



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: December 1, 2025		Subject: Resolution No. 3225 Public Transportation Agency Safety Plan (PTASP) Approval Staff Member: Diana Kotler, Transit Operations Manager Department: Transit	
Action Required		Advisory Board/Commission Recommendation	
☒ Motion ☐ Public Hearing Date: ☐ Ordinance 1 st Reading Date: ☐ Ordinance 2 nd Reading Date: ☒ Resolution ☐ Information or Direction ☐ Information Only ☐ Council Direction ☒ Consent Agenda		☐ Approval ☐ Denial ☐ None Forwarded ☒ Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt Resolution No. 3225.			
Recommended Language for Motion: I move to adopt Resolution No. 3225.			
Project / Issue Relates To:			
☐ Council Goals/Priorities:	☐ Adopted Master Plan(s):	☒ Not Applicable	

ISSUE BEFORE COUNCIL:

South Metro Area Regional Transit (SMART) is required by Federal Transit Administration (FTA) to have a Public Transportation Agency Safety Plan (PTASP) certified annually to meet guidelines and continue to receive federal funding.

EXECUTIVE SUMMARY:

The Federal Transit Administration (FTA) requires annual accreditation and submittal of a certified Public Transportation Agency Safety Plan (PTASP). To ensure compliance with FTA rules, on an annual basis, South Metro Area Regional Transit (SMART) reviews and updates the agency's PTASP.

A Safety Committee is required to convene and approve PTASP. On November 13, 2025, SMART Safety Committee comprised of SMART, City of Wilsonville and Service Employees International Union (SEIU) representatives met to review PTSAP and recommend approval by the City Council.

EXPECTED RESULTS:

With the Adoption of Resolution No. 3225, SMART will forward PTASP for re-certification to the Oregon Department of Transportation (ODOT) to comply with FTA guidelines.

TIMELINE:

November 13, 2025	SMART Safety Committee Approval
November 13 2025	Director Approval
December 1, 2025	City Council Approval
December 15, 2025	Transmittal to ODOT and FTA for concurrence

CURRENT YEAR BUDGET IMPACTS:

PTASP compliance is included in SMART annual operating budget.

COMMUNITY INVOLVEMENT PROCESS:

N/A

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

Safety and security of SMART's passengers and employees is the agency's top priority. Annual PTSAP review and ongoing safety program provide for continued overview of safety standards and SMART staff commitment to safe operating and leadership teams.

SMART personnel, associated contractors, SEIU representatives and vendors promote the safety and security of all customers, employees, property, and the public as outlined in the PTSAP.

ALTERNATIVES:

The alternative to approving Resolution No. 3225 is to use alternative safety plans that may not meet FTA Public Transportation Agency Safety Plan requirements, which may result in triennial review findings that could lead to loss of federal transit funds.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3225

A. SMART Public Transportation Agency Safety Plan