

Capital TRANSPORTATION ADVISORY COUNCIL (CTAC)

November 3, 2016 Meeting Minutes

Good Samaritan Ministries Conference Room

10:00 AM

Attendance: Laura Erikson (L&C County Community Development Coordinator), Susan Pesta (West Mont), Walter Hanley (RMDC), Steve Larson (Capital Transit), Matt Elsaesser (Self), Ed Robinson (Citizen at Large), Charlie Briggs (Easterseals/Goodwill/CTAC Vice-Chair), Donna Gleaves (Citizen at Large), Alison Munson (United Way), Andy Hunthausen (L&C County Commissioner), Jessica Peterson (Employer Investment, Inside Edge Design), Theresa Ortega (Good Samaritan Ministries/CTAC Chair), Jaymie Sheldahl (RMDC, Head Start/CTAC Secretary)

Conference Phone: not available

Meeting began with introductions and all in attendance signed in.

Approval of minutes from August 18, 2016. All future minutes will have the name of the recording secretary on minutes and have a signature and date at end of minutes. Secretary will be the keeper of the minutes along with the agenda of the meeting. Steve Larson will upload minutes to Capital Transit web-site after approval and signing of minutes. Chair will send agenda to Steve Larson one week before CTAC meeting to be uploaded to Capital Transit web page. Agenda will be created by Chair. Please send agenda items to Chair two weeks prior to CTAC meeting. Walt Hanley moved to accept August 2016 minutes, Charlie Briggs seconded.

CTAC will meet at **10:30 January 19, 2017** to hear proposals and rank capital requests and consider for approval the 2018 coordination plan. Capital Requests must be submitted for review by **12pm January 13, 2017**. Submit requests to Chair, Theresa Ortega. Chair will send out requests and agenda January 16, 2017. Package for requests will be available to open December 1, 2016. Everyone will have a month to look over the equipment and long range plans and submit a request. Nominations for CTAC officers will be sent out after the January

meeting. Nominations will be submitted electronically and voted on in the April meeting.

Ranking of Capital requests need to be done by the end of January.

Meet April 20, 2017 (3rd Thursday of the month at 10:30). Election of officers

Summer meeting July 20, 2017.

Fall meeting October 19, 2017.

CTAC needs final copy of amended by-laws and to develop a ranking system for Capital Requests.

5310 and 5311 Web Grants training November 15 5311 requests 1:30pm - Nov. 21 10:30 – 12:00 need to email eromero@mt.gov to RSVP to Eric Romero for training on submitting for Capital requests. 5310 December 17 1:30 -2:30. Can attend in person at MDT or webinar.

Report from Steve Larson: Working with property owners at five stops for new route to work out responsibilities and agreements. The new bus has arrived. New website will be up and running in a few weeks and route shout (smart phone app) will come in in early January ridethecapitalt.org website. Staffing shortage has been a challenge. Capital shuttle will be running during the legislative session. Route shout will have the capital shuttle route on as well. November 14, 2016 the Legislature will be in town and Steve Larson will get the information of the capital shuttle to the legislature so they can inform the constituents coming into town to testify so they know where to park. Less than 15 minutes loop from Capitol Hill Mall to the Capital.

Seven stops need to be removed or changed in order to get the second route running. Working hard to get ridership informed of changes before changes are implemented. It is finalized as to which stops are going and changing. The new shelter is up at Fuller and Placer and ready to go. Carroll College is committed to a stop and putting in a small shelter. New route will be up and running by the end of December. Steve Larsen is working on recruiting and training bus drivers. Drivers start at \$14.27; with a non CDL driver they will start a little lower. Looking at hiring people right for the job and working with them to get the CDL if they need it.

CTAC members interested in riding the bus on the new route. November 18 Friday 10:00 – 12:30pm. Meet at Capital Transit at 10:00 to ride the Capital T.

No transportation for Election Day. Bob Maffit requested to ask the City to use the taxi through MILP for transportation on Election Day. If Mike Hruska and Bob Maffit would put out a press release to inform public of the option to use the taxi; Steve Larson will let dispatchers know to tell riders Capital Taxi is an option for transport on Election Day. Steve will put a notice on the bus to let people know to contact Capital Taxi to schedule a ride on Election Day. City/County Building is open for early voting all month. Theresa Ortega will put a sign at Good Samaritan too. Capital Taxi 406 449 5525.

What is the next priority the community sees with transit: a third route, longer hours, week-end hours, holiday hours, commuter route? Time for the CTAC to look to give recommendations on what next priority is. Commission is looking for the CTAC to help rank priorities. Work with the current stake holders who have bought in (Blue Cross/Blue Shield, Walmart) have employers who are willing to put skin in the game to get it started. Look at systems development as opposed to making detailed changes here and there. Look at all parts of the system and how it works together to help support public transit. People who are retiring who are looking to relocate have contacted Steve Larson to see what public transit is like in Helena. Sidewalks in community – all the components gelling together. Fixed route does not have the private investment. Need a strategic overview of the long range vision plan and how we keep moving towards that.

Trina Filan is having community conversations about what would it take to make Helena a utopia. Out of those conversations transportation has been brought out as a need for our community.

Send out a copy of the current Transportation Development Plan and Coordination Plan to the CTAC members. Jessica will distribute. Could the information that was gathered throughout the grant process transferred from Nation Builder to the CTAC web-site?

No public comment

Jaymie Sheldahl CTAC Secretary
November 23, 2016

