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## PTBA MEETING MINUTES June 21, 2018, 6:00PM

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

### Board Members Present

*Chair, Mayor Bruce Reim, Ephrata  
Vice Chair, Steve Wellein, Soap Lake  
Councilman, Don Myers, Moses Lake  
Mayor, Kevin Newland, Wilson Creek  
Councilman, Richard McGuire, Electric City  
Councilman, David Day, Quincy  
Councilman, Byron Starkey, Warden*

### Board Members Absent

*Commissioner, Tom Taylor, Grant County*

### Staff Present

*Michael Wagner, Transit Manager  
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. At 6:30pm, Saira announced that 5 more minutes were needed.

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Bruce Reim at 6:35pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 7 Board Members present, 1 Board Members absent and 2 Board positions are vacant.

### Consent Agenda

Vice Chair, Wellein, made a motion to approve the Consent Agenda. Councilman McGuire seconded the motion, motion unanimously carried.

### Treasurers Report, review and approval of vouchers

John Friend, GTA Finance Officer, reported that sales tax is back up. We are 55% into our budget for the year. Councilman Day made a motion to accept the Treasurers Report and to approve vouchers 13986 to 14070, in the amount of \$460,545.70. Councilman Starkey seconded the motion, motion unanimously carried.

### Public Comments

None

## Unfinished Business

- a. None

## New Business

- a. **Resolution No. 18-10, GTA/PFP 1<sup>st</sup> Amendment**

Vice Chair, Wellein, made a motion to approve Resolution No. 18-10, GTA/PFP 1<sup>st</sup> Amendment. Councilman McGuire seconded the motion, motion unanimously carried.

- b. **PO #180621, Schetky Bus & Van Sales**

GTA needs approval of PO #180621 to purchase 2 (two) Eldorado Aero-Series Buses from Schetky. Councilman Day made a motion to approve PO #180621, Schetky Bus & Van Sales. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

- c. **Resolution No. 18-11, City of Moses Lake, Release of Liability & Grant of License**

GTA received notice from the City of Moses Lake that our signs will be taken down if we do not have an agreement. Attached to the agreement is Exhibit A, which shows maps of all GTA's bus stop sign locations. GTA's understanding is that anytime we need to move a bus stop sign, we will need to sign a new agreement. Greg, GTA Maintenance Manager, was already planning on moving a sign next week which means we would have to come back to with a new agreement. We need to figure out a way to have the agreement and Exhibit separate. Councilman Myers noted that the reason behind the maps is so that the city knows where each sign is being put and know where they are at all times. Mr. Wagner responded that the problem with the agreement being tied to the Exhibit A is that we will amend the agreement each time we need to move a sign. Municipal Services Director, Fred Snoderly from the City of Moses Lake mentioned that in talking with the City Attorney, his understanding was that if a sign needs to be moved, GTA would just need to send over the changes, another agreement would not need to be signed. Mr. Wagner disagreed. Mr. Wagner said GTA's attorney and the City's attorney would be in contact regarding this situation. Councilman Myers made a motion to approve Resolution No. 18-11, City of Moses Lake, Release of Liability & Grant of License. Councilman Day seconded the motion, motion unanimously carried.

## Managers' Report/Board Interaction

### **RIDERSHIP TARGETS, PROJECTIONS, AND OPERATIONS**

May ridership continues the increase we started in January. Total ridership for Jan.-May, 2017 was 94,152. For the same period in 2018, GTA carried 100,632 riders, a 6.9% increase over the same period in 2017! Our weekend routes continue to grow along with requests for service outside of Moses Lake. We are now at the place where we have sufficient drivers for the system without the use of Dispatch fill-in. 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. During a difficult transition, they have proved their mettle on the street and in the seat.

### **NEW BUSES AND GRANTS**

Working with our State Agency in Olympia, Jim has been working tirelessly, and we have had our application for three electric buses forwarded to FTA for consideration. As it turned out, we were the only system that has applied, and WSDOT felt that our application was strong and has great potential to be granted.

The Two new propane cutaways that we have grants for have been built out for order, and the PO has been approved for this.

As a review, the Volks Wagon Settlement is in the hands of the Department of Ecology for the State of Washington and has set aside 9.5 million dollars for electric transit vehicles paying up to \$500,000 each. As this would only require our paying the sales tax on these vehicles, we have applied for five off of the State contract. But with the focus of the state increasing ridership in high-density areas along the west side corridor, the amount of money will be taken very quickly by larger systems.

### **SYSTEM EVALUATIONS**

I am working with Operations and Drivers to simplify and condense some routes. There are routes on our outlying runs carrying 1 or 2 people for a round trip of over 100 miles. We cannot continue to run this mileage for this small ridership. Dam workers and Teachers have also received transportation preference in the past, but now the reality of those costs are the same. . . Too many miles and too little riders. I will keep the board posted as we make these changes. They will have a cost savings benefit and set us up for our fiscal budget.

### **FISCAL BUDGET PREPARATION**

Having decided to hold off one year on changing to a fiscal budget cycle, the issues that we need to address are still on the table. Here is a review of issues that we need to consider and prepare for in our next budget.

- **Maintenance and facilities issues** in our OPS facility. Repairs and unscheduled maintenance is looming large for a budget package.
- **We have doubled our costs with two locations**, and the infrastructure costs are much higher now than two years ago.
- **Transitioning our fleet** is a major need, not on the horizon two years ago. The mileage that we cover and the environment that we are exposed to with excessive heat, and excessive cold, is now at a point where the type of bus and the cost of maintenance has come into serious question. What we believed is the cheapest vehicle to run, turned out to be one that would not last and now we are attempting to transition to coach class vehicles. The cost factor, however, is approximately ten times what we have been paying. It is a big consideration for our TDP and directions for the next five years.
- **The State Mandate for clean fuels** has to lead us into a new form of transportation, electric vehicles. Although we have been able to supply new vehicles to our fleet with Propane, the State is looking strictly to electrical transportation for now and in the future. This presents an entirely new wrinkle to our budget consideration as the infrastructure that is required has never been considered. We could not have predicted even two years ago that the electrification of our system would create a whole new layer of infrastructure costs.
- **We cannot continue relying on sales tax revenues to sustain our system**. Having transitioned to a new building at double the cost projected, we have moved into a different paradigm of need vs. supply. The answer will be two-pronged. First, we must apply for major operation grants that would supplement our current budget and provide a greater return on our operational needs. Second, we will need, within the next two years, to consider going out for a sales tax increase. We are proving the need to the community as we grow and we are working to provide even more options for transportation in our county.
- **Bringing our Paratransit in-house** has its difficulties for budget costing. We believe that the numbers show our costs would be substantially lower to bring the system under one roof.

But the long-range savings do not ease the difficulty of one time costs to make such a move. We will be looking closely at how we cost-effectively expand our fleet at the same time working to lower our labor costs through greater planning and efficiencies. Chair, Mayor Reim, asked Mr. Wagner that with all that's going on at GTA, is this the right time to bring Paratransit in house? Mr. Wagner mentioned that we will probably be able to have a savings for Paratransit, however right now, we just want to keep everyone in the loop about what GTA's plans are in the future.

**Other:**

Councilman Myers asked if it is possible for GTA to lease buses? Mr. Wagner explained that it's not done as much around here but he can definitely look into it.

The next GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, July 19, 2018 at 6:30pm.

Councilman Day made a motion to adjourn the meeting. Vice Chair, Wellein, seconded the motion, motion unanimously carried. Meeting was adjourned at 7:16pm.

Attested:



Saira Martinez  
GTA Board Clerk

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

  
Board Member