

**TRANSIT ADVISORY COMMITTEE**  
**January 28, 2016**

**Presiding:** Chair Donald Smeback

**Committee Present:** Elizabeth Burrows Chapin, Carol Luce, Francisco Zamora Flores, Walt Daniels, and Matt Olsen

**Committee Absent:** Mariah Laitinen

**Staff Present:** Julie Wehling, Nancy Muller, and Kristie Chilcote

**Others Present:** Tracie Heidt, Council Liaison, and Barbara Lewis

**CALL TO ORDER:** Chair Smeback called the meeting to order at 5:28 p.m. in the City Hall Conference Room. The minutes from the November 19, 2015, meeting were reviewed.

Walt Daniels made a motion to approve the minutes. Motion seconded by Liz Burrows Chapin and passed 6-0.

**OLD BUSINESS:**

A. Operations Report: Kristie Chilcote discussed the ridership for November and December. The fixed route and ADA Dial-A-Ride was down in ridership, but general public Dial-A-Ride and shopper shuttles were increasing.

B. Bi Monthly Report: Julie Wehling said the MV Transportation contract had been extended for one year. She discussed the ADA Plan which was similar to the one approved in 2014. The rider of the month for December was Carol Swanson and for the month of January was Mark Derock. The new two-way radios were working great. On November 30 a bus stop on Second and Locust was moved to Second and Knott. The Customer Open House in December went well.

There was discussion regarding the Christmas lights tour.

Ms. Wehling suggested cancelling the February Committee meeting as staff would be gone on vacation and medical leave. The next meeting would be March 24.

There were no collisions or accidents in November or December.

C. Transit Plan: Ms. Wehling would publish the RFP for the Transit Plan soon and a contractor should be selected by early March.

D. New Vehicles: Ms. Wehling said the Council approved the purchase of three buses and they had been ordered. They should arrive in March or April.

Ms. Luce asked if drivers had been told about her comments about rough rides and motion in the back of the bus. Ms. Chilcote said that had been discussed and it was difficult as the emphasis was to pick up on time and deliver on time.

### **NEW BUSINESS:**

A. Membership, Officers and Responsibilities: Ms. Wehling said Mr. Smeback's membership was up in March, and everyone else had longer terms. Mr. Smeback was planning to renew. Ms. Laitinen had moved away and she might resign. Ms. Wehling would contact her. In April there would be nominations for the Chair and Vice Chair.

There were suggestions for recruiting another Committee member.

B. Audio Recording of Meetings: Ms. Wehling said several City Committees had the recordings of their meetings on the City's website. She suggested having the Transit Advisory Committee recordings included, however the meetings would have to be more formal and structured and they could not use customer or driver names. She asked the Committee to think about the option.

There was discussion regarding the pros and cons of putting the recordings on the website.

**CITIZEN INPUT:** None.

**DISCUSSION ITEMS:** None.

### **ADJOURN:**

Meeting adjourned at 6:05 p.m.

Assisted with Preparation of Minutes – Susan Wood