



PTBA BOARD MEETING MINUTES
August 21, 2025

Held at: 116 W 5th Ave, Moses Lake & Via Zoom

Board Members Present In-Person

Chair, Mayor Bruce Reim, *Ephrata*
Mayor Peter Sharp, Soap Lake
Councilman Dylan Kling, Quincy
Councilman Karl Hinze, Wilson Creek
Bobbi Tidwell, ATU Representative

Board Members Present via ZOOM

Vice Chair, Councilman Don Myers, Moses Lake
Commissioner Kevin Burgess, Grant County
Mayor ShirleyRae Maes, Coulee City
Councilwoman Emily Campos, Warden

Board Members Absent

Councilman, Blake Martin, Electric City

Staff Present

Eric Loomis, General Manager
Saira Martinez, Administrative & ACCESS
Coordinator/Board Clerk
Brandy Pesta, Administrative Services Manager
JoBeth Carlson, Operations Manager
Matt Buchmann, Maintenance & Facilities Manager
Stephanie Guettinger, Financial Services Manager

Staff Present via ZOOM

None

The regular meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Mayor Reim, at 6:32 pm. The Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk. 9 Board members were present, and 1 Board Member was absent.

Public Hearing – Transit Development Plan

Board Chair, Mayor Reim, opened the public hearing for public comments. General Manager Eric Loomis briefly went over the Transit Development Plan. Board Chair, Mayor Reim, closed the public hearing.

Consent Agenda

Mayor Sharp made a motion to approve the Consent Agenda. Councilman Kling seconded the motion, and the motion was unanimously carried.

Financial Report

Stephanie Guettinger, Financial Services Manager, went over the financial report.

Public Comments

None

Unfinished Business

a. Resolution NO. 25-20, Transit Development Plan

Mayor Sharp made a motion to approve Resolution No. 25-20, Transit Development Plan. Council Kling seconded the motion. Motion unanimously carried.

New Business

a. Resolution No. 25-21, Amendment to Purchase and Sale Agreement

General Manager Eric Loomis went over the agreement. Since the original agreement has expired, we're moving forward with this one for the Ephrata property. We have an appointment tomorrow morning to finalize the purchase. The inspections and appraisal came back with good results. Tomorrow, we'll be doing the wire transfer for the final closing. Mayor Sharp made a motion to ratify Resolution NO. 25-21, Amendment to Purchase and Sale Agreement. Councilman Kling seconded the motion, which was unanimously carried.

b. Resolution No. 25-22, ATU MOU No. 03 – Pre-trip and post-trip time

Eric reviewed the MOU, updating Article 25 to adjust post- and pre-trip times. Duty was transferred from operators to facilities custodians. Mayor Sharp made a motion to approve Resolution No. 25-22, ATU MOU No. 03 – Pre-trip and post-trip time. Councilman Kling seconded the motion; motion was unanimously carried.

c. Resolution NO. 25-23, 2025 Certs & Assurances

Mayor Sharp made a motion to approve Resolution NO. 25-23, 2025 Certs and Assurances. Councilman Kling seconded the motion, which was carried unanimously.

d. Resolution NO. 25-24, Service Enhancement Plan

General Manager, Eric Loomis, explained that GTA staff have finalized this plan so we can implement it by September 22, 2025. This initial phase won't include the entire plan; we're still in the process of hiring more operators. The first phase is only missing route 42, which serves Quincy. Mayor Sharp made a motion to approve Resolution No. 25-24, Service Enhancement Plan. Councilman Kling seconded the motion, which was carried unanimously.

e. Resolution 25-25, Damera Demo Lease Agreement

General Manager Eric Loomis explained that this presents an exciting opportunity for GTA. This week, we participated in the WSTIP conference, where we met with Damera Demo. Our objective is to demonstrate a 19ft electric low-floor bus capable of accommodating a total of 12 passengers, or 10 passengers when including mobility devices. The opportunity involves a two-week pilot program scheduled from September 8 to September 28. We have spoken to our insurance provider, WSTIP, and discussions confirmed that we are adequately covered. We plan to introduce the bus to all communities. The bus has a range of 130 miles. Mayor Sharp made a motion to approve Resolution NO. 25-25, Damera Demo Lease Agreement. Councilman Kling seconded the motion, which was unanimously carried.

f. Resolution NO. 25-26, Title VI Policy Update

Councilman Kling made a motion to approve Resolution NO. 25-26, Title VI Policy. Mayor Sharp seconded the motion, which was carried unanimously.

g. Resolution NO. 25-27, PTD0324-04 Amendment

Mayor Sharp made a motion to approve Resolution NO. 25-27, PTD0324-04 Amendment. Councilman Kling seconded the motion, which was carried unanimously.

h. Resolution NO. 25-28, PTD0485-02 Amendment

Mayor Sharp made a motion to approve Resolution NO. 25-28, PTD0485-02 Amendment. Councilman Kling seconded the motion, which was carried unanimously.

i. Resolution NO. 25-29, Budget Amendment

Mayor Sharp made a motion to approve Resolution NO. 25-29, Budget Amendment. Councilman Kling seconded the motion, which was carried unanimously.

General Manager's Report

WSTA Conference

1. Staff attended both the annual WSTA rodeo and conference from August 15-20.
 - a. The conference was hosted by King County Metro at SeaTac. The theme was Navigating Today for Tomorrow.
2. JoBeth and Stephanie presented GTA's dispatching software and onboard technology alongside our provider, IT Curves.

Current Project Status

1. Ephrata Property
 - a. Closing on property with final signing and payment on Friday, August 22
 - b. Facilities Master Plan
 - i. Complete the scope and proposal and prepare for the bid process
2. Phase II Maintenance Facility Construction Project
 - a. 75 Days left of project
 - b. Next Two Weeks at a glance
 - Installation of door hardware and flooring is ongoing
 - Site is expected to be electrified/powerd this week
 - Vehicle lift is expected to be delivered/installed this week
 - Bathroom accessories to be installed
 - Coiling door to be installed
 - Paint to be touched up (ongoing)
 - Plumbing installation upcoming/ongoing
 - HVAC trim, balancing & commissioning upcoming
 - Dropped-ceiling to be installed
 - Canopy roof to be complete
3. Proposed Service Changes
 - a. Timetables are being printed
 - b. New fixed-route services will begin September 22
 - c. New/added DART service will begin once enough operators are hired and trained

We celebrated with two of our employees who were nominated to be a part of WSDOT's Wall of Fame. The Wall of Fame is an annual event that recognizes exemplary employees for their dedication, innovation, customer service, and professionalism. This year, Bobbi Tidwell and Butch James were entered into the Wall of Fame by GTA.

Bobbi Tidwell joined GTA as a Bus Operator in 2019 and was promoted to Dispatch Support in 2022. In 2024, she was promoted again to her current role as Training Coordinator. Since taking on this position, she has implemented many enhancements to our training program. Bobbi is a positive, self-driven employee with a "yes, we can" attitude. Her list of titles continues to expand, including: CDL Instructor, Union Steward, Safety Team Representative, Bus Rodeo Expert, Training Showcase Presenter, YouTube Content Creator, and CPR and First Aid Instructor. Thank you, Bobbi, for all your hard work and compassion, keeping GTA safely moving forward.

James (Butch) Keys is our facilities maintenance worker. Butch is an outstanding worker whose dedication, skill and work ethic consistently exceed expectations. With a strong commitment to safety, efficiency, and teamwork, Butch plays a vital role in ensuring our facilities are clean, functional, and well-maintained. He will respond to urgent repairs promptly, while also performing his routine maintenance with precision and always ready to identify improvement opportunities. He demonstrates reliability and pride in all work that he does. He is a key member of our Safety team and has a willingness to go above and beyond. This makes Butch a valued member of Team GTA and a deserving Honoree for the Wall of Fame.

The Financial & Operations Manager's reports were available for review.

People For People Services Report

Transportation Manager, Gabriela Jacobsen, went over the PFP report.

Other:

The next regular GTA Board of Directors Meeting will be held at the Multimodal Transit Center at 116 West 5th Ave, Moses Lake, WA. 98837 on Thursday, September 18, 2025, at 6:30 pm.

Mayor Sharp made a motion to adjourn the meeting. Councilman Kling seconded the motion, and the motion was unanimously carried. The meeting was adjourned at 8:02 pm.

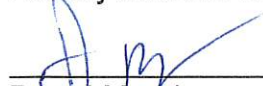
Attested:



Saira Martinez

Administrative & ACCESS Coordinator/Board Clerk

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



Board Member