

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

STAFF PRESENT

Dave Turissini, Carla Meyer and Rachel Katz.

CAC PRESENT

Brenda McMillan

OTHERS PRESENT

None

PUBLIC COMMENTS

The Board Chair opened the meeting to public comment at 1:35 p.m. There were none. Public comments were closed at 1:35 p.m.

CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORTS

Brenda reported that CAC members Added to the bylaws that committee members surrender their passes at the end of their term or resignation from the committee. She reported that Gerald Braude attended the last Citizens Advisory Committee meeting after several unsuccessful attempts to attend on the wrong day, and recommends him for appointment to the committee by virtue of sheer persistence.

Robinson suggested discussing CAC and board passes at a future meeting.

NEW AGENDA ITEMS

PRTPO meeting

CONSENT AGENDA

- a. **Approval of Minutes, March 18th, 2008**
- b. **Approval of Expenses, March 2008**
- c. **Approve Out of State Travel for Carla Meyer, Mike Pollack and Lloyd Eisenman**

- Operating checks 83392 - 83533: \$350,350.09 (includes payroll of \$ 152,877.54)

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

UNFINISHED BUSINESS

a. Approve May Castle Hill Service Change

The main issue regarding this item was not enough public process was involved in the discussion of the proposed service change. Turissini listed all of staff's efforts to notify the public meeting that was to be held to discuss the service change. Staff received three written comments and a few phone calls in response, but no one attended the meeting except staff, board members and one representative from the CAC.

The proposed change deletes the Umatilla portion of the route and reroutes it to Hastings, and to reroute from Clay Street to Jefferson and Quincy streets, eliminating Marine Plaza from direct service. Turissini explained how the route needs to stay within the 30-minute schedule or there is a domino effect with other trips.

Meyer reported that 99% of the driver comments at meetings she held were in reference to this route. There has been a significant increase in choice riders, and they need to make their connections or those riders will be lost. This route also represents the most efficient use of our resources. The CAC endorsed the changes.

Discussion: population density is as great in the Hastings area as in the Umatilla area, as well as flatter and easier to walk.

Discussion: two approaches to improving time. The Uptown proposed new section will save at least a few minutes. Austin reported that he talked to some people in the Umatilla area. He stated a concern about stopping safely at the intersection of F Street and San Juan Avenue. Meyer stated that the bus will pull in at the Azaya Center parking lot. Austin recommended that we make one change at a time, starting with the Marine Plaza reroute. This would mean that the Umatilla portion would stay, and would give staff a chance to see if the Castle Hill will be able to maintain schedule integrity. Turissini commented that the industry standard for walking to a bus stop is $\frac{3}{4}$ mile, and these reroutes are well within that.

Mike Pollack and MJ Hillard entered the meeting at 1:59 p.m.

Robinson questioned the safety of the parking lot at San Juan and F. She also stated a concern about the social infrastructure of the routes. Transit should work a "core matrix" that is constant, instead of changing routes around as conditions change, and would like to address better planning of the routes during the long range planning process.

Motion By Austin, second by Robinson that the board split the consideration of the issue into two parts and vote on them separately. The motion passed. Motion by Austin that the Marine Plaza portion of the Castle Hill route be changed according to staff recommendation. Second by Johnson. The motion passed. Motion by Randels to change the Umatilla portion as recommended, second by Sullivan. The motion passed 3-2 with Robinson and Austin opposed.

NEW BUSINESS

a. Earth Day Everyday Fare Free Day Adjustment

Turissini recommended changing the fare free day from April 22 to April 20 this year.

Discussion: do it both days. **Motion by Robinson to add fare free service associated with Earth Day on Sunday when it is celebrated at a community event. The motion was seconded and carried.**

b. Board Meeting Date/Time Adjustment

Randels stated he would like to meet earlier on Tuesdays than the current time. Robinson has a conflict that prevents an earlier meeting.

Randels would like to have occasional i.e. quarterly meetings in the evening, as well as a change of venue. Discussion: move the quarterly meetings around the county as opposed to just one location. There was a suggestion to use a bus to travel to the meetings. Staff will come up with a rough schedule to accommodate this.

c. Youth Pass Fare

Turissini explained how the summer youth pass works. Typical pass sales from other agencies is \$10.00. The agency partners have requested that we bring the price up to parity with them.

Motion by Randels to increase the price of the pass from \$4 to \$10. Second by Robinson. The motion passed.

d. PRTPO Meeting Report

Hood Canal Bridge: The ferry dock on the other side has been changed from Port Gamble to Lofall due to appeal by the Port Gamble S'Klallam tribe to the permit process.

It will affect Jefferson Transit minimally, though they plan to operate the p.m. peak trip with increased trips (every 20 minutes instead of every 30 minutes). Pollack noted that increased trips will require faster turnaround time between the park and ride and the ferry dock.

e. Ferry Report

The DOT still intends to re-bid on the smaller boat while they explore other options. The bidding process for an Island Home Class ferry can't start until July. The DOT is still searching for a boat that can navigate Keystone Harbor and is considering a possible waiver of the Jones Act. The DOT is reticent to talk about passenger-only ferry options, but is willing to consider a mosquito fleet that could be operated by someone other than the state. The ferry partnership group has as a long term goal to continue vehicle service between PT and Keystone to maintain the state highway system.

Hillard left the meeting at 2:30.

STAFF REPORT

a. Operations Report

Ridership is up 5.7% from the same time last year. March ridership is on a par with peak season ridership 6 years ago. On the Castle Hill route, the average riders per trip has increased at a rate of 1.5% riders per trip between February and March.

There was a flurry of minor accidents in the last month. One involved a coach that rear-ended a truck at approximately 5 mph. There was little damage. Meyer was rear ended by a truck and was pushed into the vehicle ahead. The vehicle she was driving was totaled.

b. Financial Report

This item was postponed to next month.

c. Long Range Planning

Tonight is the first meeting of the planning steering committee. Robinson requested information from the board to take to the meeting. Randels stated he would be more in a position to comment closer to the midpoint of the process.

McMillan left the meeting at 2:51.

d. Customer Comments

Discussion: should we increase the DAR service area? It was explained that the ADA only requires complementary DAR service where we operate fixed route service.

MISCELLANEOUS

Schedule appearance: Austin commented that he finds our schedules relatively easy to read compared to some other transit systems.

The Visitor Information Center relocation project is moving along rapidly. The City will purchase a new modular building. Turissini has changed some of the terms of the lease agreement as per the request of the ab. Discussion: is there any kind of architectural review of the new building. Randels reported that he has seen some designs that are not too bad. Progress on bus shelters in Port Ludlow: The final discussion that Turissini had with the Village Council indicates that they approve of our current shelter design. Google Transit: Pollack showed the board members a display of how the trip planner works. It includes a comparison of the transit cost to the cost of driving. Board members suggested a demonstration of this project to other groups, such as the Chamber of Commerce, Rotary, etc.

EXECUTIVE SESSION: Personnel Issues

The meeting went into Executive Session at 3:08 p.m. to discuss termination of an employee and potential litigation by an employee for approximately 15 minutes. Regular session resumed at 3:21 p.m. No action was taken.

ADJOURNMENT

The meeting was adjourned at 3:21 p.m. The next Regular Meeting is to be held at 1:30 p.m., May 20th at the Fire Hall.

Respectfully Submitted,


Rachel Katz, Clerk of the Board *May 20, 2008*