Union County Public Transit Advisory Council

AGENDA

Call to Order / Roll Call
Consent Agenda
- Minutes from 08-20-2014
- Board / Council Report
- Staff Advisory Memos
Input from Union Constituents
Consider Coordinated Plan Amendment
- Staff Report on Public Comment
- Resolution to Recommend Updates
Staff Reports
- Manager’s Report
- Alternative Modes Report
Old Business
New Business
Adjournment
Union County Public Transit
Advisory Council
Minutes for August 20, 2014

Voting Members in Attendance: Daniel Bullock, Nora Croucher, Yvonne Hill, Linda Hayes
Voting Members Absent: Saira Siddiqui, Manny Elguera, Joe Kresse
Non Voting Staff Members in Attendance: Frank Thomas, Roy Gomez
Non Voting Guests Present: None

Introductions and Call to Order:
The meeting was called to order by Chairman Bullock at 3:00 pm in the Conference Room at Northeast Oregon Public Transit in La Grande.

Consent Agenda:
There being no corrections to the items in the Consent Agenda, Nora moved to approve and Yvonne seconded. The motion passed unanimously.

Consider Applications for Membership:
The council received applications for membership (at-large) from Brenda Fiscus and Crystal Voyles at its previous meeting. There being no concerns from the Council, Yvonne moved to approve the applications for membership, Daniel seconded and the motion passed unanimously.

Consider FY 2015 Meeting Schedule:
Staff prepared a proposed meeting schedule that balances winter travel and regular meetings in each community where we do business (Staff Advisory Memo 15-8a). After a lengthy discussion the Council opted to:

- Move the September meeting in Union to the 10th in order to accommodate necessary business relative to vacation plans of two members.
- Nora noticed that it makes more sense to flip the Elgin and La Grande venues in October and November, respectively so that we can avoid having to travel in winter conditions as much as possible.

Frank pointed out that the December 17th meeting date is optional – the Council can opt out of the meeting for the holidays if it wishes. He also said the May 20th meeting date was subject to a lot of contingencies. Since one of the main line agenda items will be the budget for FY’16 we may need to move the meeting and venue to accommodate last minutes processes coming out of our Administration Office before the entire project goes to the Board of Directors.

There being no further discussion Daniel motioned to approve the proposed schedule as amended by the Council, Yvonne seconded the motion and it passed unanimously. The meeting Schedule for the remainder of Fiscal Year 2015 is:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>September 10, 2014</td>
<td>3:00 PM</td>
<td>Union</td>
</tr>
<tr>
<td>October 15, 2014</td>
<td>3:00 PM</td>
<td>Elgin</td>
</tr>
<tr>
<td>November 19, 2014</td>
<td>3:00 PM</td>
<td>La Grande</td>
</tr>
<tr>
<td>December 17, 2014 (optional)</td>
<td>3:00 PM</td>
<td>La Grande</td>
</tr>
</tbody>
</table>
January 21, 2015  3:00 PM  Union
February 18, 2015  3:00 PM  La Grande
March 18, 2015  3:00 PM  Elgin
April 22, 2015  3:00 PM  La Grande
May 20, 2015  3:00 PM  Union  (date and venue variable)
June 17, 2015  3:00 PM  La Grande

Update on AMP and Coordinated Plan
Frank advised the Council that the Asset Management Plan would be coming in their October packets. He said that it is complete and we’re using it, it’s, just really cumbersome. He said that he felt pretty comfortable scheduling higher priority projects for the Council’s attention first because none one else in the agency is rushing to their governing authority to have their AMP formally adopted. He’s confident that we’ll have the only formalized plan in the agency before the holidays.

Frank passed out a draft proposed update for the Coordinated Plan. He explained that we don’t own the plan but that it is important to us because it guides between 35% and 40% of our funding. The existing plan expires September 30 and it’s filled with a lot of old processes that will have to be gracefully unwound. Our best plan would be to wait for the Fiscal Year 2016 rewrite however, that option isn’t there for us. Section 5310 grant applications are anticipated in the fall. A functioning plan is necessary to allocate it – even if we are the only eligible participant…

The Union County Planning team will have completed the update and public comment meetings in every community we serve by the time the Council meets in September. Staff will be prepared to present findings to the Council so that it may craft a resolution to support.

Manager’s Report
Frank reported that we are gearing up for Highland Games. He said it is our first attempt to serve the annual Celtic Festival and we really don’t know how things are going to work out.

Frank reported that we were very disappointed (for the second year in a row) with our performance at Grassroots Festival in Union. He said that we had actually backed out of Cherry Festival the following week partially as a response to the absence of meaningful use in Union – a significant part of the Cherry Fair route was built to serve Union access riders. He said there were other last minute factors that made it seem a lot more fruitful to do our final summer push at Highland Games.

Alternative Modes
Roy reported that we have had the largest increase in sign ups and active users in the DriveLess Connect program on our side of the state. There is interest from the valley on what we are doing to inspire new use.

Roy reported that he had attended a Business in the Park meeting in Baker City this month and that it was already paying dividends. There are a couple of large regional employers (specifically MODA) that are developing an interest in vanpooling.

Old Business
Yvonne asked if staff would attend a meeting with the City Administrator in Union. Frank and Roy both said that they would attend. Frank said he needed to be in Union to help resolve priorities for the CCO project anyway. Yvonne said she would set something up.
Yvonne said at Aggies in Union is an excellent place to display transit fliers and bus schedules. Roy committed to bringing more items out when he works Union prior to the meetings on September 10.

**New Business**
Frank reported that we will be hiring a part time Office Assistant in the next couple of weeks. He said if everything goes well we could have a new staff member at the next meeting to help with the minutes and meeting materials.

**For the Good of the Order:**
A conversation ensued on the topic of how we could do more in Union with the limited resources we have. Tactics that have been tried in the past were reviewed. Inquiries on the demographics of the population that once rode the bus regularly were considered. In terms of bicycle and pedestrian amenities Union appears to be ahead of the curve relative to the other rural communities in our service area. Transit needs a new approach.

Frank thanked the Council for a productive meeting, the things we’ve gotten done and the work ahead of us between now and the holidays. He said that the world is changed by those who show up.

**Adjournment:**
There being no further business to bring before the Council, Chairman Bullock adjourned the meeting at 3:51 pm.

Minutes Respectfully Prepared By,

[Signature]
Frank Thomas, Transit Manager

Minutes Accepted by:

[Signature]
Daniel Bullock, Chairman

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**September staff report accidently overwritten and lost**