



**PUBLIC TRANSIT ADVISORY BOARD**  
*Advisory committee to the Mayor on public transit issues*  
Meeting Minutes  
for the meeting on January 22, 2018

<b>Members Present:</b>	<b>Staff Present:</b>
Sean Garney (in at 3:50)	Amber Gibson, SECOG
Brett Glirbas	Stacy Hagen, City Planning Office
Philip Jacobson	Randy Hartman, General Manager
Mike Lynch	Tierza Lanham, Paratransit Manager
	Sam Trebilcock, Transportation Planner
<b>Members Absent:</b>	Ryan Weisenbach, Maintenance Manager
Erik Gaikowski	Glenn Wright, Operations Manager
Megan Myers	
Jeri Reed	<b>Public in Attendance:</b>
	Kay Gollesch
	Kim Hansen
	Chad Powell

**Call to order**

Without quorum present, Mike Lynch, Chair, called the Public Transit Advisory Board (PTAB) meeting to order at 3:48 p.m. and made introductory comments.

**1. Meeting Procedures**

Mike Lynch reviewed the meeting procedures.

**2. Public input on non-agenda items**

There was no public input.

**3. New Business:**

**A. 2018 Minor Route Change Discussion**

Sam Trebilcock reviewed the proposed minor route changes to routes 4, 5, 8, 10 and 19 to increase safety and efficiency. Sean Garney arrived during the presentation and there was now a quorum present. Discussion followed. Sam stated that the changes would be brought back to a future meeting for board action. This item was informational only.

**4. Approval of Agenda**

Brett Glirbas made a motion to approve the January 22, 2018 PTAB agenda. Phil Jacobson seconded the motion. The motion passed unanimously.

**5. Approval of November 27, 2017 PTAB Meeting Minutes**

Sean Garney made a motion to approve November 27, 2017 PTAB meeting minutes. Brett Glirbas seconded the motion. The motion passed unanimously.

## **6. New Business:**

### **B. SAM Text and E-mail Service**

Sam Trebilcock reviewed concepts for a text and email subscription service for SAM. Sam stated that the service is a high priority of the Marketing Plan to notify riders of route changes and other related items. Sam also stated that staff is investigating the possibility of implementing a mobile fare system. The Board suggested that Twitter may be a simple, cost effective solution for the distribution of time sensitive information. This item was informational only.

## **7. Old Business:**

### **A. Dakotabilities and LifeScape Transportation Funding Agreements**

Sam Trebilcock reviewed the funding agreements the City has executed with DakotAbilities and LifeScape for 2018. The agreements will assist in funding 27,000 rides provided by CCTS, an increase of 7,000 rides from 2017, which would have otherwise been provided by Paratransit at a higher cost to the City. This item was informational only.

### **B. Active Generations Transportation Funding Agreement**

Sam Trebilcock reviewed the funding agreement the City has executed with Active Generations for 2018. The agreement will assist in funding rides provided by Project CAR for Active Generations' Daybreak clients, which would have otherwise been provided by Paratransit at a higher cost to the City. This item was informational only.

## **8. Reports:**

### **A. November & December Operations Reports**

Randy Hartman introduced Glen Wright, the new Operations Manager for SAM. Randy reviewed the November and December Operations Reports for fixed route service and paratransit service. This item was informational only.

## **9. Adjournment:**

Brett Glirbas made a motion to adjourn the meeting and Sean Garney seconded the motion. The meeting was adjourned at 4:43 p.m.