



## LOCAL COORDINATING BOARD FOR TRANSIT MEETING MINUTES

Date: December 3, 2014

Time: 1:30 p.m.

205 Park Central East

Springfield, MO 65806

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### ATTENDEES

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Patricia Click, NAMI

Tim Dygon, Arc of the Ozarks

Kathleen Featherstone, Dept of Mental Health/Spro

Renita Funk, Burrell

Diane Gallion, City Utilities - Transit

June Huff, Southwest Missouri Office of Aging

Jeff Robinson, OATS Inc

Linda Starr, SWI Industrial Solutions

Cari Wright, SW Center for Independent Living

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### STAFF PRESENT

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Curtis Owens, OTO    Sara Fields, OTO

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### 1. WELCOME AND INTRODUCTIONS

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Introductions were made of everyone in attendance.

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### 2. PUBLIC COMMENT

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No public comment was made

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### 3. APPROVAL OF AGENDA

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Diane Gallion made a motion to approve the December 3, 2014 agenda. June Huff seconded. The motion passed unanimously.

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### 4. APPROVAL OF SEPTEMBER 25, 2014 MINUTES

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June Huff made a motion to approve the November 20, 2014 minutes. Diane Gallion seconded. The motion passed unanimously.

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### 5. UNFINISHED BUSINESS

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There was no unfinished business.

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### 6. NEW BUSINESS

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#### **a. The 5310/5339 Application Review and Project Selection**

Curtis Owens explained to the LCBT members the significance's of the Transportation Coordination Plan (TCP) and how projects funded through Enhanced Mobility of Seniors and Individuals with Disabilities (5310) must be identified in the TCP. He also explained the connection to the transit section of the Long Range Transportation Plan (LRTP). He demonstrated how the group would work collectively in scoring each application with the 9 selection criteria and then approve or not approve each project request. A scoring worksheet was displayed on the presentation monitor for the LCBT to keep track of the final score.

Curtis explained that prior to the MAP-21 legislation the LCBT awarded two vehicles using the SAFETY-LU criteria. MoDOT asked these two applications to resubmit using the new MAP-21 selection criteria. It was determined by OTO staff that these two vehicles would receive priority in receiving funds. One award went to Burrell Health, and one to OATS Inc. He also explained how the funding was allocated by the MAP-21 guidance. 55 percent is set aside for Capital projects (traditional projects "vehicles") and 35 percent is available for New Freedom type projects of ADA and beyond type projects and 10 percent for administrative activities.

Curtis then asked the LCBT to review and score a single application for the Bus and Bus Facility (5339) program. Selection criteria for Map-21 was developed prior to the application process and then included in the 5339 application. This application process was to award the 2015 funds that have not yet been determined, but should remain similar to the 2014 FTA apportionment of \$262,372. The LCBT members reviewed and gave a score of 53 out of 57 points available for this project. The following criteria was used in the scoring process.

City Utilities Transit submitted the only application received by OTO. This application was a request for two 25 foot paratransit buses.

- This project addresses vehicle need, fleet size, and spare ratio according to FTA guidance (FTA C 9300.1B. Ch III)  
20 points available, 20 points given
- This project addresses the goal from the Long Range Transportation Plan to encourage transit (*Journey 2035*, page 86)  
10 points available, 10 points given
- This project preserves the existing public transit system and provides upgrades of existing facilities or equipment  
10 points available, 10 points given
- This is a system enhancement project that increases the efficiency and effectiveness of the transit system by meeting the goals in the LRTP  
5 points available, 5 points given
- The project provides transit amenities  
2 points available, 2 points given
- This project supports emerging technologies  
2 points available, 2 points given

- This project encourages regional transit  
2 points available, 1 point given
- The transit provider service area within OTO area is equal to or greater than:  
6 points available, 4 points given

**(Action Required)**

June Huff motioned to select the CU Application for approval. This request was for the two 25 foot buses. The motion was seconded by Jeff Robinson. The motion passed unanimously.

The LCBT continued in scoring the Enhanced Mobility of Seniors and Individuals with Disabilities (5310) Program. A Maximum of 75 points is available. Applications reviewed and scored included the following projects:

- Burrell Inc., Wide Body Cutaway CC federal funding request \$40,848.80 was given 55 points
- Burrell Inc., Wide Body Cutaway AA federal funding request \$37,964 was given 40 points
- City Utilities, ADA Project for 2013 federal funding request \$87,542 and 2014 federal funding request \$89,801 was given 55 points
- NAMI, 15-Passenger Van, federal funding request \$21,187 was given 55 points
- OATS Inc., Low Floor Minivan BBB, federal funding request \$29,796 was given 40 points
- OATS Inc., Wide Body Cutaway HH, federal funding request \$43,276 was given 40 points
- The Arc of the Ozarks, Low Floor Minivan AAA, federal funding request \$27,996 was given 55 points

Each project was scored by the selection criteria as follow:

- This project provides for an increased number of passengers served per week  
10 points available
- This project has an increase in the agencies service area and/or ADA amenities offered  
10 points available
- This project supports services of established agencies  
5 points available
- This project will provide service to an area not previously serviced  
10 points available
- This project is in alignment with the Transportation Coordination Plan strategies  
5 points available
- This project replaces an existing vehicle in order to maintain existing services  
20 points available
- This project expands ADA accessibility to public transportation  
5 points available

- Agency has not been awarded a vehicle in the past two years  
5 points available
- This project is eligible under any eligible category  
5 points available

**(Action Required)**

June Huff motioned to approve funding for all seven applications which includes six vehicles and the ADA type project consisting of sidewalks and bus stop amenities as proposed in the applications. Kathleen Featherstone seconded the motions. The motions passed unanimously.

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8. OTHER BUSINESS

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**a. Next meeting January 8, 2015**

The next meeting will be held at the OTO office on January 8, 2015 at 1:30 p.m.

**Information only**

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9. ADJOURNMENT

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The meeting was adjourned by Vice-Chair Cari Wright