

**REGIONAL TRANSIT ADVISORY COMMITTEE**  
**Minutes for Wednesday, January 10, 2018 Meeting**

**VOTING MEMBERS PRESENT:**

Robert Nugent (Lawrence Transit)  
Heather Thies (Cottonwood Inc.)  
Tracy Kihm (Bert Nash Community Mental Health Center)  
Heidi Briery (Senior Resource Center for Douglas County)  
Christie Patrick (Assisted Living Centers Transit Provider)

**STAFF PRESENT:**

Jessica Mortinger (L-DC MPO Senior Transportation Planner)  
Ashley Myers (L-DC MPO Transportation Planner)  
Margaret Campbell (L-DC MPO Transportation Planning Intern)

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

Tracy Kihm called the meeting to order at 2:02 PM.

**2. Public Comment**

No public comment.

**3. Action Item: Approval of Minutes from the February 21, 2017 Meeting (attached)**

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 Heidi Briery; the motion passed unanimously, 5-0.

**4. Action Item: Election of Chair and Vice Chair for 2018**

Tracy Kihm asked if the committee was satisfied with keeping the Chair and Vice Chair positions. After discussion, Christie Patrick made a motion to keep Tracy Kihm as Chair and Heather Thies as Vice Chair, seconded by Ms. Briery; passed unanimously, 5-0.

**5. Discussion Item: Transportation 2040 Update**

Jessica Mortinger discussed the relevant sections of the plan update for transit providers. The plan update incorporates the planning work done already through various existing plans. The MPO has received permission from the Steering Committee to open the draft for a 30-day public comment period in February. Ashley Myers said all vehicle inventories and financial data received from the providers were included in the document. Ms. Mortinger said the Transit Asset Management (TAM) information is separated out in an appendix. Ms. Kihm asked how the update was different than the CPT-HSTP or one of the other transit specific plans. Ms. Mortinger said this plan included those plans and showed how transit fits into the big picture of transportation throughout the county in conjunction with other modes such as: auto, bicycling, pedestrians, etc. The plan update is also required to receive federal transportation funding. This plan is performance based and will annually track data for 26 performance measures. Ms. Myers said the plan was developed through a public engagement phase in the spring that gained 1,500+ survey responses and in the fall, which gained 88 survey responses. Ms. Mortinger said any comments about the document or areas that need changed need to be submitted by January 16<sup>th</sup>.

**6. Discussion Item: Transit Asset Management (TAM) Performance Measures/Target**

Ashley Myers discussed the TAM plan. The providers need to weigh in on if the MPO should follow state TAM targets or to set MPO targets. Some of the providers use different ULBs, KU busses have a 15-year ULB instead of the average 14-year ULB KDOT vehicles use since KU vehicles only operate during school months. Tracy Kihm said that two of the vehicles listed as minivans were actually vans. Christie Patrick asked if it mattered if the vehicles are KDOT or non-KDOT vehicles; they included both in the data. There was a discussion about should Bob Nugent have to replace a non-revenue vehicle that is over its ULB but still runs well. These non-revenue vehicles are used as support vehicles for transit operations and save money. The

question was brought up, what is the purpose of the benchmarks? Currently, there is not enough funding to replace all of the vehicles over the ULB. Jessica Mortinger said the purpose of showing all vehicles not just KDOT ones, is to show the full picture of what it costs to operate services throughout Douglas County that paints the best representation of services that the community relies on. Mr. Nugent said it could be okay if the benchmarks are not met because it shows the full depreciation of vehicles. In the U.S. there is more money for capital investment than for maintenance. Ms. Mortinger said they would need to be able to justify why they did not meet the targets and if at a later date the targets are discovered to be unreasonable then they could shift them.

Heather Thies said KDOT no longer requests maintenance fees to be recorded by 5310s. Mr. Nugent said they should go with the KDOT targets to be close to the new T-WORKS. Ms. Patrick asked if they need to get any information from the other communities being serviced outside of Douglas County. Ms. Mortinger said staff would be unable to track down all the private services that are not state-funded or services outside of the MPO area. Ms. Mortinger indicated the MPO can adopt the state targets using the MPO data. MPO staff will collect the performance measure data annually and report it; this allows the community to see if by the next plan update, progress was made.

Ms. Thies said when the funds are lean vehicles have to stay on the road a few more years. Ms. Myers asked if they want to include all non-revenue vehicles that support transit operations. Mr. Nugent said they should include all non-revenue vehicles that support transit because they are required to support transit operations. Ms. Thies said they have over 40 vehicles that are used to support transit, such as caseworkers driving clients to the hospital. It was decided to include agency vehicles that support transit, but not personal staff cars. Mr. Nugent said they have support staff driving older vehicles to save money since the vehicle is in good repair with low miles and the cost to replace would exceed the cost required to maintain the vehicle outside of the ULB. Ms. Mortinger said according to the ULB for KDOT, cars only have an 8-year ULB. Mr. Nugent said the ULB does not track the difference between hours of driving and miles. By recording both, the true picture of transit operations is shown.

Ms. Myers will be sending inventory tables for the transit providers to fill out. Ms. Thies and Mr. Nugent said that age and miles both need to be included because they paint different pictures. Even if a vehicle does not have too many miles it can still degrade due to age. The data included will show end of the year data. Ms. Mortinger asked if any historical data is being included; Ms. Myers said no.

## **7. Discussion Item: Emergency Planning**

Bob Nugent said Douglas County is working to develop additional emergency planning preparedness through planning exercises. This year Lawrence Transit will be participating in an internal emergency planning exercise. Mr. Nugent hopes to be able to conduct a table-top exercise with RTAC members. KU conducted an emergency scenario with transit. This showed there was a lack of communication. Mr. Nugent said that they need to plan what to do if there is an emergency that knocks out communications with drivers and vehicles. Christie Patrick asked who to contact about taking part in this planning. Mr. Nugent said that they should contact Jillian Rodriguez with Douglas County Emergency Management. RTAC members agreed that it would be helpful to do a table-top exercise at a future RTAC meeting and asked Mr. Nugent to set up a scenario.

## **8. Discussion Item: Eudora and Baldwin City Transit Strategies from Community Transportation Association of America (CTAA)**

Jessica Mortinger said that RTAC needs to give feedback on the CTAA document by Chris Zeilinger. Mr. Zeilinger calculated transit demand for Baldwin City internally, Baldwin City to Lawrence, Eudora internally, and Eudora to Lawrence. According to the calculations there could be demand in Baldwin City for a van pool service to Lawrence but not enough demand for fixed-route. Eudora could maybe support a Lawrence connection, possibly by Independence, Inc. Another option would be to extend a Lawrence Transit route to Eudora. This comes with administrative issues surrounding Lawrence Transit coverage. The final option listed was adding one or more Eudora stops to the K-10 Connector. This would require the K-10 Connector to do complimentary para-transit, which can be very expensive. This fact wasn't noted in Mr. Zeilinger's

recommendations. Ms. Mortinger noted that the investigation done by CTAA provides a picture of what options might be available to pursue but all were dependent upon generating additional revenue to support the proposed services. Ms. Mortinger said that comments and suggestions for the document should be sent to Ashley Myers. She will collect the comments and send them to Mr. Zeilinger. After the changes are made then RTAC can consider accepting the CTAA document and it can be shared.

**9. Other Business/Updates**

No other business or updates.

**10. Next Meeting**

The next meeting will take place in March or April. The January RTAC meeting adjourned at 3:21 pm.