

TRANSIT ADVISORY COMMITTEE
March 24, 2016

Presiding: Vice Chair Carol Luce

Committee Present: Walt Daniels, Matt Olsen, and Don Smeback

Committee Absent: Francisco Zamora Flores, Elizabeth Burrows Chapin, and Mariah Laitinen

Staff Present: Julie Wehling and Kristie Chilcote

Others Present: Barbara Lewis, Bob Cornelius, and Tracie Heidt, Council Liaison

CALL TO ORDER: Vice Chair Luce called the meeting to order at 5:32 p.m. in the City Hall Conference Room.

The minutes from the January 28, 2016, meeting were reviewed.

Matt Olsen made a motion to approve the minutes as written. Motion seconded by Don Smeback and passed 4-0.

OLD BUSINESS:

- A. Operations Report: Kristie Chilcote said ridership in January was down from last January. There was an increase in General Public Dial-A-Ride, same day service, and shopping shuttles.

- B. Bi Monthly Report: Julie Wehling said she had applied for two grants from ODOT for two more buses to replace older buses. She also applied for four grants from Tri-Met for some matching money for the bus purchases and a new security camera system. She also applied to reinstate mid-day service to Wilsonville and reinstate a local deviated fixed route in the south of Canby. She did not expect those to be funded. There were no collisions or incidents in the month of January. Staff was still moving forward with the purchase option for the one acre parcel. A draft purchase agreement had been written and would go to Council on April 6. The owners were still waiting for a plat revision from the County. She had submitted the transit budget for next fiscal year. She would get the Committee a copy of the budget soon. The transit budget would be presented to the Budget

Committee on May 12 and the budget would go to Council for approval in June. The Community Transportation Association of America Conference (CTAA) would be the same week as the Transit Advisory Committee meeting in May and she suggested rescheduling the meeting to May 19 or cancel the May meeting.

Walt Daniels made a motion to reschedule the May meeting to May 19. Motion seconded by Don Smeback and passed 4-0.

Ms. Wehling said the Rider of the Month for February was Hermine Segundo and for March it was Monica Sanchez. The construction at the Fred Meyer Fuel Station was completed and the bus stop on 2nd and Knott would be left where it was for now.

- C. Transit Plan: Ms. Wehling said she was still working on the draft RFP for the consultant. Tri-Met, the Special Transportation Fund Advisory Committee, the State, ODOT, Salem/Keizer Transit, and SMART were also doing transit planning. Tri-Met was finishing up with their service enhancement planning.
- D. New Vehicles: Ms. Wehling said the new vehicles were ordered in January and were expected to arrive on March 29 and would hopefully be on the road in April.
- E. Membership and Officers: Ms. Wehling said at the April meeting, the Committee was supposed to nominate and vote for a Chair and Vice Chair. Mariah Laitinen had resigned from the Committee as of April 1.

There was discussion regarding filling the vacancy.

- F. Audio Recording of Meetings: Ms. Wehling asked if the Committee wanted to have the audio recording of meetings put on the City's website. It would make the meeting information more immediately available.

Mr. Olsen thought until there was a request, it should be kept the way it was.

There was discussion regarding the duties of the Transit Advisory Committee and grant funding.

NEW BUSINESS: Mr. Daniels discussed the last Council meeting where some legislation regarding payroll tax for employees for transit was mentioned.

CITIZEN INPUT: None.

DISCUSSION ITEMS: None.

ADJOURN:

Meeting adjourned at 6:17 p.m.

Assisted with Preparation of Minutes – Susan Wood