

Transit Advisory Committee
Wednesday, March 21, 2018
Visalia Transit Center
425 E. Oak Avenue
Visalia, CA 93291

Action Minutes:

March 21, 2018

Meeting called to order: 5:30 PM

MEMBERS ATTENDING: Chairperson: Glen Stewart (GS), Vice Chairperson: Ed Jones (EJ), Michael Esquibel (ME), Karen Varner (KV), Albert Aguilera (AA), Derek Davis (DD), and Jim Runyon (JR)

MEMBERS NOT PRESENT: Claudine Sahaguan (CS)

CITY STAFF PRESENT: Melody Murch (MM) and Christine Chavez (CC)

GUESTS: Tracy Harrell (TH), Elizabeth Watlington (EW) and Anthony Taea (AT)

CALL TO ORDER: Glen Stewart (GS) called the meeting to order and asked Elizabeth Watlington to introduce Anthony Taea, the new Operations Manager at MV. Glen then asked all attendees to introduce themselves in seating order.

PUBLIC COMMENT: Anthony Taea (AT) invited everyone to spread the word that MV is accepting applications for bus driver positions. Tracy Harrell (TH) commented that the St. Patrick's Day parade was a fun event that she had enjoyed. Glen Stewart (GS) commented that MV has some excellent bus drivers who are very helpful when he rides.

APPROVAL OF FEBRUARY 21, 2018 MINUTES: Jim Runyon (JR) motioned to approve the minutes as written. The motion was seconded by Ed Jones (EJ). Motion approved 7-0.

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

MV MONTHLY REPORT: Report was provided by Elizabeth Watlington (EW) and Anthony Taea (AT) of MV. Derek Davis (DD) asked why the doors located on the North side of the Transit Center in the area where the Dial-A-Ride drops off aren't automatic. The location of the two automatic doors at the Transit Center was discussed and staff will follow up with MV to ask them to drop DAR passengers off closer to the ADA compliant automatic doors. The report was accepted by all members; no action was taken.

MONTHLY MARKETING REPORT: Report was provided by Christine Chavez (CC) and accepted by all members; no action was taken.

TRANSIT PROPOSED RATES AND FEES: Melody Murch (MM) brought the Rates and Fees data for discussion. It was explained that only those items which were previously approved by Council for an increase as of August 4, 2018 are increasing and no other rates or fees are planned for increase in this process. The large percentage increases were explained. Fares have not been increased for several years and the large increase included in the 2018 Rates and Fees document represents several years of inflation. Melody Murch (MM) clarified which specific fares are increasing. A motion was made by Jim Runyon (JR) for a recommendation that Council approve the Transit Rates and Fees as presented. The motion was seconded by Albert Aguilera (AA). Motion approved 7-0.

RFP 17-18-35 FACILITY MAINTENANCE: Melody Murch (MM) discussed the RFP and offered the opportunity for a TAC member to assist in the review of any proposals received. Jim Runyon (JR) volunteered to participate in this process.

ITEMS OF INTEREST:

- Christine Chavez (CC) announced the start of the 2018 Sequoia Shuttle season coming on May 24th and discussed the participation of the TAC in the opening day service.

REQUEST FOR FUTURE AGENDA ITEMS:

- Discussion of Unmet Needs from the TCAG process and hearings conducted in March 2018
- Discussion of Sequoia Shuttle 2018 Season Launch events

Meeting was adjourned at 6:18 p.m.

Minutes prepared by Melody Murch.

Committee Attendance (last 12 months)

Member Name	Apr 2017	May 2017	June 2017	July 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018
Albert Aguilera						A	P	P	P	P	P	P
Claudine Sahaguan		P	P	P	P	P	P	A	P	P	A	A
Derek Davis		P	P	P	P	P	P	A	A	P	P	P
Ed Jones		P	P	P	P	P	P	P	P	P	P	P
Glen Stewart		P	P	A	P	P	P	P	P	P	P	P
Jim Runyon											P	P
Karen Varner		P	P	P	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.