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## PTBA MEETING MINUTES July 19, 2018, 6:30PM

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  
Mayor, Kevin Newland, Wilson Creek  
Councilman, Richard McGuire, Electric City  
Councilman, Byron Starkey, Warden  
Commissioner, Tom Taylor, Grant County*

### Board Members Absent

*Councilman, Don Myers, Moses Lake  
Councilman, David Day, Quincy*

### Staff Present

*Michael Wagner, Transit Manager  
John Friend, Finance Officer  
Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk  
Greg Lange, Facility & Maintenance Manager*

### Board Members Vacancies

*Coulee City  
ATU Representative*

Citizen Attendance: Please see attached list of participants.

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.

### Consent Agenda

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

### Treasurers Report, review and approval of vouchers

John Friend, GTA Finance Officer, reported we are 70% into our budget for the year. Mayor Newland had a question regarding the high AT&T bill. Mr. Wagner explained that we are currently speaking to AT&T regarding the bill as they are charging us for data that is not even being used. Vice Chair, Wellein, made a motion to accept the Treasurers Report. Councilman McGuire seconded the motion, motion unanimously carried. Commission Taylor amended the motion to approve vouchers 14071 to 14175, in the amount of \$733,935.64, motion unanimously carried.

### Public Comments

None

### Unfinished Business

a. None

## New Business

### a. Out of State Travel, California Association of Joint Powers Authorities – Brandy Heston

Mr. Wagner explained that this is a training as part of being a WSTIP Board Member and is paid for by WSTIP. Councilman Starkey, made a motion to approve out of state travel for Brandy to California Association of Joint Powers Authorities. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

### b. PO #180719, Northwest Bus Sales

GTA needs approval of PO #180719 to purchase a 2002 Gillic Phantom from Northwest Bus Sales. Commissioner Taylor made a motion to approve PO #180719, Northwest Bus Sales, Mayor Newland seconded the motion, motion unanimously carried.

### c. Presentation of Health Shuttle

Madelyn Carlson, People For People, gave the Board of Directors a history of the Health Express Shuttle. The Health Shuttle partners with GTA, Confluence Health and WSDOT. Annual Community Investment towards the shuttle from GTA and Confluence Health is \$36,000, WSDOT \$18,000, totaling an amount of \$90,000. Mary Davey, People For People driver, along with some Health Shuttle riders gave their stories regarding riding/driving the Health Shuttle and how much it means to them. Some of the riders expressed how they want this service to stay and not go away. Board Chair, Reim, asked the riders if there was a concern that if PFP didn't provide this service that the service would go away completely. Board Chair, Reim, assured the riders that if this service was for some reason cut off by PFP, GTA would not abandon the service. He thanked everyone for their stories and their feedback.

## Managers' Report/Board Interaction

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

Our growth continues with the sixth month of continuous ridership increase. To date our ridership is over 7,000 more rides compared to 2017. We are currently at a 6.3% increase for 2018. Our weekend routes are carrying close to 1,000 people throughout the area on limited system hours. We are now at the place where we have sufficient drivers for the system without the use of Dispatch fill-in. We had one minor accident in June and one safety violation that we are working with for refresher training on safety.

### **NEW BUSES AND GRANTS**

Grant Transit had a special Kudos from WSDOT in preparation for grant submissions. When the grant documents were sent out to the 24 agencies in the State, Grant Transits grant document submitted to FTA for electric buses, was sent out as the sample of a grant template that the other agencies should attempt to emulate. Quite a surprise and an honor to have this occur.

The 9.5 million dollars set aside for Electric vehicles for the Volkswagen settlement will likely have three to four times the number of applications than dollars. It is likely that the westside corridor routes will receive the bulk of all of this funding. However, our name is in for 2.5 million of those dollars for 5 electric buses. Here's hoping . . .

### **ONGOING FLEET EXPANSION**

We continue to watch for used 30' Gillig buses to supplement our fleet and build spares. With an aging fleet comes the potential of one or more buses having mechanical breakdowns at the same time that we are doing the required PMs' for other vehicles. In order to account for this, spares are needed to fill out the fleet and we are making it known to bus vendors of our need.

## GRANT FUNDING OPPORTUNITIES

We have completed four applications for Regional Mobility Grants that would fund us for four years of web portal real time route information, passenger counters and reader board annunciators for our fleet. Along with this we would be able to fund a demand response service, and software to schedule it, and a number of new vehicles to support it. Included in it would be the potential for daily service to the Tri-Cities with an Express. Having completed these grants, we are now moving forward with our Consolidated Grant applications, part of which would be a new grant to fund 60% of our operational needs for two years. As a 60/40 match, 40% of our operational costs would be ours. Currently, apart from the grant funding that we have for Warden, we are supplying 100% of our costs. An operational grant will provide a great relief to our current system load.

## ROUTE AND SCHEDULE IMPROVEMENTS

We are ready to introduce new routes and schedules to a committee of drivers and staff for consideration of Fall improvements. As we role this out, I will in some future Board Meeting share a comparison of where we are versus where we have been. It will be an informative and insightful opportunity for the Board to see all that goes into a logistical operation of transit routes.

## Other:

The next GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, August 16, 2018 at 6:30pm.

Councilman McGuire made a motion to adjourn the meeting. Commissioner Taylor seconded the motion, motion unanimously carried. Meeting was adjourned at 7:15pm.

Attested:



Saira Martinez  
GTA Board Clerk

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



Board Member