

EASTERN SIERRA TRANSIT AUTHORITY

Minutes of Friday, August 21, 2009

The Board of Directors of the Eastern Sierra Transit Authority, State of California, met at 10:00 a.m. on Friday August 21, 2009, at the City of Bishop Council Chambers, 301 West Line Street, Bishop, California. The following members were present: Jeff Griffiths, Skip Harvey, Susan Cash, David Stottlemyre and Byng Hunt. Directors Linda Arcularius, Vikki Bauer and John Eastman were absent. Director David Stottlemyre led the pledge of allegiance.

- Public Comment** The Chairperson opened the public comment period at 10:02 a.m. Selma Calnan expressed her disappointment about the Travel Training being offered by ESTA at the Bishop Senior Center this afternoon. There was no one else from the public wishing to address the Board. Public Comment was closed.
- Consent Agenda** The approval of the minutes of the June 19, 2009 meeting was deferred to the September meeting due to lack of a quorum. Moved by Director Harvey and seconded by Director Hunt to approve the minutes of the ESTA Board of Directors Meeting of July 17, 2009. Motion carried 5-0 with Directors Arcularius, Bauer and Eastman absent.
- Treasurer's Report** Treasurer, Auditor/Controller Brad Koehn gave the Treasurer's Report for the month of July 2009. Mr. Koehn reported there are sufficient funds to meet the next 30 days of obligations due to the \$50,000 lines of credit payments from the City of Bishop and the Town of Mammoth Lakes. Mr. Koehn informed the Board that the fiscal year-end June statement would not be finalized until after the end of August. If all outstanding accounts receivable are received by the end of August the net position for the year will be positive.
- Operations Report** Transit Director Monicka Watterson gave the Operations Report for the month of July. Overall, the system continues a trend of decreased ridership with select routes showing an increase in ridership. Revenue and revenue trips for the Red's Meadow Shuttle are 5% to 10% higher than projected at this time.
- Clarification of Tape Retention** This item was deferred to the consent agenda for the September meeting due to the fact that the agenda mistakenly listed this as an information item.
- Approval of Dial-a-** The Board heard from several interested members of the public, and

Ride Level of Service	received a letter of support from the Eastern Sierra Center for Independent Living. All of the comments were in support of the Authority's door-to-door service policy for dial-a-ride service. Moved by Director Cash and seconded by Director Harvey to approve and adopt the door-to-door dial-a-ride level of service policy. Motion carried 5-0 with Directors Arcularius, Bauer and Eastman absent.
Town of Mammoth Passenger Survey Results	Executive Director John Helm informed the Board that during the month of July the Town of Mammoth Lakes administered a survey to passengers who use the transit services in the Town of Mammoth Lakes. Mr. Helm stated that very positive results were received from the survey responses with the highest satisfaction being with the drivers.
Mammoth Express Schedule Modification	Mr. Helm informed the Board of the changes that were finalized for the Mammoth Express schedule, which include a mid-day route, which will depart Bishop at 1:00 p.m., depart Mammoth at 2:05 p.m. and arrive back at Bishop at 2:55 p.m. Mr. Helm stated that the evening bus would continue to depart from Mammoth at 5:15 p.m. as desired by current users. In addition, twice a week the bus will go to Rovana upon request.
Recess/ Reconvene	The Chairperson recessed the meeting at 11:05 a.m. The Board reconvened at 11:20 a.m. with all Board Members present except Directors Arcularius, Bauer and Eastman.
ESTA Mission Clarification	<p>The Board continued the discussion on the mission clarification focusing on:</p> <ul style="list-style-type: none"> • What is the most important core competency we have as an organization? • What do we want ESTA to be best known for in 5 years? • If we had a sustainable revenue source, what would the mission look like in terms of actual routes, methods of transportation and services? • If we had a 30% increase in current budget, what would the mission look like in terms of actual routes, methods of transportation and services? • If we had a 30% decrease in current budget, what would the mission look like in terms of actual routes, methods of transportation and services? <p>The Board and the audience had a discussion on the core competencies and weaknesses of the Authority. The Board will continue the discussion at the September meeting.</p>

Fiscal 2009/10
Budgeted
Revenue Update

Mr. Helm explained to the Board that at this time it is unlikely the Authority will realize all of the \$166,667 budgeted revenue for this fiscal year from the local in-kind match program. Due to other demands on Caltrans, staff has been unable to meet with ESTA to explore this source of revenue related to the 5311(f) program. The Board directed staff to investigate possible administrative expense reductions that could be brought about through an early retirement program.

Reports

Director Harvey gave an update on the Eastern California Transportation Planning Partnerships meeting he attended on August 17. Mr. Harvey requested bungee cords be used on the bike trailers in the Town of Mammoth to secure bikes to the trailers. Mr. Harvey also requested that some measures be taken to increase the driver's visibility of the bike trailers, and to reaffirm the procedures for loading bikes to make sure they are secured properly.

Mr. Helm reported that the Mobility Commission in the Town of Mammoth Lakes has approved several changes to service within the Town. The summer trolley routes will be extended to provide continued service to Snowcreek until 10:00 p.m. following the end of the daily Old Mammoth Lift route at 6:00 p.m. The Old Mammoth Lift route will be extended up Old Mammoth Road to a turn-around at the lower intersection with Red Fir. This route modification requires Town Council approval, which is expected in early September. The Old Mammoth Lift route will also be extended to operate year-round. Dial-a-ride will not be available past 6:00 p.m. except for service for ADA paratransit eligible individuals. There has been coordination between the Mammoth Unified School District and the Town regarding the bus stop location on Meridian Blvd. to accommodate children riding the routes to school. The Red's Meadow Supervisor was contacted by a CHP officer regarding a complaint that was received concerning the weight limit on the buses operating in Red's Meadow. A meeting has been scheduled with the Mono county representative for commercial enforcement to discuss the issue. The annual CHP terminal inspection has been completed and a satisfactory rating was received. Regarding employee communications; a suggestion box has been placed in the Bishop and Mammoth offices, a summary of the July Board meeting has been posted, and a town hall style meeting with the morning employees was held and concerns were raised regarding riders being confused on the Red and Blue routes. Red and blue flags have been ordered to be installed on the fixed route buses to make them more easily identifiable. The Bus Stops Here Travel Training education program started at 1:15 p.m. this afternoon.

- Future Agenda Items Town of Mammoth contract rate adjustment
Clarification of jurisdictions / contract work
Clarification of tape retention
- Closed Session Open session was recessed at 1:25 p.m., to convene in closed session with all Board Members present except Directors Arcularius, Bauer and Eastman, to consider Agenda Item No.16 Conference with Labor Negotiators. (Pursuant to Government Code Section 54957.6) – Authority designated representatives; John Helm and Mark Magit. Bargaining Group: ESTA Management & Confidential Employees Association.
- Report on Closed Session Closed session was recessed at 1:35 p.m. to reconvene in open session to receive a report on closed session with all Board Members present except Directors Arcularius, Bauer and Eastman. There were no items discussed in closed session, which were required by law to be reported on in open session, other than those addressed in agenda item #18, Approval of MOU with MCEA.
- Approval of MOU with MCEA Moved by Director Harvey and seconded by Director Cash to adopt and approve a Memorandum of Understanding between ESTA and the Management & Confidential Employees Association (MCEA) and authorize such action by resolution. Motion carried 5-0 with Directors Arcularius, Bauer and Eastman absent.
- Adjournment The Chairperson adjourned the meeting at 1:35 p.m. The next regular meeting of the Eastern Sierra Transit Authority Board of Directors is to be held on Friday September 18, 2009 at 11:300 a.m. in the Town of Mammoth Lakes.

Recorded & Prepared by:



Susan Rottner
Board Clerk
Eastern Sierra Transit Authority

Minutes approved: **October 16, 2009**