Voting Members in Attendance:
Daniel Bullock, Brenda Fiscus, Winnie Andrews, Martina Peck, and Joe Kreese

Voting Members Absent:
David Council, Shannon Cleveland

Non-Voting Staff Members in Attendance:
Angie Peters, Peggy Smith

Non-Voting Members Absent:
Jody Tool

Guests:
none

Introductions and Call to Order:
The meeting was called to order at 3:00 P.M. in the La Grande Public Transportation Conference Room.

Consent Agenda:
Angie asked if anyone had any comments or corrections to the June 20, 2018 minutes hearing none she called for a motion to approve. Daniel made the motion to approve the minutes. It was seconded by Winnie and carried unanimously.

Joe Kreese made a motion to be removed from the TAC Council because of his frequent inability to participate. This motion was seconded by Daniel and carried unanimously.
**Board/Council Report Angie:**

Angie reported overall we have started of the new year strong in Para-Transit and Demand Response rides but lagged slightly with Fixed Route and Deviated Fixed Route.

**July Re-Cap** July saw a significant increase in client No- Shows with several of them being out of the area. She said there a significant increase year over year on recorded safety incidents or accidents for July. However, she said we are working on the root cause of the incidents or accident to improve performance.

Moving forward in August we will have County Fair and all of the transportation that comes with that.

- **Full Report Attached to the Minutes**

**Consider Stakeholder Comments:**

No stakeholders present

**Office position Voting**

Angie told Council she would like to vote for someone on the council to be the Secretary and record minutes going forward. After a discussion Daniel made the motion to nominate Brenda. Brenda declined the nomination, but suggested that we purchase Dragon software and then she could dictate minutes for us. After another discussion it was decided that the way minutes are recorded will remain as is at this time.

Angie then called for a motion to fill the Chair Person position Brenda said she would move to the Chair position it was seconded by Daniel and carried unanimously.

Angie then called for a nomination for Vice Chair position Daniel made a motion to nominate Winnie it was seconded by Brenda and carried unanimously.

Angie said we still need someone to fill the vacated Bike/Ped seat that Joe Kreese held and Business Seat that was vacated by Terry De Spain a few months ago. She asked members to bring any names they may have to the next council meeting.

**STIF Materials and Possible Projects:**

Angie said she will be working on the public outreach component of STIF with Shelly Burgess. She said it is her plan to have at least one meeting in every town in Union County to get input from interested parties before we take our plan to the STIF Advisory Committee. Angie stated she has gotten the applications submitted for the remaining required members to join the
existing Special Transportation Fund (STF) committee to form the STIF Advisory Committee; and once confirmed by the commissioners we can schedule meetings with them as well. She said she is hoping to have one member attend each of the satellite meetings if possible so we will have more knowledge about the county transit needs before making a determination on the plan she will submit.

**Staff Reports:**

- **Manager’s Report Angie**

  Angie stated she is in the process of raising Brokerage rates. She also said for 2 years we have had a decline in rides for the Shriners for fare. She has a proposal into the county to stop that service in the future.

  She told the council our Fixed Route Trolley placed 3rd in the parade this year.

**Presentation of STIF Proposals Being Delivered Around the County:**

**Demand Response for County (and non-Paratransit eligible)**

Due to a lack in ridership for previous intercity routes we are unsure how successful this would be. If there is enough interest to launch it, we would prefer to phase it in with the option to discontinue if there is no ridership for the service. This service could deliver trips locally, bring people into La Grande, or deliver them to a location in an outlying city without restriction to being a medical appointment.

**Fixed Route Split Option One:**

This option has the differing routes (keeping Saturday services as a deviated route on the current Map layout. It adds medical locations (including one recovery location), but does not have any true changes to the business loop. It would add roughly $73,000 annually.

**Fixed Route Option Two:**

The option has the differing routes (keeping Saturday services as a deviated route on the current map layout. It has most of the same locations on the medical loop but lacks one recovery location which results in less time spent on 4th Street. In the business loop it adds Bear-co Loop as part of the route pending approval from the property owner to allow access to the street by the RV Park. It would add roughly $85,300 annually.

- **Full Report Attached to the Minutes**
Free Fares on Fixed Route and Para-transit:

Annual cost to implement based on current passenger levels $22,000 ($5,000 for an April launch or 11,000 for a January launch). Angie said if we wrote this into the plan, to cover the 2.5-year window of the first plan it would likely be best to increase by 1% each year as we anticipate ridership growing due to fare removal.

Vehicle Match:

Angie stated at this time we are approved a new van and a new cutaway bus to deliver services. We can match this grant with $18,485 in local funds and request these funds meet that.

Technology Match:

We currently have a pending grant for technology upgrades that will allow for cameras on vehicles as well as real-time tracking so the bus can be located on a website or through an app. Also, giving stop announcements and doing vehicle diagnostics. She said if the grant is approved which we anticipate it will be it will require $3,967 in matching local funds.

Summary:

She stated if we do all of these programs using the high end cost estimates we would be looking the following potential costs:

- FY 19: April start $63,537 January Start $104,633 (FY 19 est. allotment: $122,000 dispersing in April

- FY 20: $193,080 (not listed in this project cost like route signage, etc.) FY 20 est. allotment $290,000

- FY 21: $296,32 FY 21 est. allotment $329,000

(Yearly allotment is reduced by $10,000 for administrative fees for county staff payroll)

Alternative Modes Report-Jodi:

No Report

Old Business Follow-up on Where is Monty:

Angie said ridership for Where is Monty had created an increase on Fridays but it was not significant over the full summer. Additionally the businesses who signed on saw no real traffic
increase, so the project was labor intensive with very low payout. It will not be repeated next summer.

**New Business:**

Angie asked council to view the outline for the Trolley Brochures; she asked council if they see any changes that need to be made to make it easier to read. Council members said they like the outline and would make no changes.

- Angie also said we are thinking about adding a plaque that post stop time for fixed route in each bus shelter
- Drivers have requested brail signage at each stop

She said she wanted to try some unique advertising in October trying to create a Dahlia Business Card, and she asked council members to bring ideas to the October 17th meeting.

**Adjournment**

Angie called for a motion to adjourn. Winnie made a motion to adjourn it was seconded by Daniel and carried unanimously.

Meeting was adjourned 4:22 P.M.

Next meeting scheduled for October 17, 2018

Minutes Respectfully Prepared by,

_________________________________________________  August 15, 2018

Peggy Smith Transportation Operations Assistant

Minutes Accepted by:

_________________________________________________  

Brenda Fiscus, Chairman