

## **NIRCC / TRANSIT PLANNING COMMITTEE (TPC)**

### **Minutes: April 8, 2019**

The Transit Planning Committee (TPC) of the Urban Transportation Advisory Board (UTAB) convened on Monday, April 8, 2019 at 1:30 p.m. in Citizens Square, Conference Room 220, at 200 East Berry Street, Fort Wayne, Indiana.

The following members were present:

Member	Justin Clupper
Member	Russ Garriott
Member	Howard Traxmor
Member	Sheila VanAsperen
Member	Kathy Baer

The following members were absent:

Vice Chair	Chris Beebe – <i>accepted minutes and officer nominations via email – satisfied 6 person quorum for approvals</i>
Member	Donnieka Woods
Member	Joni Schmalzried
Member	Ross Bumgardner
Member	Pat O’Brian
Member	Kevin Whaley
Member	Jason Casteel*

\* denotes non-voting member

Staff present included Matt Vondran. Also in attendance were Betsy Kachmar with Citilink and Karen Bachman with Easter Seals Arc. Bill Troe with SRF consultants also participated in the meeting via web conference.

The meeting began with introductions. Mr. Clupper was attending his first TPC meeting as the new Executive Director of CTN and Ms. Bachman was attending her first TPC meeting as the new CFO for Easter Seals Arc. The first item on the agenda was the approval of the February 2019 minutes. Mr. Traxmor asked for a correction to the minutes regarding the spelling of his name, it does not have an “e” on the end. Mr. Vondran stated that he would make the correction and asked for approval of the February minutes with the correction addressing the spelling of Mr. Traxmor’s name. Mr. Clupper made the motion to approve the February minutes and Ms. Baer seconded, the motion passed.

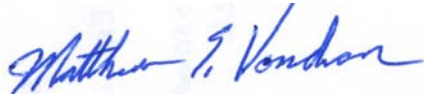
The Committee then moved to the second item on the agenda, a discussion on TPC membership and officer election. Mr. Vondran distributed and discussed a document listing the current TPC membership and describing the TPC make-up / process (attached). Ms. VanAsperen noted that she had recently married and her last name had changed from Roberson to VanAsperen. Mr. Vondran stated that he would make the change in the TPC records and on the minutes. Mr. Vondran then asked the Committee for nominations for TPC Chair and Vice-Chair. He indicated that Mr. Beebe had volunteered, via email, to remain as Vice Chair if no one else was nominated. Mr. Vondran also stated that Mr. Beebe, via email, stated that he would also vote with the Committee to approve nominations. Mr. Clupper volunteered to be Chair, there were no other nominations for Chair or Vice-Chair. Mr. Vondran asked for a motion to approve Mr. Clupper as Chair and Mr. Beebe as Vice-Chair. Ms. VanAsperen made the motion to approve and Mr. Garriott seconded, the motion passed.

The Committee then moved to the third item on the agenda, a progress update and draft report review of Citilink's Comprehensive Operational Analysis (COA) / Transit Development Plan (TDP) via a web conference with Bill Troe, the projects consultant. Mr. Vondran distributed the agenda for the web conference and the slides that were presented (attached) by Mr. Troe. The Committee had a lengthy discussion with Mr. Troe regarding the progress of the project and the proposed route recommendations. Mr. Traxmor also suggested and discussed a few alternatives to the current route recommendations, which Mr. Troe requested that he (Mr. Traxmor) send him specifics on via email so he could follow up on them. Mr. Troe stated that they (SRF) would continue to work on the plan and anticipated the next round of public meetings to occur in June or July, with the final plan anticipated to be complete in August.

Due to the length of the COA/TDP discussion, the Committee tabled the fourth item on the agenda, agency updates, until the next meeting.

The next TPC meeting is scheduled for June 10, 2019.

There being no further business, the meeting was adjourned.



Matthew E. Vondran  
Senior Transportation Planner  
NIRCC

# Transit Planning Committee (TPC) Membership

As of April 2019

## *Eleven voting, One Non-Voting*

### 1-Allen County Representative (Plan Commission)

- Chris Beebe - *Vice Chair*

### 1-Fort Wayne Representative (Planning and Policy)

- Sherese Fortriede or Russ Garriott - *Member*

### 1-New Haven Representative (Plan Commission)

- Kevin Whaley - *Member*

### 1-Non-Profit /Paratransit Provider

- Donnieka Woods, AIHS - *Member*

### 1-Community Transportation Network (CTN) Representative

- Justin Clupper – *Member* – New as of April 2019

### 1-Citilink Board Appointment

- Howard Traxmor - *Member* - New as of February 2019

### 1-Citilink Labor Representative

- Sheila Roberson, ATU - *Member*

### 2- Private Sector Transportation Representatives

- Ross Bumgardner, Deluxe Taxi - *Member*
- Pat O'Brian, Excursions Trailways – *Member*

### 2-Consumer / Consumer Advocacy Representatives

- Kathy Baer, Turnstone - *Member*
- Joni Schmalzried, AWS Foundation - *Member* - New as of February 2019

### 1- INDOT Public Transit Section Representative

- Jason Casteel, INDOT - *Non Voting Member*

*NIRCC Participant – Matt Vondran*

*Citilink Participant – Betsy Kachmar – can also serve as proxy for Citilink Board Appointment*

Meetings are held bi-monthly: February, April, June, August, October and December (typically the 2<sup>nd</sup> Monday of the month). Notice will be sent approximately two weeks prior. The schedule for 2019 is below.

<b>Transit Planning Committee</b>
<b>Monday @ 1:30pm</b> Citizen's Square Conference Room 220
February 11, 2019
April 8, 2019
June 10, 2019
August 12, 2019
October 14, 2019
December 9, 2019

## **TPC Makeup and Process**

*Eleven voting, One Non-Voting*

1-Allen County Representative (Plan Commission)

1-Fort Wayne Representative (Planning and Policy)

1-New Haven Representative (Plan Commission)

1-Non-Profit /Paratransit Provider – AIHS

1-Community Transportation Network (CTN) Representative

1-Citilink Board Appointment

1-Citilink Labor Representative

2- Private Sector Transportation Representatives

2-Consumer / Consumer Advocacy Representatives

- *Currently Turnstone and AWS Foundation*

1- INDOT Public Transit Section Representative – non voting

- *Bi - Monthly Scheduled Meetings – Feb, April, June, Aug, Oct, and Dec*
- *Only 6 members needed for a quorum*
- *Proxies are allowed and attendance can be via conference call*

# Fort Wayne/Citilink COA and TDP Transit Planning Committee

April 8, 2019

1:30 PM

NIRCC

## Agenda

1. Overview of the TDP Steps and Current Status:
  - a. Overview of Four Steps
  - b. Where are we?
2. Potential Service Plans (Review Concepts):
  - a. Revenue Neutral Plan (Preliminary)
  - b. Balance in Revenue Neutral Plan
  - c. Opportunities with Increased Revenue/Service Enhancements
  - d. Concerns with Stagnating Revenue Conditions/Service Reduction
    - i. Possible reduction in service alternatives
3. Discussion/Questions
4. Next Steps
  - a. Final Round of Public Meetings



**CITILINK**

Transit Development Plan



# Transit Plan Steering Committee/TPC Meetings

☒ April 8, 2019

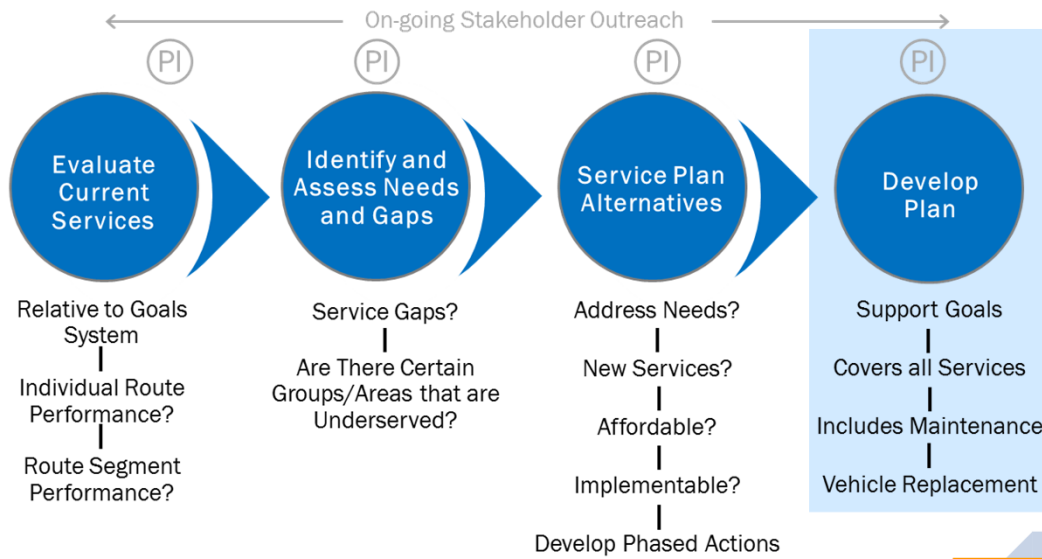


## Agenda

- ☒ Current Status of Work Plan
  - ☒ Where are we Today?
- ☒ Service Plan Options:
  - ☒ Revenue Neutral
  - ☒ Revenue Enhancement
  - ☒ Revenue Stagnation/Decline
- ☒ Final Document Outline
  - ☒ Discussion/Questions
- ☒ Next Steps:
  - ☒ Public Meetings

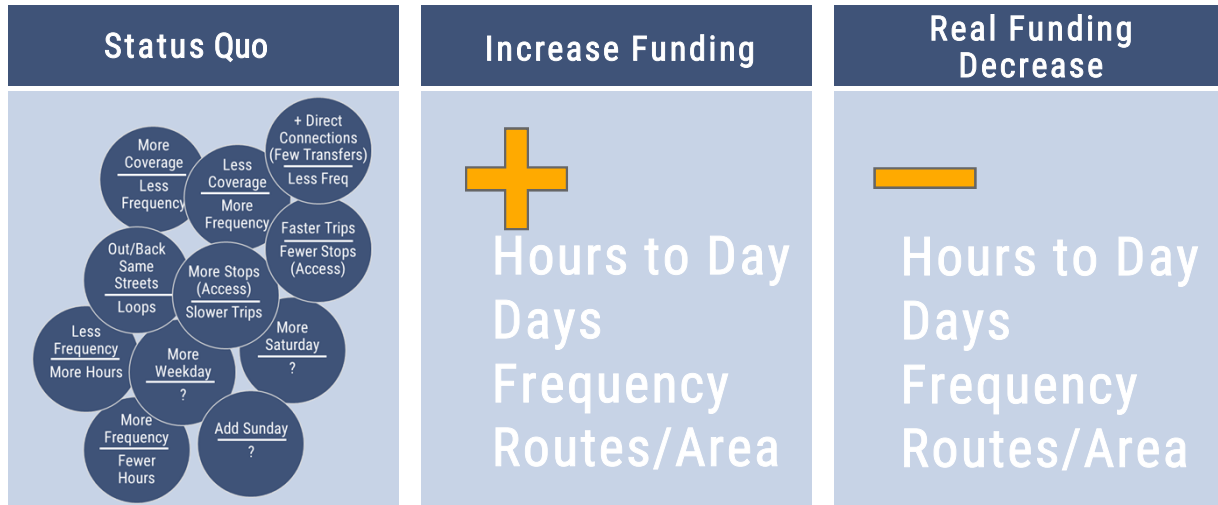


# Steps to Preparing the Plan



# Service Change Philosophy/Range of Concept

## Future Paths – Based on Funding



## Service Ideas/Direction

- ❑ Step 1: Reduce/Eliminate Inefficiencies/Poor Producing Segments
  - ❑ No Whole Route Removal
  - ❑ Squeeze More From Current
- ❑ Step 2: Reallocate Revenue Hours from Step 1:
  - ❑ Fill Gaps
- ❑ Step 3: Consider Enhancements if have MORE Funding:
  - ❑ Range from +5% to +15%
- ❑ Step 4: What if Funding was to DECLINE:
  - ❑ General Hard Choices



# Revenue Neutral Concept – Short Term

7

## Concept Summary - Revenue Neutral

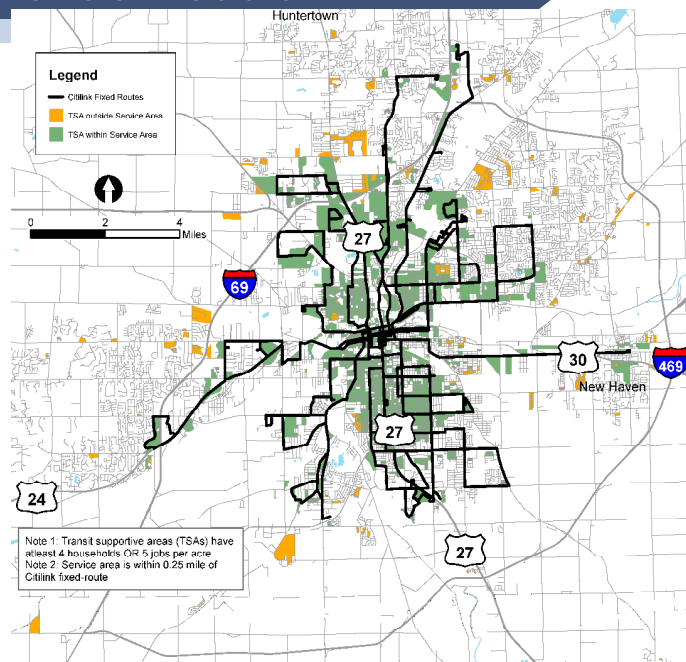
- ☒ Remove Loops If Possible
- ☒ ¼ to ½ Mile Separation between Parallel Routes
- ☒ Reroute to Avoid Unproductive Areas
- ☒ Reduce Redundancy

8

# Concept Summary - Revenue Neutral

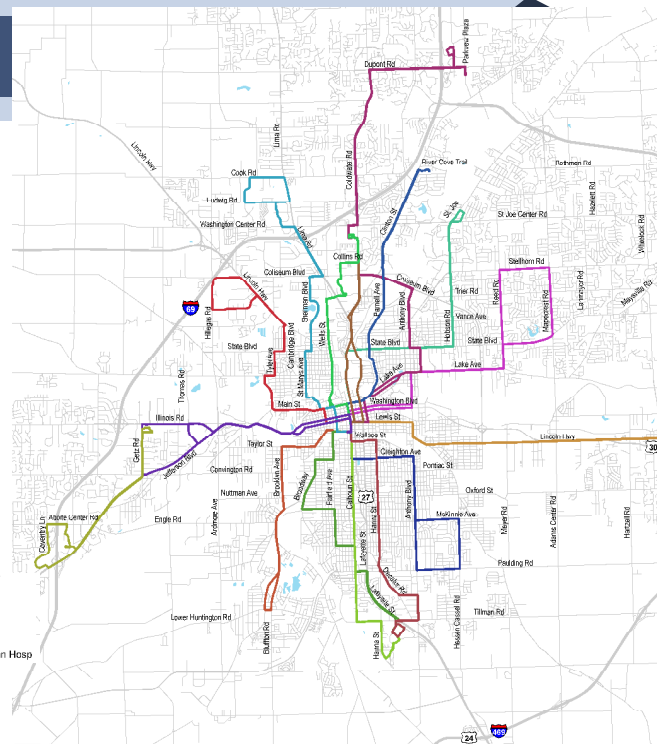
## Considerations in Analysis:

- ☒ Currently Unserved Areas – Is it Productive to Extend Service?
- ☒ Chapel Ridge/Milk Plant/GM
- ☒ Specific New Service Requests (Partner Funding Possible) - (Sweetwater/ PFW/ Parkview Medical)
- ☒ Specific New Service Requests (No Funding) – Airport Area/St Joe Trustee/Chapel Ridge
- ☒ 34X – Limited Runs



# Revenue Neutral Network

- ☒ Same Budget
- ☒ Have Small Balance:
  - ☒ Add Route
  - ☒ Add Frequency
  - ☒ Reserve Fund

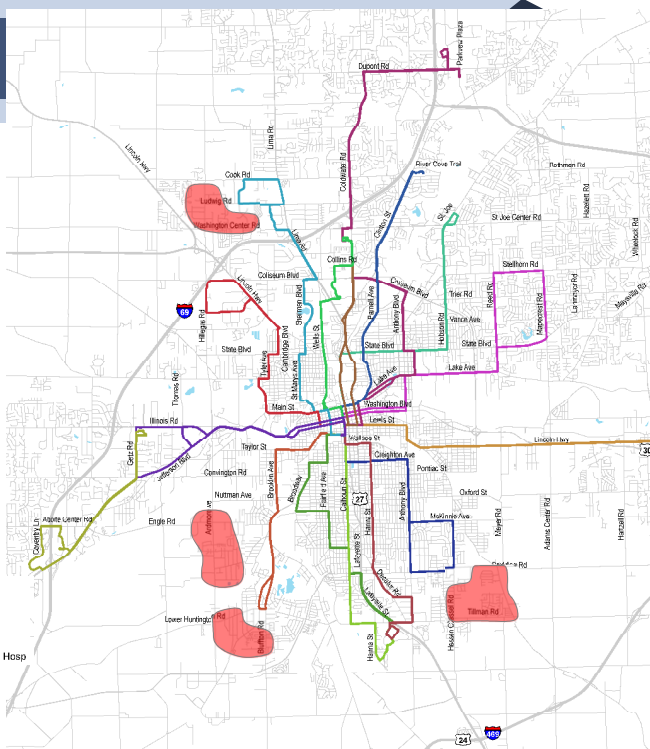


- 1 - Brooklyn-Bluffton
- 2 - Broadway-Fairfield
- 3 - Anthony-Paulding
- 4 - Calhoun
- 5 - Hanna
- 7 - New Haven
- 8 - Lake
- 9 - St Joe
- 10 - Hobson- N Cokwiter
- 11 - Clinton
- 12 - Coldwater
- 13 - Wells
- 14 - St Marys-Lima
- 15 - Leesburg-Lincoln
- 16 - Timas Corner
- 22 - W Jefferson-Lutheran Hosp



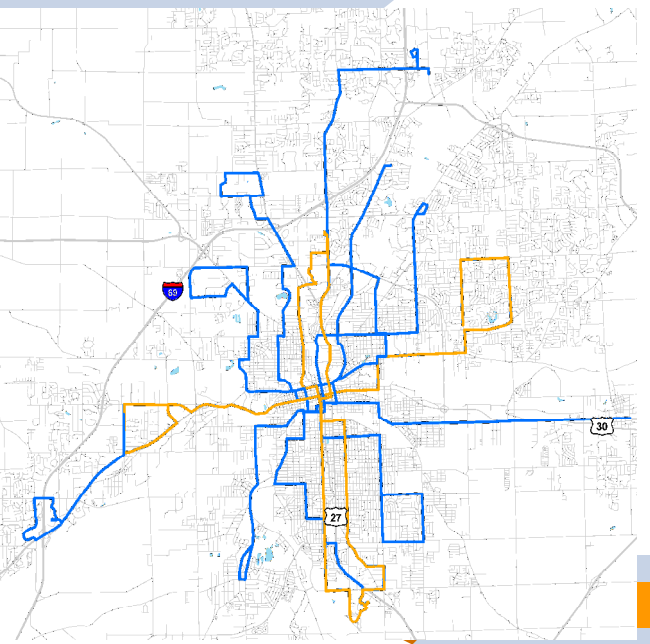
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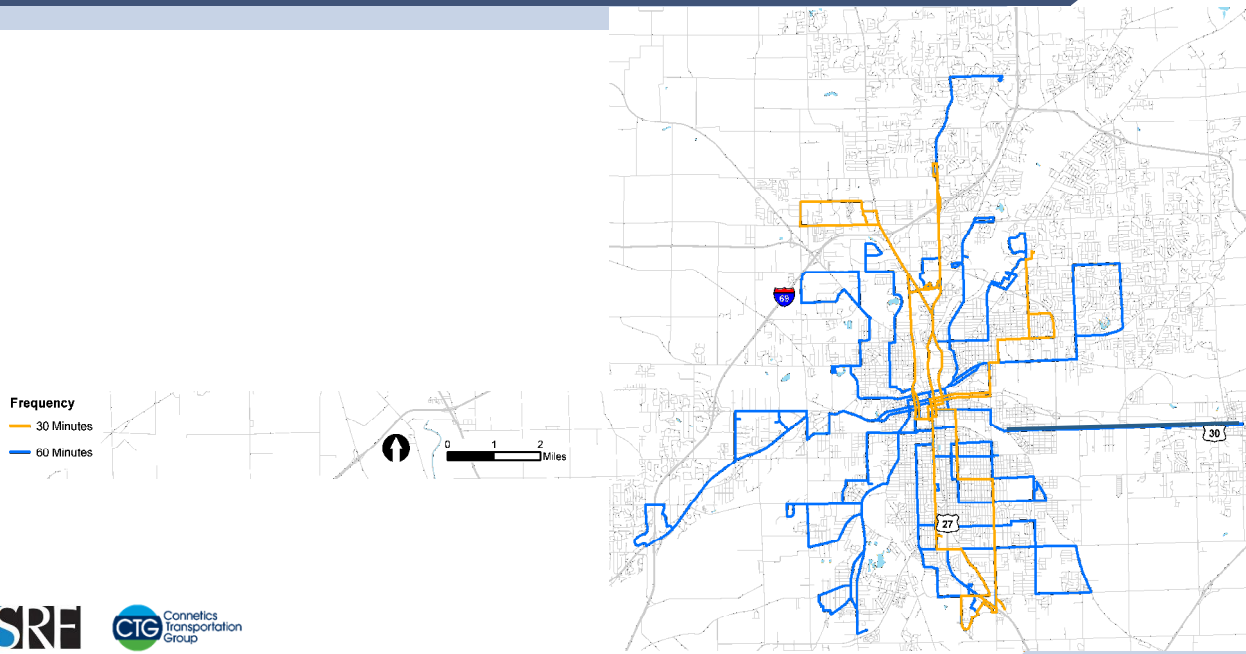


# Revenue Neutral - Frequency

- ☒ Most Routes – Still 60 Minutes
- ☒ Add East-West 30-Minute



## Current Network - Frequency



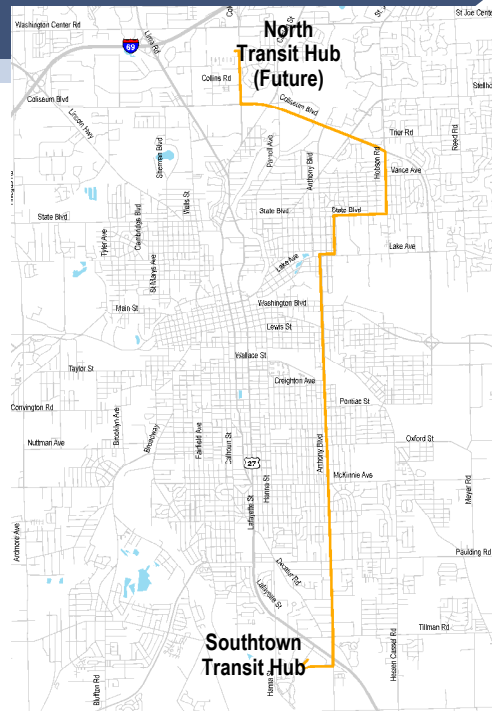
## Cost Neutral Network - Options

- ☒ Baseline network saves 28 daily revenue hours
- ☒ Re-allocation Options:

Budget Available	Crosstown	Span	Frequency
\$750,000 or 7,500 annual revenue hours	Operate Anthony Crosstown route	6 routes extended span (+3 weekday hours)	1 route upgraded to 30 min frequency (weekday only)

# Anthony Cross Town

- ☒ Connects Southtown Transit Hub with Recommended New North Transit Hub
- ☒ North Hub: Clearwater/ Washington Center Area
- ☒ Does not Access Central Station



# Revenue Increase/ Decrease Concepts

# What If Scenarios

☒ Can Increase Revenue:

- ☒ 5% Increase
- ☒ 10% Increase
- ☒ 15% Increase

☒ Real Revenue DROPS:

- ☒ 5% Increase
- ☒ 10% Increase
- ☒ 15% Increase



# Concept Summary - Increase

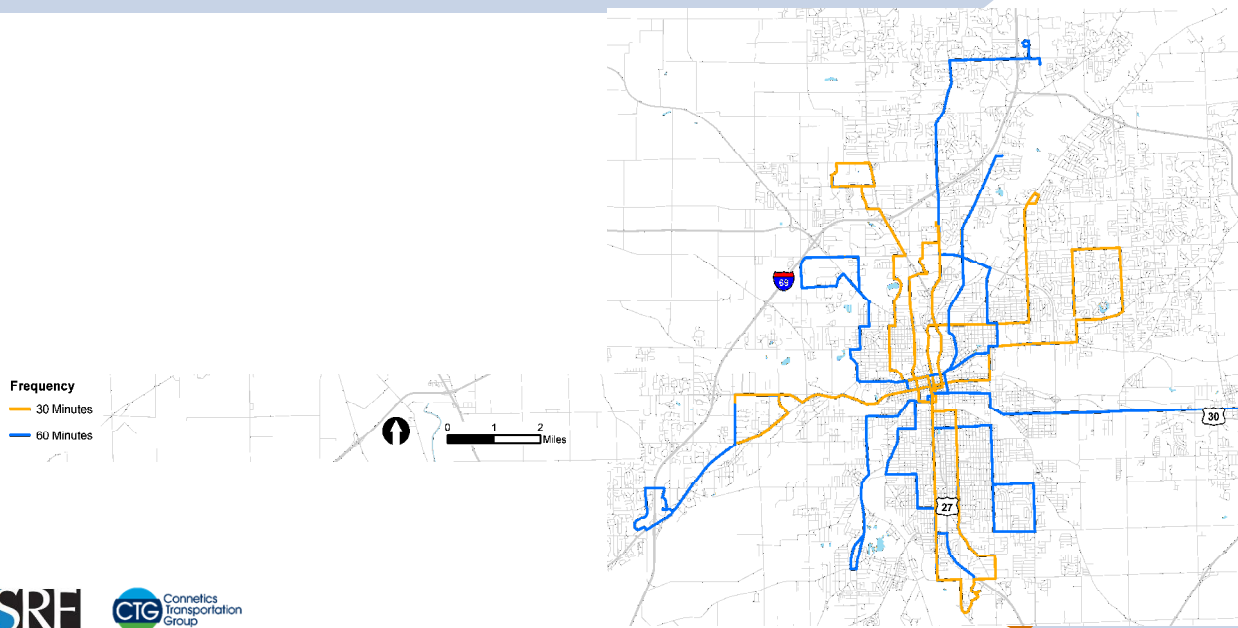
Service Change	Add Local Route	Frequency	Frequency	Other
Add 5% to Operating Budget (+\$500,000 – 5,000 Revenue Hours)	Add 1 Route	6 Routes – 3 Added Hours Each	To 1 Route	
Add 10% to Operating Budget (+\$1,000,000 – 10,000 Revenue Hours)	Add 2 Routes	12 Routes – 3 Added Hours Each	To 2 Routes	Add Sunday Service
Add 15% to Operating Budget (+\$1,500,000 – 15,000 Revenue Hours)	Add 3 Route	All Routes – 3 Added Hours Each	To 3 Routes	Add Sunday Service and ONE of Other Options

Notes:

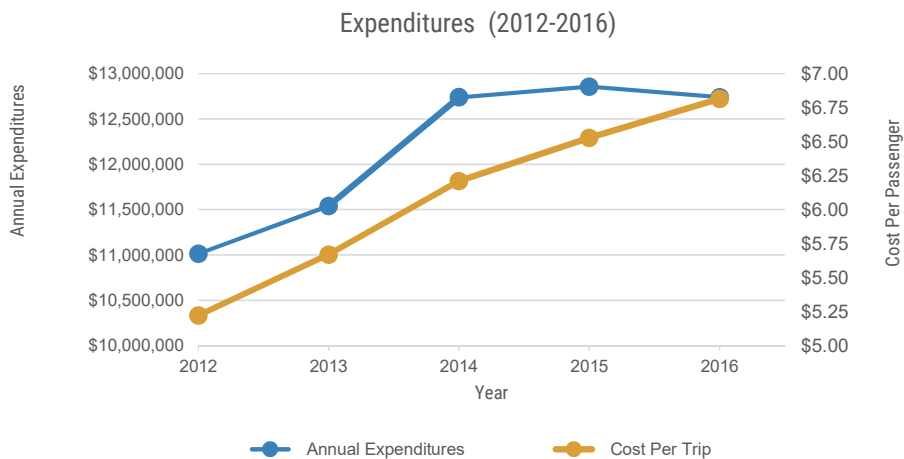
- 1 - New route assumes 60 minute headway and service 6 days a week
- 2 - Upgrade frequency assumes route operates every 30 minutes on weekday for 14 hour span



# Recommended Network – Added Frequency



# 2012-2017 Funding



# Funding Stagnation – Has Repercussions

Service Change	Options			
	Route Cuts <sup>1</sup>	Reduce Service Span/Hours	Reduce Route Frequency <sup>2</sup>	Other
Reduce Operating Budget by 5% (-\$500,000 / -5,000 Revenue Hours)	Cut 1 Route	Reduce all Routes by One Hour Weekdays	-2 Route	
Reduce Operating Budget by 10% (-\$1,000,000 / -10,000 Revenue Hours)	Cut 2 Routes	Reduce all Routes by Two Hours Weekdays	- 4 Routes	Cut Saturday Service
Reduce Operating Budget by 15% (-\$1,500,000 / -15,000 Revenue Hours)	Cut 3 Route	Reduce all Routes by Three Hours Weekdays	-6 Routes	Cut Saturday Service and ONE of Other Options

**Notes:**

- 1 - Cut route assumes on 60 minute route weekdays and Saturday
- 2 - Reduce frequency assumes route operates every 60 minutes (from 30) on weekdays for 14 hour span



# Wrap-up

☒ Questions/Discussion:

- ☒ Recommendations
- ☒ Other

☒ Finishing Up the Plan:

- ☒ Public Input
- ☒ Final Document





## Stop Level Ridership

- ☒ The largest individual trip attractors are in outer areas (~4 miles from city center)
- ☒ North clearly has the most of these attractors
- ☒ Downtown core accounts for about 10% of total daily ridership

