

Helena Transportation Advisory Council
City County Building, 316 North Park
Room #426
February 18, 2014
3:00 PM

Attendance: Vivian Crabtree (Chair), Steve Larson (HATS), Walter Hanley (RMDC), Bob Allen (Citizen at large), Allison Batch (SAVE), Elizabeth Andrews, (Citizen at large), Les Clark (MILP), Lloyd Sparks (MILP), Jennie Ekwortzel (RMDC Consumer), Arlene Flynn (Westmont), Mike Hruska (Capital Taxi), Bob Maffit (MILP), John McCrea (DPHHS,SLTC), Janette Clark (Center for Mental Health), and Brian Persons (MILP).
Conference Phone: Judy Harris (Citizen at large), and Patrick Sanders (DPHHS.)

Introductions: Meeting started with introductions.
No 2014 attendance roster.

Approval of minutes. Vivian Crabtree moved to accept the minutes as standing.
Jennie Ekwortzel seconded.
All in favor.

Old Business:

- a. Call for nominations deadline March 7, 2014, Chair, Vice Chair, and Secretary/Recorder
- b. CTAA Round 2 Grant Award Update
- c. FY 2015 Application to MDT for Federal Funds:
 1. Update from FY 2015 Coordination Plan Subcommittee Chair
 2. 5310 Capital review and priorities
 3. Discussion/Action
 1. Proposed Capital Project/Voice vote
 2. Final FY 2015 Helena Area Coordination Plan/Official voice vote

Nominations: Vivian Crabtree called for HTAC elections. Nominations need to be submitted to Barbara Sheridan, (bsheridan@helenamt.gov) before March 7th. During the March 18th HTAC meeting nominations will be announced. The elections will take place at the April 15th HTAC meeting. Positions for nomination will be Chair, Vice Chair, and Secretary/Treasurer.

Grant Award Update: Steve Larson said, CTAA grant – Phase 2, Lewis & Clark County has been awarded \$88,879.00 for projects submitted. Timeline is March 01, 2014 through November 30, 2014.

Elizabeth Andrews made a motion to invite Laura Erickson to the March HTAC meeting to give a presentation of the CTAA grant information and to place this on the March HTAC agenda.
Was seconded by Robert Allen.
There was further discussion of the motion.
All in favor.

FY 2015 Application to MDT for Federal Funds

1. **Update of FY 2015 Coordination Plan Subcommittee:** Elizabeth Andrews gave history of how and why the committee was put together. She said in putting the plan together, the group used provided objectives and paid a Transit Consultant to assist them. She thanked MILP and Bob Allen for their financial assistance. She pointed out HTAC plans and objectives and asked the group to look closely at them. She said another important piece is a memo urging the City Commissioners to be attentive of 3 main points that being 1. Coordination, 2. Update policies and research, 3. Research the impact of fare changes. She advised a protocol needs to be established as some members do not have computers to access large documents.

Elizabeth Andrews motioned, that hard copies of all HTAC materials, in addition to email information be available at the HATS center. She would like all documents made hard and placed into a folder located in the conference room of the HATS facility for public review.

There was discussion.

Les Clark seconded the motion.

All in favor.

2. **5310 Capital review and priorities:** Steve told the group, there are two applications for 5310 funding. One is from West Mont, the second is from MILP. He said these requests need to be prioritized by HTAC vote and recorded in the HTAC minutes to be included with our application to the State of Montana, MDT.

Patrick Sanders advised the group that each vehicle request needs to be prioritized by ranked in the community.

3. Discussion/Action

1. Proposed Capital Project/Voice Vote
2. Final FY 2015 Helena Area Coordination Plan/Official voice vote

Arlene Flynn representing West Mont explained their Capital request needs and ranked West Mont's vehicle need priority to the HTAC group attendance. She answered questions from the HTAC group.

Robert Maffit representing Montana Independent Living explained their Capital request to the HTAC group attendance. He answered questions from the HTAC group.

Walter Hanley asked due to time constraints, and the fact that we have gone over the hour meeting time, for a special meeting to discuss these capital requests. It was asked if this could be suspended until a later date for the HTAC ranking.

Elizabeth motioned the group reconvene at a later agreed date to hear the rest of the capital projects, for ranking purposes.

Jennie Ekwortzel seconded.

The group had discussion.

Elizabeth withdrew her motion.

Elizabeth will put together a meeting date and send out a ballot with instructions. She said the voting needs to be returned before noon Friday February 28, 2014. The voting outcome will have to be recorded in the HTAC minutes.

Steve Larson representing HATS explained his capital request for a bus and bus shelters needs to the HTAC group. He answered questions from the HTAC group.

Ridership update: The total ridership for January was 8,754. Breakdown – East Valley 1,269, Head Start 1,102, HATS Checkpoint 2,521, HATS Curb to Curb 3,242, Rec-connect 0, RMDC 620.

New Business:

- a. Formation of HTAC By-law Subcommittee
- b. 501 (c) 3 Status of the HTAC discussion
- c. Establishing HTAC dues

The HTAC by-law Subcommittee: Tabled until March 18th meeting.

501 (c) 3 Status: Steve said he went back through the records and found information that the 501 3 (c) is in a suspended status. Bob Maffit said it was his understanding in speaking with Cindy Baril, there was never a cooperation it was just recognized as a 501 (c) 3. This matter was tabled until March 18th meeting.

Establishing HTAC dues: Steve said the HTAC has brought up several conversations about documents and the TAC is becoming more involved, the TAC may want to consider the possibility of a dues structure. HATS is covering all expenses. He also suggested the TAC maintain a HTAC web site.

Patrick Sanders said adding a dues subscription may limit an individual on a fixed income attending the TAC meetings.

This matter was tabled until March 18th meeting.

Public Comment Opportunity

Bob Maffit mentioned his nomination of John McCrea to the HTAC.

John McCrea introduced himself and explained his background to the group.

Brian Persons also talked to the group.

Elizabeth Andrews wanted considered for New Business and also noted on the minutes - the TAC discuss the 2015 budget expenditures that was shared at the Commission meeting, saying the role of the TAC is to prioritize. Steve said this will be placed on the March 18th agenda.

Next meeting: Proposed date – March 18, 2014 at 3:00 P.M. in room #426 of the City County Building, 316 North Park Ave.

NOTE** All agenda items/issues must be turned into Barbara Sheridan or Vivian Crabtree no later than March 07, 2014. All materials for the upcoming meeting are posted on the city web www.helenamt.gov/public-works/hats.html Please print your materials and bring them with you to the meeting.

Thank you