

**Transit Advisory Committee**  
**Wednesday, November 15, 2017**  
**Visalia Transit Center**  
**425 E. Oak Avenue**  
**Visalia, CA 93291**

**Action Minutes:**

November 15, 2017

Meeting called to order: 5:30 PM

**MEMBERS ATTENDING:** Chairperson: Glen Stewart (GS), Vice Chairperson: Ed Jones (EJ), Michael Esquibel (ME), and Karen Varner (KV), Albert Aguilera (AA)

**MEMBERS NOT PRESENT:** Derek Davis (DD) and Claudine Sahagun (CS)

**CITY STAFF PRESENT:** Christine Chavez (CC), Melody Murch (MM), and Rosemary Amodo (RA)

**GUESTS:** Tracy Harrell (TH) and Elizabeth Watlington (MV)

**CALL TO ORDER:** Glen Stewart (GS) called the meeting to order at 5:30 PM and asked Melody Murch (MM) to introduce Visalia Transit's new Accounting Assistant, Rosemary Amodo (RA). Glen then asked all attendees to introduce themselves in seating order.

**PUBLIC COMMENT:** Tracy Harrell (TH) spoke about trouble with shoulder belts and lifts on Dial-A-Ride buses.

**APPROVAL OF OCTOBER 18, 2017 MINUTES:** Ed Jones (EJ) motioned to approve the minutes as written. The motion was seconded by Albert Aguilera (AA). Motion approved 5-0.

**VISALIA TRANSIT MONTHLY REPORT:** Report was provided by Melody Murch (MM) with additional information and discussion provided by Christine Chavez (CC). The Monthly Report was accepted by all members; no action was taken.

**MV MONTHLY REPORT:** Report was provided by Elizabeth Watlington of MV and accepted by all members; no action was taken.

**MONTHLY MARKETING REPORT:** Report was provided by Melody Murch (MM) and accepted by all members; no action was taken.

**SHORT RANGE TRANSIT PLAN (SRTP):** Christine Chavez (CC) discussed the Short Range Transit Plan (SRTP) providing information on average ridership by hour that will be discussed when the SRTP goes to Council. Recommendations included in the plan were discussed and Christine reminded the committee that the SRTP makes recommendations which will be required to return for discussion and approval before implementation. A motion was made to recommend approval of the SRTP by Council by Albert Aguilar (AA). The motion was seconded by Michael Esquibel (ME). Motion approved 5-0.

**INVITATION TO RIDE IN THE CANDY CANE LANE PARADE, MONDAY November 27th:** Christine Chavez (CC) extended an invitation to TAC Committee members to ride aboard one of the Transit vehicles participating in the Candy Cane Lane Parade. The invitation was accepted by all committee members present.

**ITEMS OF INTEREST:**

- Christine Chavez (CC) announced that Sequoia Shuttle Holiday service will be running November 23<sup>rd</sup>-26<sup>th</sup> for the Thanksgiving Holiday.

- Committee Members were reminded of the MV Safety Meetings being held on November 16<sup>th</sup> and discussed the ADA items they wanted covered in discussion with MV drivers.

#### **REQUEST FOR FUTURE AGENDA ITEMS:**

- None.

**Meeting was adjourned at 6:20 p.m.**

*Minutes prepared by Melody Murch.*

**Next meeting:**

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**Wednesday, December 20, 2017**

**Visalia Transit Center  
425 E Oak Ave, Suite 201, Visalia, CA  
5:30 pm**

#### **Committee Attendance (last 12 months)**

Member Name	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017
Albert Aguilera										A	P	P
Claudine Sahaguan	A	P	P	P		P	P	P	P	P	P	A
Derek Davis	P	P	P	P		P	P	P	P	P	P	A
Ed Jones	P	P	P	P		P	P	P	P	P	P	P
Glen Stewart	P	P	P	P		P	P	A	P	P	P	P
Karen Varner	P	P	A	P		P	P	P	P	P	P	P
Michael Esquibel	P	P	P	P		P	P	P	P	P	P	P

“In order for a commission/committee to meet, conduct business and take action, a quorum must be present. A quorum is generally defined as a majority (one more than half) of appointed members to the particular advisory body.” As such, the Transit Advisory Committee, which has nine appointed positions, must have a minimum of five members present to reach a quorum.

Effective April 1, 2012, excessive absenteeism, which is defined to mean missing three consecutive regular meetings or four regular meetings in a 12 month period, shall constitute resignation of the member and the member shall be considered removed from the advisory board.