



**CITY COUNCIL MEETING  
STAFF REPORT**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                  |                                                                                                                                                                                                     |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>Meeting Date:</b> November 18, 2024                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                  | <b>Subject: Resolution No. 3179</b><br>Public Transportation Agency Safety Plan (PTASP)<br>Approval<br><br><b>Staff Member:</b> Dwight Brashear, Transit Director<br><br><b>Department:</b> Transit |  |
| <b>Action Required</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                  | <b>Advisory Board/Commission Recommendation</b>                                                                                                                                                     |  |
| <input checked="" type="checkbox"/> Motion<br><input type="checkbox"/> Public Hearing Date:<br><input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date:<br><input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date:<br><input checked="" type="checkbox"/> Resolution<br><input type="checkbox"/> Information or Direction<br><input type="checkbox"/> Information Only<br><input type="checkbox"/> Council Direction<br><input checked="" type="checkbox"/> Consent Agenda |                                                  | <input type="checkbox"/> Approval<br><input type="checkbox"/> Denial<br><input type="checkbox"/> None Forwarded<br><input checked="" type="checkbox"/> Not Applicable<br><br><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 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.

In this updated safety plan, SMART has improved processes in which it responds to matters of safety and has ensured compliance with FTA standards. SMART’s safety committee has unanimously approved the PTASP prior to December 31, 2024 and the committee will continue to meet regularly to review and revise the safety plan and address safety concerns as necessary.

**EXPECTED RESULTS:**

The adoption of Resolution No. 3179 will provide SMART with a guiding document to enhance safety processes and procedures. Once approved, SMART will seek certification of the document with Oregon Department of Transportation (ODOT) to comply with FTA guidelines.

**TIMELINE:**

|                   |                                 |
|-------------------|---------------------------------|
| October 10, 2024  | SMART Safety Committee Approval |
| October 10, 2024  | Director Approval               |
| November 18, 2024 | City Council Approval           |
| December 31, 2024 | FTA Final Acceptance Date       |

**CURRENT YEAR BUDGET IMPACTS:**

The PTASP does not have any budget impact to SMART.

**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. 3179 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. 3179
  - A. SMART Public Transportation Agency Safety Plan