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PTBA MEETING MINUTES May 17, 2018, 6:00PM

Held at: Grant Transit Authority, 116 W 5th Ave, Moses Lake, WA 98837

Board Members Present

*Chair, Mayor Bruce Reim, Ephrata
Vice Chair, Steve Wellein, Soap Lake
Commissioner, Tom Taylor, Grant County
Councilman, Don Myers, Moses Lake
Mayor, Kevin Newland, Wilson Creek
Councilman, Richard McGuire, Electric City*

Board Members Absent

*Councilman, David Day, Quincy
Councilman, Bryon Starkey, Warden*

Staff Present

*John Friend, Finance Officer
Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk
Brandy Heston, Administrative Services Manager
Kendra Moos, Human Resources Manager
Jim Ackley, Financial Resources Manager
Greg Lange, Facility & Maintenance Manager*

Board Members Vacancies

*Coulee City
ATU Representative*

Citizen Attendance: Please see attached list of participants.

Executive Session

The board went into executive session at 6:00pm for Contract Negotiations.

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Bruce Reim at 6:30pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 6 Board Members present, 2 Board Members absent and 2 Board positions are vacant.

Board Composition Review

It is a requirement that the composition of the Board be reviewed every 4 years. Letters were sent out to all cities in Grant County inviting them to our board meeting to review the composition of the board. There were no attendees.

Public Comments

None

Consent Agenda

Commissioner Taylor made a motion to approve the Consent Agenda. Councilman McGuire seconded the motion, motion unanimously carried.

Public comments

None

Unfinished Business

- a. None

New Business

a. PO #180424, Las Vegas Bus Sales

GTA has purchased two buses from Las Vegas Bus Sales. Saira Martinez, GTA Board Clerk, did a telephone poll and received enough votes to go ahead with the purchase. Councilman McGuire made a motion to approve PO #180424, Las Vegas Bus Sales. Commissioner Taylor seconded the motion, motion unanimously carried.

b. Resolution No. 18-08, Grant County Fairgrounds Contract

Every year, GTA goes into an agreement with the Grant County Fairgrounds to set up a booth during the fair. Vice Chair Wellein made a motion to approve Resolution No. 18-08, Grant County Fairgrounds Contract. Councilman Myers seconded the motion, motion unanimously carried.

c. Resolution No. 18-09, Electronic Device Policy Amendment

The compact electronic communications device policy has been amended. Commissioner Taylor made a motion to approve Resolution No. 18-09, Electronic Device Policy Amendment. Vice Chair Wellein seconded the motion, motion unanimously carried.

d. Low-No Grant

The Low-No Grant gives GTA the opportunity to apply for a grant to purchase buses. After a brief discussion, Commissioner Taylor made a motion to approve applying for the Low-No grant and to match the grant. Vice Chair Wellein seconded the motion, motion unanimously carried.

Councilman Myers had a question regarding the Treasure's Report. It looks like the revenue side is lower than normal. Finance Officer, John Friend said April is our lowest month.

Managers' Report/Board Interaction

RIDERSHIP TARGETS, PROJECTIONS, AND OPERATIONS

April ridership continues the increase we started in January. We were up over 600 more riders this month for a total of 20,859 riders!! These totals reflect a 12.4% increase from last year. One of the best increases in the state for ridership increases. Our weekend routes continue to grow along with requests for service outside of Moses Lake. Kendra has been doing a fantastic job of getting new applicants into our driver pool training, and we feel that within two months we will be caught up, and things will begin to ease up. Drivers have been doing an outstanding job of safe driving considering the miles that we are covering on a daily basis and the additional shifts needed to fill and with the low workforce. We try to acknowledge that as often as possible.

FISCAL BUDGET CYCLE

Making the change over to a fiscal year from a calendar year has had its challenges. Our labor negotiation further exasperates these challenges. I had intended to have a final budget for posting by this meeting but find it still not accounting for all that needs to be there. We will need to discuss a separate board meeting, a two-week posting and final vote at the June board meeting.

FACILITIES AND MAINTENANCE

This area continues to be improved by the efficiencies implemented by Greg. With the direction of the Board, we have added two more 30' Gillig low floor buses allowing us a slim margin of relief for vehicle maintenance and repairs. We have applied for Federal Grant money to consolidate an 80/20 grant match for three new electric coach buses. We are one of only two systems statewide that are applying. If you have been following the Volks Wagon Settlement, the Department of Ecology for the State of Washington has set aside 9.5 million dollars for electric transit vehicles paying up to \$500,000 each for these. As this would only require our paying the sales tax on these vehicles, we have applied for five off of the State contract. And finally, we are ready to order our two new cutaway coaches that are grant funded. They will be propane operated. Building issues at the OPS base are being slowly addressed but will need to be funded for some time to come. Repairs of the heating and air-conditioning issues in maintenance continue, and a maintenance program has been set up for both facilities going forward.

SYSTEM EVALUATIONS

As we have continued to put more eyes on our schedule and routes to determine efficiencies gained, we have found several changes that we will implement in July. With these improvements, we will begin serving the hospital along with an express route from BBCC on Harris road to Walmart and back. These routes have been a continuously requested and will undoubtedly improve our ridership as well.

Other:

Chair, Mayor Reim suggested that the Treasures Report be removed from the Consent Agenda in the future. Other board members agreed.

The next GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, June 21, 2018 at 6:30pm.

Commissioner Taylor made a motion to adjourn the meeting. Councilman McGuire seconded the motion, motion unanimously carried. Meeting was adjourned at 7:02pm.

Attested:



Saira Martinez
GTA Board Clerk

I certify that this is a true copy of the accepted GTA meeting minutes.



Board Member