

**Pierce Transit  
Community Transportation Advisory Group  
Pierce Transit Training Center  
Rainier Conference Room  
Minutes – August 27, 2015**

**CALL TO ORDER**

Meeting called to order at 5:30 p.m. by Chair, Penny Grellier

**ROLL CALL AND ATTENDANCE**

CTAG Members Present: Paul Bala, Chris Beale, Penny Grellier, Chris Karnes, Steven Schenk and Richard Zalucha

CTAG Members Absent: Bridgett Johnson, Sandy Paul, Hongda Sao and Tyree Smith

Pierce Transit Employees Present: Darin Stavish; Principal Planner and Van Sawin; Business Development Officer

**INTRODUCTIONS:**

Van Sawin was introduced as the current CTAG Liaison, replacing Ryan Wheaton.

**APPROVAL OF MINUTES**

Chris Beale made a correction to the June minutes. He wanted to add that he hopes Pierce Transit staff understands the criteria for reasonable modifications.

Chris Karnes moved to approve the June 25, 2015 minutes with the proposed amendments. Penny Grellier seconded. Motion carried.

**CTAG MEMBERS AND STAFF REPORT ON ACTIVITIES**

Chris Beale reported on the City of Tacoma's sub-area plan for the Tacoma Mall. He shared a public comment pertaining to Pierce Transit's service on 38<sup>th</sup> St. to I-5. The public commentator wondered if that was an area Pierce Transit was going to initiate service at. Darin Stavish informed if the public has a recommendation or comment about service they should phone it in with Customer Service, or bring it up by attending a Board of Commissioner's meeting.

Chris Karnes commented on a letter circulating in the City of Ruston concerning service in their area.

Chris Karnes also reported that Sound Transit's Board of Commissioners has acted on the draft project list for Sound Transit 3. Areas included in the project list are: light rail to Tacoma Dome Station and the Tacoma Mall and Bus Rapid Transit on Pacific Avenue. It's currently moving into the analysis phase where they will begin looking at cost and ridership.

Van Sawin informed the Trolley service will be ending in the on September 7<sup>th</sup>. A report on ridership will be distributed in November.

Van Sawin shared Pierce Transit is currently in the budget review process, before they present to the Board of Commissioners in December.

Darin Stavish reported on the WSTA conference he attended which included a discussion on the DRIVE Act. Chris Karnes asked if there would be any substantial changes to the DRIVE Act. Darin reported changes included the elimination of the TIGER program and the addition of a six year bill with three years of funding guaranteed for transit.

Darin Stavish also mentioned Sound Transit's statement saying Pierce Transit will be implementing Bus Rapid Transit to the Pacific Avenue corridor is a bit premature. Pierce Transit has not even begun alternatives analysis; this will be started in 2016. Using the word, "study" would be more appropriate word.

### **PUBLIC COMMENT**

Betsy Elgar, local business woman and caregiver read a statement regarding Pierce Transit service. Her statement included topics on Regional Reduced Fare Permits, transit experiences and bus safety.

### **DISCUSSION ITEMS**

1. Transit Development Plan – Darin Stavish: Darin Stavish mentioned the draft of the Transit Development Plan (TDP) is currently available for public comment and review. If the public would like to view the plan, it is available at [piercetransit.org](http://piercetransit.org). The TDP highlights agency work accomplished in 2014, general outlines of service and facility changes anticipated for 2015-2020 and financial elements of the capital budget for 2015 and a projection for 2016-2021. Once finalized Pierce Transit would use the TDP to guide specific development of upcoming service changes, business strategies and budget considerations. The plan is to have the TDP formally adopted at the September 14<sup>th</sup> Board of Commissioners meeting.

Penny Grellier informed that on page 14, the TDP mentions Catholic Community Services (CCS) as the host agency for Travel Ambassadors program. Beginning July 1, 2015, CCS's grant to fund this program will expire. She suggested removing CCS name to reflect the change.

Chris Beale asked about Pierce Transit's TOD program regarding the Tacoma Dome District and if they're looking to become a developer of transit. Darin informed Pierce Transit is looking to partner with developers, not necessarily become a developer. Darin informed Pierce Transit is currently in negotiations with the Federal Housing Administration (FUD) about the property at 72<sup>nd</sup> St.

Chris Beale asked if Pierce Transit has a proactive program that's funded to make improvements to bus shelters. Darin Stavish informed there is a formal policy.

Steve Schenk asked if Pierce Transit was going to expand their benefit area. Darin Stavish informed the Long Range Plane (LRP) will encompass that item, not the TDP.

Paul Bala asked if Pierce Transit will be initiating a vote to the public to ask for money for future service. Darin Stavish informed in the LRP if Pierce Transit's aspirational growth scenario is achieved,

they will need money for the service. The Board of Commissioners has shown no inclination of going to a vote within the next year.

Any comments with the LRP, contact Darin Stavish at [dstavish@piercetransit.org](mailto:dstavish@piercetransit.org).

2. CTAG Direction: Penny Grellier spoke about a form that was created to give to CTAG presenters of what they would discuss at future meetings. Van Sawin will check with Ryan Wheaton about the final version of the form.

Penny Grellier asked if CEO Sue Drier could attend the September 24<sup>th</sup> CTAG meeting to discuss ideas and recommendation for the group's direction. Van Sawin will ask if Sue could create a list of ideas and recommendations in the event she may not be able to attend.

Penny Grellier recommended that a couple members of the Pierce Transit CTAG Board attend an Intercity Transit Citizen Advisory Committee meeting to see what their direction is.

Chris Beale recommended having a board member sit in on CTAG's Board. A member recommended rotating the Board of Commissioners' seat on the CTAG Board if one does become available. Penny proposed speaking to the Board of Commissioners at the Board meeting, or writing a letter asking for direction recommendations.

Members spoke about a partnership to develop between the CTAG Board and Pierce Transit staff. Member's also shared ideas of documenting suggestions and accomplishments CTAG has been associated with.

Chris Beale recommended distributing a form to presenters who attend a CTAG meeting asking what they benefited from their attendance. This form could potentially be sent out electronically.

3. CTAG Operating Guidelines: The CTAG Operating Guidelines document was distributed to members with proposed edits in; frequency of meetings and attendance. The two proposed changes detailed meeting either every month, or every other month and the amount of meetings allowed to be missed by each member before a discussion occurs. Member's discussed these two proposals.

Chris Karnes motioned to adopt the CTAG Operating Guidelines with the frequency of meetings occurring every fourth Thursday of the month and the stipulation that if a member misses three consecutive meetings, their membership status will be discussed at the following meeting. Paul Bala seconded. Motion carried.

Penny spoke about the Public Comment item in the Operating Guidelines in terms of what they're commenting on. Chris Beale shared the possibility of setting parameters before a public member comments. Chris Karnes cited the Public Comment item stating, "CTAG shall recognize members of the public for the purpose of commenting on an agenda item at a meeting in such a manner and for so long as said chair may determine to be reasonable." Van Sawin will meet with Pierce Transit's General Council to inform if this language is permitted.

### **PIERCE TRANSIT NEWS AND ANNOUNCEMENTS**

Van Sawin reported on the following news articles and announcements:

- Monthly ridership for Fixed Route Service, SHUTTLE and Vanpool for the month of July 2015.

**ADJOURNMENT**

The meeting was adjourned at 7:12 p.m. by Penny Grellier.

Submitted by:



Van Sawin, Business Partnership Administrator

Approved by:



Penny Grellier, CTAG Chair