



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> December 19, 2022		<b>Subject: Resolution No. 3009</b> Public Transportation Agency Safety Plan (PTASP)	
		<b>Staff Member:</b> Eric Loomis, Transit Operations Manager	
		<b>Department:</b> Transit	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable	
		<b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

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

**EXECUTIVE SUMMARY:**

The FTA requires all transit agencies to submit an approved PTASP annually. SMART partnered with Oregon Department of Transportation (ODOT) to complete a PTASP in June 2020 to fulfill FTA requirements.

Recently, the FTA required agencies to create a safety committee. SMART formed a safety committee made up of an equal number of management and union members. As required by new FTA guidelines, the committee was created by June 30, 2022 and has unanimously approved the PTASP prior to the December 31, 2022 deadline. The safety committee will continue to meet regularly to review and revise the safety plan as necessary.

**EXPECTED RESULTS:**

The adoption of Resolution No. 3009 will provide SMART with a guiding document to enhance safety processes and procedures. Once approved, SMART will seek certification of the plan document with ODOT to comply with FTA guidelines.

**TIMELINE:**

December 7, 2022	SMART Safety Committee Approval
December 7, 2022	Director Approval
December 19, 2022	City Council Approval
December 20 – 31, 2022	Certification of Compliance (ODOT)
December 31, 2022	FTA Final Acceptance Date

**CURRENT YEAR BUDGET IMPACTS:**

The PTASP does not have any budget impacts to SMART. The original creation of the guiding document was paid for by ODOT.

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

Employees and customers are SMART's most precious assets and their safety and security are among SMART's greatest responsibilities. While the elimination of unsafe conditions and the prevention of accidents in SMART's transportation system and facilities are the responsibility of each employee, they are first and foremost the responsibility of SMART's leadership team.

SMART personnel, associated contractors, and vendors are responsible for promoting and ensuring the safety and security of all customers, employees, property, and the public through specific Safety Management Systems as outlined in this Public Transportation Agency Safety Plan.

**ALTERNATIVES:**

The alternative to approving Resolution No. 3009 is to use alternative safety plans that may not meet the Federal Transit Administration's (FTA) Public Transportation Agency Safety Plan requirements, which may result in loss of federal funding through the FTA.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 3009
  - A. SMART Public Transportation Agency Safety Plan
  - B. SMART Safety Committee