

**PUBLIC TRANSPORTATION & PARKING COMMISSION
MINUTES
April 18, 2018**

The Public Transportation and Parking Commission met on the above date at 9:15 a.m. in the Conference Room of the Public Works Department.

Members Present: Mr. Charles Moore Mr. Dave Schwartz Mrs. Bianca Shoneman
 Mr. Andrew Denton Mrs. Jessica Harley

Staff Present: Mr. Lamont Jackson Mrs. Rachel Manning Mr. Jordan Anders

Guests:

I. WELCOME

Mr. Moore called the meeting to order.

II. ROLL CALL/ESTABLISH QUORUM

Mr. Moore established a quorum.

III. ADDITIONS/DELETIONS TO THE AGENDA

Mrs. Harley informed that her attendance was not recorded in the March minutes.

IV. APPROVAL OF MARCH 21, 2018 MINUTES

A motion was made by Mr. Denton to approve the minutes with the addition of Mrs. Harley's attendance. The motion was seconded by Mrs. Shoneman and passed unanimously.

V. PUBLIC COMMENTS

There were no public comments.

VI. NEW BUSINESS

1. Letter to Mayor and Council on Parking Options

Mr. Moore presented a draft letter to the commission for review. Upon reading and discussing, Mrs. Shoneman made a motion to approve the letter as written. The motion was seconded by Mr. Schwartz and passed unanimously. Mr. Moore stated that the letter would be sent within the week.

VII. OLD BUSINESS

1. Transportation Center

Mr. Jackson gave an update on the transportation center. He stated the new completion date was now set for the end of May. Shelter lanes have been poured, glass has been installed, all sheetrock is up, electrical is being installed, and all doors have been secured. He also stated the approval of two supervisor positions had been granted, as well as one to two more positions. There will also be security personnel available during operating hours. Mr. Jackson plans to set up an information booth, at the transfer point, to notify the public of the new transportation center.

Mr. Jackson plans to take the commission on a walk-through of the transportation center at the May meeting.

VIII. OTHER – FYI

1. GREAT Monthly Report

Mr. Jackson presented the GREAT monthly report for February. He reported an increase in ridership for month to date, although a decline is still showing for year to date. Expenses are remaining under budget for year to date, even though there has been a slight increase in costs. Customer service is continuing to improve, and there have been fewer complaints reported.

2. Upcoming Projects & Meetings Information

Mr. Jackson reported new fare boxes that will be implemented within the upcoming months.

IX. PROPOSED AGENDA ITEMS MAY 16, 2018

1. Dickinson Avenue Parking

2. Bus Shelter Update

3. Dump the Pump

4. Parking Strategy

X. ADJOURN MEETING

With no further business to discuss, a motion was made by Mrs. Harley to adjourn the meeting. A second was made by Mr. Denton and passed unanimously. The next meeting is scheduled for May 16, 2018 a.m. in the Public Works Conference Room.

Respectfully submitted,

Rachel Manning, Secretary
Public Transportation & Parking Commission