

**COLUMBIA AREA TRANSPORTATION STUDY ORGANIZATION (CATSO)
Health and Human Services Transportation Plan
August 23, 2007**

Background:

The Federal Transit Administration's (FTA) *Safe, Affordable, Flexible and Efficient Transportation Equity Act - A Legacy for Users* (SAFETEA-LU) and *Circular 9070* require that all Metropolitan Planning Organizations (MPO) prepare a transportation plan to enable accessing Health and Human Services related funding. At this time the FTA funds affected are Sections 5310 Elderly and Disabled, Section 5316 Joint Access and Reverse Commute, and Section 5317 New Freedom.

Below is an excerpt of FTA Circular 9070, discussing the obligation and the required plan elements.

**CHAPTER V
COORDINATED PLANNING**

1. THE COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN.

SAFETEA-LU requires that projects selected for funding under the Section 5310, JARC, and New Freedom programs be "derived from a locally developed, coordinated public transit-human services transportation plan" and that the plan be "developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public." The experiences gained from the efforts of the Federal Interagency Coordinating Council on Access and Mobility, and specifically the United We Ride Initiative, provide a useful starting point for the development and implementation of the local public transit-human services transportation plan required under the Section 5310, Job Access Reverse Commute and New Freedom programs.

2. DEVELOPMENT OF THE COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN.

a. Overview. A coordinated public transit-human services transportation plan identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, provides strategies for meeting those local needs and prioritizes transportation services for funding and implementation. Local plans may be developed on a local, regional, or statewide level. The decision as to the boundaries of the local planning areas should be made in consultation with the State, designated recipient and the MPO, where applicable. The agency leading the planning process is decided locally and does not have to be the designated recipient.

In urbanized areas where there are multiple designated recipients, there may be multiple plans and each designated recipient will be responsible for the competitive selection of projects in the designated recipient's area. A coordinated plan should maximize the programs' collective coverage by minimizing duplication of services. Further, a coordinated plan must be developed through a process that includes representatives of public and private and non-profit transportation and human

services transportation providers, and participation by members of the public. Members of the public should include representatives of the targeted population(s) including individuals with disabilities, older adults, and people with low incomes. While the plan is only required in communities seeking funding under one or more of the three specified FTA programs, a coordinated plan should also incorporate activities offered under other programs sponsored by Federal, State, and local agencies to greatly strengthen its impact.

b. Required Elements. Projects selected for funding must be derived from a locally developed, coordinated public transit-human services transportation plan that minimally includes the following elements at a level consistent with available resources and the complexity of the local institutional environment:

- (1) An assessment of available services that identifies current providers (public, private, and non-profit);
- (2) An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service (Note: If a community does not intend to seek funding for a particular program, (Section 5310, JARC, or New Freedom), then the community is not required to include an assessment of the targeted population in its coordinated plan.);
- (3) Strategies and/or activities to address the identified gaps and achieve efficiencies in service delivery; and
- (4) Relative priorities for implementation based on resources, time, and feasibility for implementing specific strategies/activities identified.

Plan Foundation:

Organizations within the CATSO intend to compete for some of the identified federal grant funding. Therefore, the CATSO Technical Committee formed a working group to begin preparing a plan. The plan needs to be fully coordinated and approved by the Coordinating Committee by late fall 2007. This Technical Committee working group also specifically invited the Mid-Missouri Regional Planning Commission and the OATS organizations to participate in this planning process.

Plan Preparation Methodology:

The CATSO Technical Committee Chairman met with some working group members to assess the Federal requirements and establish the plan preparation methodology, on April 4, 2007. It was agreed that the following steps in the development of the plan would fulfill all Federal specifications.

1. A Technical Committee working group would be established to meet as soon as possible to prepare a draft for the full Technical Committee's consideration, at their May 2, 2007 meeting. The CATSO Planning Staff would coordinate the meetings and the Transportation Staff would facilitate

the working group meetings. The Planning Staff coordinated the April 12, 2007 meeting via their Technical Committee listserv e-mail addresses.

2. The Technical Committee meetings are public and their agendas published in advance. Local media frequently attend these meetings. The Technical Committee would review the draft plan at their May 2, 2007 meeting and ideally vote to recommend consideration by the Coordinating Committee.

3. The Coordinating Committee meeting is later in the month of May 24, 2007 and once again in this a public meeting with agendas published in advance. Public comment will again be accepted. The Coordinating Committee might make minor modifications but then would agree to post the plan draft as a part of their minutes, on the Internet, and on public bulletin boards to accept public comment. These postings would invite the public comment, in any form, through July 13, 2007. At that time the Technical Committee working group would again meet to assess and incorporate all public comment and recommendations.

4. The August 1, 2007 Technical Committee meeting would then review the modified plan draft. If satisfied, CATSO Technical Committee would pass the plan draft on to the CATSO Coordinating Committee which would meet later in August 23, 2007. Once again, the Technical Committee meetings are all advertised and open to the public.

5. If the plan draft meets the CATSO Coordinating Committee's satisfaction they would adopt the plan and direct that it be dispatched to the Missouri Department of Transportation (MoDOT). Once again, the Coordinating Committee meetings are all advertised and open to the public.

Meeting the Plan Requirements:

1. Service Assessment and Needs Assessment: To fulfill the first two required plan elements, it was agreed to use the already published "Boone County Coordinated Transportation Service", dated 12-7-06, and posted at (<http://www.lscs.com/projects/Boone%20County/>). Please see attachment three for the report's Executive Summary. With a Federal Grant and local matching funds, the Boone County Community Partnership (BCCP) contracted with LSC Transportation Consultants Inc., BMI-SG, and the Missouri School of Journalism, Center for Advanced Social Research, to prepare a comprehensive inventory and needs assessment of the human transportation services in Boone County, Missouri. This was approximately a two-year assessment (2004 – 2006), incorporating tremendous public involvement via both surveys and public meetings. The assessments focused on transportation needs within Boone County. The CATSO Service Area fits within the assessment boundaries. This published assessment covers the first two plan element requirements; performing a "service" and a "needs" assessment covering the CATSO Service Area.

2. Develop and Prioritize Strategies to Maintain Current Service Levels and Fill Identified Shortfalls or Needs: The CATSO Technical Committee Working Group met on April 12, 2007 to develop and prioritize strategies for the Transportation Plan. All members of the Technical Committee plus the Mid-Missouri Regional Planning Commission and OATS were invited. Please see attachment one for attendance.

In developing and prioritizing strategies, the working group considered carefully the fact that the strategies needed to be very general and nonspecific such that they would equally apply to a grant request from Services for Independent Living, OATS Inc., Columbia

Transit, or the Boone County Family Resource Center. The working group discussed the fact that the difficulty in creating the strategies would be in keeping the specifics of various detailed “assessed needs” out of the plan strategies.

The strategies and prioritization was discussed at the April 12, 2007 meeting. A draft was e-mailed to the working group participants requesting further comment. Upon receipt of comments, adjustments were made to the prioritization and a list of ranked strategies; from most important to least important was prepared. Please see attachment two.

**CATSO Technical Committee Working Group
Meeting Attendance
April 12, 2007**

Ken Koopmans	kwk@GoColumbiaMo.com	City of Columbia	874.7250
Bob Cundiff	rmcundif@GoColumbiaMo.com	City of Columbia	874.7281
Mark Grindstaff	kmgrinds@GoColumbiaMo.com	City of Columbia	874.6281
Mitch Skov	mms@GoColumbiaMo.com	City of Columbia	874.7243
Jack Heusted	jackh@oatstransit.org	OATS Inc.	449-3789
Thaddeus Yonke	tyonke@boonecountymo.org	Boone Co Planning	886-4330
Bill Robinett	William.Robinett@modot.mo.gov	MoDOT Multimodal	573.526.1308
Mike Henderson	Michael.henderson@modot.mo.gov	MoDOT Co Planning	573.522.6214
Ed Siegmund	Edwardsiegmund@mnrpc.org	Mid-MO RPC	573.657.9779
Laura Baldwin	Lbaldwin@bcfr.org	Boone County Family Resources	874.1995

Attachment 1

**Public Transit / Human Services Transportation Plan
Prioritized Strategies**

1. Extend/Expand Services: to include service hours, geographical area, and may include employment centers.
2. Maintain/increase existing levels of service which may include replacement/additional vehicles.
3. Capital purchases to expand/upgrade passenger amenities/facilities.
4. Capital purchases to expand/modernize Information Technology Systems.
5. Increase community awareness of public transportation.
6. Maintain existing and expand support of and interface with Multimodal transportation.

**COLUMBIA AREA TRANSPORTATION STUDY ORGANIZATION (CATSO)
Health and Human Services Transportation Plan;**

**Documentation of CATSO's Public Participation Efforts
To seek Participation and Comment on the Plan Draft**

July 23, 2007

General:

Based on the original Health and Human Services Transportation Plan dated 05-02-07 this report documents CATSO's efforts to seek public comment on the draft plan.

Public Comment Efforts:

Throughout this process, the draft Health and Human Services Transportation Plan was posted on the City of Columbia's Website for review and comment at:

<http://www.gocolumbiamo.com/Planning/Documents/PublicTransitandHumanServicesTransportationPlan5-3-07.pdf>
<http://www.gocolumbiamo.com/Planning/Documents/Attachment3ExecutiveSummary-CoordinatedTransportationStudy12-14-06.pdf>

The following attachments document Staff's efforts to seek public comment on the draft Health and Human Services Transportation Plan:

- Attachment #4 – Email inviting CATSO Technical Committee members to attend initial working group meeting; included is the list of addressees.
- Attachment #5 – Mid-Missouri Transportation Alliance Meeting Minutes. M-MTA sent this document out to its 162 email addressees throughout central Missouri.
- Attachment #6 – CATSO Technical Committee Meeting agenda. Published on the City of Columbia's Webpage at:
<http://www.gocolumbiamo.com/Planning/Commissions/CATSO/catsotechagenda050307.php>
Note: all CATSO Technical and Coordinating Committee meetings are advertised in the Media and posted on the City of Columbia's website.
- Attachment #7 – CATSO Coordinating Committee Meeting agenda. Published on the City of Columbia's Webpage at:
<http://www.gocolumbiamo.com/Planning/Commissions/CATSO/CATSOCoor052407.php>
Note: all CATSO Technical and Coordinating Committee meetings are advertised in the Media and posted on the City of Columbia's website.
- Attachment #8 – Columbia Transit Public Information Meeting Press Release. This press release was sent out to all local press agencies as well as a mass emailing announcing the meeting using the addressee listings from the Columbia Area Transportation Study Organization (CATSO) and the Mid-Missouri Transportation

Alliance (M-MTA). Further Columbia Transit posted signs at the Wabash Station and on all Columbia Transit vehicles.

- Attachment #9 – M-MTA mass email announcing the Columbia Transit Public Information Meeting. This email went out to M-MTA’s 162 email addressees throughout central Missouri.

From: Denise Clark
To: CATSO Tech
Date: 4/6/2007 7:47:55 AM
Subject: Informational Meeting

CATSO Technical Committee members who have an interest in attending a meeting scheduled to discuss the preparation of the Coordinated Public Transit-Human Services Plan for the Columbia Metro Area. It will be held on Thursday, April 12, at 9:00 A.M. in the Third Floor Conference Room of the Daniel Boone Building.

CATSO will eventually have to adopt such a plan for the Columbia MPO for us to be in compliance with federal transportation regulations.

Please note you are not required to attend, this is just to advise of the meeting if you have an interest in attending it.

If you have any questions please contact Mitch Skov at 573-874-7243.

Thank you.

Denise Clark
Administrative Secretary
City of Columbia
Planning and Development Department
(573) 874-7639
dlclark@gocolumbiamo.com
planning@gocolumbiamo.com

CATSO Tech Members

To: [Brooks, Trent](#)
To: [Carey, Dwayne](#)
To: [Creech, Shane](#)
To: [Dusenberg, Michael](#)
To: [Glascock, John](#)
To: [Henderson, Mike](#)
To: [Joy, James](#)
To: [Knipp, Dion](#)
To: [Koopmans, Kenneth](#)
To: [McMahon, Brad](#)
To: [Mink, David](#)
To: [Moriarity, Timothy](#)
To: [NICHOLS, David](#)
To: [Radmacher, James](#)
To: [Robinett, Bill](#)
To: [Schupp, Mike](#)
To: [Shawver, Stan](#)
To: [Skov, Mitch](#)
To: [Stone, Richard](#)
To: [Teddy, Timothy](#)
To: [Wiess, John](#)
To: [Yonke, Thad](#)
Cc: [Nguyen, Daniel](#)
Cc: [Roeseler, Joni](#)
Cc: [Sullivan, Charles](#)
Cc: [Thomason, Timothy](#)
Cc: [Watkins, William](#)
Bc: [Briggs, Deidre](#)
Bc: [Fleck, John](#)

Attachment #4

Mid-Missouri Transportation Alliance (M-MTA)
Summary of April 25 M-MTA Steering Committee Meeting

Attendees: Laura Baldwin, Lynn Behrns, Bob Cundiff, Trevor Harris, Jack Heusted, Matt Nack, Steve Tatlow and Dawn Zeterberg.

Guest: Julio Loria, Grant Writer, Boone County Community Partnership

The Meeting started at 3:00p.m.

1. Daryl Watkins is no longer with Services for Independent Living (SIL). Since the M-MTA Steering Committee is made up of representatives of all non-profit and municipal transportation local providers, the group wishes to have a continued representative from SIL. Steve Tatlow will contact SIL requesting appointment of a qualified representative from that agency.

2. M-MTA continues to discuss which coordination efforts may best serve our communities. A need for one central resource that details all Boone County transportation services has come up repeatedly. A group of University of Missouri (MU) business students present results their semester project in this area on Wednesday, May 2 at 3:15p.m. in 205 Cornell Hall on the MU campus. Those M-MTA members interested in attending should RSVP ASAP to Steve Tatlow. This student data will eventually end up on the website of a not-as-yet selected M-MTA partner. MoDOT is one likely and interested host.

The group discussed the upcoming 211 system, which is starting in the St. Louis and Kansas City areas. 211 may be a resource that M-MTA should connect with as a means to get regional transportation resources more broadly disseminated.

3. Regional Planning effort: M-MTA expects the Mid-Missouri Regional Planning Commission to share the regional transit planning template with the Steering Committee once that document is released at a May 9 meeting. MMRPC director Ed Siegmund is confirmed to attend our May 9 meeting to discuss this template and explore what M-MTA's role might be in this six-county planning process.

4. The Columbia Area Transportation Study Organization (CATSO) has formed an ad hoc committee to develop that organization's component to the regional plan. A draft of the CATSO plan will be presented to CATSO's Technical Committee in May with a public comment period lasting likely through July. After the final plan is accepted by CATSO Coordinating Committee and the Columbia City Council, the plan will be added as a component to the regional plan. It is expected that Jefferson City's Capitol Area Metropolitan Planning Organization (CAMPO) will have a similar process.

5. M-MTA Outreach Campaign: Trevor Harris discussed the goals behind an outreach effort that would both identify and measure specific transportation needs throughout the county while offering a forum to present the *Rural Pilot Project and Coordination Plan* to County residents. Trevor will present a more detailed Outreach Campaign proposal at the next M-MTA membership meeting on May 9 at 3:00p.m. at the Community Partnership offices. The meeting adjourned at 4:45p.m.

Posted at:

<http://www.gocolumbiamo.com/Planning/Commissions/CATSO/CATSOTechnicalCommitteeAgenda.php>

TO: Technical Committee, Columbia Area Transportation Study Organization

FROM: Timothy Teddy, AICP, Chairman

DATE: April 26, 2007

SUBJECT: Technical Committee Meeting: May 2, 2007

The CATSO Technical Committee will hold its regular quarterly meeting at 1:30 p.m. on Wednesday, May 2, 2007 in the 4th Floor Conference Room located in the Daniel Boone Building at 701 East Broadway in Columbia.

The agenda is as follows:

- 1. Review and Approval of Agenda**
- 2. Review and Approval of Minutes [February 2007](#)**
- 3. 2030 Transportation Plan update** – schedule for task completion
 - a. SAFETEA-LU Assessment & Gap Analysis
 - b. Review of citizen participation procedures
- 4. Coordinated Public Transit–Human Services Transportation Plan: Draft**
- 5. Amendments to the Major Roadway Plan (MRP) Discussion**
 - a. Study areas update
 - b. New collector street between Brushwood Lake Road and Scott Boulevard
 - c. Potential new 763 corridor study area - discussion
- 6. Metro Area Boundary Amendment – Update of Coordinating Committee action**
- 7. Other Business**
- 8. Public Comment**
- 9. Adjourn**

If you have any questions, contact the Department of Planning and Development at (573) 874-7239.

Attachment #6

Posted at:

<http://www.gocolumbiamo.com/Planning/Commissions/CATSO/catsocoordinatingcommittee.php>

TO: CATSO Coordinating Committee

FROM: H. William Watkins, Chairman

DATE: May 11, 2007

SUBJECT: Coordinating Committee Meeting: May 24, 2007

The CATSO Coordinating Committee will hold its regular quarterly meeting at 2:30 p.m. on Thursday, May 24, 2007, in the City Council Chambers, on the 4th Floor of the Daniel Boone Building at 701 East Broadway in Columbia. The meeting agenda is as follows:

1. Review and approval of agenda
2. Approval of the minutes of the February 22, 2007 meeting
3. MoDOT Corridor of the Future Application (I-70 Dedicated Truck Lanes) – Authorization of Chair to send Letter of Support for Phase 2 application
4. Proposed Amendment to the Metro Area Boundary (Public Hearing)
5. Proposed amendment to the FY 2007 Transportation Improvement Program (TIP) – (Public Hearing)
6. 2030 Transportation Plan update – schedule for tasks and discussion
7. Coordinated Public Transit–Human Services Transportation Plan: Draft
8. Major Roadway Plan issues - discussion
 - a. Potential new collector street between Brushwood Lake Road and Scott Boulevard
 - b. Study areas for potential MRP Amendments
9. 2007 Missouri Transportation Investment Priorities – Identification of key unfunded transportation needs
10. Other Business
11. Public Comment
12. Adjourn

If you have any questions, please contact Mitch Skov or Timothy Teddy at (573) 874-7239.

Attachment #7

FOR IMMEDIATE RELEASE

June 21, 2007

CONTACT: Public Works Department
(573) 874-7250

Columbia Transit Sets Public Information Meeting

(COLUMBIA, MO) – The Public Works Department announces a Public Information Meeting to be held for Columbia Transit’s proposed master plan. The meeting will be held Thursday, June 28, 2007, from 7-8:30 pm in the Council Chambers, fourth floor of the Daniel Boone Building, 701 E. Broadway. The proposed plan outlines schedule and route changes, and future expansion plans to the transportation system. Citizens are encouraged to attend the public meeting if they would like to comment on the proposed plan. Phase I will be covered in length with an anticipated implementation date for later this year. A draft of the Transit Master Plan can be found on the city’s website at www.GoColumbiaMo.com and will also be available at Thursday’s meeting.

For questions regarding the Columbia Transit meeting, please contact the Public Works Department at 573-874-7250.

Attachment #8

From: "Trevor Harris" <m-mta@boonecountypartnership.org>
To: RMCUNDIF
Date: Mon, Jun 25, 2007 12:08 PM
Subject: Thursday: Columbia Transit Master Plan Hearing

Dear Friends of Transit,

Our colleagues at Columbia Transit asked us to let you know about their public hearing this Thursday on a new Master Plan. We are glad to forward this information along and hope to see many of you there when we hear about some proposed changes to transit service in Columbia.

By the way, Columbia Transit's Updated Master Plan referenced below can be accessed online at <http://www.gocolumbiamo.com/Documents/draftmasterplan.pdf>.

Thanks,
Trevor Harris
for the M-MTA Steering Committee

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Attachment #9