

McKINNEY URBAN TRANSIT DISTRICT BOARD

AUGUST 30, 2017

The McKinney Urban Transit District Board met in regular session at the John and Judy Gay Library, 6861 W. Eldorado Parkway, McKinney on August 30, 2017 at 6:00 p.m.

Board members Present: Chairman Brian Loughmiller, Vice Chairman Chuck Branch, Secretary Tracy Rath, Board members: Helen-Even Liebman (for Benjamin Rodriguez), Derek Borg, George Fuller, La'Shadian Shemwell, and Scott Elliott. Board members absent: Jason Little, Derek Stephens, and Charlie Philips.

Staff Present: City Manager Paul Grimes, City Secretary Sandy Hart, Assistant City Manager Barry Shelton, Assistant to the City Manager Trevor Minyard, Housing and Community Development Manager Janay Tieken, and Transit Administrator Tony Cao.

There were eight guests present.

- 17-858** Oaths of Office. City Secretary Sandy Hart administered the Oaths of Office to George Fuller, Scott Elliott, Charlie Philips, and La'Shadian Shemwell.
- 17-859** Election of Officers. Chairman Loughmiller stated the Board will not elect officers until February 2018. No action taken.
- 17-860** Chairman Loughmiller called for Consideration/Discussion/Action on the Minutes of the McKinney Urban Transit District Board of April 5, 2017. Board unanimously approved the motion by Secretary Rath, seconded by Vice Chairman Branch, to approve the Minutes of the McKinney Urban Transit District Board meeting of April 5, 2017.
- 17-861** Chairman Loughmiller called for Consideration/Discussion/Action on Inclusion of City of Celina as a Participating Member of McKinney Urban Transit District (MUTD) Board. Housing and Community Development Manager Janay Tieken stated that the City of Celina has asked to become a participating member of the MUTD beginning October 1, 2017. The Resolution will go to their City Council on September 12, 2017, and we have received their check for participation, however, we need action

from the Board to include them as a participating member of the Board. Board unanimously approved the motion by Board member Fuller, seconded by Board member Shemwell, to approve inclusion of the City of Celina as a Participating Member of McKinney Urban Transit District (MUTD) Board.

17-862 Chairman Loughmiller called for Consideration/Discussion/Action on a Recommendation to City Council to Approve a Resolution Authorizing the City Manager to Approve a Recipient-to-Recipient Rolling Stock Transfer. Transit Administrator Tony Cao updated the Board on the recipient-to-recipient stock transfer between TAPS and the City of McKinney. In 2013 when TAPS was the designated recipient for funds for the McKinney Urbanized Area (MUZA), they acquired two buses with the funds. Now that the City of McKinney is the designated recipient for funds, we are requesting a recipient-to-recipient stock transfer of those buses. In order to do so, both TAPS and the City of McKinney must pass Resolutions authorizing the stock transfer. A written request is submitted to the FTA and both entities must submit rolling stock status reports. City staff will work with TAPS to identify the next steps and timelines for both parties. If TAPS does not pass a Resolution, we cannot move forward. Ms. Michelle Bloomer, Denton County Transportation Authority (DCTA), stated that the buses have not been checked out but based on historic data it may take, on average, approximately \$25,000 to \$35,000 to get the vehicles road ready as they have been sitting for two years. Mr. Cao will meet with TAPS staff and will make a visual inspection of the buses. Board unanimously approved the motion by Vice Chairman Branch, seconded by Board member Fuller, to approve a recommendation to City Council to approve a Resolution authorizing the City Manager to approve a Recipient-to-Recipient Rolling Stock Transfer.

17-863 Chairman Loughmiller called for a DCTA Service Update. Ms. Michelle Bloomer, DCTA Assistant Vice President, updated the Board on service.

Ms. Bloomer noted that 99% of the registered customers are taking advantage of the voucher program. The eligibility requires residency of a participating city and be over 65 years of age or have one of the self-qualifying disabilities. Service is provided Monday through Friday, 6:00 a.m. to 6:00 p.m. The application, along with information regarding required documentation for verification purposes, can be found online. Once we receive the application, our customer service representatives make sure the documentation is there and it's appropriate. If the individual is determined to be eligible, we send out an introductory packet that includes their approval letter and program brochure. If they did not get approved, we send out a letter notifying them as to why they were not approved. Once they are approved, they will call Irving Holdings to request their debit card. The customer is required to load money onto the card. After money is loaded onto the card, then it's mailed to them. For every \$5 the customer adds to the card, an additional \$15 is added, up to \$400 per month. After receipt of the debit card, they can schedule a trip by calling Irving Holdings. Trips can be scheduled seven days a week and preferably with 24 hours' notice. If there is a person that requires an ADA vehicle, we request that they call before 5:00 p.m. the day before to ensure there is a vehicle available for them. If you have a standing order and you run out of funds on the debit card, you maintain your standing order but you cannot use your debt card, you would have to use your own personal debit card or cash. Totals to date are 162 total participants with 159 in the voucher taxi program and three in the on demand response program. City participation is McKinney - 155, Princeton - 4, and Melissa - 3. In June, we provided 95 trips, 89 of those were taxi trips and 6 were demand response trips. In July, we didn't provide any demand response trips, but provided over 150 taxi trips. The annual budget set for the program is \$350,000 and we have over \$336,000 remaining. A pre-qualification event is tentatively scheduled for

Celina in late September and in Lowry Crossing in early October. Service modifications include a dedicated phone line for Collin County at the Irving Holdings' Dispatch office, debit cards now issued by Irving Holdings, a dedicated back-up driver staged in Collin County, and coordinating with Irving Holdings to develop a Communications Protocol and Escalation Process. Customers have requested that we expand service to include Saturdays and Sundays, expand our hours of service, and offer a Walmart shuttle. Ms. Kristina Brevard, Vice President of Planning and Development, stated that DCTA has the A train commuter rail service that connects into downtown Dallas and are working on the rail line that would extend from Carrollton up to Celina. That has been in the North Texas Council of Governments long range mobilization transit plan for years and we are working with them. We can initiate bus service a lot quicker than rail service and have been looking at the US 380 corridor.

- 17-864** Chairman Loughmiller called for Consideration/Discussion/Action on Adding Saturday Transit Service. Housing and Community Development Manager Janay Tieken stated that the Saturday service is proposed to be from 8:00 a.m. to 6:00 p.m. and would expand the taxi voucher service. Demand response would also be available, but there is not a lot of demand for this service and it would need to be scheduled the day before. We are not really thinking it's going to be a big financial hit to the program. We suggest starting with those programs that are in most need and incrementally increase to make sure that we have funding and are meeting the demand. Since demand response has to be scheduled by 5:00 p.m. the day before, you would have to call by 5:00 p.m. on Friday if you wanted to schedule a trip for Saturday. If we have a request, for example, to take somebody to dialysis and get them there at 8:00 a.m. and bring them back at noon, we have to pay for the entire time of that trip at \$51 an hour. Board unanimously approved the motion by Board

member Fuller, seconded by Vice Chairman Branch, to approve adding Saturday transit service.

- 17-865** Chairman Loughmiller called for Consideration/Discussion on Low Income Rider Subsidy Options. Housing and Community Development Manager Janay Tieken stated that staff is looking for direction from the Board on providing low income rider subsidy options. Transit Administrator Tony Cao stated that as we expand service, the program will have to address other populations such as low income individuals. Some communities may manage a program in-house and the staff does the administrative work with income and verification, whereas smaller agencies will enlist the help of a non-profit or community-based organization to manage the program for them. The one consistency is that agencies are leveraging state, federal and local funds to offset the cost in order to offer affordable transit for low income individuals. So staff is coming up with four decision points that you may want to consider. The first decision point is qualifier. Do we extend the program to elderly disabled, low income or only low income individuals? The second decision point is the purpose for expanding the transportation to low income residents. Is it for work, medical, or personal and how are we going to verify that information? The third decision point is area. Is it compatible with our taxi voucher program and on demand program? The last decision point is the subsidy amount. How much are we going to subsidize the low income? Staff recommends 90% for the disabled and elderly instead of the 75%. Ms. Tieken stated that staff also recommends utilizing a pilot program for other individuals that are not elderly or disabled but are low income, using a limiting criteria, to see what that impact would be and perhaps limiting the program to 100 participants. Staff would like guidance for the development of the pilot program. Chairman Loughmiller stated that any decision we make has to take into consideration the impact on the City's budget. We have to stay within the

cap previously set for the program. Ms. Tieken stated that the \$300,000 funding will come in the next fiscal year that starts June 1st. The funds from FTA are available with matching funds. We currently have \$400,000 from TxDOT and if we get the \$400,000 in FTA funds during this fiscal year that will be a total of \$800,000. Chairman Loughmiller stated that the MUTD Board needs to be careful that we don't approve something that the other cities in the district cannot afford to provide. Board member Shemwell stated that perhaps we need to adjust the percentages in order to make the service effective and efficient for everyone. We need to target the population so we are not overburdening the other cities, yet still providing service to residents of McKinney. Board member Borg stated that we should quantify the pieces before we make a decision. Ms Michelle Bloomer, DCTA, stated that adding 100 participants that are low income should not affect the program as long as a large portion of those individuals can be certified for the taxi voucher service and not the on demand response program. There might be a short-term impact on the level of service because we have a limited number of taxis available in Collin County. The number of taxis operating in Collin County currently is based on demand. Chairman Loughmiller stated that obviously the Board wants to consider a low-income rider subsidy. I believe now DCTA should work with staff to give them different cost parameters to bring back to the Board as an action item. Board member Borg stated he would make the recommendation that representatives of the cities work with DCTA staff to come up with a good quantification for the Board to discuss at the next meeting. Chairman Loughmiller stated that each individual Council is going to be able to determine what amount they ultimately want to spend on the program. . Staff is directed to come up with a formula to present to the various City Councils.

17-863 Chairman Loughmiller called to continue the DCTA Service Update.

Kristina Brevard, Vice President, Planning and Development, stated that the mobility options that DCTA is working on for the future including passenger rail are the commuter corridors along Highway 380, the DNT and US 75. With Uber and Lyft we have the ability to set a targeted zone and time blockings to meet the demands of the public. In the next year, we will be looking at conducting transportation forums for Collin County to tackle the growing demand between now and 2045. We are available to discuss the next levels of transportation, however, we have to work with NCTCOG and other funding sources. Ms. Tieken stated that the City of McKinney staff has worked with DCTA to get contacts at Toyota and Nebraska Furniture Mart to hold a job fair in McKinney for that aspect of the program. Once we get the two buses from TAPS, perhaps we can start a commuter circulation route. DCTA currently has a commuter rail that travels 21 miles from Denton through Lewisville along Interstate 35 corridor which connects to DART's green line at Trinity Mills for continued service into Dallas. In addition to providing alternative commute options, there has also been a great increase of development around the majority of our stations. DCTA Chief Operating Officer Raymond Suarez stated that one of the concepts that we are looking at for BNSF rail for Frisco is innovative options for funding sources including federal funding and perhaps a sales tax. There are some opportunities with how we build a rail and who actually capitalizes that piece of it and the operating costs. Usually light rail is electrified and commuter rail runs on a Class 1, 2, or 3 railroad track so it shares track with freight. We could use the existing rail but certainly would have to upgrade it. We have to do some engineering analysis to determine what speed you can operate but if it's on the ground and it's contiguous, we can upgrade that rail line. Chairman Loughmiller stated that to get rail from Plano to McKinney, the cost estimate is \$400 million. The half-cent sales tax raises \$13 million a year. To get to the \$400 million number, you are 30 plus years out.

That's before you will actually see the service. Board member Shemwell stated that if Denton can fund a commuter rail, McKinney could fund a commuter rail. I would like to give staff direction to find out what other cities are doing to provide commuter rail so we can get something implemented in McKinney.

17-866 Chairman Loughmiller called for Update on TxDOT Grant Extension Request. Housing and Community Development Manager Janay Tieken stated the current budget we were under from TxDOT started September 1, 2016, and was set to expire August 31, 2017. We requested an extension to May 31, 2018 so we wouldn't lose that money. The extension was granted. We were able to keep that state grant and the city contribution. We are in the process and getting very close to getting our FTA allocation. We have \$1.3 million in capital that's available and operating funding available at a little over \$1.3 million. The 50/50 match is \$800,000 as soon as we get our FTA funding. We have not received the apportionment letter from TxDOT but have been told by FTA that this is something we can expect.

Chairman Loughmiller called for Citizen Comments

Mr. Peter Bailey, 4700 South Ridge Road, McKinney, stated that he has used the on demand service and it was satisfactory. For the Board's future consideration, have DCTA again notify doctors and other vendors of their existence and how the system works. Continue working on obtaining the TAPS buses equipped with handicap features to provide regular transportation.

Board unanimously approved the motion by Vice President Branch, seconded by Secretary Rath to adjourn. Chairman Loughmiller adjourned the meeting at 7:45 p.m.

BRIAN LOUGHMILLER
Chairman

ATTEST:

TRACY RATH
Secretary