

## TRANSPORTATION COORDINATION COMMITTEE

February 24, 2011

There was a **Transportation Coordination Committee** meeting of the Lima-Allen County Regional Planning Commission held on **Thursday, February 24, 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 TCC minutes – January 27, 2011
3. Acceptance of TAC minutes – February 22, 2011
4. RTA Report
5. Final 2010 Allen County Fatal Crash Report
6. Public Transit-Human Services Transportation Coordination Plan
7. 2<sup>nd</sup> Draft FY 2012-2015 Transportation Improvement Program
8. Title VI Update
9. Draft FY 2012 Unified Planning Work Program (UPWP)
10. Other
11. Adjournment

A quorum being present, Roy Hollenbacher brought the meeting to order proceeded with the agenda.

### 1. **ROLL CALL**

Mr. Gregory Berquist	City of Delphos
Mr. Kevin Cox	Perry Township
Ms. Shelley Gould	Allen County Regional Transit Authority
Mr. Roy Hollenbacher	Bath Township
Mr. Timothy Piper	Allen County Engineer's Office
Mr. Charles Schreck	ODOT District One
Ms. Chris Seddelmeyer	Shawnee Township
Mr. Larry Vandemark	American Township
Mr. Howard Violet	Marion Township

### **GUESTS**

Ms. Rosann Christian	Allen County Regional Transit Authority
Mr. Dan Kaseman	ODOT District One

### **STAFF**

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. Marlene Schumaker	Lima-Allen County Regional Planning Commission
Ms. Lisa Steffen	Lima-Allen County Regional Planning Commission

Thomas Mazur reported that he received a request to change the TAC meeting day from Monday to Tuesday. Thomas Mazur reported that the meeting was held on Tuesday this month due to the President's Day holiday and it was very well attended. Thomas Mazur asked if ODOT, the Allen County Engineer's Office or RTA objected to the change. Thomas Mazur commented that the TAC meeting has always been held on Monday's but staff does not object to changing the day to Tuesday's. Thomas Mazur reported that staff will send out an email to get concurrence from the TAC members to change the day.

**2. APPROVAL OF TCC MINUTES – January 27, 2011**

**Motion 19 (02-24-11) TCC**

Shelley Gould made the motion that the TCC minutes of January 27, 2011 be approved. Seconded by Larry Vandemark; motion carried.

**3. ACCEPTANCE OF TAC MINUTES – February 22, 2011**

**Motion 20 (02-24-11) TCC**

Gregory Berquist made the motion that the TAC minutes of February 22, 2011 be accepted. Seconded by Larry Vandemark; motion carried.

**4. RTA REPORT**

Shelley Gould reported that Rosann Christian, the new RTA Director, is getting acclimated to Lima. Shelley Gould reported that RTA completed their certification of data for 2010. Data suggests that ridership for the Fixed Route increased by 2 percent and Uplift increased 5 percent from the previous year. Fixed Route ridership totaled 203,792 passengers. Shelley Gould reported that RTA's recovery ratio went up for both Fixed Route and Uplift. Expenses with actual hours went down for both Fixed Route and Uplift. Shelley Gould reported that RTA's operating expense went up for Fixed Route due to the Spencerville route and down for Uplift. Shelley Gould reported that RTA's trips per revenue mile went down for Fixed Route and up for Uplift which also had to do with the Spencerville route and the increased miles. Shelley Gould reported that OTRIP, RTA's insurance people, were at RTA earlier in the day and a review was done to make sure RTA has all of their safety things in place. RTA scored a 96 and is very pleased with that.

**Motion 21 (02-24-11) TCC**

Howard Violet made the motion to accept the RTA report. Seconded by Chris Seddelmeyer; motion carried.

**5. FINAL 2010 ALLEN COUNTY FATAL CRASH REPORT**

Thomas Mazur reported that the Draft 2010 Allen County Fatal Crash Report was presented to the Committee at last month's meeting. Thomas Mazur reported that no changes or comments were received; and, requested that the Committee approve the draft as the final document.

**Motion 22 (02-24-11) TCC**

Larry Vandemark made the motion to approve the Final 2010 Allen County Fatal Crash Report. Seconded by Chris Seddelmeyer; motion carried.

**6. PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION COORDINATION PLAN**

Thomas Mazur reported that the original document was approved in April of 2008 and is required by ODOT to secure access to federal funds. Thomas Mazur reported that the document has had to evolve along with coordination efforts. Thomas Mazur reported that there are approximately 25 agencies within Allen County that provide some type of transit or paratransit services, many of which draw down federal, state and local funds for transportation. Thomas Mazur commented that staff had always envisioned RTA as being the backbone of the coordination effort. However, the County Commissioners have eliminated all funding to RTA. Therefore, there is no political commitment or leadership. Thomas Mazur reported that staff needs to update the Coordination Plan to ensure federal compliance and continued access to federal funds. Thomas Mazur presented Committee

**6. PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION COORDINATION PLAN**  
(Continued)

members with a handout outlining Appendix N which is the 2010 update. Thomas Mazur reported that under the short term action steps the ticking clock icon means that the goal is being worked towards and some progress has been made. The x icon means nothing has been done. Thomas Mazur commented that until elected officials become engaged in the process, nothing will happen because the agencies are tied too much to turf and public funding. Thomas Mazur commented that PSA 3 has a seven county service area including Logan County which creates a lot of technical issues, mapping, telecommunications, etc. Thomas Mazur reported that most of the easy items have been addressed. There have been some serious problems with the technology aspect with some of the issues being too technical and beyond the capabilities of RTA and the MPO. Thomas Mazur reported that when looking at not only the GPS issues, technology aspects related to the communication system also had to be addressed. Thomas Mazur reported that there has not been any sort of integrated scheduling software put in place between the agencies nor is standardized accounting software used by the various agencies. Thomas Mazur commented that there are so many agencies involved that it is hard to make everything work. Roy Hollenbacher questioned what RPC's responsibility is in relation to the Coordination Plan. Thomas Mazur responded that the RPC as the MPO must keep tabs on the milestone markers of the Plan. Thomas Mazur commented that RPC facilitated the Plan development, got the Plan adopted by the County Commissioners and must ensure that it is updated so they may still apply for federal funds. Thomas Mazur reminded the Committee that the RPC has \$500,000 of federal funds committed to the project. Thomas Mazur reported that Table 76 of the document includes the capital improvement schedule for the various agencies vehicles. Shelley Gould commented that there has been some coordination but it has not really changed much. Shelley Gould commented that discussions keep occurring but it has not come to fruition at this time. Rosann Christian commented that some of the problems are at the local level but some are at the state level as well. Rosann Christian commented that every time a step forward is taken the state incorporates another rule or regulation that puts you behind two or three steps. Marlene Schumaker commented that the money portion was not the only reason RTA could not be the lead agency but also other agencies are not willing to follow all of the rules and regulations that RTA has. Marlene Schumaker commented that RTA cannot compete or take something if someone else wants it, such as a charter trip. RTA must ask the charter agencies if they want the trip and only if they do not can RTA take it. Shelley Gould commented that RTA still basically has to contract through the charter services. Thomas Mazur commented that that is why it was suggested in the Plan that RTA create their own nonprofit corporation. Thomas Mazur commented that this idea was dismissed. Shelley Gould commented that RTA does have more strict rules and regulations than some of the other agencies; everyone has their own rules and regulations and none of them match up with each other. Shelley Gould commented that this also makes coordination efforts difficult. Thomas Mazur commented that all of RTA's drivers must be drug tested; other agencies do not have this requirement. Therefore, a driver for another agency could not perform a trip on behalf of RTA unless they too are drug tested. Roy Hollenbacher questioned if RTA's drivers were drug tested because they have a CDL. Shelley Gould responded that it is an FTA regulation. Thomas Mazur reported that staff asks that the Committee accept the Coordination Plan update as a draft.

**Motion 23 (02-24-11) TCC**

Larry Vandemark made the motion to approve the draft Public-Transit Human Services Transportation Coordination Plan. Seconded by Gregory Berquist; motion carried.

**7. 2<sup>ND</sup> DRAFT FY 2012-2015 TRANSPORTATION IMPROVEMENT PROGRAM**

Thomas Mazur reported that last month the Draft FY 2012-2015 TIP was presented and reviewed. Thomas Mazur reported that staff has received no comments whatsoever. Thomas Mazur reported that there are approximately \$265 million in projects with approximately 95 percent of the projects for ODOT, 3 percent for the MPO and 2 percent for ACRTA. Thomas Mazur reported that there will be a joint MPO/ODOT District One meeting at the LACRPC office on April 5<sup>th</sup> to review the TIP for FY 2012-2015. Thomas Mazur reported that staff would like the Committee to accept the 2<sup>nd</sup> Draft FY 2012-2015 TIP.

**Motion 24 (02-24-11) TCC**

Gregory Berquist made the motion to approve the 2<sup>nd</sup> Draft FY 2012-2015 Transportation Improvement Program. Seconded by Shelley Gould; motion carried.

**8. TITLE VI UPDATE**

Thomas Mazur reported that Title VI of the Civil Rights Act suggests that you will not deprive any person access to federal programs or services based on age, race, color, creed, disability, sex, religion, etc. Thomas Mazur reported that the only RPC Committee that has much minority representation is the Citizens Advisory Committee and that the RPC has no minorities on staff. Thomas Mazur presented a map to the Committee identifying the number of Disadvantaged Business Enterprises (DBE) or EDGE certified businesses that are ODOT qualified within a 50, 75 and 100 mile radius of Lima. There are none within 50 miles. There are a few within 75 miles by Toledo and the suburbs of Columbus. Chris Seddelmeyer questioned if there was a problem with the certification process because she knows of several in Lima who have been working towards that. Thomas Mazur commented that he has been to two meetings and there seems to be a lot of hoops to jump through. Thomas Mazur commented that Jed Metzger, Kirk Slusher, Jeff Sprague, Jerry Good and himself were all at the TAC meeting earlier in the week and they all agreed that it is a problem. Money is being lost and the contracts are going other places. Thomas Mazur reported that Cathy Keller at Rhodes State is the Small Business Assistance Director and is there to assist individuals in the process. Tim Piper commented that last summer Ms. Keller had a training session at the Ford Training Center and she invited several governmental agencies to come out and discuss how purchasing is done and what restrictions they face. Timothy Piper commented that approximately fifteen (15) individuals attended the meeting who were interested in the DBE process. Thomas Mazur questioned if the Allen County Engineer's Office has a goal for procurement of services and supplies from DBE's. Timothy Piper responded that they do not but for any projects there are goals set. Dan Kaseman commented that he is unsure what the exact percentage is that ODOT follows but Central Office tells them what the requirements are for each project. Thomas Mazur commented that DBE's must be prequalified to work for ODOT. Thomas Mazur commented that Dan Hoying with LJB reported that they have a specific firm that they go to for geotechnical services that they know is a DBE. Thomas Mazur reported that for the crash data the RPC uses TSASS out of Columbus who then hires a subcontractor for 12 percent of the contract. Thomas Mazur reported that RPC has a DBE goal of 12 percent which is based on the minority population in Allen County from the 2000 Census. Thomas Mazur commented that as a Regional Planning Commission and MPO we have some responsibility to that population to try to increase their competitive nature.

**Motion 25 (02-24-11) TCC**

Gregory Berquist made the motion to approve the draft Title VI. Seconded by Timothy Piper; motion carried.

**9. DRAFT FY 2012 UNIFIED PLANNING WORK PROGRAM (UPWP)**

Thomas Mazur reported that review and submission of the UPWP is an annual event. Thomas Mazur reported that the FY 2012 UPWP is required to include a prospectus reviewing the Agency's history, mission and organizational structure. It is also required to include an overview of the transportation planning process and outlines the federal requirements of an MPO including its service area and the parameters of our public involvement process. Thomas Mazur reported that there is a new committee, the Sustainability Committee being added. Thomas Mazur reported that the 100 series details local government services. The 200 series reflects safety services. The 300 series reflects environmental issues. The 400 series reflects housing. The 500 series reflects regulatory controls. Thomas Mazur reported that the 100, 300, 400 and 500 series are locally funded and therefore do not have much staff time allocated to them. Thomas Mazur reported that subcategory 415 is new, and funded by the County. The 200 series is primarily funded by ODPS. The 600 series is ODOT and FHWA and reflects the bulk of activity. Thomas Mazur reported that a comparison to last year's work program reveals changing priorities. For example staff has added 39 more hours in subcategory 105, page 17, in an attempt to accommodate census driven data requests stemming from the release of the 2010 census. Thomas Mazur reported that recognizing tightening budgets staff has identified cuts in overall funding across the 100, 300, 400 and 500 series between 11 percent and 15 percent in total staff hours. Thomas Mazur reported that this excludes subcategory 415, page 26, which will be funded by the County Commissioners. Thomas Mazur reported that staff has streamlined subcategories in the 600 series; omitting any reference other than to simply 601 or 605 unless it is tied to carryover or STP funding. The products will remain the same it just eases the accounting and reporting paperwork required by staff and RPC's ODOT handlers. Thomas Mazur reported that in subcategory 602, hours assigned to the TIP were drastically cut by 50 percent. Thomas Mazur reported that staff hopes to have the TIP finalized and adjusted with quarterly amendments now that the ARRA monies are gone and we will back on a 2-year TIP update schedule. Thomas Mazur reported that the collapsed subcategory 605 is where staff has the bulk of traffic data collection and crash data analysis. Staff has been able to trim that back a little from last year, about 15 percent. Thomas Mazur reported that staff is adding some hours in order to look at developing a pavement management system across the county. Thomas Mazur reported that staff is going to build off of what ODOT has already accomplished and dovetailing our efforts with theirs using the same methodologies by political subdivision. Timothy Piper commented that he will appreciate any information, but he has not found a pavement management system that will predict where the potholes will be when the roads thaw. Thomas Mazur reported that the Sustainability Initiative has been added. Subcategory 610 remains the same; while funding for village plans and maintenance of existing plans wane by some 80 percent. Subcategory 674 is scheduled for a drop of some 33 percent while 675 transit is being reduced by 5 percent. Thomas Mazur reported that the rationale and distribution of funding is also included in the document. Direct and fringe benefits are identified and total some 74 percent of the agency budget. Thomas Mazur reported that the document is intended to provide the rationale and justification for our federal, state and local funding. The document reflects a budget of \$818,000 and some 18,348 staff hours.

**Motion 26 (02-24-11) TCC**

Howard Violet made the motion to approve the Draft FY 2012 Unified Planning Work Program. Seconded by Larry Vandemark; motion carried.

**10. OTHER**

Charles Schreck reported that there will be a Public Meeting for the Elida Road (SR 309) Safety Upgrade Project on Thursday, March 10 at Elida Middle School at 6:00 p.m. Dan

**10. OTHER** (Continued)

Kaseman reported that the timeline for the project and conceptual schedule will be explained at the meeting. Dan Kaseman reported that the schedule calls for the project to be completed by October 1, 2011. Dan Kaseman reported that this meeting will be for information purposes only. Dan Kaseman reported that there is a contractor on board. Dan Kaseman reported that there will be two lanes in one direction, one lane in the other direction and a turn lane open at all times. There will be access to the drives as well.

Larry Vandemark commented that Lloyd Grimm is not doing well and wanted to let the Committee know. Larry Vandemark commented that Mr. Grimm has been a very knowledgeable member of the Committee's for quite some time.

Timothy Piper reported that Chris Hardesty has taken a position with ODOT. Timothy Piper commented that the Allen County Engineer's Office wishes him the best and that Mr. Hardesty will do a good job for ODOT.

Dan Kaseman with ODOT District One introduced himself and explained to the Committee that there have been some changes at ODOT with the new administration. Dan Kaseman reported that the Planning and Production offices have been combined to form the Planning & Engineering Office. Dan Kaseman reported that he is the new administrator for the Planning & Engineering Office. Dan Kaseman reported that he will be attending the TCC meetings occasionally in order to learn and understand what the MPO does.

Thomas Mazur handed out Storm Spotter Training fliers. The training will be held Wednesday, March 23 from 6:00 to 8:00 p.m. at the Red Cross building on Collett Street.

**11. ADJOURNMENT**

**Motion 27 (02-24-11) TCC**

Gregory Berquist made the motion that the meeting be adjourned. Seconded by Larry Vandemark; motion carried.