



LAKE TRANSIT AUTHORITY

DRAFT Minutes

June 14, 2017
10:00 a.m.

Location: Lakeport City Council Chambers, 255 Park Street, Lakeport, CA

Present

Jeff Smith, Supervisor, County of Lake
Moke Simon, Supervisor, County of Lake
Russell Perdock, City Council Member, City of Clearlake
Nick Bennett, City Council Member, City of Clearlake
Stacy Mattina, City Council Member, City of Lakeport
Kenneth Parlet, City Council Member, City of Lakeport

Absent

Chuck Leonard, Member at Large
Vacant Position, Member at Large

Also Present

Mark Wall, Transit Manager, Lake Transit Authority
Lisa Davey-Bates, Executive Director, Lake Transit Authority
Alexis Pedrotti, Admin. Staff– Lake County/City Area Planning Council (APC)
Phil Dow, Planning Staff– Lake County/City Area Planning Council (APC)
John Speka, Planning Staff - Lake County/City Area Planning Council (APC)
Wanda Grey, Paratransit Services, Inc.
Dante DeAmicis, Member of the Public

1. Call Meeting to Order

Chair Smith called the meeting to order at 10:41am.

2. Roll Call

Alexis Pedrotti called roll. Members present: Simon, Smith, Perdock, Bennett, Mattina, Parlet.
Absent: Leonard, Vacant Position-Member-at-Large

3. Public input on any unmet transit need or any other item within the jurisdiction of this agency, but which is not otherwise on the above agenda.

Dante DeAmicis, Member of the Public noted connections to the Bay Area are now changing. He is diligently making people aware of aware of the vine and connections to bay area. They have changed one route in the past, Route 65. The connecting link in Ukiah arrived 45 minutes behind LTA, leaving no way to connect. This year the route arrival time of the second bus has been rolled back and arrives at the Pear Tree Center 1 hour and 15 minutes before the last LTA bus leaves. Dante is pleased to announce there are now two practical ways, with the new one being slightly better to get a connecting bus to the Bay Area.

4. Approval of Minutes of May 10, 2017 (Draft)

Director Perdock made a motion to approve the May 10, 2017 Lake Transit Authority Meeting Minutes. The motion was seconded by Director Parlet and carried unanimously.

5. Use of Surplus Vehicles for Emergency Response Training

The Lake County Fire Protection Districts expressed interest in using the Lake Transit Authority's surplus buses for the purpose of training their personnel on various response scenarios. They are 2008 model buses, and Mark feels many would appreciate them being used by the fire districts. Mark recommended the buses be used by the fire protection districts for emergency response, as presented.

Director Perdock made a motion to approve the use of surplus Vehicles for Emergency Response Training to the Lake County Fire Protection Districts, as presented. The motion was seconded by Director Bennett and carried unanimously.

6. Lake Transit Service and Schedule Changes

(Review proposed 2017/18 Service Changes and Schedule Hearing to Receive Public Input.)

Mark Wall recommended holding a public hearing on July 12th to allow public comments on the proposed service cuts and schedule changes. Mark is scheduling the public hearing for July to accommodate the time it will take actually get things in place once public hearing is over, and wants these changes accomplished prior to the start of school.

Mark included all the detailed changes in the memo provided to the board. Generally, he reported the changes should feel pretty minor effects on the transit system and riders. The two biggest changes will affect Routes 1 and 8, this is the same bus that travels both routes. The recommendation is for two of these runs be cut, and replaced with one that splits the time difference between the two, as well as having hourly service at commute times, on even intervals. Mark thinks this will work well for people, but wants public input.

Other minor changes riders can expect will be affecting Saturday Service for Route 12 in Clearlake. The Saturday service will be cut. Additionally, Route 12 will not run prior to 7am or after 4pm. Those will potentially be the biggest changes for the system and riders. When determining the best option for the cuts and changes, staff evaluated 3 months of boarding and alighting data to see the least impactful to the riders. The proposed cuts had very little ridership and didn't make sense to continue running. Mark requested board consensus to schedule the public hearing for July 12, at 9:00am.

The board was in consensus of the Public Hearing date and time.

7. Approval of Transit Manager Contract for 2017/18

Previously discussed and approved under the APC Agenda was the Transit Manager contract for Planning Services under the Overall Work Program. This contract is for Administration of Transit System with Mark Wall. As in the past, this contract includes an increase based on the CPI adjustment. Additionally, Mark increased the service level and hours, to 1,600 hours. He expects with his retirement quickly approaching, he has a substantial amount of work that will need to be done. This contract is proposed as an annual contract, but did include a clause for termination by either party with a 30-day notice. After leaving the board can simply terminate the contract with Mark Wall as necessary.

Director Mattina made a motion to approve the Transit Manager Contract for 2017/18, as presented. The motion was seconded by Director Perdock and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Simon, Perdock, Bennett, Mattina, Parlet, and Smith; Noes (0); Abstain (0); Absent (2) – Leonard, Vacant Member-at-Large

8. Fiscal Year 2017/18 LTA Operations and Capital Budget

Mark included the budget for review, comment and approval. He pointed out that members could identify the color coded sections for ease and clarification.

A couple of things Mark felt necessary to mention when comparing the allocations to the APC, is there are some slight discrepancies. The State Transit Assistance (STA) Funding is the large reason for the discrepancy. The APC allocations the STA funds based on the state controllers estimate.

There have been lengthy discussions regarding the Senate Bill 1, and what that will do for the transit agency. The estimate provided for SB 1 funding from the League of California Cities is approximately \$4 million over next 3 year period. Allocation should be around \$400,000 annually, however the transit agency will likely see about half, approximately \$200,000, in 2017/18 as the implementation of SB1 is expected to take several months.

This funding is important for LTA because Mark previously discussed service cuts that will be taking place due to federal funding reductions, however that list will be much larger if SB 1 doesn't come to fruition. This budget is an estimate of funding, however if there are any changes Mark could come back and request an amendment.

Some background Mark felt was important for board members to know. The entirety of Local Transportation Funds (LTF) and State Transit Assistance (STA) that comes in from the Transportation Development Act, also known as the – the Mills, Deddah, Alquist Act. This was originally sponsored by three law makers interested in public transit. Due to changes in the legislature that accommodated rural counties feeling they didn't have a pertinent transit need the law was changed to incorporate the Regional Transportation Plan (RTP) and the Unmet Needs Hearing. The Unmet Needs Hearing would determine if there were no unmet needs, and this would then allow for the funding to be allocated to roads.

Mark also requested the board's approval to allocate an additional \$50,000 to the City of Clearlake to help contribute to the Highlands Park bus stop. The allocation of funding will come from Prop 1B funds, of which LTA still has one additional allocation coming. Mark doesn't typically favor contributing public funds to bus stop development, but feels this stop is important and necessary.

Director Parlet noted \$50,000 seemed high for an estimate to construct a bus stop, however Mark noted this project will also be incorporating sidewalks, widening the area, as well as changing roadway. The project will also include diagonal parking and a turnout where the bus will be out of right-away. It will incorporate new pavement and a shelter, all of which is a large undertaking. If the Board prefers, Mark would be happy to request that Doug Herrin come and present information on the project for clarification. Clearlake is working to finalize the budget for the entire project, and the total cost exceeds \$1 million for Phase I.

Wanda Grey mentioned this project is a great option, the sight distance continues to cause issues for the bus drivers.

If the board agrees to allocate the portion of the Highlands Project, Mark requested the 2017/18 Budget be approved, as amended with the \$50,000 for Clearlake.

Director Simon made a motion to approve the Fiscal Year 2017/18 Lake Transit Authority Budget, as amended to include the allocation of \$50,000 to City of Clearlake for the Highlands Park Project. The motion was seconded by Director Parlet and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Simon, Perdock, Bennett, Mattina, Parlet, and Smith; Noes (0); Abstain (0); Absent (2) – Leonard, Vacant Member-at-Large

9. Fiscal Year 2017/18 CTSA Operations Preliminary Budget

The preliminary budget continues to be ongoing CTSA expenses. This budget needs to be in place to pay bills for the program. Again, this is a preliminary budget, and may change. Mark is unsure when the agency will be receiving the FTA 5310 Grant funding, however Caltrans did award the monies to the CTSA.

Director Perdock made a motion to approve the Fiscal Year 2017/18 CTSA preliminary Budget, as presented. The motion was seconded by Director Mattina and carried unanimously.

Roll Call Vote: Ayes (6) – Directors Simon, Perdock, Bennett, Mattina, Parlet, and Smith; Noes (0); Abstain (0); Absent (2) – Leonard, Vacant Member-at-Large

10. Paratransit Services Report

Wanda Grey mentioned her report was included in the packet for review. She was happy to report she is now a resident of Lake County again. She has been working with staff, getting herself back up to date on where LTA is and staffing issues.

Staffing recruitment details were listed on the report, however there were some changes since the report was submitted. Wanda has moved two more staff to full time driving positions. Still continues recruiting for more positions. Wanda expects things to really start working themselves out in August. Everybody has been doing their best to cover shifts and keep service running, and things seems to be getting better a little better every day.

The rider incidents have been mellow. Wanda was able to catch up with staff and they have concluded that since the homeless encampment has been moved things have gotten better, especially since there has been an obvious police presence.

LTA's on time performance issues due to construction projects has been getting better. Wanda thanked Caltrans and the Construction Companies for helping to push through the buses when spotted.

Wanda attached comments year to date, for review and snap shots of feedback and how they were categorized. Wanda would be happy to provide any information the new board members would like to see, please let her know.

Wanda noted there were some requests from the Lucerne Senior Center for bus service. Wanda and Karl have reached out to the Director and will be there during the lunch hour to discuss with the seniors the need and how LTA can facilitate the services to address them best. Wanda is unsure at this point if it will require a deviation, or a simple reservation. In years past the buses used to serve the senior center directly, but the timing made a longer ride for most passengers on Route 1, and it was then changed. However, Wanda continues to work on it and will update the board as necessary.

11. Mobility Coordinator's Report

Karl is on vacation, he will give an update at the next meeting.

12. Adjourn - The meeting was adjourned at 11:12 a.m.

Respectfully Submitted,

DRAFT

Alexis Pedrotti
Administrative Assistant