



PUBLIC TRANSIT ADVISORY BOARD

Advisory committee to the Mayor on public transit issues

Meeting Minutes

for the meeting on September 25, 2017

Members Present:	Members Absent:
Erik Gaikowski	Cherie Gerry
Brett Glirbas	Philip Jacobson
Mike Lynch	
Megan Myers	Staff present:
Jeri Reed	Amber Gibson, SECOG
	Eric Meyerson, General Manager
Public in Attendance:	Robert Speeks, Operations Manager
Joe Dvorak	Sam Trebilcock, Transportation Planner
Chad Powell	Ryan Weisenbach, Maintenance Manager
Allen Svennes	

Call to order

With a quorum present, Mike Lynch, Chair, called the Public Transit Advisory Board (PTAB) meeting to order at 3:47 p.m. and made introductory comments.

1. Meeting Procedures

Mike Lynch reviewed the meeting procedures.

2. Approval of Agenda

Brett Glirbas made a motion to approve the September 25, 2017, PTAB agenda. Erik Gaikowski seconded the motion. The motion passed unanimously.

3. Approval of August 28, 2017, PTAB Meeting Minutes

Erik Gaikowski made a motion to approve the August 28, 2017, PTAB meeting minutes. Brett Glirbas seconded the motion. The motion passed unanimously.

4. Public input on non-agenda items:

There was no public input.

5. New Business:

a. SAM Marketing Plan Draft

Sam Trebilcock provided a copy of the draft marketing plan for review by the Board and further discussion at the next meeting. Sam stated that the plan contains recommended goals and prioritized objectives from First Transit to increase ridership and improve customer service. This item was informational only.

b. FTA Triennial Review Update

Sam Trebilcock stated that FTA conducts a review of the transit system every three years and the current review was completed last week. Sam reviewed the preliminary findings of the review. Erik Gaikowski requested that the findings from the previous review be provided for comparison. This item was informational only.

c. Coordinated Plan Annual Progress Report

Amber Gibson reviewed the Coordinated Plan Annual Progress Report approved by the MPO last week. This item was informational only.

6. Old Business:

a. Transit Depot Reconstruction and Renovation Project Update

Sam Trebilcock and Ryan Weisenbach provided an update on the Transit Depot Reconstruction and Renovation Project. They stated that the project is going well, but is taking longer than anticipated. The expected completion date has been pushed back to November. This item was informational only.

7. Reports:

a. August Operations Report

Eric Meyerson reviewed the August Operations Report. Eric stated that fixed-route ridership was down 3.05% compared to August 2016 and paratransit ridership was down 7.91% compared to August 2016. Year to date, fixed route ridership is down 1.10% and paratransit ridership is down 11.76%. This item was informational only.

8. Other Business:

a. Sam Trebilcock and the Board thanked Eric Meyerson for his service as General Manager of the transit system and wished him well in his retirement.

9. Adjournment:

Brett Glirbas made a motion to adjourn the meeting and Jeri Reed seconded the motion. The meeting was adjourned at 4:35 p.m.