

Jefferson Transit Authority Board

Meeting Minutes

Tuesday, June 17, 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 1:30 p.m. Other members present were David Sullivan, Catharine Robinson and John Austin.

STAFF PRESENT

Dave Turissini, Carla Meyer, Van Church and Rachel Katz.

CAC PRESENT

Brenda McMillan

OTHERS PRESENT

Margaret Lee
Greg Prescott, ATU Shop Steward

PUBLIC COMMENTS

The Board Chair opened the meeting to public comment at 1:30 p.m.

Margaret Lee commented that the transit service is oriented towards weekdays and more attention needs to be paid to weekend service. She cited working people and families who want to travel on the weekends. She noted that Clallam Transit is conducting their planning process and said it's a good opportunity for Clallam, Jefferson and Kitsap to coordinate better transportation services across the Olympic Peninsula. She said she would be willing to pay a premium fare for expanded weekend service, as well as later service from Poulsbo. She suggested the Saturday 4:55 departure from Poulsbo be moved to 5:55. More effort should be made to coordinate Sunday service with adjacent transit systems. Even though Clallam Transit doesn't currently have Sunday service, Transit should work to close that gap for local and international travelers. Her final request was for holiday service. Turissini responded by telling Lee that Jefferson Transit is also in the process of reviewing service and has a public meeting in Port Hadlock this Thursday evening. Randels suggested joint planning sessions with Kitsap and Clallam Transit. Turissini reviewed the planning process. He spoke about optimizing service within current budget constraints and also considering service design that would require extra funding and how to find the necessary funding.

Public comments were closed at 1:50 p.m.

CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORTS

McMillan reported that Citizens Advisory Committee members wrote letters to Senator Murray requesting more funding for transit. CAC members will be present at Hadlock Days with a bus and information to share.

Randels asked staff if they would like the Authority Board to review the list of schedule delivery points. Turissini said he would be glad for their input. Randels commented on an item in the minutes that concerned senior fares being less expensive in Seattle. He stated his opinion that discounts based purely on age are foolish. He will oppose any efforts in this direction, directing those energies to people who really need the assistance.

Moved by Randels, seconded by Johnson to endorse letters written by members of the Citizens Advisory Committee to Senator Patty Murray requested increased operational transit funding. There was a friendly amendment to have staff craft the letter and the board Chair sign it, citing the rising price of fuel and the necessity to increase service in the face of these limitations. **The motion passed.**

CONSENT AGENDA

- a. **Approval of Minutes, , May 20th, 2008**
- b. **Approval of Expenses, May 2008**
 - Operating checks 83732- 83869: \$291,086.44 (includes payroll of \$140,911.12)
 - Capital check 226: \$819.91

Motion by Robinson, second by Sullivan to approve the Consent Agenda with the correction to the minutes regarding the meeting date. The motion carried.

NEW BUSINESS

- a. **Three Board Members Sign Authorization Change Letter To Bank of America**

Moved by Austin, second by Randels to sign the Authorization Change Letter To Bank of America. The motion passed.

STAFF REPORT

- a. **Operations Report**

Ridership: Jefferson Transit carried a total of 6.68% more passengers year to date from last year, but that represents an increase of 10.25% in fixed route ridership over the same period.

Discussion regarding bikes on buses, and how to increase capacity for bikes. Meyer stated that there are European rack designs for the interior that hangs the bikes, but would necessitate giving up some seats.

Discussion regarding community van. Regarding a comment on a spike in ridership in 2007 which has since subsided. Meyer explained that the reduction in ridership is explained by stricter adherence to the rules and more accurate reporting than in the past.

Coyle community van: The interested group of people needs to secure private insurance before they could operate as a regular service as they had wanted. They can, under the auspices of the Parks Service, have occasional use of a Community Van.

b. Financial Report

The budget reflects a current operating loss of \$166,000. Fuel expenses ran \$28,000 over budget as of May 31st.

Church projects that fuel expenses will be \$108,000 over budget at the end of the year. He also projected wages would be under budget at the end of the year, due to employee attrition. Jefferson Transit reached a critical low in cash flow in May, making it necessary for staff to cash in a CD, but Church is expecting some grant money to come in the end of this month. Sales tax receipts will hopefully be in line with the last few years, with increased numbers the second half of the year. He hopes to end the year with a \$900,000 cash balance.

Turissini stated that, given the current economic situation, and that staff has been cut as far as it can be and still retain viability, future cuts would have to come from service levels. In order to remain economically viable, funding needs to be increased. He mentioned a potential fare and/or sales tax increase as a possibility, and that this discussion will be part of the planning process, with the goal of producing a funding package to pursue.

Church reported that healthcare premiums also account for a significant amount of the financial liability at 1.5% of the total payroll cost. Jefferson Transit is also considering dropping biodiesel use as a cost savings measure. Turissini stated that two key points in the current planning process are how to meet needs in the community and how to pay the cost of meeting those needs.

c. Long Range Planning

In addition to the discussion above, Turissini spoke about gathering public input and meeting with other stakeholders such as Chamber of Commerce and Main St to tie in with local marketing efforts.

MISCELLANEOUS


Customer comments:

- Request for service to and from Port Ludlow for commuters. This will be part of the planning process.
- Visibility: contrary to the comment in question, there is not a sticker on every bus window.
- Stop request close to Tala Shores Road. This will be reviewed as time permits.

ADJOURNMENT

Motion by Robinson, second by Johnson to adjourn the meeting. The motion passed. The meeting was adjourned at 2:27 p.m. The next Regular Meeting is to be held at 1:30 p.m., July 15th at the Fire Hall.


Rachel Katz, Clerk of the Board


Date