0	0	0
Castle Hill / Sat.			0	0	0
Castle Hill / Sun.			0	0	0
Subtotal Local	61	320	9,664	2.13	2.24
Brinnon	1	63	1429	8.12	5.69
Brinnon / Sat.	0	2	58	2.90	2.10
Tri Area	4	147	2268	12.89	9.43
Tri Area / Sat.	0	6	85	4.25	3.11
Tri Area / Sun.	2	4	72	12.00	8.78
Poulsbo	2	56	2,073	11.78	8.72
Poulsbo / Sat.	0	3	122	6.10	4.52
Sequim	0	99	2,001	9.10	8.70
Sequim / Sat.	0	3	72	3.60	3.38
Subtotal Commuter	9	383	8,180	8.08	6.21
West Jefferson	2	19	1236	6.65	3.67

Fixed Route	72	722	19,080
Dial-A-Ride			1,726
Vanpool (previous month)			1,314
Food Bank	-	-	-
Contracts & Special Events			97
Total Riders:	72	722	22,217

Miscellaneous Ridership Data:	
DAR - ADA	1,726
DAR - Medicaid (Paratransit)	-
ADA Enrollees	8

Annual Year-to-Date Comparison				
Ridership:	2008	2009	2010	% Chg 09 - 10
Fixed Route	200,208	206,926	255,337	23.40%
Dial-A-Ride	12,430	10,696	17,533	63.92%
Vanpool	3,152	3,262	11,247	244.79%
Food Bank	157	200	-	-
Contracts & Special Events	891	374	6,346	1,596.79%
On Demand JOE	-	-	-	-
Total Riders	216,838	221,458	290,463	31.16%

Annual Year-to-Date Comparison				
Miscellaneous Ridership Data:	2008	2009	2010	% Chg 09 - 10
DAR - ADA	11,568	9,789	17,533	79.11%
DAR - Medicaid (Paratransit)	862	907	0	-
ADA Enrollees	76	69	87	26.09%
Community Van Rentals	156	34	0	-

2010 Contracts and Special Events		
Date	Description	Riders
5/15/2010	Rhody Festival Parade	334
9/10-9/12	Wooden Boat Festival	5902
11/14/2010	Inaugural Run of Chetzemoka	13
12/31/2010	New Years Eve	97
	Total Riders	6,346

Last Year Dec 2009	Avg. Riders/ Trip	Riders/ Hour
Total	Trip	Hour
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
0	0	
6,415	7.75	29.03
837	10.33	38.05
635	5.88	21.90
1,065	4.63	9.26
153	6.38	12.75
115	3.59	7.19
676	2.94	7.68
109	4.54	12.11
86	2.69	7.17
4,155	8.60	18.47
652	12.78	27.17
399	5.87	12.47
15,297	6.33	16.94
1,807	9.82	8.14
188	10.44	8.95
2,502	10.88	12.33
101	11.22	12.63
134	11.17	12.64
2,493	10.84	9.52
199	16.58	14.21
2,076	9.03	11.16
82	6.83	7.45
9,582	10.76	10.78
1,058	5.40	3.77

25,937	7.50	10.45
1,443		
634		
0		
0		
28,014		

Miscellaneous Ridership Data:	
1,443	
0	
11	

Last Month Nov 2010		Avg. Riders/ Trip	Riders/ Hour
Total	Trip		Hour
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
1093	4.55		4.75
195	3.90		4.11
82	1.82		1.93
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
1425	5.94		6.20
269	5.38		5.66
181	4.02		4.26
4,700	9.79		20.43
671	6.71		14.13
463	5.14		10.89
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
0	0.00		0.00
9,079	1.97		3.01
1,528	8.68		6.08
70	3.50		2.53
1,995	11.34		8.29
112	5.60		4.10
64	10.67		7.80
1,985	11.28		8.35
182	9.10		6.74
1,874	8.52		8.15
81	4.05		3.80
7,891	8.08		6.21
1,113	5.98		3.30

18,083
1,806
1,328
*
13
21,230

Miscellaneous Ridership Data:
1,806
-
8

CUSTOMER CONTACTS

Complaints	0
Commendations	0
Service Requests	2
Other	0

Average Fare Revenue per Passenger Trip

	Dec 2010		Dec 2009	
	Month	YTD	Month	YTD
East Co. FR	\$0.846	\$0.662	\$0.438	\$0.422
West Co. FR	\$0.320	\$0.273	\$0.300	\$0.305
Dial-a-Ride	\$0.732	\$0.547	\$1.116	\$0.836

- please refer to monthly financial reports for current fare data

Operations Report and Summary of Ridership Data DECEMBER 2010

	CURRENT MONTH	PREVIOUS MONTH	PREVIOUS YEAR	PERCENT + OR - OVER LAST MONTH	PERCENT + OR - OVER LAST YEAR
Fixed Route Ridership	17,844	16,970	22,060	(+) 5%	(-) 19%
Jefferson Transit Olympic Connection	1,236	1,113	1,058	(+) 11%	(+) 17%
Dial-A-Ride	1,726	1,806	1267	(-) 4%	(+) 36%
Vanpool	1,314	1,328	1272	(-) 1%	(+) 3%
Contracts and Special Events	97	13	n/a	N/A	N/A
				KEY: NUMBERS IN RED SHOW A DECLINE NUMBERS IN BLACK SHOW AN INCREASE	

Our overall ridership for revenue service for the month of December was 17,844 passengers, an increase from the previous month by 5%.

The reroute on the #11 Shuttle continues to be well received. Jefferson Transit had a total of 5612 passengers board Monday - Friday.

Interviews were held this month for the position of Field Supervisor. We had three applicants from our operator pool. Successful candidate were Pam Thompson and Lloyd Eisenman. Jefferson Transit looks forward to having them as part of the team supporting safe delivery of transit bus service.

Daily on-time pullouts were achieved with minimal delays reported due to freezing temperatures in the am hours.

Planning continued for the New Years Eve Service. During the week of December 12th Jefferson Transit posted rider alerts and sent press releases to the CAC, the Jefferson County Sheriff's Department, the Port Townsend Police Department, the Main Street program, the Port Townsend Leader and the PDN. Overall response was extremely positive from every business contacted. New Years Eve service began at 8:00 pm and ran until approximately 3:00 am. Jefferson Transit ran two routes, the #11 Shuttle and the #6B Tri Area Loop. A total of 97 riders utilized our service New Years Eve.

The JTA Emergency Operations Plan was distributed to all JTA employees and our County partners.

For December, we had a total of 18 same day Dial-A-Ride requests. This flexible service continues to be valuable to our customers.

Jefferson Transit was closed on December 25, 2010 and resumed regular routed service December 26, 2010.

RIDERSHIP

Sunday,01-02-2011through Saturday, 01-08-2011

	RIDERS	TRANSFER RIDERS	ADA RIDERS
#1 Brinnon	421	79	7
#2 Mountain View	318	99	13
#3 Castle Hill	385	98	33
#6 Tru Area	603	113	32
#7 Poulsbo	507	122	9
#8 Sequim	509	109	2
#11 Shuttle	1656	574	136

TOTAL RIDERS FOR THE WEEK 01-02 thru 01-08-2011	4399
TOTAL RIDERS WHO TRANSFERRED BUSES	1194
TOTAL DIAL A RIDE FIXED ROUTE RIDERS	232
TOTAL DIAL A RIDE SCHEDULED RIDERS	384
PREVIOUS WEEKS RIDERSHIP	3435
DIFFERENCE IN RIDERSHIP FROM PREVIOUS WEEK	964
PERCENTAGE OF INCREASE/DECREASE RIDERSHIP	(+) 28%





TONY S. HERNANDEZ

JEFFERSON COUNTY SHERIFF

79 Elkins Road • Port Hadlock, Washington 98339 • (360) 385-3831

December 20, 2010

Jefferson Transit
1615 W. Sims Way
Port Townsend, WA 98368

Attn: Peggy Hanson, General Manager

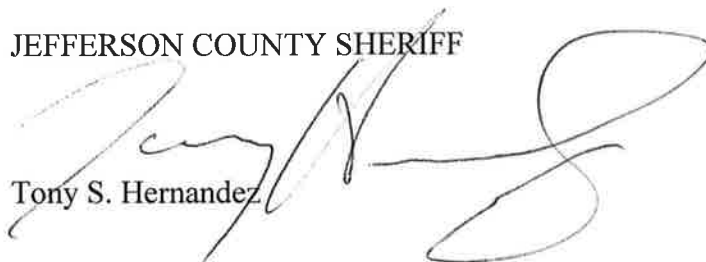
Subject: Free Bus Rides on New Year's Eve

Dear Ms. Hanson:

Jefferson County Sheriff's Office is grateful for your generous support in providing free bus service to community members on Friday, December 31st. This service offers a "Safe and Sane" option for those out celebrating or working shifts on New Year's Eve.

In keeping with our mission to protect public safety, we encourage anyone considering consuming alcohol and driving on New Year's Eve to consider taking the bus as a safer alternative.

JEFFERSON COUNTY SHERIFF



Tony S. Hernandez



----- Original Message -----

From: Ed Green <egreen@cityofpt.us>

To: Peggy Hanson

Cc: Conner Daily <cdaily@cityofpt.us>; Catharine Robinson <crobinson@cityofpt.us>

Sent: Thu Dec 09 09:12:26 2010

Subject: RE: Jefferson Transit Bus Service-New Years Eve 2010

Peggy -

I just want to express my gratitude to you and your commitment to the community. It is extremely refreshing. Your willingness to work with the Wooden Boat Foundation made a huge difference in September in regard to the police department and traffic control at their festival and now making a buses available on New Year's Eve will go a long way towards keeping our roads safer this year. Thank you for all you have done and continue to do,

Edgar J. Green
Administrative Sergeant
Port Townsend Police Department
1925 Blaine Street, Suite #100
Port Townsend, WA 98368
(360) 531-2091
egreen@cityofpt.us

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