

Tippecanoe County Coordinated Human Services Transit Plan

Appendix 9A: Annual Review and Assessment Meeting, December 19, 2011

**Prepared by the Area Plan Commission of Tippecanoe County
for Lafayette, West Lafayette, Dayton, Battle Ground, Clarks Hill and
Tippecanoe County**

Meeting Minutes

**Area Planning Commission of Tippecanoe County
Coordinated Human Services Transit Plan
Annual Assessment Meeting – Minutes
December 19, 2011
Tippecanoe Room, Tippecanoe County Office Building**

I. Purpose: Stakeholders met for the third annual assessment of the Coordinated Human Services Transit Plan (CHSTP). The CHSTP mission is to reduce and remove obstacles and improve transportation options for disabled, elderly and low income persons. The Plan requires an annual meeting of stakeholders to: report progress, facilitate the exchange of information, and identify new challenges.

II. Stakeholders Present:

Jennifer Shook, Abilities Services
Jeff Florian, Lafayette Limo
Chris Irons, Home Instead Senior Care
Mike Bowsher, Home Instead Senior Care
Cheryl Harmon, Wabash Center
Milissa Lake O'Hern, The Arc of Tippecanoe County
Catherine Moran, Tippecanoe County Council on Aging (TCCA)
John Metzinger, CityBus
Marty Sennett, CityBus
Joann Vorst, Lafayette Adult Resource Academy (LARA)
Margy Deverall, City of Lafayette
Sallie Fahey, Area Plan Commission
John Thomas, Area Plan Commission
Doug Poad, Area Plan Commission

III. 3rd Year Status Report

Doug gave a brief introduction, overview and reasons for the meeting. Everyone then introduced themselves.

- A) John and Sallie reviewed the status of work done by APC on each of the strategies from the previous meeting.
1. Examples of a master list of transportation options have been found and it should not be too difficult to develop a brochure for our community.
 2. The draft thoroughfare plan has not been completed. John mentioned that the current plan, as well as the subdivision ordinance, already requires sidewalk on arterial streets and in subdivisions.
 3. The meeting today fulfills the requirement to hold an annual meeting.

4. APC staff continues to assist CityBus in writing and reviewing grants for JARC and New Freedom funds. Staff is also seeking funds for sidewalk construction.

Sallie noted that APC is having a difficult time convincing INDOT to construct sidewalks along state roads. Some of the federal funds apportioned to our community are being used to install sidewalks on SR 38 and US 231 (Northwestern Avenue).

5. Staff continues to encourage context sensitive design when working with developers.
6. Staff continues to recommend complete street design for all road projects in the community.
7. Snow plowing was an issue discussed at the last meeting. The City of Lafayette did plow the Harrison and SR 26 bridges last winter, however; it is not a high priority for them.
8. APC continues to stay in contact with the Convention and Visitors Bureau. Packets continue to be provided to incoming Purdue freshman and they do include transit information.
9. Sallie reported that: a) The committee working to incorporate context sensitive solutions into the State's design manual still has not yet met; b) the use of local federal funds to install sidewalks along state roads has already been mentioned; c) the issue of locating state offices in local communities on transit routes is still an important issue. She continues to raise this issue with state legislators; and d) while APC has not done any work in regard to low hanging limbs, the Lafayette Tree Fund trims trees upon request. She added that if any clients encounter this problem, they should contact Bev Shaw in West Lafayette and Belinda Kyger in Lafayette.
10. Sallie then reported on new tasks. All Metropolitan Planning Organizations in Indiana were given the charge by the Federal Highway Administration and INDOT to make sure that communities were implementing their ADA plans. A staff member has been assigned to the task and has been working with the cities and county. Additionally, there is now a multijurisdictional committee that meets regularly to keep track of progress and discuss common issues.

She added that even though the three smaller towns are not required to have an implementation plan, APC will be developing a mobility plans for them.

The other new items that APC has been addressing include missing sidewalks, a complete street policy, and reviewing the proximity of bus stop locations to social service agencies. When US 52 is reconstructed in Lafayette, it will have a sidewalk on at least one side. Doug is also finishing a sidewalk inventory. A complete street policy will be included in the next transportation plan and elected officials will start reviewing it soon. A map has been created showing bus stops and sidewalks.

Comments and Questions

- *A question was asked: Is there a specific reason why sidewalks are considered in certain areas and not others? Klondike needs them because of the schools on Klondike, children walking along the road, it's busy and narrow. The response: The county has put the reconstruction of Klondike into the plan and will also reconstruct Lindberg out to Klondike. Both roads will have sidewalks and/or trails. Sidewalks are also considered where the needs are already demonstrated by worn paths.*
- *It was also mentioned that when the ADA transition plans are completed, the highest priorities will include: activity centers, government agencies, schools, social service agencies and bus stops.*

B) Marty Sennett reported on current CityBus efforts, initiatives and service.

1. Two public hearings will be held today regarding the discontinuation of service between Meijer and the new IU Health Arnett hospital. There are only two riders a day. Even though it is partially funded with JARC funds, spending close to \$200,000 per person is not a wise use of these funds. The service will run through January 9th.

It was asked what will happen to the grant money. Marty replied that CityBus will either give it back to INDOT/FTA or CityBus will look to see if it can be used on other routes.

2. The supplemental Access service being provided to Ivy Tech will be discontinued at the end of the school year. The additional service mirrors that of Purdue University. Currently Ivy Tech pays for those students who use the supplemental Access service. However, there is considerable demand for the service and Ivy Tech does not have the funds to continue offering it. There is a strong desire by students, Ivy Tech and CityBus to continue the supplemental Access service.

CityBus has identified the need to provide supplemental Access service to students with disabilities in order for them to access higher education such as Ivy Tech and Purdue University. The strategy to address the need is simple: provide additional Access service. The challenge is funding. The use of federal New Freedom funds would allow the supplemental Access service to continue.

CityBus requests that this identified need and strategy/project be incorporated into the Coordinated Human Services Transit Plan.

C) Cheryl Harmon reported on current Wabash Center issues and progress.

1. It was reported at last year's meeting that the Center had applied for three low floor minivans. Those vans will be arriving this week.
2. The Center will again be applying for additional vans through the 5310 program.

D) Joann Vorst from the Lafayette Adult Resource Academy reported on its activities.

1. LARA started out as a minimal WorkOne site. It is now a full fledged site. Workshops are also being held at LARA and there is no longer a need to send clients to the Cascade site. The transportation issue has been resolved.

The new site is extensively used and LARA's location is easily accessible by CityBus. A sign will be installed at 13th and Union to let people know where LARA is located.

Joann added that there still is a need for sidewalks along Park East.

2. Joann stated that Matrix has moved to the Cascade/Park East area. Matrix serves those who are most in need and do not have vehicles. She asked how those persons are going to get to Matrix.

E) Catherine Moran reported on the County Council on Aging activities.

1. The vans applied for and approved in 2010 still have not yet arrived.
2. Catherine stated that she has been investigating a transportation service called TRIP which stands for Transportation Reimbursement Information Project. Currently there are no agencies in the Midwest that offer this service. The program gives the person who needs a ride the responsibility for finding a person to transport them and the program reimburses the driver. The program is funded through private sector or foundation grants. Additional details about the program and its history were provided.

An advisory committee will be formed in January and the hope is to start the pilot program in the fall of 2012 or sometime in 2013.

The program would not replace Care-A-Van at first but may have that potential. Currently the cost is over \$200,000 a year to transport 289 riders about 80,000 miles. The TRIP program would provide the same amount of service for a significantly smaller cost.

It was asked if there is a capability to include private sector providers as the driver. Catherine responded that it is the responsibility to the rider to find a driver and it could be a taxi company.

Catherine then explained that the Indianapolis senior center uses taxies and a voucher program. The voucher helps offset the cost but it does not cover all of it.

Who is providing the grants? Catherine said that no one has been identified yet. However, a list of grant opportunities has been identified. The goal is to write a grant for a three year period.

Doug asked other organizations to provide status reports.

- F) Jeff Florian mentioned that he has a dozen ADA accessible vehicles that are available to help. Outside of a few small jobs around town, they are primarily used in Indianapolis.

He added that it would be difficult for them to transport an individual who may just want to go to Wal-Mart since there is a two hour minimum fee, but they could help and assist organization and groups like CityBus in making the connection from the bus stop to the front doors at St. Elizabeth East.

Catherine commented that she is very interested in discussing their use since the replacement vehicles have not yet arrived and one of their vans cannot be used.

- G) Margy Deverall reported a problem that recently arose. A person in a power assisted chair was trapped on one side of the river at Depot Plaza. It was late at night; the elevators were not working so the person contacted 911. While the person only needed a ride to the other side of the river, there are limited options available for persons in power assisted chairs.

Margy stated that the elevators frequently do not work and the city is currently looking for solutions. One option being considered is to provide some type of cab or Access service. Since there are very limited services available for persons using power assisted chairs, it is difficult to find a company who can provide that service at a moment's notice.

Sallie asked if it would be possible to post Jeff's phone number at the Depot to help travelers who use the train or Greyhound. Jeff stated that his service would be available for emergencies. Marty added that CityBus could help during regular operating hours.

Another solution discussed was accessible ramps. Margy added that the city has entered into a contract with an engineering firm to look at all the accessibility issues at the Depot.

John Thomas asked if anyone knew what the percentage of all wheel chairs are power chairs. Several responded stating that their use is increasing.

This identified need and strategies/projects will be incorporated into the Coordinated Human Services Transit Plan.

IV. Issues and Challenges, and ideas for solutions, open discussion:

Doug mentioned that this was the time for an open discussion of issues and ideas. He said that in previous meetings there was interesting and productive discussion. He then asked if snow removal was still an ongoing issue.

Marty replied that since we live in a northern climate, it will always be an issue. John Metzinger added that in looking at the big picture, it's a relative infrequent issue and it usually resolves itself in a day or two. He could not recall any complaints last year.

John Thomas asked if there were any locations where snow is routinely removed. Marty replied that the city mostly removes the snow at the Depot.

Doug highlighted some of the remaining challenges that were reported last year. He then asked the group if there were any old or new issues they would like to discuss.

Sallie asked if Mike and Chris from Home Instead would like to add anything to the meeting. Mike stated they do provide transportation services. Staff are trained and help clients walk from the vehicle to the doctor's office. They also wait with them if need be. They do assist clients getting in and out of wheel chairs. The service is for-profit.

It was asked if their services were 24/7 and the response was: yes.

It was asked if they have any handicapped vehicles: they do not.

Chris added that most of the clientele they serve cannot simply be dropped off. They are an Area IV provider and Area IV reimburses the transportation cost. Transportation is the most requested service from the Area IV clients.

Discussion continued in how the TRIP program would work for the Home Instead clients. Sallie added that ZIP Car might work well with the program. There could be license drivers who do not have a car and they would be able to help with the TRIP program if allowed to use a ZIP car.

Margy stated that if there are any tree problems within Lafayette, they should contact the "Action Center" on Lafayette's web site. All of the calls are tracked and closely monitored.

John Metzinger reminded everyone of the travel training program and he described the service.

Doug then summarized the issues that were reported:

- 1) Being able to provide enough transportations to disabled students (IVY Tech and Purdue),
- 2) ADA issues and challenges at Depot Plaza,
- 3) The TRIP program, and
- 4) Private providers are in attendance and willing to help.

Meeting Agenda

THE

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SALLIE DELL FAHEY
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Tippecanoe County Coordinated Human Service Transit Plan Annual Review and Assessment Meeting

Tippecanoe Room, Tippecanoe County Office Building
December 19, 2011
2:00 p.m.

Meeting Agenda

- 1) *Welcome and Introductions*
- 2) *Progress Reports*
 - Area Plan
 - CityBus
 - Wabash Center
 - Lafayette Adult Resource Academy
 - Tippecanoe County Council on Aging
 - Others
- 3) *Issues and Challenges, and ideas for solutions - Open Discussion*
- 4) *The 2040 Metropolitan Transportation Plan: Completing the Streets*

Tippecanoe County Coordinated Human Services Transit Plan

Appendix 9B:

**The 2040 Metropolitan Transportation Plan: Completing the
Streets, December 19, 2011**

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for Lafayette, West Lafayette, Dayton, Battle Ground, Clarks Hill and
Tippecanoe County**

Meeting Minutes

**Area Planning Commission of Tippecanoe County
The 2040 Metropolitan Transportation Plan: Completing the Streets
Stakeholder Discussion – Minutes
December 19, 2011
Tippecanoe Room, Tippecanoe County Office Building**

Doug stated that the Area Plan Commission is developing the next long-range transportation plan and it will focus on all transportation needs. John Thomas was then introduced as the staff member who is leading the project.

John introduced the title of the plan, explained its focus, and compared it to those done previously. The new plan will look at all modes of transportation and users rather than just solely on cars and trucks.

John presented a map showing sidewalks and bus stops. The sidewalks are based on 2010 aerial photos. He then pointed out areas where there are no sidewalks and areas where sidewalks are only located on one side of the street.

He asked the group to identify where sidewalks are needed. The list would then become a recommendation in the plan.

John Metzinger stated that the greatest need would be along SR 38, SR 26 (in Lafayette), Klondike Road, US 52 West, Greenbush (Elmwood to Wabash Center). Several others also commented that Greenbush was a high priority area. SR 25 West from Old Romney Road to Old US 231 is another high priority area. This is the location where the pedestrian fatality occurred. Sallie then shared with everyone the two projects INDOT is proposing to add safe pedestrian facilities.

Discussion shifted to the dirt path along SR 38 from Lafayette Market Place to Creasy Lane and at Cambridge Estates.

John Metzinger stated that sidewalks are needed on SR 26 beginning at Earl Avenue and going east. Some of the busier bus stops along the corridor are at Target, the Chinese restaurant, and at the hotels. The ones by the hotels are especially busy at night.

Discussion shifted to Klondike Road where people and joggers often use the wrong side of the road. There are no shoulders or safe area.

John Thomas stated that there are some shoulders on Happy Hollow, but on the hill it is very tight. He added that the reconstruction project is not advancing as quickly as anticipated.

Sallie asked if the partial sidewalks on Veterans Memorial Parkway were o.k. John Metzinger replied that it would be helpful to have sidewalks on both sides. He added that there is a lot of development on both sides. The sidewalk on the south side doesn't serve transit users very well because it is located on the back side of the ditch.

A question was asked how do bus patrons cross the ditch? John Metzinger replied that riders who are on the south side board and deboard at the corners.

John Thomas asked about ridership along Old US 231. It was pointed out that there are bus stops in this area but no sidewalks. John Metzinger replied that people board near the Saw Mill Run area and from Montifiore Street to Teal Road. Discussion then focused on TSCs alternative school and bus stops near Elston Road. Ridership in this area is small.

John Thomas asked if there are any retail centers that are problematic since most do not have any sidewalks connecting road sidewalk to the store front. John Metzinger replied that they are not a problem because the bus usually goes to the front doors.

John M. added that on Route 7, the bus stop will be moved further away from Wal-Mart due to route timing and mileage. More detailed information was provided. The new stop will be at Commerce Drive which is on the north side of the parking lot. Transit riders will then have to walk through the parking lot to get to the store and there are no sidewalks or delineators in the parking lot for them.

John Thomas stated that the problem with big box stores is that they do not provide a sidewalk or any type of pedestrian space from the sidewalk through the parking lot.

John Thomas asked about Meijer. John Metzinger and Marty replied that the bus stops at the front door but a place is needed for the bus to turn around.

John Metzinger mentioned that CityBus does not turn into the Pavilions. He added that there is a sidewalk from SR 26 into the development but most of the riders are getting on and off at Starbucks. There are no sidewalks there and a path is now worn in the grass.

John Thomas asked if there were any issues with Greenbush further to the east. John Metzinger replied that there are none.

John Thomas asked if there were any problems around any of the schools, especially Jeff High School. There were no responses.

John Thomas asked Catherine if there are any problem locations that she has heard about from from their clients. She replied that it would be nice to have a bus stop at the center, but she is instead having Katy from CityBus visit monthly and talk about riding the bus. Many of the clients ride Care-A-Van or drive.

John Thomas asked Jennifer if she has heard of any problems, and she had no information to provide.

Milissa reported there were no issues since the bus stops right by them.

Margy reported no issues.

Jeff stated that bus pulloffs should be considered on Klondike, especially at the schools and Venetian Blind. Discussion continued about the Klondike and Lindberg Road projects. John Thomas asked Mike and Chris if they knew of any locations and they had none to report.

John Thomas asked for everyone to think about sidewalk needs and report back to him in mid January.

Jeff asked those attending if they had looked into CNG (Compressed Natural Gas). He added that there are currently no stations in Lafayette but there are several in Indianapolis. He did look into it and it's very expensive, especially the fueling station.

Sallie asked if he had discussed this with the Co-op. He has not, but has with Vectren.

John Thomas asked if CityBus had looked into it. Marty replied that they started to. CityBus will be updating its strategic plan next year and that will be considered. He then provided details regarding the use of diesel versus other fuels, fuel mileage, maintenance, storage facilities, flammability, and fueling station size.

John Thomas asked if they had looked into other fuels. John Metzinger replied that all electrical buses are expensive. Discussion followed concerning charging time, and battery technology. John Metzinger stated that hydrogen cells are not feasible now.

Doug asked if there were any additional comments. With nothing else to report, Doug thanked everyone for coming and adjourned the meeting.