MEETING AGENDA
Public Transportation Advisory Committee
Thursday, March 30, 2017 | 1:00 P.M. (local time)
Texas Department of Transportation (TxDOT)
200 East Riverside Drive, Room 1A.2
Austin, TX 78704

1. Call to Order.

2. Safety Briefing.

3. Introduction of Public Transportation Advisory Committee (PTAC) members and comments from PTAC members.

4. Approval of minutes from January 26, 2017 meeting. (Action)

5. TxDOT’s Public Transportation Division Director’s report to the committee regarding public transportation matters.

6. Review and discussion of areas of Texas Administrative Code under consideration for 2017 rulemaking efforts. Detailed discussion on Federal Transit Administration Section 5310 and Section 5339 programs. (Action)

7. Update and discussion on Regionally Coordinated Public Transportation Efforts. (Action)

8. Discussion and development of PTAC Work Plan based on PTAC’s guiding principles and comments made at the January 22, 2015 meeting. (Action)

9. Public Comment – Public comment will only be accepted in person. The public is invited to attend the meeting in person or listen by phone at a listen-in toll-free number: 1-855-437-3563 [US] with attendee access code: 598 304 40. The meeting transcript will be placed on the Internet following the meeting.

10. Propose and discuss agenda items for next meeting; confirm date of next meeting. (Action)

11. Adjourn. (Action)

I certify that I have reviewed this document and that it conforms to all applicable Texas Register filing requirements.

CERTIFYING OFFICIAL: Joanne Wright, Deputy General Counsel, (512) 463-8630.
AGENDA ITEM 4
Rob Stephens called the meeting to order at 1:01 P.M.

Josh Ribakove gave a safety briefing for attendees at 1:02 P.M.

Rob Stephens opened this item at 1:03 P.M. All attending members provided a brief spoken introduction about themselves.

Rob Stephens opened this item at 1:06 P.M.

John McBeth moved to approve the September 27, 2016 meeting minutes.

J.R. Salazar seconded the motion.

The motion passed unanimously at 1:07 P.M.

John McBeth moved to approve the September 27, 2016 meeting minutes.

J.R. Salazar seconded the motion.

The motion passed unanimously at 1:07 P.M.
Eric Gleason began his report at 1:08 P.M. The report touched on TxDOT’s recent business meeting for transit operators, the transit academy in the Rio Grande Valley, federal apportionments, the next steps in the regionally coordinated transportation planning process, and the recently completed §5310 program public workshops and new §5310 scoring process.

Questions and comments from John McBeth and J.R. Salazar.

**AGENDA ITEM 6: Update on transit needs assessment work (Action).**

Rob Stephens asked Eric Gleason to open this item at 1:15 P.M. Mr. Gleason introduced Michael Walk from the Texas Transportation Institute (TTI), who began his presentation at 1:17 P.M.


**MOTION** John McBeth moved to include Saturday/Weekend service in the assessment.

**SECOND** Christina Melton Crain seconded the motion.

The motion passed unanimously at 1:46 P.M.

**AGENDA ITEM 7: Review and discussion of areas of Texas Administrative Code under consideration for 2017 rulemaking efforts (Action).**

Eric Gleason introduced this item at 1:46 P.M. He identified the pertinent areas of code, examined why those areas were suggested, and proposed a schedule for future discussions.

**AGENDA ITEM 8: Discussion and development of PTAC Work Plan based on PTAC’s guiding principles and comments made at the January 22, 2015 meeting (Action).**

Rob Stephens led this discussion beginning at 1:57 P.M.

No action taken.

**AGENDA ITEM 9: Public Comment**

Rob Stephens introduced this item at 2 P.M.

Public comment from Judy Telge of Coastal Bend Center for Independent Living. She had positive comments about the §5310 Public Workshop that was held in her area, and she hopes to be engaged in future discussions about options “like Uber” in rural areas.

**AGENDA ITEM 10: Propose and Discuss Agenda Items for Next Meeting; confirm Date of Next Meeting (Action).**
Rob Stephens initiated and led this discussion beginning at 2:05 P.M. He suggested that “rules” be included in the next agenda.

The next meeting is scheduled for Tuesday, March 28, 2017 at 1 P.M. Time and location TBD.

AGENDA ITEM 12: Adjourn (Action).

**MOTION**  John McBeth moved to adjourn.

**SECOND**  J.R. Salazar seconded the motion.

Meeting adjourned at 2:08 P.M.

Prepared by:     Approved by:

__________________________________________  _________________________________
Josh Ribakove    Rob Stephens, Chair
AGENDA ITEM 6
TEXAS ADMINISTRATIVE CODE (TAC): FAST ACT CHANGES – PART 1 (5310 & 5339)

Public Transportation Advisory Committee Meeting
March 30, 2017
Overall Scope of Rule Changes

Four Programs:

- FTA Section 5310 Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities
- FTA Section 5339 Grants for Buses and Bus Facilities
- FTA Section 5311 Formula Grants for Rural Areas
- State Formula Grants (Rural and Urban)
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
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<tbody>
<tr>
<td>PTAC Initial Discussion of Rulemaking Need</td>
<td>January 26, 2017</td>
</tr>
<tr>
<td>PTAC Meeting to Discuss 5310 &amp; 5339 Rules at Concept-Level</td>
<td>March 30</td>
</tr>
<tr>
<td>PTAC Meeting to Discuss 5311 &amp; state formula Rules at Concept-Level</td>
<td>Late May – early June</td>
</tr>
<tr>
<td>July Semiannual Operators’ Meeting</td>
<td>July 12</td>
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<tr>
<td>PTAC Meeting to Comment on Draft Rule Text</td>
<td>July 25</td>
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<tr>
<td>Adoption of Proposed TAC revisions by Transportation Commission</td>
<td>August 31</td>
</tr>
<tr>
<td>2nd PTAC Meeting to Comment on Final Rules</td>
<td>October 31</td>
</tr>
<tr>
<td>Transportation Commission Meeting, Final adoption of TAC revisions</td>
<td>December 14</td>
</tr>
<tr>
<td>Final Rules published in Texas Register</td>
<td>December 22</td>
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<tr>
<td>TAC Revisions become effective 20 days after filing with the Texas Register</td>
<td>January 12, 2018</td>
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TAC Update Focus

- Project Types
- Eligible Sub-recipients
- Project Selection Process
Section 5310 Program Description

- TxDOT receives funds from FTA for areas < 200,000 population (small urban and rural)
- Approximately $7 million each year
- Allocated by TxDOT district
- Competitively awarded within the district
FY 2016 Section 5310 Award Categories

- Purchase of Service: 39%
- Fleet: 24%
- Operating: 8%
- Mobility Management: 11%
- IT: 2%
- Preventive Maintenance: 7%
## Section 5310 FY 2016 Grant Sub-recipients

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<th>Sub-recipient type</th>
<th>Number of sub-recipients</th>
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<tr>
<td>Health and Human Service agency that coordinates service</td>
<td>17</td>
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<tr>
<td>Private Non-Profit</td>
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<tr>
<td>Private Taxi</td>
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</table>
FAST ACT: Traditional Program Projects ($\geq 55\%$ of funding)

- Range of eligible traditional project types:
  - Fleet
  - Purchase of Service
  - Mobility Management
  - Computer hardware and software
  - Preventive maintenance
FTA Circular Language:

- ELIGIBLE SUB-RECIPIENTS FOR TRADITIONAL SECTION 5310 PROJECTS.
  - A private nonprofit organization; or
  - A state or local governmental authority that:
    - is approved by a state to coordinate services for seniors and individuals with disabilities; or
    - certifies that there are no nonprofit organizations readily available in the area to provide the service.
5310 Eligible Private Non-profit Sub-recipients

- Centers for Independent Living
- Senior Nutrition Centers
- Adult Day Health Centers
5310 Eligible State or Local Authorities

- Area Agencies on Aging
- Community Action Associations
- Councils of Governments and Regional Planning Commissions that have services for seniors and disabilities under their umbrella
- County Human Services organizations
- Public Transit providers (referring to Chapter 461)
FAST ACT: Non-traditional Program Projects

< 45% Non-traditional and traditional sub-recipients

- Capital projects

All sub-recipients

- Operating

- No prioritization of sub-recipients
- State admin also comes from this portion.
Fleet and Related Equipment - vehicles; vehicle procurement, testing, inspection, and acceptance costs; radios and communication equipment; wheelchair lifts and restraints; initial component installation costs; extended vehicle warranties that do not exceed industry standards; vehicle rehabilitation, remanufacture, or overhaul

IT Equipment - transit-related intelligent transportation systems; microcomputer hardware and software; the introduction of new technology through innovative and improved products

Infrastructure - vehicle shelters; curb cuts, sidewalks, pedestrian signals, or other accessible features

Leased Equipment, as described in 49 C.F.R. Part 639

Purchase of Service

Mobility Management
Stakeholder/Public Involvement

- Public workshops providing stakeholders and riders in each district to voice concerns and establish priorities

Project Scoring

- Conducted within the division by Public Transportation Coordinators, reflecting the needs identified in the coordinated plans and the public workshops
FTA Section 5339 Bus and Bus Facilities Program

- **Rural Areas** - All states receive $1,750,000 in section 5339 rural funds per year, which TxDOT distributes to rural transit districts

- **Small Urban** - Texas received $3,431,927 in section 5339 funds in FY 2016 for distribution to small urban agencies

- Commission-adopted formula used to distribute among areas within Texas
Texas Administrative Code Rule §31.30 provides direction to TxDOT on administering the section 5339 “Bus and Bus Facilities” Program:

“allocate the available program funds so that each eligible subrecipient will receive a proportional share of available funding based on the remaining useful life of its public transportation fleet and the cost of replacing that fleet using the department's information system containing transit fleet data”
Issues related to using the current formula:

- Transparency
- Handling of dual recipients with consolidated fleets in the inventory
- Fleet retention and disposition practices
Ideas evaluated as alternative methods:

Allocate funds proportionate to:

- Vehicle Revenue Miles
- Number of Vehicles in Agency Transit Fleet
- Population and Land Area (rural) or Population (urban)

Findings:

- All of these alternatives would create significant changes in allocation amounts
- Can ease transition through phasing change over a period of time
Change in Allocation Amounts Using VRM vs Current (Remaining Useful Life)

Rural Transit Districts

Not to scale: One System at 601% (increases by $128k), One at +190% (increases by $71k)
Next PTAC Meeting

- PTAC Late May – Early June Meeting (Date TBD):

- Agenda Topics
  - Follow-Up from Today’s Meeting
  - Summary of Current Formulas (FTA Section 5311 and State Funds) – Areas of Potential Change
  - Discuss Concepts for Changes
Appendix

Details on Section 5339 Program Formula
Example: Coyote Coaches’ Adjusted Fleet Replacement Cost (FRC)

<table>
<thead>
<tr>
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<th>B</th>
<th>C</th>
<th>D</th>
<th>E</th>
<th>F</th>
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average depreciation \times total FRC = adjusted FRC
### Determining Proportional Share

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<th>D</th>
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<td>total fleet</td>
<td>adjusted FRC</td>
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<td>0.290 scaling constant &quot;E&quot;</td>
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\[
\text{available funds} \div \text{total adjusted FRC} = E
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\[
\text{adjusted FRC} \times E = \text{award}
\]
AGENDA ITEM 7
STATUS OF COORDINATED REGIONAL PLAN UPDATES

- FTA guidance is to update public transit-human services transportation plans every five years

- This involves (1) conducting an inventory of transportation resources, (2) conducting an assessment of gaps and unmet needs, and (3) identifying strategies to address these gaps and needs

- Emphasis is on those deemed most dependent on public transportation, especially individuals with disabilities and seniors

- Lead agencies & stakeholders in each of Texas’ 24 planning regions develop their own plan

- Most regions have worked on their plan over the past year or so. Six regions have finished their updated plans; Sixteen regions are nearing completion and plans should be complete April 1; Two regions are on a different cycle and are not updating plans this year

CURRENT CALL FOR PROJECTS

- A call for Innovative Demonstration Projects was posted on Feb. 10; applications are due on March 27

- Projects will study, test & evaluate ways to improve services, products or systems to help achieve strategies identified in the recently developed regional plans

- This call is open to a wide group & not limited to designated lead agencies that manage the regional planning effort

- We anticipate a statewide award of between $500,000 and $700,000; a minute order should go before the Texas Transportation Commission for approval in June, and; we aim to have contracts in place Sept. 1

EMERGING ISSUE: CONTINUITY OF LEAD AGENCY EFFORT

- A couple of years ago, PTAC called for an increased emphasis on the implementation of regional plans over additional planning activities when it comes to use of future regional planning funds.

- The Division then announced plans for a new funding strategy calling for TxDOT to provide (1) continued funding to lead agencies every five years to development new or updated plans; and (2) funding during in-between years to be used exclusively for demonstration projects to help achieve strategies identified in these plans (instead of reimbursing for routine monthly or quarterly meetings of regional stakeholder planning committees).

- Without funding to support ongoing planning services, a number of lead agencies have elected to discontinue that role
AGENDA ITEM 8
1. Support Public Transportation

- **Goal:** Implement an efficient, effective, and sustainable public transportation system.
  - **Objective:** Strategically leverage all available resources to maximize service provided throughout the state.
    - **Task:** Develop consistent and transparent methods to award funds (e.g. §5310 Program, §5311 Program, and Transportation Development Credits.)
  - **Objective:** Increase financial stability of the state’s transit providers
    - **Task:** Identify, develop, and implement options to accommodate the lag in federal funding availability.
    - **Task:** Explore the creation of a reserve fund to provide gap funding, loans, and/or lines of credit.

- **Goal:** Support financial sustainability of local, state, and federal investments in the maintenance and expansion of critical transportation assets.
  - **Objective:** Strategic and aggressive pursuit of competitive federal grant funding.
    - **Task:** Develop 3-year list of capital project needs statewide.
    - **Task:** Develop long-term strategic plans for investment.
  - **Objective:** Improve individual and collective planning competencies and financial capacity within agencies.
    - **Task:** Develop and implement leadership forum (particularly focused on best practices for financial stability).
  - **Objective:** Encourage and support the recruitment, retention, and training of personnel.
    - **Task:** Develop innovative financing training/knowledge sharing opportunities.

- **Goal:** Conduct regular evaluations of funding initiatives and results to guide future direction and decision-making activities.
  - **Objective:** Achieve continuous service performance improvements.
    - **Task:** Review past program funding, develop best practices and performance metrics for investments that maximize services.
    - **Task:** Review past investments and develop best practices for evaluation of new fund development and its impacts on maintenance and capital.
2. Promote Coordinated Transportation

- **Goal:** Increase coordination to maximize the availability and use of transportation resources (funding, services, etc.)
  - **Objective:** Develop and implement an approach to the coordinated call for projects that exhibits a commitment to coordination.
    - **Task:** Review previous §5310, §5311, JARC and New Freedom investments under the coordinated call and evaluate coordination best practices for coordination of funding, services, and/or community participation.
    - **Task:** Develop metrics and funding criteria that promote best practices in coordinated calls for projects.
    - **Task:** Develop advance trainings that build coordinated call applicants’ understanding of the desired outcomes, requirements, and suggested approaches for a successful application.
  - **Objective:** Develop metrics that will allow evaluation of the funding formula’s consistency with the strategic values of regional coordination.
    - **Task:** Define strategic values for coordination.
    - **Task:** Develop metrics for coordination.
    - **Task:** Test evaluation of the funding formulas based on coordination metrics.

- **Goal:** Encourage and reward innovation.
  - **Objective:** Develop investment practices and grant management policies that support innovation and entrepreneurial approaches to regional coordination.
    - **Task:** Research and review best practices at all levels for innovation and entrepreneurial approaches to regional coordination.
    - **Task:** Establish metrics and goals for TxDOT-implemented best practices.

- **Goal:** Support initiatives to create sustainable communities.
  - **Objective:** Understand what local jurisdictions are doing to promote sustainability and the implications for public transportation in Texas.
    - **Task:** Research what local jurisdictions are doing to create sustainable communities.
    - **Task:** Evaluate research to determine possible implications for PTN.

- **Goal:** Conduct regular evaluations of funding initiatives to guide future direction and decision-making activities.
  - **Objective:** Achieve continuous service performance improvements.
- Task: Review past programs and develop best practices for performance-based evaluation of coordination activities, projects, and programs.

- Task: Review past investments and develop best practices for evaluation of investments via the coordinated call for projects.