

**Transit Commission Meeting Minutes
February 7, 2018**

The Transit Commission meeting of Wednesday, October 18, 2017 was called to order by Chairman Charles Poole. Other commissioners in attendance included Dr. Kathleen Cates, Barbara Houston-Blatchford, Dustin Perceful and Katie Hillian. Staff in attendance included Director Ken Savage, Nancy Kain, Sue Ruth, Mike Irwin, and Lori Carr. Public attendees included Dana Crawford, City Director Andre Good, Sharon Good, Leo Good, Alex Golden with Times Record and Jeff Dingman.

1. Minutes of the July 26, 2017 Meeting

Commissioner Poole called for comments on the meeting minutes of the July 26, 2017. Director Savage followed up with the commission on the actions taken since the last meeting. As requested at the last meeting he included a memo in the packet dated August 16, 2017 regarding ridership incentive numbers from the beginning of the year that pertain to UAFS trips, Future School Student Passes and Veteran Passes.

Commissioner Cates made note of a correction needed changing November to October in the last paragraph for the next meeting date.

Commissioner Houston-Blatchford made a motion to approve the minutes with the one change, November to October. Commissioner Perceful seconded the motion. The minutes were approved by a vote of 5 in favor and 0 opposed.

2. Consider new applicants for the Transportation Assistance Program

Dana Crawford with Harbor House Recovery discussed their two new facilities; Harbor Recovery and Gateway Wellness and she requested an additional 100 tickets to be added to her current 200 which she is already allotted. Ms. Crawford represents four separate divisions within the same organization.

Commissioner Cates made a motion to approve an additional 50 tickets per new facility and 100 total in addition to the 200 already allocated. Commissioner Houston-Blatchford seconded the motion. The motion passed by a vote of 5 in favor and 0 opposed.

3. Consider promotional items and service options for celebrating 20 years of transit service

After discussing the different options, the commission decided to approve a banner for Free Ride Day, several different promotional handouts keeping it within a \$1,000 budget.

Commissioner Cates thought we should implement a free ride day on May 28th when the city would be trying to break a world's record for the largest lip dub.

4. Other Business

- **Update on CNG Fueling Station Project and Vehicles**

Director Savage informed the commission about how the agreement with Architecture Plus was ready to be signed. The contract includes fuel station design and improvements to the maintenance facility that would involve things like switching out the heaters and lights to be compatible with CNG type repairs.

The CNG tanks were currently being installed on the last new placement bus. Chairman Poole asked about the differential of the cost of CNG vs. Fuel. Director Savage explained the cost for CNG is currently about \$1.50 per gallon.

- **Update on Transit Shelter Project**

Staff just installed a new bus shelter at Dollar General at 4101 Towson Avenue and will soon install another at the other Dollar General on Towson closer to downtown.

- **Signal Priority System**

This system will help keep the routes consistent without allowing traffic lights to cause delays. Commissioner Houston-Blatchford asked how the other traffic reacted to the lights changing quickly in our favor. Director Savage said there didn't seem to be any issue with our initial test since the signal notifies others in time. The system doesn't just click red immediately, it cycles through much faster and still gives priority to Police, Fire and Ambulances.

- **Holiday and Free Ride Day Calendar**

Staff included the 8 free ride days instead of 4 which the commission voted to increase.

Commissioner Houston-Blatchford made a motion to approve the 8 free ride days listed and the holiday schedule. Commissioner Perceful seconded the motion with 5 in favor and 0 opposed.

5. Commissioners Forum

None

6. Citizens Forum

None

Chairman Poole closed the meeting with the next meeting date as February 7, 2018.