

PUBLIC TRANSIT ADVISORY BOARD  
*Advisory committee to the Mayor on public transit issues*

Meeting Minutes  
May 18, 2020  
3:45 p.m.

WEBEX VIDEO CONFERENCE: WEBEX.com

MEETING NUMBER (ACCESS CODE): 961 442 154

MEETING PASSWORD: ZVnXSfiY858

Video Conference was recorded: Down load at: 

<b>Members Present:</b>	<b>Staff present:</b>
Brett Glirbas	Sam Trebilcock, Senior Planner
Jeri Reed	Shawna Goldammer, Planning Proj. Coor
Jason Van Engen	Tierza Lanham, Paratransit Manger
Sean Garney	Robert Speeks, Assistant General Manager
Allen Svenes	Ryan Weisenbach, Maintenance Manager
Erik Nelson	Jim Feeney, SECOG (MPO)
<b>Members Absent</b>	
Mike Lynch	
<b>Citizens in attendance (No one identified themselves):</b>	

Call to order: Brett Glirbas called the meeting to order at 3:53 pm.

- Meeting Procedures:** Shawna Goldammer read into the record the meeting procedures for the video conference. The text was shared on the screen.
- Approval of Agenda:** A motion was made by Erik Nelson and a second by Sean Garney to approve the May 18, 2020 PTAB agenda. The motion passed unanimously.
- PTAB Meeting Minutes** Approval of February 24, 2020 and the teleconferences special meetings April 15, 2020 and May 4, 2020.

Chairman Glirbas asked if there were any changes to any of the minutes. There were none. A motion was made by Jason VanEngen and seconded by Sean Garney to approve the minutes of February 24, 2020, April 15, 2020 and May 4, 2020. The motion passed unanimously.

- Public input on non-agenda items:** Chairman Glirbas asked if any person wanted to speak on non-agenda items. No public input on non-agenda items was received.
- Reports: Year to date Operations Reports including February, March, April**

**2020.** Robert Speeks presented the reports for February, March and April. He also reported that riders no complaints have been received for essential services trips.

6. **Current Service Levels and update on Service Reductions:** Robert Speeks explained the current ridership information as follows: Fixed route has averaged 500-600 trips per week. 12-18 rides per day during the week with only 2 on Saturdays for the essential services trips. Sam Trebilcock then showed a graph depicting the decreases in ridership from March 9<sup>th</sup> to May 10<sup>th</sup>. He also explained staffing levels. Trebilcock went on to say that ridership may increase as people get back to work. The board members discussed methods to improve driver safety during the pandemic.
7. **Recommendation for Service Reduction allowing hourly service on all routes.** Sam Trebilcock explained the resolution and how the recommendation would allow hourly service on all routes with no evening service. The resolution as recommended by PTAB will go to the City Council on May 19, 2020. The effective date of the resolution will be May 26<sup>th</sup>. A motion was made by Jason VanEngen and seconded by Al Svennes to recommend approval of the service reduction resolution. The motion passed unanimously.
8. **Update: Vendor Selection for Software Platform for Mass Transit On-Demand Pilot Project:** Sam Trebilcock explained that meetings for vendor selection got interrupted due to responses to COVID-19. Three vendors had been interviewed. A new director of Innovation has been selected and meetings will resume to discuss the pilot during low demand during the pandemic.
9. **Corona Aid, Relief, and Economic Security (CARES) Act** Shawna Goldammer explained that through the CARES Act, the city was the receipting of 7.7 million dollars. The program of projects will include replacing fixed route buses. She explained that the transit fund in the black to 2025-26 range due to CARES funding.

Jason VanEngen explained to the group that he has taken a position as principal at the Alcester-Hudson School District. He will continue to serve on PTAB until the end of the summer, but then will be stepping down from the board.

10. **Adjournment:** A motion was made by Sean Garney and seconded by Jason VanEngen to adjourn. The motion passed unanimously.