



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: December 4, 2023		Subject: Resolution No. 3095 A Resolution Adopting the South Metro Area Regional Transit (SMART) Public Transportation Agency Safety Plan (PTASP)	
		Staff Member: Robin Fryer, Transit Supervisor and Dwight Brashear, Transit Director	
		Department: Transit	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd 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 Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<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 to meet guidelines and continue to receive federal funding.

EXECUTIVE SUMMARY:

The Federal Transit Administration (FTA) requires all transit agencies to submit a certified Public Transportation Agency Safety Plan (PTASP) annually, starting in 2021. South Metro Area Regional Transit (SMART) originally partnered with Oregon Department of Transportation (ODOT) to complete a PTASP to fulfill FTA requirements.

In 2022, SMART created a safety committee made up of an equal number of management and union members that unanimously approved the PTASP for 2022. The safety committee met again this fall to review and approve the plan and will continue to meet regularly to review and revise the safety plan as necessary.

EXPECTED RESULTS:

The adoption of Resolution No. 3095 will provide SMART with a guiding document to enhance safety processes and procedures. Once approved, SMART will seek certification of the document with ODOT to comply with FTA guidelines.

TIMELINE:

October 17, 2023	SMART Safety Committee Approval
November 3, 2023	Director Approval
December 4, 2023	City Council Approval
December 5 – 31, 2023	Certification of Compliance (ODOT)
December 31, 2023	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. 3095 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. 3095
 - A. SMART Public Transportation Agency Safety Plan
 - B. SMART Safety Committee Roster