

REQUEST FOR BOARD ACTION PUBLIC HEARING

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: May 2, 2005

SUBJECT: Rural Operating Assistance Program Grant Application Public Hearing

ATTACHMENTS: (1) Public Hearing Notice
(2) Application for Operating Assistance
(3) Certified Statement Resolution

SUMMARY OF REQUEST:

The purpose of this public hearing is to allow for citizen comments concerning applying for the upcoming fiscal year's Rural Operating Assistance Program grant through the North Carolina Department of Transportation. Attached is a copy of the grant application for the FY 2005/06 Rural Operating Assistance Program. This grant has been one of the major funding sources for Apple Country Transit. The application calls for a match from Henderson County in the amount of \$14,556.70 for the upcoming fiscal year. This amount is approximately the same as in past years, but represents only a portion of the local costs associated with the County's movement to an "urbanized" public transit area.

COUNTY MANAGER'S COMMENTS\RECOMMENDATION:

Staff recommends the Board approve the grant agreement/certified statement resolution and commit to the required matching funds.

This is to inform the public of the opportunity to attend a public hearing on the proposed Rural Operating Assistance Program (ROAP) Application to be submitted to the North Carolina Department of Transportation no later than May 2, 2005 by the county of Henderson. The public hearing will be held on May 2, 2005 at 7:00 PM at the Henderson County commissioners meeting in the County Offices Building located at 100 N King Street in Hendersonville, North Carolina.

The programs include in the ROAP application are:

1. Elderly & Disabled Transportation Assistance Program (EDTAP) provides operating assistance for the transportation of elderly and disabled citizens. This transportation assistance allows for the individual to reside for longer periods in their homes, thereby enhancing their quality of life. For the purpose of EDTAP, an elderly person is defined as one who reaches the age of 60 or more years. A disabled person is defined as one who has a physical or mental impairment that substantially limits one or more major life activity, and individual who has a record of such impairment, or individual who is regarded as having such impairment.
2. Work First/Employment program is intended to provide operating assistance for transitional Work First and general public employment transportation needs. These funds are used to support the employment transportation needs of individuals that are not eligible to receive benefits from the Temporary Assistance for Needy Families (TANF) program.
3. Rural General Public (RGP) funds are intended to provide transportation service to individuals who are not human service agency clients.

The amount allocated for EDTAP \$70,049, Work First \$11,640, and Rural General Public \$63,878 totals to \$145,567 for the period July 1, 2005 through June 30, 2006.

Requested amount \$ (N/A) for Discretionary Rural General Public funds for the period of July 1, 2005 through June 30, 2006.

This application may be inspected at the WCCA office, 526 7th Avenue East, Hendersonville, NC 28793 from 8:00am to 4:00 pm, Monday through Friday. Written comments should be directed to Bill Crisp, Transportation Director, PO Box 685, Hendersonville, NC 28793.

Application for Operating Assistance

FY05-06 Rural Operating Assistance Program Funds

Name of Applicant (County)	Henderson County
County Manager	David Nicholson
County Manager's Email Address	davidn@hendersoncountync.org
County Finance Officer	J. Carey McLelland
CFO's Email Address	carey@hendersoncountync.org
Mailing Address	100 N. King Street Hendersonville, NC 28792
Transportation System Contact Person	Bill Crisp
Email Address	bcrisp@wcca.net

Application Instructions

- Read each question carefully. Be sure to answer all the questions.
- Your application can be any length. Answer questions with complete sentences, providing no more detail than needed to concisely answer the question.
- Click on the gray rectangle and type your answer. As you type, the text will automatically wrap to the next row. Your answer may wrap to the next page if necessary.
- If you have questions regarding this application, contact your assigned NCDOT-PTD Regional Transportation Program Consultant.

III. PROJECT DESCRIPTIONS – EDTAP

These funds may be sub-allocated to human service agencies in the county. These funds are intended to assist elderly or disabled individuals that do not qualify for transportation assistance from other funding programs with stricter eligibility criteria. These funds may not supplant agency funds for transportation.

<p>EDTAP-1 How were the projected units of service with EDTAP funds determined? Can EDTAP funded services be provided throughout the twelve months of FY2006 with the allocated funds? <i>See the Sub-allocation Worksheet in Appendix B.</i></p> <p>We took our operating costs and divided that by number of units served to get our unit costs. Services can be provided throughout the twelve months of FY2006.</p>
<p>EDTAP-2 How will client eligibility for EDTAP funded services be documented by all the agencies receiving a sub-allocation of EDTAP funds from the county?</p> <p>Clients are asked in initial phone interview if they are eligible for over 60 services or if they would qualify by having a disability.</p>
<p>EDTAP-3 How do elderly and disabled persons in your county receive EDTAP funded services if they are not human service agency clients?</p> <p>All trips are demand-response or subscription basis.</p>
<p>EDTAP-4 Describe any out-of-county transportation services to be provided using EDTAP funds.</p> <p>Medical trips are occasionally necessary to specialists in Buncombe County throughout the year.</p>
<p>EDTAP-5 Describe how EDTAP funded services and expenditures will be monitored throughout the year to assure that program guidelines are being followed.</p> <p>Services are reviewed on a monthly basis through financial reports by our finance office.</p>
<p>EDTAP-6 What performance measurements will be used to determine the effectiveness and efficiency of the EDTAP funded services. What methods will be used to evaluate the delivery of these services? When will the services be evaluated? <i>Sample Measures of Effectiveness for Transit Systems are in Appendix D.</i></p> <p>Services will be evaluated monthly by taking our operating costs divided by passengers and measure it with what our projected monthly service should be.</p>

III. PROJECT DESCRIPTIONS – NCDOT Work First/Employment Funds

These funds can only be sub-allocated to the Department of Social Services and the Rural Public Transportation System in your county.

<p>WF/EMP-1 How were the projected units of service with WF/EMP funds determined? Can WF/EMP funded services be provided throughout the twelve months of FY2006 with the allocated funds? <i>See the Sub-allocation Worksheet in Appendix B.</i> Take our operating costs divided by our number of units served to get a cost per unit. Services can be provided for twelve months of FY2006.</p>
<p>WF/EMP-2 How will client eligibility for WF/EMP funded services be documented by either of the agencies receiving a sub-allocation of WF/EMP funds from the county? WCCA/Apple Country Transportation will work with DSS and Apple Country Transit to aid the unemployed to obtain and retain employment.</p>
<p>WF/EMP-3 How do citizens in your county receive WF/EMP funded services if they are not DSS clients? Apple Country Transit runs 3 scheduled routes from 6:30 am to 6:30 pm Mon.-Fri. 12 times a day</p>
<p>WF/EMP-5 Describe any out-of-county transportation services to be provided using WF/EMP funds. Our public transit connects with Asheville Transit at the Henderson /Buncombe line 12 times a day 5 days per week.</p>
<p>WF/EMP-6 Describe the process for determining when it is appropriate or necessary to transfer WF/EMP funds to EDTAP or RGP funds as allowed in the program guidelines? We monitor each program monthly and can readily see where we are underserving or overserving and make those adjustments.</p>
<p>WF/EMP-7 Describe how WF/EMP funded services and expenditures will be monitored throughout the year to assure that program guidelines are being followed. We will review this monthly.</p>
<p>WF/EMP-8 What performance measurements will be used to determine the effectiveness and efficiency of the WF/EMP funded services. What methods will be used to evaluate the delivery of these services? When will the services be evaluated? <i>Sample Measures of Effectiveness for Transit Systems are in Appendix D.</i> We know that about 5% of our Transit ridership are people going to or from work, and we monitor our ridership weekly.</p>

III. PROJECT DESCRIPTIONS – Formula Rural General Public Funds

These funds are intended to provide transportation services for individuals who are not human service agency clients. The county must sub-allocate these funds to the local rural public transportation system.

<p>RGP-1 Describe the geographic area in which the rural general public transportation services will be provided. Henderson County is 375 square miles and elevation ranges from 2,200 ft above sea level to 5,240 ft above sea level. The county is mostly encircled by mountains.</p>
<p>RGP-2 How were the projected units of service with RGP funds determined? Can RGP funded services be provided throughout the twelve months of FY2006 (<i>CT System requirement</i>) with the allocated funds? <i>See the Sub-allocation Worksheet in Appendix B.</i> Operating costs divided by number of units served to get a unit cost. Services can be provided for twelve months of FY2006.</p>

<p>RGP-3 What service design(s) will be used to deliver RGP funded transportation services? Does the rural public transportation system in your county provide RGP funded services with any service limitations? If yes, describe these limitations (e.g. days, hours, zones, curb to curb, space available basis only, no out-of-county trips, distance from destination or transit station).</p> <p>With 27 human service routes currently operating and within 1.5 miles of any of those existing routes. We operate Monday through Friday 6:30 am to 5:00 pm. We also request 24 hour advance notice for those wishing to acquire a ride on an existing deviated fixed route, with availability only if there is a seat available.</p>
<p>RGP-4 Has the service design for RGP funded services changed in the last twelve months? If yes, describe the process for altering or changing service designs.</p> <p>No</p>
<p>RGP-5 Describe the plan for marketing the RGP funded services to the target market. How are persons with disabilities included in the marketing plan?</p> <p>Brochures are distributed throughout the county in other human agency buildings, grocery stores , medical establishments businesses and other highly frequented public places. Speaking engagements with community and civic groups will continue to explain to the community the nature and scope of our rural general public services. Flyers advertising routes will be distributed to most human services agencies.</p>
<p>RGP-6 Will a passenger pay for RGP service? Describe the proposed fare structure?</p> <p>Yes. A one-way trip is \$2.00 on a deviated fixed route. Fare on public transit is 75 cents.</p>
<p>RGP-7 Describe how the local match requirement for RGP funds will be met.</p> <p>From fares.</p>
<p>RGP-8 Describe how RGP funded services and expenditures will be monitored throughout the year to assure that program guidelines are being followed.</p> <p>Monthly reports will be reviewed by the Transportation Director.</p>
<p>RGP-9 What performance measurements will be used to determine the effectiveness and efficiency of the RGP funded services. What methods will be used to evaluate the delivery of these services? When will the services be evaluated? <i>Sample Measures of Effectiveness for Transit Systems are in Appendix D.</i></p> <p>We will review our operating costs and units served on a monthly basis</p>

State of North Carolina

County of Henderson

APPENDIX A
CERTIFIED STATEMENT
FY 2005 - 2006

RURAL OPERATING ASSISTANCE PROGRAM

Whereas Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation as the agency responsible for administering all federal and/or state programs related to public transportation, and grants the department authority to do all things required in applicable federal and/or state legislation to properly administer the public transportation programs within the State of North Carolina;

WHEREAS, G.S. 136-44.27 established the Elderly and Disabled Transportation Assistance Program;

WHEREAS, funds will be used for transportation related expenditures as specified in the FY 2005 - 2006 Rural Operating Assistance Program (ROAP) application;

WHEREAS, information regarding use of the funds will be provided at such time and in such a manner as the department may require;

WHEREAS, ROAP funds will be used to provide eligible services during the period July 1, 2005 through June 30, 2006;

WHEREAS, any interest earned on ROAP funds will be expended for eligible program uses as specified in the ROAP application; and

WHEREAS, the County will include ROAP funds received and expended in its annual independent audit on the schedule of federal and state financial assistance. Funds passed through to other agencies will be identified as such.

This is certify that the undersigned is duly elected, qualified and acting chairperson of the Board of County Commissioners of the County of Henderson, North Carolina, and that the following statements are true and accurate:

Elderly and Disabled Transportation Assistance Program

1. The funds received from G.S. 136-44.27 will be used to provide additional transportation services for the elderly and disabled, exceeding the quantity of trips provided prior to receipt of the funds.
2. The funds will not be used to supplant or replace existing federal, state or local funds designated to provide elderly and disabled transportation services in the county.

3. The funds received will be used in a manner consistent with the local Transportation Development Plan (TDP) or Community Transportation Services Plan (CTSP) and application approved by the North Carolina Department of Transportation and the Board of Commissioners.

Work First Transitional/Employment Transportation Assistance Program

1. The purpose of these transportation funds is to support transitional transportation needs of Work First participants after eligibility for cash assistance has concluded and/other specified general public employment transportation needs. The funds may be transferred to the Elderly and Disabled Transportation Assistance Program or the Rural General Public Program if not needed for Work First transportation.
2. The funds are limited to use by the designated local entity(s) specified in the ROAP application, or any revisions or amendments thereto.

Rural General Public Program

1. The funds will be used in a manner consistent with the Rural General Public Transportation Project Description.
2. The funds will be used to provide non-human service trips.

WITNESS my hand and official seal, this _____ day of _____, 20

Attest:

Certifying Official*

Board of County Commissioners
Chairperson*

State of North Carolina
County Henderson_____

County Manager/Administrator*

*Note that the signatures on this statement should be those of three (3) separate individuals.