



LIMA-ALLEN COUNTY REGIONAL PLANNING COMMISSION

130 West North Street Lima, Ohio 45801-4311
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Doug Post
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Brion Rhodes
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Chris Seddelmeyer
Secretary

Thomas M. Mazur
Executive Director

TO: CITIZENS ADVISORY COMMITTEE

FROM: Thomas M. Mazur, Executive Director
Lima-Allen County Regional Planning Commission

DATE: August 13, 2019

RE: CAC Meeting

There will be a meeting of the **Citizens Advisory Committee** of the Lima-Allen County Regional Planning Commission on **Tuesday, August 20, 2019, at 10:00 a.m.** in the Conference Room of the Commission office located at 130 West North Street, Lima, Ohio.

The agenda will be as follows:

1. Roll Call
2. RTA Report
3. DRAFT Public Participation Plan
4. ADA Transition Plans
5. Thayer Road Safety Study
6. Amendments to FY 2020 Unified Planning Work Program
7. FY 2019 Completion Report
8. Other
9. Adjournment

NOTE: PLEASE CALL THE COMMISSION OFFICE AND CONFIRM WHETHER OR NOT YOU WILL ATTEND.





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9. FINAL 2018 Crash Summary Report
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CITIZENS ADVISORY COMMITTEE

August 20, 2019

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

1. ROLL CALL

Mr. Mark Bishop	Shawnee Township
Ms. Alice Curth	Delphos Senior Citizens
Ms. Shelia Haney	Allen County Regional Transit Authority
Mr. Michael Hensley	Allen County Council on Aging
Mr. Bill Kelly	Allen County Health Department
Mr. Patrick Maloney	Legal Aid of Western Ohio, Inc.
Mr. Chuck Schierloh	Lakewood West Neighborhood Association
Mr. Charles Schreck	Ohio Department of Transportation District 1

STAFF

Mr. Thomas Mazur	Lima-Allen County Regional Planning Commission
Ms. Evelyn Smith	Lima-Allen County Regional Planning Commission
Ms. LeeAnn Sypherd	Lima-Allen County Regional Planning Commission

2. RTA REPORT

Shelia Haney reported that a copy of the handout is at each place for Committee members. Due to the Sales Tax Levy Plan and the Business Plan, RTA has created committees to help with these plans such as a Steering Committee, Project Committee and Finance Committee. These Committees meet more often than the RTA Board which meets once a month. These 3 committees are working on what services is RTA going to bring back, how RTA could bring back discontinued services and when next year the discontinued services should be brought back. The discontinued services cannot be brought back "overnight" as preparation needs to be made such as hiring and training drivers. RTA will be holding some public meetings in the near future pertaining to the services that will be brought back. Shelia Haney reported that ridership has leveled off since nights and weekend services were discontinued. RTA has 3 35' buses on order and is scheduled to be built in September with delivery in early October. RTA had ordered these 3 buses back when Rhodes State College

2. **RTA REPORT** (Continued)

was bringing its medical college to downtown Lima. RTA was expecting to add some routes and services for Rhodes. Rhodes coming to downtown Lima has been delayed for now. Charles Schreck asked if Rhodes is still planning to come to downtown Lima. Shelia Haney replied in the affirmative and stated that Rhodes is just not coming as soon as anticipated. These buses were purchased with grant funds at 100%. Once these buses arrive, RTA will have no buses that are past their useful life. Shelia Haney reported that the parking project is not yet completed and right now the surface reflects gravel as well as some grass for the future green space area. RTA is in the process of having the lots surveyed due to various issues encountered when the building was demolished. Shelia Haney reported that RTA continues to hire and train drivers. RTA implemented a small bonus plan for drivers if they stayed for 3 months, they received a small bonus, another 3 months, another small bonus, etc. RTA has had issues with its maintenance department in the past. RTA has been working diligently to correct the issues in the maintenance department and has hired a person to help address the issues. RTA has begun to apply for Ohio Department of Transportation (ODOT) grants for maintenance. RTA would like to apply for funds to replace several vans as well as address the concrete issues at the garage over the fuel tanks and the floor in the garage. Shelia Haney reported that RTA has inspected all of its buses and gotten estimates on repairing the dings, scratches, etc. RTA is also looking to purchase snow plow equipment to help RTA keep the sidewalks around the RTA buildings clear of snow and ice. Shelia Haney reported that RTA's Triennial Audit is next year and the Agency is already being asked to produce policy information. Thomas Mazur asked when the Triennial Audit will begin. Shelia Haney replied that she anticipates the audit beginning in May 2020. RTA just received its close-out letter for the 2017 Audit. RTA has requested ODOT go ahead and begin the 2018 audit. Shelia Haney reported that RTA buses/vans were involved in 2 accidents in July with one being pretty severe. The van was t-boned at an intersection. Due to the cameras on the RTA buses, RTA was deemed not at fault in either accident. RTA conducted a passenger survey to find out what services the passengers would like to see come back. Saturday service was the overwhelming winner. RTA will continue to conduct surveys as well as host public meetings in order to generate feedback from the general public. Shelia Haney reported that RTA hired a Certified Public Accountant (CPA) from Dayton Transit to review all of its financials and recommend changes. The CPA developed a form to help give RTA a better idea of what the Agency's cost is for fixed route, ADA services and demand response services. Most transit agencies do not provide demand response services and only provide the fixed route (FR) and required ADA service. The Federal Transit Administration (FTA) does not require the door-to-door service and does not expect RTA to subsidize the service. RTA has had contracts with Jobs and Family Services (JFS), Area Agency on Aging³ (AAA³), schools, etc. RTA lost its state grant of \$350,000 2 years in a row because the Agency could not show a differentiation between the demand response and ADA services. Shelia Haney reported that the CPA has provided an actual allocated cost for demand response services which is \$5.00 per mile outside of Allen County, \$22.00 per person where - RTA has been charging \$6.00 per person - and \$75.00 per hour - where RTA has been charging \$50.00 per hour. Going forward, RTA is working to correct this issue and show the state that the Agency is correcting the cost issue in order to be able to apply for federal and state grant funds. RTA is getting some "push-back" with the increase in prices. Shelia Haney reported that she has already met with the local schools and explained the increase in the costs and will be meeting with other businesses and agencies to explain the increase in costs. Thomas Mazur reported that RTA will now be using fully allocated costs for demand response services and stated that the only economical way to provide public transportation services is using a robust fixed route system with a frequency of services that provides some convenience to passengers. Michael Hensley asked if the levy funds can be used as match funds for other grants. Shelia Haney replied in the affirmative. Thomas Mazur reported that up until 2008, the Allen County

2. **RTA REPORT** (Continued)

Commissioners allocated \$200,000 to RTA each year as local match funds. They no longer allocate those funds.

3. **FY 2018-2022 COMPREHENSIVE OPERATIONAL ANALYSIS**

Thomas Mazur reported that the staff examined and prepared the FY 2018-2022 Comprehensive Operations Analysis of the ACRTA Fixed Route System in FY 2017. The report purposefully worked to describe the fixed route system, complimentary paratransit services and the demand response services of the Transit Authority. The report detailed ridership, route facility and vehicle information as well as cost data and subsequently established the level of service provided by RTA using a public transit index. Thomas Mazur reported that the DRAFT Update/Appendix was presented to the MPO and RTA Boards in FY 2018. The RTA Board approved the document but the MPO approval was overlooked and was not approved in FY 2018 or 2019. Instead the report has appeared on the MPO website as being in a DRAFT status. The COA Update still provides the Transit Authority with the rationale and justification for drawing down federal and state funds. The report also included a Transit Development Plan identifying a prioritized list of capital items for the FY 2018-2022 period. In FY 2018 the MPO worked to update the Plan and provided a short 39-page overview of operations highlighting ridership, route, facility vehicle and cost data and again included a Transit Development Plan. Staff is asking the Board to approve the Plan.

4. **DRAFT PUBLIC PARTICIPATION PLAN**

Thomas Mazur reported that the MPO has always been required to complete a public involvement process based on the Federal Highway Administration's (FHWA's) 3C process of continuing, communication & cooperation. There have always been press releases, draft reports, open meetings and public meetings required. The first real serious bound public planning document was adopted circa 2006. And, since that time because of the various Transportation Bills the plan has been reviewed and some revisions made. Evelyn Smith reported that the Public Participation Plan (PPP) was adopted in April 2007 with a revision in June 2009, October 2013 and now 2019. Evelyn Smith reported that the federal government not only requires public participation but it also requires a public participation plan in place in order to document and/or measure the MPO's accomplishments. The FY 2018-2019 Biennial PPP Assessment Summary is included in the packets and is accurate through May 2019. Staff will update through June 2019. Evelyn Smith reported that a few years ago, staff decided to change the annual review of the PPP to a biennial review. The PPP has goals that can be measured as to whether they were completed, not completed or being worked on. In the past, staff would distribute a Newsletter Survey and would ask Newsletter recipients were asked to complete the survey. Not many responded and staff has requested this task be changed to an agenda item. Staff has also conducted a survey of the Lima-Allen County Regional Planning Commission (LACRPC) internal committee members. This survey was also not responded to well and staff is requesting to change this task to an agenda item as well. Evelyn Smith reported that due to reporting requirements laid out by the Ohio Department of Public Safety (ODPS) for the Safe Communities Grant, staff will no longer be manning booths at the Allen County Fair. Staff will also be adding more social media to the PPP. Any red within the Assessment Summary, the PPP Matrix and the actual PPP document represent proposed changes to the PPP which includes changing the references for MAP-21 and the FAST Act. Due to privacy issues, staff can no longer document those persons that require specialized transportation services.

5. ADA TRANSITION PLANS

Thomas Mazur reported that ADA Transition Plans were a big focus of the feds and ODOT this past year. The RPC worked with several local governments relative to establishing ADA Transition Plans. And locally there were some success stories. This past year the City of Lima released an update to their Transition Plan in January 2019. The Village of Beaverdam also adopted their Plan in January. The Village of Lafayette adopted their ADA Transition Plan in February. Currently, the village of Bluffton, the village of Elida and the City of Delphos are working on their Plans. Thomas Mazur reported that Beth Clark, ODOT's Bike & Ped as well as Safe Routes to Schools (SRTS) Coordinator has suggested that the ADA Transition Plans should also be sure to consider and include those corridors important to the local SRTS plans to help prioritize such corridors for funding. Michael Hensley asked who is working on these ADA Transition Plans within the various political subdivisions. Thomas Mazur replied that it may be the village or city Administrator or Mayor, the Council, local social service agencies, local volunteers, etc. Staff will likely need to revisit some of the remaining plans and work with them to help compile the rest of the field conditions and required prioritization.

6. THAYER ROAD SAFETY STUDY

Thomas Mazur reported that ODOT has requested that the MPO undertake a Safety Study of Thayer Road. The 8.4-mile study of the STOP Controlled County Road is complicated with intersecting streets reflecting principal arterials, minor arterials, major collectors, intermodal connectors and local roads. AADT ranges from 400 to 3100 vpd. Thayer Road has a posted speed limit of 55 mph; 85th Percentile Speeds vary from 59 mph to 75 mph. Thomas Mazur reported the mode split varies from 8.7% to 21.0% B/C Trucks. The corridor experienced 147 crashes from 2016 to 2018 including 19 serious injury crashes with 2 fatal crashes. Staff is now waiting on District. Thomas Mazur reported that the purpose of the Study will be to: mitigate safety issues at the intersection of US 30 & Thayer Road; improve intersections with SR 117, SR 309 and SR 81; and, meet Manual of Uniform Traffic Control Devices (MUTCD) design standards. Based on current assumptions staff will look to hire a consulting engineer under Task Order to provide near term, mid-term and long-term improvements to the corridor.

7. AMENDMENTS TO FY 2020 UNIFIED PLANNING WORK PROGRAM

Thomas Mazur reported that work programs are developed in January, submitted in March and commence in July so there are always going to be budgetary changes. Allocations from ODOT and FHWA may change. Changes were only made to ODOT or FHWA and reflect end of year budgets from FHWA and ODOT.

8. FY 2019 COMPLETION REPORT

Thomas Mazur reported that each year the MPO is required to develop and adopt a work program providing information on the work that the MPO expects to conduct over the next 12 months. The report tends to highlight the big projects as well as some of the mundane tasks required to be undertaken. A DRAFT work program is compiled in January submitted to the Board structure in February and then to ODOT in March. The Plan takes effect in July and runs thru June 30 of the following CY. Thomas Mazur reported that in August once all the financials are compiled a Completion Report is required. Contained in each packet is the summation of what the Agency undertook in FY 2019 for ODOT, FHWA and FTA. It does reflect all the local work for the Census Bureau, Community Development Block Grant (CDBG) programming, zoning, floodplains, subdivisions, etc., or Evelyn's efforts under ODPS. Thomas Mazur reported that if the Committee would flip to page 32 there is a

8. FY 2019 COMPLETION REPORT (Continued)

summary of the work which staff undertook. Of the 10 subcategories of work, only 602 and 605.8 were left incomplete. In 602, staff failed to modify the project selection criteria for the TIP that has been complicated most recently by the new performance measures and the competing interests of safety, sustainability and maintenance. In 605.8, staff also fell a little short with respect to internal expectations of pushing the ADA Transition Plans and the Safe Routes to School Plans thru to completion.

9. FINAL 2018 CRASH SUMMARY REPORT

Thomas Mazur reported that the 2018 Crash Summary Report was presented in June and was released to the website and has gone through the public involvement process. Staff has received no corrections, questions or comments. The report has been going through the internal committee structure and should be finalized by Thursday.

10. OTHER

None.

11. ADJOURNMENT

The meeting adjourned at approximately 11:15 AM.