Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO)

REGIONAL TRANSIT ADVISORY COMMITTEE
Tuesday April 23rd, 2013 -- 1:00-2:30 PM
Douglas County Senior Center Conference Room

REQUESTED ATTENDEES:
Voting Members
1. Robert Nugent (Lawrence Transit Administrator)
2. Carrie Lindsey (Lawrence Housing Authority)
3. Danny Kaiser (KU on Wheels Manager)
4. LaNeece Jardon (Independence Inc.)
5. Heather Thies (Cottonwood Inc.)
6. Tina Roberts (Douglas County Senior Services)
7. Tracy Kihm (Bert Nash Community Mental Health Center)
8. (Douglas County Private sector provider)
9. Debbie Walker (Pioneer Ridge Assisted Living)

Non-Voting Members
1. Scott Lein (CTD #1 Program Consultant - KDOT)
2. Joni Roeseler (Federal Transit Administration - Region 7 Office)
3. Douglas County Private Transit Providers, or Assisted Living Center Transit Providers not presently represented on the RTAC by a voting member
4. Shawn Strate (Johnson County Transit)

Staff
1. Todd Girdler (Senior Transportation Planner)
2. Jessica Mortinger (Transportation Planner)

AGENDA

1. **Call Meeting to Order and Introductions**

2. **Action Item: Approval of Minutes from the November 19th, 2012 Meeting** (draft attached)

3. **Discussion Item: Access to Food** - The Douglas County Food Policy Council is working with a KU Urban Planning students to explore the local conditions for transportation access to local foods. The KU team will discuss the current services and access with providers, share the existing conditions they have compiled and solicit input on some of the best practices they have documented so far.

4. **Discussion Item: Title VI Program** - Providers can discuss the Title VI program details and recommendations provided by KDOT.

5. **Discussion Item: T2040, Multimodal Studies, Transit Center Location Analysis Study** - MPO and Lawrence Transit Staff will update the RTAC on approved and ongoing studies.

6. **Discussion Item: City/ KU Joint Service Management RFP**
   Danny Kaiser & Bob Nugent will update RTAC on their recent RFP
7. **Discussion Item: Late Night Pilot Project and Summer Pass Program** - Serena Pearson, Lawrence Transit Staff, will share the details for the new Late Night Pilot Project and the details of the new Summer Pass Program.

8. **Discussion Item: Regional Maintenance** - MPO staff and providers will discuss the status of regional maintenance and steps for moving forward.

9. **Discussion Item: Provider Updates** - Providers will be asked to share any updates/changes to their service/programs at this time.

10. **Other Business**

11. **Public Comments** - This item is to allow brief public comments on items not listed specifically on the agenda. Comments from each individual or organization will be limited to five minutes.

12. **Next Meeting: future date set by the RTAC**

**Special Accommodations:** Please notify the Lawrence-Douglas County Metropolitan Planning Organization (L-DC MPO) at (785)832-3150 at least 72 hours in advance if you require special accommodations to attend this meeting (i.e., qualified interpreter, large print, reader, hearing assistance). We will make every effort to meet reasonable requests.

The L-DC MPO programs do not discriminate against anyone on the basis of race, color or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, see [http://www.lawrenceks.org/pds/Title6](http://www.lawrenceks.org/pds/Title6) or call (785)832-3150
1. Call to Order – Tracy Kihm called the meeting to order at 10:00 AM, a quorum was present.

2. Action Item: of Minutes from the August 30th, 2011 Regular Meeting Tracy Kihm asked if anyone had any changes to the minutes, no changes were requested. Heather Thies made a motion to approve the minutes, seconded by Danny Kaiser, the motion passed unanimously.

3. Discussion Item: Independence Inc.
Stacey Schwartz the Executive Director of Independence Inc. introduced the new Independence Inc. Transportation Coordinator, LaNeece Jardon. Ms. Schwartz thanked RTAC members for their help in the transition of staff at Independence Inc. and suggested that any providers who have suggestions about the future of Independence Inc. services should feel free to comment. The change in staff and leadership provides an opportunity for Independence Inc. to rethink their transportation services and explore the opportunities for improving efficiency and reducing expenses related to their services. For example, Independence is investigating the community shelter’s trips for health care access and seeing how there could be a contract for services to reduce redundancy. Currently Independence Inc. operates 4 vehicles with 6 drivers. Gayle Sigurdson indicated that medical trips to Topeka and Kansas City were critical services. Prompted by Ms. Schwartz members discussed how Independence could increase passengers per trip by designating certain days for trips to each region. Heather Thies indicated that her consumers living out of the city limits relied on Independence Inc in order to remain independent and travel to and from their workplace. These regularly scheduled trips are important to support Cottonwood’s client services.

4. Discussion Item: Taxicab License –Lawrence City Code (draft attached)
Jessica Mortinger read the proposed wording for the Taxicab License revision and asked RTAC members for comments. Members thought the language was appropriate and asked staff to move forward with the amendment.

5. Discussion Item: Maintenance Opportunities
Bob Nugent and Jessica Mortinger met recently with Patricia Weaver, Executive Director of KUTC and discussed opportunities for future programs. Ms. Weaver had indicated that there could be some opportunities to offer maintenance related trainings. Ms. Mortinger noted that the MPO staff would be available to come present the ongoing coordination work and CPT-HSTP to each agency’s executives and/or board members to facilitate the opportunities for increased maintenance coordination. Since Lawrence Transit and KU will be writing the RFP for transit service operations in mid-2013 this is a good time to discuss possible future maintenance coordination with the area’s paratransit providers. Based on discussions with other providers and requests for maintenance assistance, they plan to include an option for an hourly contracted rate that could be used by other FTA and/or KDOT funded providers. Providers won’t be obligated to exclusively use the Lawrence/KU contract but will be able to opt in for whatever maintenance opportunities would suit them to do so, particularly maintenance of specialized vehicle systems like lifts. Providers agreed this would be a good opportunity. Mike Wildgen asked what the timeline was for this new contract, and Bob Nugent said the current contract runs to the end of 2013 so any maintenance of the paratransit fleet could not start until 2014.

6. Discussion Item: EPA Workshop Application
Jessica Mortinger notified RTAC members that Eileen Horn, Sustainability Coordinator applied for an EPA technical assistance offer through the Building Blocks for Sustainable Communities Program. The application will ask the EPA to select our community to host a workshop that will provide some targeted solutions to: Neighborhood Planning and Healthy Aging. That workshop will help communities explore the role of supportive neighborhood design in creating great places. If chosen, the workshop and action on this assistance is planned for Spring/Summer 2013. The workshops would help gather local stakeholders with professional staff to determine some best practices to solving the addressed issues. If workshops are awarded, MPO staff will encourage RTAC providers to participate where appropriate.

7. Discussion Item: MAP-21 Impact on Providers
Todd Girdler informed RTAC members that the new transportation legislation, MAP-21, is expected to have little effect on overall funding levels for the next two years, but funding for particular providers is uncertain. FTA and KDOT are working to clarify how the processes will change for allocation of some funding categories that have been consolidated and re-categorized. Scott Lien indicated that KDOT is accepting applications for 5316 & 5317 for 2013 with extra carryover SAFETEA-LU funding from 2012. These programs are consolidated under MAP-21. Some of the other anticipated changes are related to performance measures and KDOT has implemented a reporting process for 5311 providers. Tracy Kihm asked Mr. Lien if there would be an increase to the $4,000 operation assistance and if there would be any additional reporting requirements for 5310 providers. Mr. Lien indicated it would be too early to know if additional funding would be available and no additional reporting is forecasted for 5310 providers. MPO and KDOT staff will continue to follow the changes related to MAP-21 and share relevant information with providers.

8. Discussion Item: Multimodal Studies
Todd Girdler updated the RTAC on the Multimodal Studies Project. Todd will manage the consultant contract for this consultant project. The three studies included are: a Commuter Park & Ride Study, a Countywide Bikeway System Plan, and a Fixed Route Transit and Pedestrian Accessibility Study. This last one is related to the paratransit services in the region because it will identify barriers in the pedestrian environment that could keep some people dependent on paratransit services and limit their times of travel. That part of this multimodal studies project will be the next step in the MPO’s efforts to conduct pedestrian planning. The MPO is currently in contract negotiations with a firm and the projects will be an MPO focus in 2013.
9. **Action Item: Elect a Chair and Vice Chair for 2013.**
Through unanimous acclamation Tracy Kihm and Carrie Lindsey were appointed for Chair and Vice Chair for 2013.

10. **Other Business/ Updates**
Mr. Nugent informed the RTAC members that there have been no new meetings of the Retiree Attraction Taskforce to report.

There are some other ongoing studies in the region that effect transit.

I-70 Commuter Bus Study- Olsson Associates has been hired by KDOT to investigate the possible commuter service in the I-70 corridor. The desire and need for this type of service originated as part of the 5- County Regional Transportation Study over the past two years. The study is estimated to be a one year study and will coordinate with the Commuter Park and Ride Study

Lawrence Transit issued an RFP for a Transit Center location analysis. The study is an opportunity for fixed route transit to find a more permanent home within the city to invest in infrastructure including possible off road stop/transfer point, indoor waiting area, restrooms. In the meantime, Lawrence Transit has proposed a temporary downtown stop location change on Vermont Street between 8th & 9th. They are relocating from 9th and New Hampshire due to construction and have been asked not to return to their originally vacated home on 9th & Massachusetts.

Lawrence Transit will begin a late night service pilot project with an approved $250,000 budget in 2013. The service will target residence to employment trips and will be a scheduled demand service. During the first year of service, Lawrence Transit Staff will evaluate the use of the service and explore the possible expansion of later service hours for some fixed routes, depending on the origins and destinations of the demand service.

Tracy Kihm asked Danny Kaiser if Hertz on Demand is still in operation. Mr. Kaiser indicated it was and Mr. Nugent indicated that Eileen Horn was working to try and secure a vehicle parking location in Downtown Lawrence.

Bob Nugent indicated to providers that he felt their meetings over the past two year have really facilitated the ongoing coordination and work that is being done in Douglas County. Members agreed the committee meetings were a valuable way to network and coordinate.

Providers had a short discussion about Managed Care Organizations and possible reimbursement for medical trips. The providers affected indicated they would talk more privately about the experiences they were having in working with the three MCOs.

11. **Public Comments:** No public comments.

12. **Next Meeting:** The next meeting will be scheduled and held in 2013 or as needed with issues arising from providers. MPO staff will also send electronic announcements to RTAC members when the Transportation 2040 Plan draft goes out for the 30 day comment and review period.

The meeting was adjourned at 11:04 AM.