

City of Lawrence  
Public Transit Advisory Committee  
March 10, 2015 minutes

MEMBERS PRESENT: Alan Black, Heather Thies, Marian Hukle, Jane Huesemann, Mark Hurt, Lyle Hettinger, James Pavisian  
MEMBERS ABSENT: Jenny Erice  
STAFF PRESENT: Robert Nugent, Serena Pearson, Wendy Koerner, Todd Girdler  
PUBLIC PRESENT: Saunny Scott

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**1. Call to Order**

Marian Hukle, Chair, called the meeting to order at 4:10. Quorum.

**2. Introductions**

No introductions necessary.

**3. Election of Officers (Action Item)**

Need to elect a chair and vice chair. Alan Black nominated that Marian Hukle remain chair, Alan Black remain as Vice Chair. Mark Hurt seconded, both accepted, all in favor, no opposed.

**4. Approval of Minutes from November 11, 2014 and January 13, 2015 (Action Item)**

Minutes were looked over by the committee. Heather Thies motioned to approve the minutes for both meetings. Mark Hurt seconded, all in favor, no opposed.

**5. T-Lift Policy Update (Action Item) – Bob Nugent**

Bob Nugent explained that we were told by the people at FTA during Tri-annual review that we were too specific about no-show policy. They would really like us to look at individuals and work on a case-by-case basis.

*Handout: Existing T Lift No-Show & Late Cancellation Policy and Proposed T Lift No-Show & Late Cancellation Policy.* Bob explained that the top part of handout is what PTAC took action on several months ago. The lower part is what we are proposing, which is more specific.

In a 90 day period if you have 6 no-shows, we will send you a letter. We will also consider you for suspension if we see anything excessive. We are putting a number to it if it goes above 10% of your scheduled trips. We also take in to consideration anything that is out of your control, especially a disability issue. We also took the opportunity to explain what a no-show is to make policy easier to understand. PTAC already approved the top policy.

Lyle Hettinger asked about the first sentence in last paragraph – passengers who have 6 no-shows. Would they be notified on an on-going basis? Bob replied that it is very difficult to do this on an on-going basis. We let it build up to a certain number and look every 90 days or so. We also can't have a lot of denials, so we have to be stricter on people scheduling trips and not taking them.

Mark Hurt asked a question about the typical heavy T-Lift user. Bob Nugent answered that we have some people using 40-50 trips a month. If these users have six no-shows, it is not a lot. This is why FTA was looking at this policy.

Jane Huesemann asked what happens if the passenger's no-show is 10%. Will they be suspended in addition to getting the letter? Bob answered that they will just be notified and will be under review for excessive no-shows.

Jim Pavisio asked if there are two different letters. Bob says he would like to change the letter to say that there is a three step process. After the first letter, if client has an exception to no-shows, they will have opportunity to give additional information. Then, a suspension letter will go out and they can appeal. The appeals process would be a separate board.

Jim Pavisio said that he felt the policy should be more specific from a legal standpoint. Another thing is the date should be more specific. Bob said that we would send certified letter.

Jim Pavisio says length of suspension should be laid out in policy. Bob said that he would propose that first suspension should be two weeks and the second suspension should be 30 days.

Alan Black asked if weather is taken into consideration. Bob said that no, weather is not usually taken into consideration since they should call and cancel. We usually call everyone on the schedule the night before and ask them if they want to travel tomorrow.

Jim Pavisio made a motion to 1. Have a schedule – 14 days for 1<sup>st</sup> suspension, 30 days thereafter. 2. Clarify that the suspension would start 14 days after the decision was made. Alan Black seconded. All in favor, no opposed.

## **6. Recommended Changes in Service (Action Item) – Bob Nugent**

Handout: letter from EDC (Economic Development Corporation.) The Peasley Center is a place for training and workforce development. The location is at 31<sup>st</sup> and Haskell and it will open on May 1. Bus service is scheduled to start on that day.

The proposed changes that were taken to the public are on the other handout.

Route 41 - KU wanted to propose changes to Route 41 this year, although they are not sure if they can fund it right now. This is a KU decision to make, not PTAC.

Route 5 - Two changes proposed to not go to Nieder and Noria on the other end. The traffic light at O'Connell will allow us to stay off of K-10. There were no objections by the public. Jane Huesemann has concerns that this route will be further from the homeless shelter. She has observed that there are many people walking to the bus stop from the shelter. Can we get the city to improve the lot that goes to the shelter so the buses can turn around? Bob Nugent answered that we already have running time issues and stopping and turning around can be problematic. Lyle Hettinger asked if these changes will go in effect in August. Bob Nugent said that will come up on the next agenda item.

Route 9 – Route 2 for Rock Chalk Park currently travels from 6<sup>th</sup> & Wakarusa to Rock Chalk Park. Route 9 provides north – south service on the west side of town, but does not get a lot of ridership. It can get extended out to Rock Chalk Park by going down 6<sup>th</sup> Street to Folks to Overland to Rock Chalk Park. We may consider moving the transfer stop from 6<sup>th</sup> & Wakarusa to the stop in front of Free State High School and adding a shelter so that we have a place for people to transfer in both directions.

Route 15 – is a combination of Route 1 and Route 5. This bus allows half-hour service on both of these routes at busy areas. It will take some of the pressure off of route 5, puts a third bus in the mix on route 1 so takes some of the pressure off this route, plus it will service the Peaslee center every half-hour. This service will start in May.

Regarding Routes 5, 9, 15 – Lyle Hettinger moved to approve, Alan Black seconded. All approved, but Jane Huesemann did not approve. Route 5 and 9 changes will happen in August. Route 15 will start in May.

## **7. Quick Updates**

**A. Transit Center** – Bob Nugent said that the last he heard from City Hall that this will be tied to the budget process in May or June, even though we have the money set aside for this. Getting pushed to the end of this ten year cycle is putting us in jeopardy, but right now we have strong support for transit. We have the Rock Chalk, Library and other issues working against us right now for the Transit Center.

**B. Vehicles** – We have three new vehicles, all 30 footers – two are diesel and one is a hybrid bus. The hybrid went to Topeka today for Transit Day at the Capital. It looked very good and was very visible. Lyle Hettinger asked how many of the old buses we still have in the fleet. Bob replied that we are only keeping two of the old buses around, only to be used as a contingency or as a back-up. We also have nine new cut-away vehicles – six for paratransit and three for fixed route. We also have a deal with KU that we can fix up their old buses and use them. It's cheaper than buying new buses. We are currently using one of them on the route 10.

## **8. Public Comment:**

None

## **9. Next Meeting (Proposed):**

May 12, 2015

## **10. Adjournment**

Meeting was adjourned at 5:20 p.m.

-Submitted by Serena Pearson