

Jefferson Transit Authority Board
Meeting Minutes
Tuesday, July 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 1:30 p.m. Other members present were David Sullivan, Phil Johnson and Catharine Robinson.

STAFF PRESENT

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

PUBLIC COMMENTS

The Board Chair opened the meeting to public comment at 1:30 p.m. There were none. Public comments were closed at 1:30 p.m.

CITIZENS ADVISORY COMMITTEE/AUTHORITY BOARD MEMBER REPORTS

Deferred

CONSENT AGENDA

- a. Approval of Minutes, , June 17th, 2008**
- b. Approval of Expenses, June 2008**
 - Operating checks 83756, 83912 - 84027: \$310,290.99 (includes payroll of \$134,109.9)
 - Capital check 227 - 229: \$79,340.12

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

UNFINISHED BUSINESS

a. Hood Canal Bridge Planning

Turissini reported Jefferson Transit is seeking out a labor pool and the availability of coaches. An RFP will be issued in the next few weeks for a contractor who can provide services that include both the labor and vehicles. We are also investigating the possibility of fueling vehicles close to the service area instead of bringing them to Port Townsend for fueling..

Church stated he would like to open a line of credit so that Jefferson Transit can pay its bills before reimbursement of expenses.

Andrew Reding entered the meeting at 1:32

Public comments were reopened at 1:32.

Reding stated that he went to Santa Barbara on vacation and noticed their transit system for Santa Barbara County. This system serves the city and is being extended to Carpinteria and Goleta. They run an all-electric shuttle which has been in service for 10 years and served 10 million riders. They are currently expanding their fleet from the twenty they now have. This was a federally funded project at 80%. He stated that while not an expert, he believes that electric motors need less maintenance than internal combustion engines. The long term situation for diesel availability and prices is not going to improve, but a large part of electric power does not come from fossil fuels and should be more available and affordable. He seeks a feasibility study for the use of these types of all-electric vehicles. He stated that Port Townsend loves electric vehicles. The mere idea of them could attract ridership. The vehicles he saw are also sleek-looking and attractive.

Turissini commented there is a statewide consortium working with WWU on developing an alternative (electric) powered 30-foot transit vehicle. He also stated there is a place in our fleet for 18-passenger vehicles.

Public comment was closed at 1:44. Reding left the meeting.

STAFF REPORT

a. Operations Report

Ridership is up 9.7% but excludes vanpool figures, so actual figures probably higher. We have had a few capacity issues with occasional standing room only loads. Bicycles are exceeding capacity, so drivers have been allowing them on board when there is room available. However, with higher ridership, availability for bikes on buses is decreased. Discussion: This is becoming a matter that should be addressed in a policy. The drivers are currently being directed to make the call as to whether a bicycle should be allowed or not in any given situation.

Fourth of July carried more passengers than last year.

Turissini stated that staff is going to reduce the percentage of biodiesel usage from 20% to 5%. Meyer reported on the money spent on biodiesel. The lower percentage should realize an annual savings of \$11,000 over 2008. She wants to retain the 5% because it still makes a difference in noxious fumes emitted. Robinson wanted to know if this was going to make a difference in engine maintenance. Lowering the percentage of biodiesel will require more maintenance on the engines, but not enough to tip the scale towards retaining the current 20% mix. She also has a concern about contaminated biodiesel fuel in the future.

Turissini reported a personnel change in the Finance/HR department. Kay Rowland handed in her resignation. Staff will be rehiring Leigh Kennel to do grants management.

Turissini stated that one of our vanpools is not providing the required reporting in a timely way. At the same time we are trying to encourage vanpooling so staff will be putting pressure on the vanpool to provide timely reporting and payment.

Greg Prescott entered the meeting at 1:55 p.m.

b. Financial Report

Church reported that we are within budget overall. Spending has been high in services and materials due to high fuel prices, but in line for wages and benefits. Cash is still low. Sales tax

revenue is doing pretty well, though not quite up to budget. This is in line with staff's experience in past years. Sales tax revenue should increase the second half of the year.

On the financials overview, Randels suggested including per passenger vs. per trip data and a key for the people who do not understand the acronyms.

Church anticipates that our reserves will be drawn down another \$100,000 due to fuel costs. Turissini is more optimistic, citing sales tax equalization and the method of sales tax collection. Regarding sales tax collection, Randels commented that projections are higher than he considers realistic.

c. Long Range Planning

Turissini stated the next public meeting will be tonight. The last one was in Forks and yielded good conversation about west end services.

The two biggest service requests staff is seeing are for more frequent service between Port Townsend and Tri Area (earlier, later, weekends) and direct service to the Bainbridge Island ferry terminal.

The planning committee will study and discuss the data and its implications and make recommendations accordingly.

MISCELLANEOUS


Customer comments:


Schedule coordination issues: Klein and Smith referred to the same issue concerning connections between the Kitsap Transit #90 bus and the Jefferson Transit #7 connection from Poulsbo. Turissini spoke with both. Kitsap Transit did not give Jefferson Transit the proper information. Meyer reported that communication with KT is very difficult. Their drivers are not doing a good job of reporting that they have transfers, and can't use their radio handsets to communicate while in motion.

Robinson commented that comments regarding commuting should be addressed in the planning process.

ADJOURNMENT

Motion by Robinson, second by Sullivan to adjourn the meeting. The motion passed. The meeting was adjourned at 2:22 p.m. The next Regular Meeting is to be held at 1:30 p.m., August 19th at the Fire Hall.


Rachel Katz, Clerk of the Board


Date