

Jefferson Transit Authority Board
Meeting Minutes
Tuesday, January 15, 2008, 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 John Austin at 1:34 p.m. Other members present were Catharine Robinson, David Sullivan and George Randels.

STAFF PRESENT

Dave Turissini, Carla Meyer, John Koschnick, Mike Pollack, Van Church and Rachel Katz.

CAC PRESENT

Brenda McMillan

OTHERS PRESENT

Harriet Capron, Make Waves committee
David Hero, Make Waves committee
Karen Nelson, Make Waves committee
Sam Shoen, Make Waves committee
Blythe Lawrence, Port Townsend Leader
Jeff Chew, Peninsula Daily News
Suzy Church
Barry McKenna
Berry Shoen
Ken Minish

PUBLIC COMMENTS

The Board Chair opened the meeting to public comment at 1:36 p.m. McMillan asked why the board has approved a budget that continues to draw down reserves. She also suggested that transit could benefit financially from a percentage of any tolls that may be collected on the Hood Canal Bridge after it is rebuilt.

Phil Johnson entered the meeting at 1: 36.

Ken Minish commented on the story in the Port Townsend Leader. His concern regarded the purchase of a vintage bus. He stated that he believes that Jefferson Transit has invested about \$200,000 into the bus which is the same as the budget deficit in 2007. He suggested Jefferson Transit lay off another management employee before reducing service. He said he didn't understand why there were two supervisors. He believes this to be superfluous, and the money would be better spent on a full time grant writer.

Public comments were closed at 1:43 p.m.

CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORT

McMillan reported on the recent Citizens Advisory Committee meeting, during which the revision of the committee's bylaws were discussed. Meetings will be on the second Saturday of the month at 10:30 a.m. and officers were elected: McMillan as Chair and Linda Pfafman as Vice Chair.

Robinson reported that the City is working on lobbying efforts regarding Port Townsend ferry service. These efforts may or may not have an effect on the Hood Canal Bridge Closure mitigation plan. Randels commented that there are plans to make Fort Worden a stronger revenue source and contributor to the local economy.

Robinson reported that a water taxi service is being discussed at the City level.

Sullivan reported that he will be in Olympia next Tuesday with the PRTPO for a legislative event to discuss transportation issues.

Austin said the Jefferson County BOCC sent a letter our elected officials (Senators Murray and Cantwell and Congressman Dicks) to lift the Jones act to enable the purchase or lease of ferries manufactured outside the U.S.

Turissini reported on the status of the Visitors Information Center move from its current location to the Haines Place Park and Ride.

NEW AGENDA ITEMS

9a. Executive session – personnel discipline issue.

CONSENT AGENDA

a. **Approval of Minutes, December 18, 2007**

b. **Approval of Expenses, December 2007**

- Operating checks 82970 - 83113: \$365,165.12 (includes payroll of ~~\$68,266.16~~ **\$135,602.91**)
- Capital checks 212 – 216: \$60,740.14

Robinson pointed out an error in the minutes regarding an incorrect reference to the CAC subcommittee. **Motion by Catharine Robinson, second by George Randels to approve the Consent Agenda with the minutes as corrected. The motion carried.**

NEW BUSINESS

a. **Make Waves Presentation**

Sam Shoen stated that Jefferson Transit's mission statement is in keeping with Make Waves' objectives.

- Not for profit foundation
- No higher than \$10 million in building costs

- Give the facility to the City and lease it back at nominal fee
- 100% supported by user fees – self sustaining

Harriet Capron began the presentation with a PowerPoint presentation about the project. Possible features include 8 lane lap pool, track, therapy pool, multipurpose room, recreation pool, Jacuzzi, sauna, climbing wall, cardio/resistance machines, interpretive center for Kah Tai, public rest rooms. They have a web site: www.makewavesinpt.org. Social issues: Green, ADA, day care, sliding scale for fees. They plan to open in 2013. Shoen stated the plan would rejuvenate Kah Tai Park and transform that area into true community hub.

David Hero addressed site issues. He stated that it has been difficult to site a facility like this. Central location is necessary for accessibility. Transit is seen as a major asset to this project: “Sustainability requires visibility”. Hero addressed several other issues including infrastructure, Space, Aesthetics, Economics and community, and also made the following points:

- Will not take any land off the tax rolls, already dedicated as parkland.
- Would tie in well with the VIC located nearby.
- Convenience – proximity to Safeway, Hardware store, centrally located
- Offers the lowest carbon footprint that can be imagined due to central location, especially due to proximity to buses and trail system.
- Could provide incentive for downtown employees to drive to the Park and Ride and take the bus downtown.
- Could include amenities for transit employees and riders

Karen Nelson provided background on the project.

Discussion: A facility in Forks that is similar has had to close. Shoen stated that swimming pools alone always lose money, but when combined with “dry side” services, it can be self-sustaining. Also, Forks does not have the population to support it. Transit makes it possible to locate the facility centrally and bring in people from other population bases outside of Port Townsend. Seismic considerations: the group does not have plans to do any engineering studies until there is a wider acceptance of the site. Potential competition with SARC for South County: According to Shoen, the percentage of business done at SARC by Jefferson County residents is insignificant.

Approximately 150 parking spaces would be required by code for a facility of the size proposed. Will it be a seed for further commercial development in the area? Shoen stated that as a public use development, there is a just as much potential for encouraging future public use development in the area as commercial development. The group would like to keep the park the way it is as much as possible.

Moved by Johnson to put this item on the agenda for next month. The motion was seconded and carried.

Capron, Hero, Nelson, Sam Shoen left the meeting following their presentation.

b. Castle Hill Service Change Review

Turissini reviewed the Castle Hill service change. Stop relocations are located within the ¼ mile standard established by the ADA. One of the primary reasons for the route change is the tight time schedule created by higher ridership than originally anticipated, and which has made it impossible to operate the route within time allotted. Barry McKenna thanked Turissini for his

response to McKenna's letter. He stated he is new resident here and the change has minimal effect on him personally. He has a transportation background and a mindset that is oriented towards public transportation. He is concerned that the change came without warning, which he finds unusual in a community in which he finds a high level of consideration generally. He considers something like this as a change in infrastructure which should have an extensive public process so that Jefferson Transit management knows who is going to be affected. According to Transit Services staff, about three people were regular riders who would be affected by the change at Umatilla and would have to walk ¼ mile or less to get the nearest bus stop. Discussion: what would be the effect of adding the Umatilla stop back in but continuing to exclude the Penny Saver stop? It was hoped that the elimination of the two stops would eliminate about three minutes from the route's runtime, and the Umatilla portion accounts for two minutes out of the three. There was further discussion about the Penny Saver stop, which is very popular with riders and is the primary stop for the Food Coop and several other businesses in the neighborhood. Robinson stated a concern regarding the service development process. The trend has been to develop service almost as a pilot project and then make changes as needed. She thinks there should not be so many changes once a route is established, and suggested that the planning process might be assisted by planning professionals. Randels agreed that transit is infrastructure but should not be treated as rigidly as something like sewer pipes. He compared it to an appellate court decision, in which changes are not made without considerable consideration. He agrees that the decision to change the route was made hastily. **Motion by Robinson, seconded by Randels to rescind the change to the Umatilla portion of the Castle Hill Route as approved at the last meeting and to keep the change to the Penny Saver stop. The motion carried.**

McKenna left the meeting at 3:17.

c. Election of Officers

Robinson commented the City has not made a final disposition on Council Member responsibilities. Randels suggested the possibility of having transit board meetings in the evening pursuant to better attendance.

Motion by Randels, second by Robinson to table this item to the next meeting. The motion carried.

d. Resolution 08-01: Authorizing The Establishment Of a Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association (HRA/VEBA)

Motion by Sullivan, second by Robinson to approve Resolution 08-01: Authorizing the Establishment of a Health Reimbursement Arrangement/Voluntary Employees' Beneficiary Association (HRA/VEBA) The motion carried.

e. Resolution 08-02: Amending Non-Represented Staff Policy

Motion by Randels second by Sullivan to approve Resolution 08-02: Amending Non-Represented Staff Policy.

Discussion: what is meant by a "formula that makes sense". It was explained that the policy still contained a formula for calculating holiday pay which no longer applied as accounting practices had changed. There was a call for the question. **The motion carried.**

f. Establishing a New Price Structure For the Community Van Program

Robinson requested a more detailed cost accounting for this item. In the interest of time, the item was tabled to the next meeting.

Randels and Robinson left the meeting at 3:25 p.m.

STAFF REPORT

a. Operations Report

Turissini reported on Ridership for December. Overall ridership for 2007 increased by 1.3%. The low growth is explained by the elimination of the JOE program. Fixed route ridership grew by 6.4%, Dial a Ride grew by 15.9%.

Turissini responded to comments made by the public during the public comment period, service change discussions and customer comment forms.

b. Financial Report

Austin requested board members to direct questions about the finances to Church. There being none, Austin proceeded to the next item.

c. Customer Comments

These will be discussed at the February meeting.

EXECUTIVE SESSION

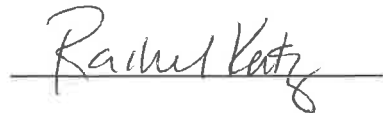
The meeting went into executive session at 3:33 p.m. for approximately 5 minutes to discuss a personnel disciplinary issue. Regular session resumed at 3:41. No action was taken.

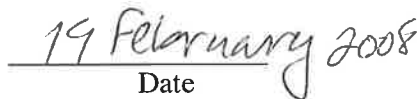
MISCELLANEOUS

None.

ADJOURNMENT

The meeting was adjourned at 3:42 p.m. The next Regular Meeting is to be held at 1:30 p.m., February 19th at the Fire Hall.





Date