

# City of Jefferson Transit Development Plan

## Steering Committee Meeting Agenda July 19, 2005

### In Attendance

#### **Committee Members:**

Councilman Ken Ferguson, City of Jefferson City Council  
Councilman Dean Martin, City of Jefferson City Council  
Councilman Brian Crane, City of Jefferson City Council  
Steve Billings, Missouri Dept. of Transportation – Multi-modal Operations  
Bill Robinett, Missouri Dept. of Transportation - Transit Section  
Carrie Carroll, Downtown Jefferson City, Inc.  
Paula Hartsfield, Jefferson City School District  
Brian Wekamp, Jefferson City Chapter, National Federation of the Blind  
Bonnie Schroder, Jefftran Rider/City of Jefferson Admin  
Dan Massie, City Citizen

#### **City Staff and Study Team:**

Janice McMillan, Deputy Director of Planning and Transportation  
Alan Morrison, Long Range Transportation Planner  
Richard Turner, Transit Division Director  
Anne Stratman, Administrative Assistant, Planning & Transportation Services  
John Dobies, TranSystems Corporation

**Meeting Purpose:** Briefing on the Transit Development Plan Project  
Review Project Scope & Schedule  
Interactive Discussion on Transit in Jefferson City

**Meeting Purpose:** Status Report on the Transit Development Plan Project  
Review Public Input  
Review Findings to Date and Preliminary Conclusions  
Discussion of Next Steps

### **I. Project Status Report**

Dobies provided an overview of the project's status to date. He noted that the project is on schedule and has been going smoothly. No problems have been encountered.

Regarding the project schedule, Dobies asked the committee whether a steering committee meeting prior to Sept. 20<sup>th</sup> would be useful. He explained that the schedule calls for the next meeting to be Sept. 20<sup>th</sup> on the same day as the final public meeting.

Towards the end of the meeting it was concluded that it would be helpful for the committee to have another steering committee meeting in approximately six weeks (towards the end of August) to review conclusions and preliminary recommendations prior to the public meeting in September.

### **II. Public Involvement Program**

Dobies provided an overview of input received through the public involvement program to date. He referred the group to the brief report that includes a matrix showing comments received from

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each of the public involvement activities. He stated that input received from the public would be an important consideration in the development of conclusions and recommendations in each of the areas, such as transfer center location, service levels, etc.

Dobies concluded that the input received from the public has been very useful.

Dobies explained that the last significant public involvement activity is the home interview survey which will be conducted during the next several weeks. He stated that the survey results will be compiled and a report will be available in approximately 4-5 weeks. The summary report will be made available to the committee.

### **III. Review of TDP Work Tasks**

#### **A. Transit Operating Facilities Evaluation**

Dobies stated that one of the tasks in the project is to inspect and evaluate the transit operating facilities such as the maintenance shops, storage buildings, etc. He explained that the initial inspection has been completed and compiled in a technical report but the evaluation cannot be completed until later in the study when it is determined whether JEFFTRAN services will be expanded, and if so how much.

Dobies stated that the inspection found the operating facilities to be in good condition, well maintained, and functional. He went on to say that it does appear that the facilities have limited capacity. He said that capital cost estimates for improving or expanding the facilities will be included in the capital program that will be developed as part of the project.

#### **B. Transit Center Evaluation**

Dobies stated that the question regarding the location of the central transit center was very important to the other study tasks and it would be most helpful if the committee would provide some direction on the preference. He went on to say that JEFFTRAN has outgrown the transfer center at Jefferson and High streets and there are essentially 4 alternatives:

1. Stay at Jefferson & High but make as many improvements as possible to mitigate operating problems.
2. Move to another on street location in the downtown area.
3. Move to an off street location in the downtown area (site undetermined)
4. Move to the Greyhound site.

In discussion it was concluded that moving from the current location was preferable due to the constraints and conflicts. It was noted that a move to the Greyhound station would resolve the current operating problems, but would represent only a fair solution for the transfer center relocation. As such, it was suggested that the city should pursue a different location for the ultimate solution.

Janice McMillan pointed out that there are funding and timing issues associated with creating a new transit center. A new transit center would require about an acre or 1.5 acres of land, cost in the range of \$700,000 to one million dollars to develop and require at least 4-5 years for total

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project development. This amount of time was needed to secure funding, select a site design, etc.

In discussion it was concluded that the preferred approach was to move to the Greyhound location as soon as practical as an interim measure. The city will concurrently begin the initial work on developing a transfer center at a different location in the downtown area.

TranSystems will perform the following in support of this approach:

- Verify the space program for a transit center, provide a design concept at a generic site and provide photo examples of transit centers developed in other communities.
- TranSystems will review the measures required to make the Greyhound station a functional transit center and develop a “least cost solution” cost estimate for achieving these improvements.
- TranSystems will prepare a route and service plan for the relocated transit center.

It was concluded that all service plans developed as part of the project will assume that the transfer center is located at the Greyhound station.

### **C. Transit Service Improvement Plans**

There was a discussion on the matter of 30 minute service intervals versus 40 minute service intervals related to the tight running times the routes currently have. Dobies explained that something has to be done because the tight running times lead to late operation and interfere with the timed transfers. He explained that there are essentially three ways to address the problem:

- Add a bus to each of the routes to cover the expanded running time and possibly reduce the service frequency to 20 minutes. This would result in a near doubling of costs and is considered impractical.
- Maintain the 30 minute service interval but trim back the routes as necessary to reduce the required running time. Target should be having buses able to complete the cycle in 25 minutes.
- Increase the service interval to 40 minutes which would allow a cycle time up to 35 minutes.

In discussion, it was clear that there was a trade-off between the 30 minute and 40 minute service intervals. While maintaining the 30 minute frequency would require some portions of the routes to be discontinued, expanding the interval to 40 minutes would complicate schedules.

Committee member Billings stated that he thought maintaining the 30 minute interval was preferable because going to 40 minutes would be a discernable reduction in service. Moreover, he was of the opinion that portions of the existing routes with no ridership or light ridership could be discontinued with a small negative effect on current riders.

Committee member Massie stated that he felt the complication to the schedules would be significant if the 30 minute frequency were not maintained. He asserted that it was important to be able to express the scheduling terms of 2 departures per hour at the same clock time.

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At the suggestion of Committee member Martin, it was concluded that the committee should review a route and schedule plan for each option. Dobies agreed that this was a reasonable way to address the question. TranSystems will prepare two service concepts, one with 30 minute intervals and another with 40 minute intervals.