

## CITIZENS ACCESSIBILITY ADVISORY COMMITTEE

July 14, 2011

There was a meeting of the **Citizens Accessibility Advisory Committee (CAAC)** of the Lima-Allen County Regional Planning Commission on **Thursday, July 14, 2011**, at **3:00 p.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda was as follows:

1. Roll Call
2. Approval of CAAC Minutes – March 10, 2011
3. Draft FY 2012-2016 Operational Analysis & Management Plan
4. Coordination Plan Amendment – Capital Improvement Schedule
5. Other
6. Adjournment

A quorum being present, Thomas Mazur brought the meeting to order and proceeded with the agenda.

### **1. ROLL CALL**

Ms. Diane Bishop	Allen County Council on Aging
Ms. Linda Clymer	Clymer Medical Transport
Ms. Jacqueline Fox	LACCA
Ms. Tami Gough	Allen County Health Ministries
Ms. Shelley Gould	Allen County Regional Transit Authority
Ms. Joyce Hale	Delphos Senior Citizens
Ms. Susie Howell	Allen County Board of Developmental Disabilities
Ms. Marie Niese	Social Security Administration

### **STAFF**

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. LeeAnn Sypher	Lima-Allen County Regional Planning Commission

### **2. APPROVAL OF CAAC MINUTES – March 10, 2011**

Thomas Mazur distributed to Committee members, for review, copies of the March 10, 2011 minutes. The Committee accepted the minutes as presented.

### **3. DRAFT FY 2012-2016 OPERATIONAL ANALYSIS & MANAGEMENT PLAN**

Thomas Mazur presented a handout to the Committee and reported that the Committee has not seen the Draft FY 2012-2016 Operational Analysis and Management Plan (OAMP) for some time. The Draft is slowly being updated to meet the Allen County Regional Transit Authority's (ACRTA) changing financial picture and the availability of federal funds. Thomas Mazur reported that the map (Figure 2) on page six has been updated to include the new services routes. Figures 4 through 7 have also been updated. Thomas Mazur reported that the map on page 14, figure 8 reveals the census tracts. Staff reviews census data in an effort to satisfy Environmental Justice requirements. Staff has not yet received the 2010 Census data at the tract level; staff does have 2010 Census data at the county level but this is restricted to only Census Redistricting data. Staff has not yet received the Standard Form(SF) 1, SF 2, and SF 3, from the Census Bureau yet. SF 1 data is expected to be released in early August. The map contained within the report is based on 2000 Census

**3. DRAFT FY 2012-2016 OPERATIONAL ANALYSIS & MANAGEMENT PLAN (Continued)**

data. Staff will update the data and forward the updates on to Committee members as data becomes available. Staff anticipates receiving the SF 1 data sometime in August and the rest of the data sometime early in 2012. Joyce Hale stated that she would be interested in the data for the City of Delphos within Allen County and Van Wert County. Thomas Mazur replied that staff would get the information to the agency. Thomas Mazur presented a draft of Section 5 of the report and stated that this is the most recent revisions. Thomas Mazur reported that Goal 1 pertaining to service delivery has always been an area where ACRTA has excelled and the agency met all of the objectives contained within this goal. Goal 2 on page 47 reveals that there are some areas that ACRTA needs to work on. One of the objectives contained within this goal is the lack of a budget for marketing purposes. Many agencies within Allen County rely on existing relationships for marketing. Thomas Mazur reported that under goal 3, ACRTA has completed a large proportion of the objectives within the goal. Staff has assisted ACRTA with the Boarding and Alighting Study and the Fixed Route and Uplift Surveys that were conducted last year. The major issue not resolved is that the scheduling and dispatching software has still not been installed and is not up and running. Thomas Mazur reported that goal 4 is also a mixed bag; the first four objectives were not met. The fourth qualification refers to the Fixed Route fare structure which has not been reviewed since 2002. LACRPC staff believes that the Federal Transit Administration (FTA) will require this review in the near future. Thomas Mazur asked if the fare box recovery ratio has increased due to Uplift Zone Two. Shelley Gould replied that Zone Two is not included in the farebox recovery ratio. Thomas Mazur asked if it could be that more of the Americans with Disabilities (ADA) eligible passengers have been using the Fixed Route instead of Uplift. Shelley Gould responded that it was possible and reported that the majority of the Uplift services are now contract services. Thomas Mazur reported that goal 5 overall was met. Goal six was not met. The majority of the objectives within goal 6 are also related to marketing and public relations. Table 17 on page 52 reveals the ACRTA Financial Plan and through FY 2011 the agency is in the black. Beginning in FY 2012, the agency begins to run in the red each year through FY 2015. These numbers are just projections and can change quickly. Thomas Mazur reported that Table 18 on page 53 reveals the capital improvements that ACRTA has made to date. The American Recovery and Reinvestment Act (ARRA) monies are highlighted in red and for the most part have been fully employed. Some grants remain to be closed out. Illustration 5 on page 54 reveals how the capital funding was broken down. The correct total funds are approximately \$2.251 million; the graph will be corrected and forwarded on to Committee members. The red bar within the graph reflects the MPO funds that have been allocated to ACRTA. Thomas Mazur reported that Table 19 on page 55 remains incomplete due to the local coordination efforts. ACRTA is currently in discussions with the Allen County Board of Developmental Disabilities (ACBDD) about new contract services and the restructuring of some of the fixed routes. These discussions may lead to more transportation opportunities in the rural areas of Allen County. Thomas Mazur reported that Table 19 reveals an approximate \$4.9 million in capital improvements for ACRTA over a five-year period. The ACRTA anticipates replacing the agencies fixed route vehicles as well as the purchase of additional vehicles to service all of the ACBDD routes. Thomas Mazur reported that ACRTA anticipates the purchase of two Light Transit Vehicles (LTV) in FY 2011 and two LTV's in FY 2012 using federal Clean and Green monies. The MPO has committed funds to ACRTA to purchase two buses in FY 2012 and one bus in FY 2013 using Congestion Mitigation Air Quality (CMAQ) funds. The CMAQ funds may be used in FY 2011 and FY 2012 at 100% federal with no local match required. The MPO's have been allowed to fund the transit vehicles at 100%. Thomas Mazur reported that this table must be fiscally constrained and must be approved by the Lima-Allen County Regional Planning Commission (LACRPC) and the ACRTA board and its projects added to the Transportation Improvement Program (TIP).

**4. COORDINATION PLAN AMENDMENT – CAPITAL IMPROVEMENT SCHEDULE**

Thomas Mazur presented a handout to the Committee and reported that Table 76 contains approximately \$8 million in capital improvements for the local transit and paratransit agencies. The table reflects the represented agencies requests for vehicles and ancillary supplies. ACRTA is highlighted in white and yellow. The ACRTA is looking at approximately \$450,000 in farebox equipment and security camera equipment. Thomas Mazur reported that staff has spoken with Ms. Pat Pikula at ODOT Public Transit pertaining to converted vans and LTN's/LTV's. If the converted vans are eliminated from ODOT's vehicle listings, ODOT has agreed to allow those agencies that requested converted vans to change to LTN's or LTV's in the Coordination Plan. Thomas Mazur reported that there is a new agency interested in providing paratransit services within Allen County. The agency is the Lutheran Home Society and the agency has requested two vehicles. The costs contained within the table are average vehicle costs. Thomas Mazur requested that any changes to the table be forwarded to staff as soon as possible as the Coordination Plan, the TDP and the TIP all must agree.

**5. OTHER**

Shelley Gould asked Diane Bishop if the issue with the stationary bar behind the new converted vans has been addressed. Diane Bishop replied that this issue has been resolved. Thomas Mazur reported that the van that Delphos Senior Citizens (DSC) ordered some time ago should arrive by the end of the year. Joyce Hale reported that has been waiting over a year and a half for the converted van. Thomas Mazur reported that the Children's Developmental Center is no longer going to provide transportation services and the agency has an LTN with integrated child safety seats available. Thomas Mazur asked Joyce Hale if the DSC would be interested in purchasing the vehicle from the Children's Developmental Center. Joyce Hale asked if the money that she has put down on the vehicle the agency could be returned to the agency. Thomas Mazur responded in the negative. Joyce Hale replied that the agency would not be interested in the vehicle at this time. Diane Bishop reported that the converted vans would no longer be available for the paratransit agencies to order in the next round of the Specialized Transportation Program (STP) applications. Thomas Mazur responded that that information may or may not be necessarily true; the Ohio Department of Transportation (ODOT) has solicited vehicle specifications again. Thomas Mazur reported that since one of the major qualifications for vans for the STP program is that the vans must be American made, ODOT is in discussions with a company in Toledo that manufactures LTN's. ODOT is unsure if Tesco or others will be able to meet all of the specifications. ODOT does not have any prices for the LTN's. ODOT would like to utilize the LTN's because of the flexibility of the vehicles. Linda Clymer asked if 18 months to 2 years is the normal time frame from date of application submittal to receipt of a van period. Diane Bishop replied in the affirmative. Diane Bishop and Joyce Hale reported that both agencies are looking forward to the LTN's because the vehicles are larger and can carry more passengers and larger motorized wheelchairs.

Thomas Mazur reported that there was a quarterly FACTS Coalition meeting on Wednesday, July 13. The meeting was well attended. Erica Petrie gave a report on the local coordination efforts to date. Linda Clymer reiterated the value of a driver pool to be shared amongst the various agencies and suggested such a pool would minimize training and screening costs. Diane Bishop commented on the possibility of a brokerage service for trained drivers.

**6. ADJOURNMENT**

The meeting was adjourned at approximately 4:00 p.m.