

McKINNEY URBAN TRANSIT DISTRICT BOARD

MAY 30, 2018

The McKinney Urban Transit District Board met in regular session in the Board Chambers of the Municipal Building on May 30, 2018 at 5:30 p.m.

Board members present: Brian Loughmiller, Tracy Rath, Chuck Branch, Derek Borg, George Fuller, La'Shadien Shemwell, Charlie Philips, and Benjamin Rodriguez, Rainey Rogers, and Jason Little. Absent: Board member Derek Stephens.

Staff Present: City Manager Paul Grimes, City Attorney Mark Houser, City Secretary Sandy Hart; Transit Administrator Anthony Cao; and Housing and Community Development Manager Janay Tieken.

There were six guests present.

- 18-457** Consider/Discuss/Act on Election of Officers. Board unanimously approved the motion by Board member Fuller, seconded by Board member Rogers, to elect Brian Loughmiller as Chairman, Chuck Branch as Vice Chairman, and Scott Elliott as Secretary.
- 18-458** Chairman Loughmiller called for Consideration/Discussion/Action on the Minutes of the McKinney Urban Transit District Board Meeting of January 31, 2018. Board unanimously approved the motion by Board member Rath, seconded by Secretary Elliott, to approve the Minutes of the McKinney Urban Transit District Board Meeting of January 31, 2018.
- 18-459** Chairman Loughmiller called for Consideration/Discussion/Action on a Resolution Accepting FTA 5339 Funding. Transit Administrator Anthony Cao stated that the Resolution authorizes acceptance of the FTA 5339 funding. The City of McKinney has been awarded \$106,678 grant through the TxDOT Bus Program without a required match or contribution. The money can be used to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities. For this FY16 grant program, we will have three additional years until FY19 to use the funds. Board unanimously approved the motion by Board member Fuller, seconded by Board member Shemwell,

to a Resolution accepting FTA 5339 Funding. Caption reads as follows:

RESOLUTION NO. 2018-05-002 (MUTD)

A RESOLUTION OF THE MCKINNEY URBAN TRANSIT DISTRICT BOARD AUTHORIZING THE CITY MANAGER TO EXECUTE A PROGRAM GRANT AGREEMENT WITH THE TEXAS DEPARTMENT OF TRANSPORTATION FOR THE BUS AND BUS FACILITIES INFRASTRUCTURE INVESTMENT PROGRAM (5339); AND PROVIDING AN EFFECTIVE DATE

18-461 Chairman Loughmiller called for Consideration/Discussion/Action on FY16-FY18 Urbanized Area Formula (5307) Program of Projects. Transit Administrator Anthony Cao stated that every year the North Central Texas of Council of Governments requests that recipients submit their Program of Projects (POPS) to identify what they would be utilizing funding for. Included in your packets are modifications to FY16 to FY17 as well as the FY18 the POPS submissions. The modifications are indicated by the original request on the top table and the modification request can be found on the bottom table. When FY16-FY17 was first submitted we included 2 expense categories: operating assistance and general support which includes capital expenses. After breaking down the anticipated capital expenditures of FY16 and FY17 we requested the remainder of our funds be moved from capital expenses into operating assistance. As we continue to expand services and start to identify what type of capital we will be using, we can make modifications during the annual POP process. Board unanimously approved the motion by Secretary Elliott, seconded by Board member Shemwell, to approve the FY16-FY18 Urbanized Area Formula (5307) Program of Projects.

18-465 Chairman Loughmiller called for Staff Status Report on FY18 Budget. Transit Administrator Anthony Cao stated that in the packet is a snapshot of what our budget currently looks like, as well as an estimate of what our budget will look like at the end of the fiscal year. Expenses between June 2017 and March 2018 is broken down for each City. Average monthly cost for services is approximately \$6,000 per month.

We estimate \$7,000 per month until the end of the fiscal year with an expected surplus of about \$279,000. If you look at the usage from each city besides Lowry Crossing, we can expect that each city will have to use all, if not more of the match contribution for services by the end of the fiscal year. With that being said, we are requesting additional contribution from the participating cities. We are requesting \$2,000 from Celina, \$3,500 from Princeton, \$100,000 from McKinney, and \$2,500 from Melissa. Lowry Crossing has not had any usage and their monies will carry over into next year. Letters out to all participating cities which will include the usage for each City for next year's contribution. The original FY16 State Grant deadline is June 1, 2018. Staff has requested an extension until December 31, 2018. If approved, we will be able to use a portion of the FY16 State Funds for October, November, December, and into FY19.

18-464 Chairman Loughmiller called for an Update on Low Income Pilot Program Implementation and Outreach Update. Transit Administrator Anthony Cao stated that the low income transit subsidy program began Monday, April 2nd. Since its inception, on-site application workshops were held as well as outreach at numerous community organizational meetings. Staff and DCTA attend meetings of Collin County Social Services Association, a mobile food pantry, HR Roundtable hosted by the McKinney Chamber of Commerce, and Tacos with Cops. Communications and Marketing added eligibility criteria and program transparency to the City's website. We currently have ten participants in the program with seven that has funds loaded onto their cards and 18 trips were provided through May 22nd. We are continuing to work with Communications and Marketing to come up with a more strategic marketing plan. A half page ad will be published in July in the Senior Services Alliance Service Guide. Board member Rath expressed appreciation to the Anthony Cao for going out and providing community outreach to the people that have a high

propensity to use the program. Board members Rogers recommended to reach out to churches that would be a great place to find people to sign up for the program because they typically are helping people with their transportation. Board member Rogers stated there is a Ministerial Alliance in McKinney that involves the majority of churches and would be a great audience to provide the program information. Board member Shemwell expressed his discouragement at the low participant numbers. Some applicants have sent in incomplete applications with missing information. DCTA will follow up with those individuals to make sure that they complete the process and are registered into the program.

18-462 Chairman Loughmiller called for DCTA Transit Service Update. Ms. Michelle Bloomer, DCTA, provided an update on the Collin County Transit through the end of April. The Low Income Pilot Program information will go into May. Since the last meeting, we have added 60 participants to bring the total to 282. There were 269 taxi vouchers which is an increase of 49. There are a total of three demand responses. There are ten low income pilot individuals that have been certificated. We are averaging \$6,300 per month in expenses with about 20 percent of the funds expended. We are not in jeopardy of running out of funds this fiscal year. The total taxi trips that have been provided through the end of December total 1,908. We added an additional 1,406 trips in the last 4 months bringing that total to 3,314. We have seen some movement in the average cost per trip but we are still in the \$16.00 per trip. The customer pays 25 percent of the cost. The average customer is paying closer to \$4. The first seven months of ridership there were 1,908 trips which is an average of 273 per month. In the last four months, we average 352 trips per month which is an increase of 79 trips on average or a 29 percent increase. We did see a drop in January and February which is expected due to the weather and the shorter month of February. If you look at the total number of trips, the taxi trips account for 99.6 percent of

all trips provided which is significantly less than what we originally estimated. This works out well for the MUTD because the taxi trips cost less per trip. There were no trips in Lowry Crossing and we are looking for ideas on how to increase participants in that City. Celina had 25 trips in the last 4 months, McKinney had 1,892 which was an increase of 1,331, Melissa had 9 additional rides in the last 4 months bringing that total to 14, and Princeton had 41. We have been doing Saturday service since October and have provided 99 trips to 31 unduplicated riders. Average cost of a trip is approximately \$12.66 per trip. January and March shows a spike in trips due to mileage and length of those trips. We are averaging about \$180 per month for trips provided on Saturday. Since the last meeting on January 31, we have been busy with implementation of the low income pilot program. In February, the transition of Irving Holdings dispatch and software and phone system went smoothly. In March, we took the online application, which is something we had in the original proposal, prior to the launch of the low income pilot program. It is a one application for all three programs. When filling it out, It asks if you are over 65. If you say yes, it will have you complete the application under that. The next question is, do you have one of these seven disabilities, if they say yes, you will be directed to complete the application under that. If not, it goes to the low income. The reason we did that is because the low income is a pilot and we did not want to certify individuals under the pilot if they were eligible under the elderly or disable component. We have customer satisfaction survey as part of our original commitment to the MUTD. We are looking at doing that in the summer. A draft of the survey has been sent to McKinney staff to review and we will then move forward. Ms. Bloomer stated that they hope to have at the next meeting someone from the North Central Texas Council of Governments here to give a presentation on Mobility 2045 as well as high-speed rail corridors. There was discussion regarding

pursuing Lyft as another option for riders but will be 100% locally funded.

Ms. Bloomer stated that the reason that DCTA provides the Demand Response service is for those individuals that have their mobility device that requires a larger vehicle. Irving Holdings has wheelchair accessible vehicles but they can't handle oversized wheelchairs above 600 pounds. Lyft does not have those vehicles at all so DCTA will still have to maintain that program to ensure Title VI issues.

18-460 Chairman Loughmiller called for Consideration/Discussion on DCTA Service Options. Ms. Michelle Bloomer stated that there have been previous discussions with the Board about possible options for additional services to add on to the taxi voucher program. Options included circulators, fixed routes, commuter express, and innovative services. On the commuter express, we have been talking about two corridors. The US 380 corridor and State Highway 121 corridor. Currently the US 380 corridor is under construction. TxDOT is in the process of building six new overpasses between McKinney and Denton. Given that, our recommendation is not to pursue that option for the next year or two. There has been a lot happening on the SH 121 corridor since we last met. The interested parties continue to grow so there is now a Frisco Transportation Management Association (TMA) and a Legacy West Transportation Management Association. The McKinney UTD is your vehicle to do that instead of having a TMA. DCTA was awarded \$10 million recently through the Federal Transit Administration for the Intermodal Transportation Center that will be located in Lewisville. We are talking about connecting with the SH 121 corridor at Frisco or coming up SH121 to US 75 to McKinney. This would help get individuals to employment opportunities as well as get from Louisville into McKinney for employment. If that is something the MUTD is interesting in pursuing, we can come back at the next meeting with more information about the number of employers, who the partners are, and how we would propose

moving forward. The other option is the fixed route service. Based on discussions with staff, we were able to find the old red and blue routes that were provided by CCART and TAPS. Those routes are 80 minute long which means someone would wait 80 minutes between buses which is not a desirable wait time. The other concern I had with implementing that service is it is fixed route and because of that you would be required to provide ADA transit service. One option is to provide deviated fixed route service which would provide a fixed route and the bus could deviate off that fixed route three quarters of a mile either way. My initial understanding is if we do that, we would not be required to provide ADA transit service separately and that would satisfy that requirement. The blue route was the North route, the red route was the South route and they met at 600 N. Tennessee which is the old location for CCART and TAPS. We would most likely have to move that transfer point and need to identify a location as to where that transfer point would be. If the Board is interested, we would bring back a recommended service model, fixed route with ADA complimentary service, and whether it is a deviated fixed route or something else. We will come back with the capital requirements, the pricing on a vehicle that we can recommend, procurement timeline as well as the pricing structure for the service and a timeline to implement. Ms. Bloomer stated that going from the original two routes to the ten routes was overkill and TAPS was not able to financially sustain that. Chairman Loughmiller stated he lived through CCART and TAPS and both scenarios came to us for emergency funding. After providing them with an additional \$150,000, within two months they cancelled two routes without any input from us. Fixed routes conceptually is a great idea but there are so many things attached to that that make it difficult. Ms. Bloomer stated that DCTA can do an intermediary step and look at all the data we currently have from the taxi voucher program and plot those trips so we know where people are

coming from, where they are going, and see if there is any grouping of individuals. We would be limited based on capital resources and financial resources of how far. Board member Shemwell stated that no one is going to go on a fixed route if they can go exactly where they want to go with the taxi voucher service. I think we will never get the true numbers because TAPS and CCART did not have requirements. It wasn't elderly, disabled, or low income but just people that simply wanted to ride the bus. Board member Shemwell stated that we are comparing fixed routes from companies that failed because they were doing too much versus a whole different program now which offers door-to-door service. We cannot use data that was unreliable and not consistent. Board member Shemwell he would also like for DCTA to look at something that we have not discussed as far as getting from McKinney to the DART station. That is something we can do once an hour. Ms. Bloomer stated she will come back with some data on the existing trips and we will investigate options for connecting with DART from McKinney, looking at US 380, and SH 121.

Chairman Loughmiller called for Citizen Comments and there were none.

Chairman Loughmiller called for Board or Commissioner Comments and there were none.

Board unanimously approved the motion by Vice Chairman Branch, seconded by Secretary Elliott, to adjourn. Chairman Loughmiller adjourned the meeting at 6:55 p.m.

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BRIAN LOUGHMILLER
Chairman

ATTEST:

SCOTT ELLIOTT
Secretary

