

MINUTES
STARTRAN ADVISORY BOARD MEETING
StarTran Conference Room 2
May 27, 2010

Members Present: Beatty Brasch, Karen Moritz, Mitch Paine, Debby Brehm, Kim Phelps

Members Absent: Kory George, John Baylor

Staff Present: Larry Worth, Mike Weston, Scott Tharnish, Brian Praeuner, Glenn Knust,
Connie Thoreson

PUBLIC HEARING

- A. Ms. Brasch opened the public hearing and the proposed route/schedule revisions to the #24, Holdrege Route were discussed per attachment. The change is expected to serve the UNL faculty, staff and students more effectively by increasing to 10-minute headways all day. StarTran will operate the route in one direction and UNL will operate buses on the same route in the opposite direction. It was noted that no StarTran service is provided when UNL is not in session, however, UNL has operated limited service for summer classes.

Signage will be installed indicating where and which buses are operating on the routes. UNL will include information and a map of the new service when bus passes are distributed for the 2010 Fall semester. Mr. Phelps indicated that UNL transit staff have met with UNL Student Government and other student organizations regarding the service changes, which will begin with the 2010 Fall semester.

Due to liability and fare device issues, only patrons with UNL passes may ride on the UNL buses. UNL buses are not equipped to process StarTran fare devices. Mr. Phelps indicated that UNL is continuing to move toward StarTran operating all currently operated UNL services.

Ms. Brasch closed th public hearing, noting that Board action is scheduled later in the meeting.

REGULAR BOARD MEETING

- A. **Review of April 28, 2010 Advisory Board meeting minutes**

The minutes of the April 28, 2010 Advisory Board were accepted with the addition of Debby Brehm to the "Present" section.

- B. **Patrons to be Heard**

No patrons were present.

- C. **Special Reports**

- The HandiVan reservation line issue is being addressed with Windstream. Windstream will be installing, within a month, an ACD line, which will play a message to callers while the line is busy. It was suggested the message be someone's voice other than the regular dispatcher, in order for the caller to better recognize the new procedure being in-place. The HandiVan patrons will be given as much notice as possible of the new "hold queue" system. Advertising to be done through the League of Human Dignity as well as notices handed to HandiVan patrons.

Glenn Knust indicated the agreement for the HandiVan scheduling software upgrade is in process. It is expected that the upgrade will enable two staff persons to take reservations, entering the information into the upgraded system.

D. **Operating & Planning Report**

The AVL contract extension to the July 5, 2010 deadline is not expected to be met. Therefore, staff, along with the PW/U/U Director and a City Attorney will meet with the consultant and software company on June 9, 2010, in order to reaffirm penalties and determine when the contract will be completed. In review, the Consultant developed the AVL specs, which the software company agreed to. However, the software company had not, done some of the agreed upon tasks and are now having to develop additional software in order for all specs to be met, which is taking more time than was anticipated. It was noted that 85-90% of the AVL is working fine and just these final details are the holdup.

The message boards will be added to the new shelters by the end of June. The new shelters are equipped to, in the future, have an operational live AVL map installed in them.

Three HandiVans have been delivered, with hybrid issues having been addressed, all are in service. One HandiVan is operating on gas and the other two on electric in order to document the differences in fuel savings and operations. The remaining 10 hybrid vans are expected to be delivered within the next couple of weeks.

The Bus Wrap "Request For Proposal" (RFP) is in the Purchasing Department for development. It was noted that Houck Advertising, the current StarTran bus wrap/sign advertiser, is aware that a new RFP is forthcoming.

There have been reports of criminal activity at the Golds bus shelters, StarTran is meeting with LPD to address the issues with surveillance and other equipment being installed.

StarTran will be teaming with a private charter operator to meet the transportation needs of participants in the July 18-23 Special Olympics (S.O.). The charter operator will transport S.O. athletes and coaches between UNL and venues, and StarTran will be available for others, and the public, with regular StarTran services and a supplemental downtown/UNL booster shuttle. The shuttle costs will be in-kind by the City and a reduced fare is likely on the regular services for credentialed riders. In response to a question, it was noted that HandiVan services are required by ADA to be available to eligible visitors. Approval of the supplemental shuttle as a temporary route is being requested.

E. **Action Items**

- #24, Holdrege Route/Schedule Revisions to begin with the Fall 2010 UNL Semester. The vote was unanimous, in favor of operating the #24, Holdrege route/schedule revisions.
- Special Olympics Shuttle Route to operate July 18-23, 2010 per Board Report. The vote was unanimous, in favor of operating the shuttle service route as presented.

Mr. Worth suggested foregoing the June StarTran Advisory Board meeting as additional meetings are likely in July and August, to address possible route/schedule/fare changes in the F.Y. 2010-11 Budget. Also, noted that during the Triennial Review by the FTA, a deficiency was brought to our attention regarding the need for a reduced fare on the Downtown Shuttle. Board public hearing and action will be needed to establish such a reduced fare prior to September.

Karen Moritz noted that this would be her last meeting. Beatty Brasch thanked Ms. Moritz for her service on the Board.

Ms. Thoreson will set upcoming meetings via email to the Advisory Board.

Adjournment

The meeting was adjourned.