

SPALDING COUNTY RURAL TRANSIT DEVELOPMENT PLAN

June 2016



**PREPARED BY:
THREE RIVERS REGIONAL COMMISSION
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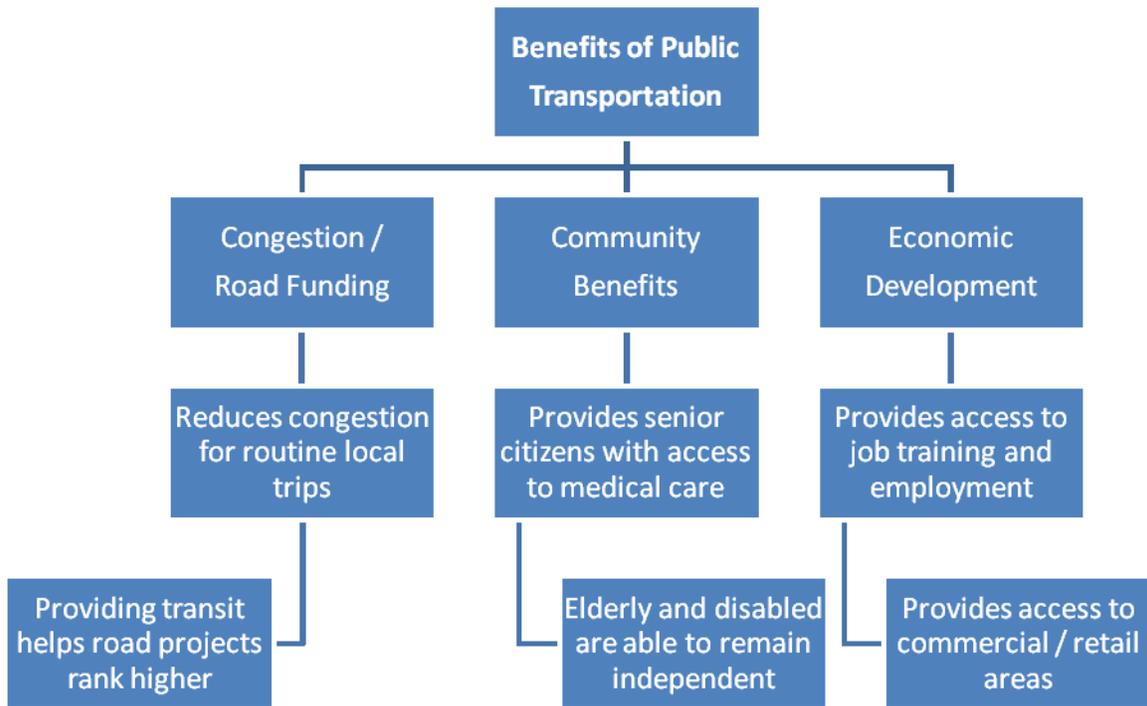
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EXECUTIVE SUMMARY

1. Introduction

The Section 5311 Program provides member governments with an opportunity to provide transit services for improving access to business, commercial and activity centers. Section 5311 is the name of the Federal funding program administered by the Federal Transit Administration (FTA) to provide assistance for rural public transportation. Federal transit funds are allocated to the states on a formula basis, and can be used for capital assistance, operating assistance, planning, and program administration. The Georgia Department of Transportation (GDOT) is responsible for administering the program.

Member governments that make up the Three Rivers Regional Commission (TRRC) participate in a regional public transportation service area that includes Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties, and the City of Griffin. The regional public transportation program is administered by the TRRC on behalf of the member governments, and was the first regional rural/suburban public transit service area established within the state. The regional approach has proved to be a cost effective way to provide public transportation within the service area. The senior citizens, local workforce, and disabled populations within the service area most heavily use the system.

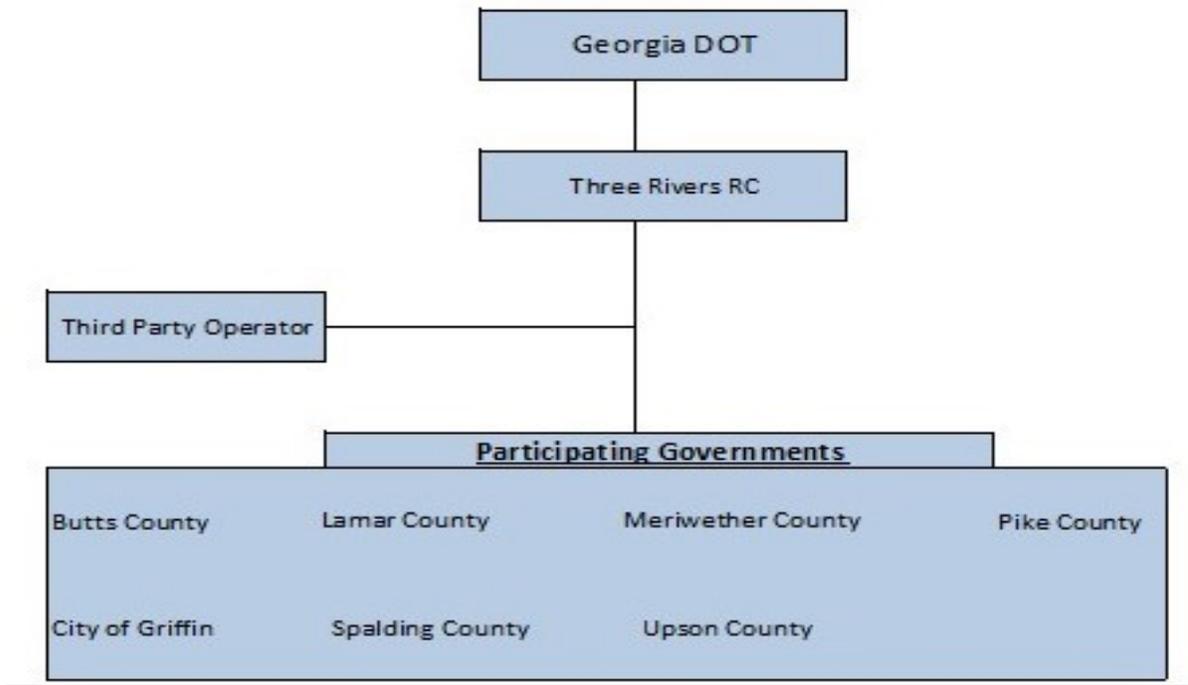


Contract Administration

The TRRC functions as central contractor and administrator for the regional transit program. By contract, the TRRC is responsible to each county for completing the monthly reports to the Georgia Department of Transportation (GDOT), and ensuring that compliance with state and federal regulations are implemented and ongoing. Each participating county within the Three Rivers Transit System enters into a yearly agreement with the TRRC, and pays their share of projected transportation funding. The TRRC monitors all work done by the Third Party Operator (TPO) and will review all monthly reports and records prior to submission to GDOT. The TRRC will work with the TPO regarding problems or issues involving transportation. Most problems and issues can be dealt with administratively; but if needed, the TRRC will bring them before the regional Technical Coordinating Committee. A county’s representative on the Technical Coordinating Committee has decision-making authority and if warranted, will take the problem or issue back to the respective County Commission.

Contractual Relationships

Three Rivers Regional Transit Contract Organizational Chart



3. Regional Technical Coordinating Committee

The Regional Technical Coordinating Committee (RTCC) for the public transportation system is comprised of individual TRRC board members that are also county commissioners, and the current county commission chairman for counties that do not have an active county commissioner on the TRRC board. The RTCC meetings are called when an issue or policy needs to be discussed prior to being changed and implemented.

Butts County:	Roger McDaniel
Lamar County:	Charles Glass
Meriwether County:	Beth Hadley
Pike County:	Briar Johnson
Spalding County:	Raymond Ray
Upson County:	Steve Hudson
Three Rivers RC:	Lanier Boatwright
Three Rivers RC:	Robert Hiett

4. Services Provided

Demand Response

The Three Rivers Transit System uses a demand response service model where passengers must call in to schedule a trip. Van routes and capacity are checked versus the time of day of the desired trip and new passengers are added if there is capacity to accommodate the trip. Non-subscription passengers are required to call 24 hours in advance to schedule a trip.

Purchase of Service (POS) / Subscription Trips

Any government agency or local business group can buy trips on the rural public transportation system, and this is commonly referred to as being a “purchase of service” (POS) type trip. POS trips bring in additional revenues, and help to buy down the local government’s cost to provide public transportation.

Funds are provided to local human service agencies such as senior centers, labor departments, and agencies that deal with the disabled. The funding is provided through a coordinated transportation program administered by the Department of Human Resources, and human service trips are then purchased on the public transportation system. A more detailed description of the most common types of human service trips can be found next.

Senior Centers

DHR’s Aging Division administers a statewide system of services for older Georgians. Most of these services are administered at the regional level by Area Agencies on Aging (AAA), and delivered by local senior centers.

Type(s) of Service: Provide transportation for eligible persons to and from community facilities and resources applying for and receiving services, reducing isolation, or otherwise promoting independent living. Subscription services are ordered by participating agencies. Trips may be provided on the basis of Subscription Service, Scheduled Response, Demand Response and group trips. Door-to-Door Service is also necessary.

Points of Origins and Destinations:

- From senior adults' homes to senior centers and return.
- From senior centers or residences to field trip locations in and out of the county of residence and return.
- From senior centers or residences to shopping districts and return.
- From senior centers or residences to service access points (social service agencies) in the community.
- From senior centers or residences to health services and return.

Department of Family and Children Services

County offices of the Division of Family and Children Services (DFCS) administer social service programs, support services for employment and financial assistance to families with problems caused by poverty, neglect or lack of education. Transportation is among one of the support services provided to help families become self-sufficient. Transportation is of particular importance under the Temporary Assistance to Needy Families Program (TANF). Transportation is often a barrier to accessing and maintaining training and employment.

Type(s) of Service: Scheduled Demand Response, Demand Response, and Subscription Service. Curb to Curb.

Points of Origins and Destinations: Points of Origins and Destinations vary between participants. From residential addresses throughout the region such as day care providers, education and training activities, work sites, work experience locations, job search activities, and return trips.

Department of Labor – Vocational Rehabilitation Services (VRS)

The Department of Labor administers rehabilitation services, including providing physical rehabilitation, job training and job placement of people with disabilities. Vocational Rehabilitation Services (VRS) provides opportunities for work and personal independence for people with disabilities. Local offices throughout Georgia coordinate employment readiness and other services for people with physical mental or emotional disabilities. Services include: job analysis; accessibility surveys; work and job readiness; work adjustment; job coaching; and supportive employment

Type(s) of Service: Door-to-Door, Subscription and Demand Response Services.

Points of Origins and Destinations: Origins and destinations vary between consumers. Examples of destinations include colleges, vocational schools, medical appointments, work /training sites, etc.

Division Of Mental Health, Developmental Disabilities And Addictive Diseases (MHDDAD)

The Division of MHDDAD serves people of all ages and those with the most severe problems. Services are provided across the state through seven state hospitals, one mental retardation institution, and through contracts with 26 community service boards, boards of health and various private providers. In addition to providing treatment, support and prevention services, contracted community programs screen people for admission to state

hospitals and give follow-up care when they are discharged. Transportation to and from services is among the many support services provided by MHDDAD.

Type(s) of Service: Door-to-Door, Subscription Services.

Points of Origins and Destinations: From residences to and from day rehabilitation, training sites, work sites, medical appointments, and day treatment, etc.

5. Vehicle Fleet Information

The vehicle fleet is comprised of Goshen shuttle vans that can accommodate up to fourteen passengers. These vans cost between \$43,500 (without lift) and \$47,500 (with lift), and do not require a CDL license to operate. Prior to 2003, the regional transit system did use CDL vehicles but those vehicles were cycled out due to cost concerns and the inability to retain CDL qualified drivers.

Listed below are the vehicles that are used in the regional transit system, and information about the types of vehicles that are used.

GDOT Fleet Number	County	Model	Year	Make	Seats	WC Lift
2885	Butts	Mini Bus	2010	Elkhart	10	Y
3313	Lamar	Mini Bus	2013	Elkhart	14	N
3510	Lamar	Mini Bus	2015	Elkhart	10	Y
3501	Meriwether	Mini Bus	2015	Elkhart	14	N
3502	Meriwether	Mini Bus	2015	Elkhart	10	Y
3574	Pike	Shuttle Bus	2016	Elkhart	10	Y
3575	Spalding	Mini Bus	2016	Ford	10	y

3576	Spalding	Mini Bus	2016	Ford	10	Y
3571	Spalding	Mini Bus	2016	Ford	14	N
3572	Spalding	Mini Bus	2016	Ford	14	N
3573	Spalding	Mini Bus	2016	Ford	14	N
2887	Upson	Mini Bus	2010	Elkhart	14	N
2888	Upson	Mini Bus	2010	Elkhart	14	N
3314	Upson	Shuttle Bus	2015	Elkhart	10	Y
3577	Upson	Shuttle Bus	2015	Ford	17	Y

Public Transit Vehicle Example

Exterior View



Interior View



Vehicle Specifications

EC-I STANDARDS & OPTIONS

STANDARD CHASSIS FEATURES

- Ford E-350 DRW Cut-Away Chassis
- Electronic 5-Speed Automatic Transmission
- 37-Gallon Fuel Tank
- Ford V-8 5.4L Gas EFI Engine
- OEM Installed Dash Air Conditioning and Heat
- 130 Amp Alternator
- 158" Wheelbase
- Heavy Duty Engine Cooling Package
- Chrome Front Bumper and Grill
- 11,500 GVWR
- Dual Electric Horns
- Driver Air Bag
- Heavy Duty Suspension
- Power Steering/Brakes
- IT225/75RX16E Tires
- Dual 650 CCA Batteries
- Tilt Steering Wheel/Cruise Control
- Dual Beam Headlights

STANDARD BODY FEATURES

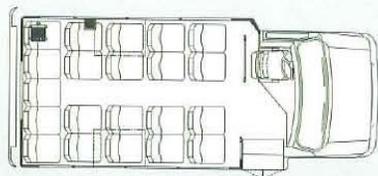
- FMVSS Certified
- STURAA Tested for 7 Years/200,000 Miles
- Insulated Roof and Exterior Walls
- Mar-View Right Side Cab Window
- Smooth Rubber Floor with Ribbed-Rubber Aisles
- Rear ABS Fender Flares
- Powder Coated Rear Steel Bumper
- Rear Mud Flaps

- Entrance Door and Driver Modesty Panels
- All Aluminum Sidewalls and Skirts
- Dual Drive Shaft Guards
- Entry Door Assist Hand Rails
- Fully Welded Unitized Steel Cage Body Structure
- Undercoating
- Swing-A-Way Exterior Flat Mirrors with Integrated Convex Panels
- Drip Rail Over Passenger Windows and Entry Doors
- White Step Nosing – All Entry Steps
- Color/Function Coded Wiring Harness
- Laminated Steel Reinforced Composite Construction
- Master Electronic Printed Circuit Control Panel
- Side and Rear Emergency Egress Windows
- Stylized ABS Rear Trim
- 91" Interior Width and 77" Headroom
- Large 36" x 36" Upper T-Slider Windows
- Single Piece Seamless FRP Roof
- Smooth FRP Interior Walls
- FRP Ceiling

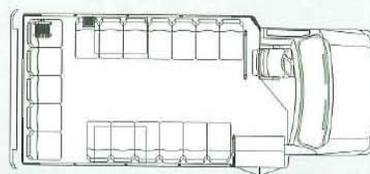
POPULAR OPTIONS

- Ford V-10 6.8L Gas EFI Engine
- Ford V-8 6.0L Diesel EFI Engine
- Rear Heat System
- Front and Side Destination Signs
- Mar/Ryde Suspension

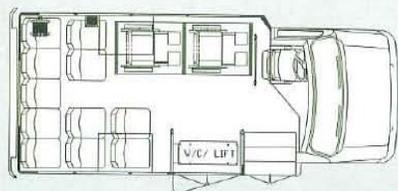
- Individual Reading Lights
- Spare Tire and Wheel
- Interior Luggage Rack
- Interior Convex Mirror
- Back-Up Alarm
- Overhead Luggage Racks
- Exterior Rear Center Mounted Brake Light
- Upgraded Dual Alternators (Diesel Only)
- Rear Luggage Compartment
- Ceiling Grab Rails
- AM/FM Radio with CD Player
- "Flat Floor" (No Wheel Well Risers)
- DVD Player with Flip Down Monitor
- Heated/Remote Exterior Mirrors
- High-Back or Mid-High Seats with Armrests
- Front Mud Flaps
- Ground Plane For Two-Way Radio Installation
- Paging System
- Rear Emergency Door with Ajar Package
- LED Exterior Lighting
- Rear A/C System
- Roof Escape Hatch
- Stainless Steel Wheel Inserts
- ADA Mobility Compliance Package
- All FRP Exterior
- Driver Running Board
- Electric Entry Door



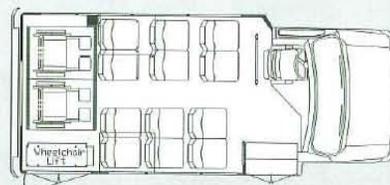
21 Passenger - Forward Facing Seating



18 Passenger - Perimeter Seating



11 Passenger - 2 Wheelchairs - Front Lift



12 Passenger - 2 Wheelchairs - Rear Lift

Insurance

Program contractors must maintain a minimum liability coverage in an amount of \$100,000 for death or injury of one (1) person, \$300,000 in the event of injury or death of two (2) or more persons in a single accident including liability to and employees engaged in the operation of the vehicles, and \$50,000 for property damage. Vehicles with capacity over 15 passengers must maintain minimum liability coverage in an amount of:

\$100,000 for the death or injury of one (1) person, \$500,000 in the event of injury or death of two (2) or more persons in a single accident including liability to any employees engaged in the operation of the vehicles, and \$50,000 for property damage.

Since the counties maintain the titles to the vehicles while they are in service, the TRRC recommended that participating local governments place the vehicles on their fleet policy rather than having private operators insuring the vehicles.

Accident Reporting

The TPO will report any accident to the TRRC within one (1) hour of the occurrence, or if the offices are closed, by 9:00 a.m. the next business day, unless otherwise mutually agreed. An initial written incident/accident report, completed by the TPO, will be forwarded to the TRRC by the next business day. The TRRC will then send all relevant information to the appropriate local government so they can begin to process an insurance claim.

The TPO must provide a copy of the investigating officer's accident report within five (5) business days from the date of the accident, and the TRRC will forward that information to the county. The TPO will maintain copies of each accident report in the files of both the vehicle and the driver.

Drug and Alcohol Testing

As a condition of FTA funding, the Act requires recipients to establish alcohol and drug testing programs (POLICY). The Drug/Alcohol Testing Policy must be approved by GDOT prior to execution of new contracts or the selection of new TPO's. The Act mandates four types of testing:

(1) Pre-Employment (2) Random (3) Reasonable Suspicion (4) Post Accident. In addition, the Act permits return-to-duty and follow-up testing under specific circumstances. The Act requires that recipients follow the testing procedures set out by the Department of Health and Human Services (DHHS). The Act does not require recipients to follow a particular course of action when they learn that a safety-sensitive employee has violated a law or Federal regulation concerning alcohol or drug use. Rather, the Act directs FTA to issue regulations establishing consequences for the use or abuse of alcohol or drugs in violation of FTA

regulations. Possible consequences include education, counseling, rehabilitation programs and suspension or termination from employment.

6. Quality Control

The Authorized Representative at the TRRC and the TPO will handle any comments or complaints regarding the quality of service provided by the system or the performance of any system employee. If warranted, the Authorized Representative may recommend to the Technical Coordinating Committee that official action be taken to address any problems that have been identified in the course of investigating a customer complaint. Receipts and expenditures will be monitored by the TRRC on a monthly basis. The driver will maintain daily passenger trip logs and vehicle service logs, which will be consolidated by the TPO and transferred to monthly reporting forms. These will be forwarded to the TRRC.

Program Reporting

From TPO to TRRC (Monthly)

- Program data by vehicle characterizing origin, number and type of one-way passenger trips (OWPTs), Rural Transportation Monthly Reporting Form (pages 1-2), revenues and expenditures, maintenance records, and customer complaints.
- TPO monthly bills for services rendered.

From TRRC to County (Monthly)

- Programmatic monitoring reports (these are done quarterly)
- Request for funds (as needed)

From County to TRRC (Monthly or as Requested)

- Funds to cover the cost remaining after subtracting the POS and fare box revenues from the monthly operating budget multiplied by the county's percentage share of total ridership for the month (as needed)

From TRRC to TPO (Monthly or as Requested)

- Payment for services rendered
- Info regarding upcoming training opportunities
- Info regarding regulatory changes

From TRRC to GDOT (Monthly or as Requested)

- Requests for county reimbursements on the Section 5311 Operating Assistance Reimbursement Form

From GDOT to TRRC (Monthly or as Requested)

- Reimbursements of federal matching funds

Corrective Actions

Throughout the term of the contract, the TRRC will work with the TPO to review the performance measures as prescribed in the GDOT administrative guide. If the TPO is failing to adequately meet these measures, the TRRC will meet with the TPO in an attempt to resolve the issues. If the TPO still fails to perform according to the specified measures, the TRRC may take actions, including but not limited to the actions, described in this section.

In relation to taking corrective actions, the TPO shall:

1. Agree that the TRRC has the sole authority to determine whether the TPO has met, exceeded, or failed to meet any requirements or standards
2. Within three (3) business days of the date that the TRRC notifies the TPO in writing that it has failed to meet a requirement or performance standard, submit a corrective action plan to the TRRC for its review and approval. The corrective action plan shall include:
 - A description of the problem including the administrative guide performance standard, if applicable
 - The reason(s) the problem occurred
 - A description of what steps will be taken to prevent the problem from recurring
 - A listing of the organizations or staff functions impacted by the problem's resolution
 - A timeline for implementing the resolutions(s)
3. Implement the corrective action plan within ten (10) business days of receiving the TRRC approval of the plan or longer if so stated in the TRRC's approval.

Pick Up and Delivery Standards

The TPO must assure that transportation services are provided which comply with the following minimum pick up and delivery service requirements and which shall be delineated in any applicable transportation service agreements:

- a. The TPO being on time shall be a standard practice. The vehicles must be on time for pick up and delivery, unless there are extenuating circumstances beyond the TPO's or driver's control. **A 95% on-time performance rate is required.** A 20-minute pick up and delivery window period will be allowed (10 minutes before pick up time and 10

minutes past pick up time). Notification must be given by the TPO to the consumer in the event of unavoidable delays.

- b. The driver may arrive up to ten (10) minutes before the scheduled pick-up time; however, a consumer shall not be required to board the vehicle before the scheduled pick-up time for return trips. The provider(s) is not required to wait more than five (5) minutes after the scheduled pick-up time.
- c. The TPO must ensure that consumers are transported to and from appointments on time.
- d. The TPO must ensure that no consumer served is forced to remain in the vehicle more than one (1) hour longer than the average travel time for direct transport from point of pick-up to destination.
- e. The TPO will monitor trips to ensure that consumers are picked-up and delivered timely.

7. Third Party Operator

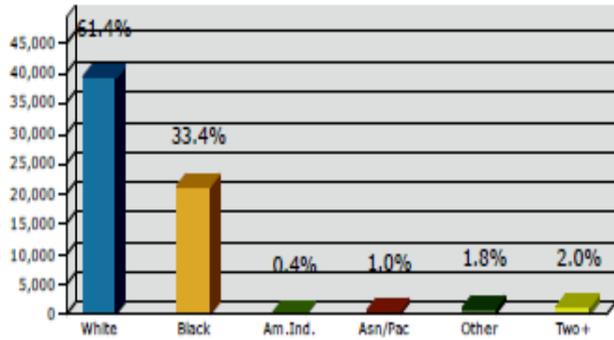
The current third party operator is Quality Trans, Inc. The TPO will be responsible for handling the day-to-day operation and maintenance of the system. The TPO will be responsible for registering calls for service, route management, driver supervision and training, submission of monthly service reports, and general bookkeeping. The drivers will be hired by the TPO and the TPO will be expected to enforce compliance with all federal regulations applicable to the program.

DEMOGRAPHIC ANALYSIS

Spalding County Profile

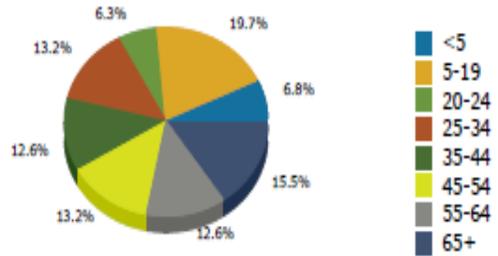
Based on the 2010 census and research data the total population is: 64,051 people, as of July 1, 2015, ±26,983 households in Spalding County. The landmass per square mile is 196.47, which yields a population density of ±326.1 people per square mile. The racial makeup of the county is: American and Alaska Native alone 0.33%, Asian alone 0.90%, Black or African American alone 32.82%, Native Hawaiian and other Pacific native alone 0.05%, some other race alone 1.60%, two or more races 1.64%, Whites alone 62.66%, people not of Hispanic or Latino origin 96.17% and people of Hispanic or Latino origin 3.83%. The population in Spalding County is made up of the following: Females 51.55%, Males 48.45%, people 0-4 years 4,625 (7.22%), people 5-17 years 11,586 (18.08%), people 18-64 years 39,323 (61.37%), and people 65 years and older 8,539 (13.33%).

2015 Population by Race

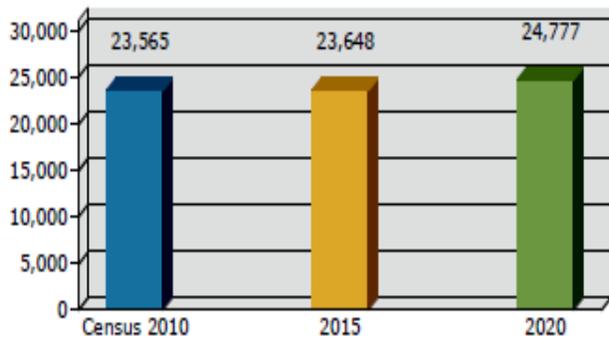


2015 Percent Hispanic Origin: 4.4%

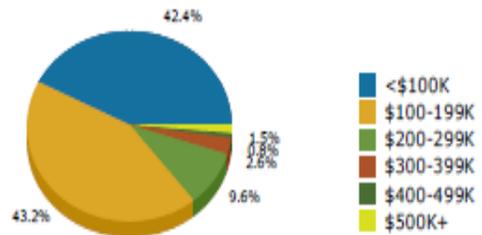
2015 Population by Age



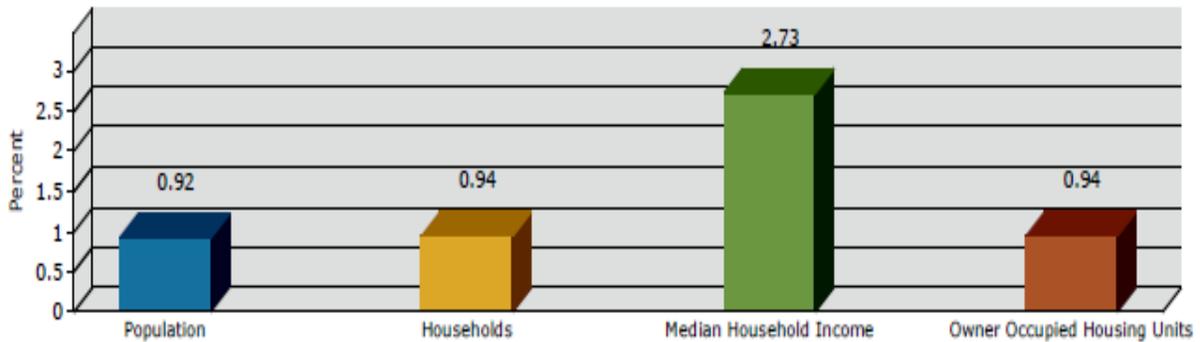
Households



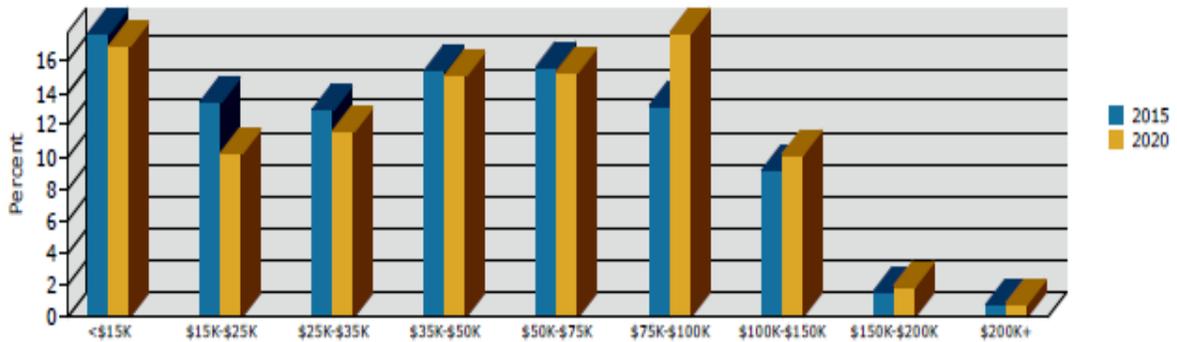
2015 Home Value



2015-2020 Annual Growth Rate



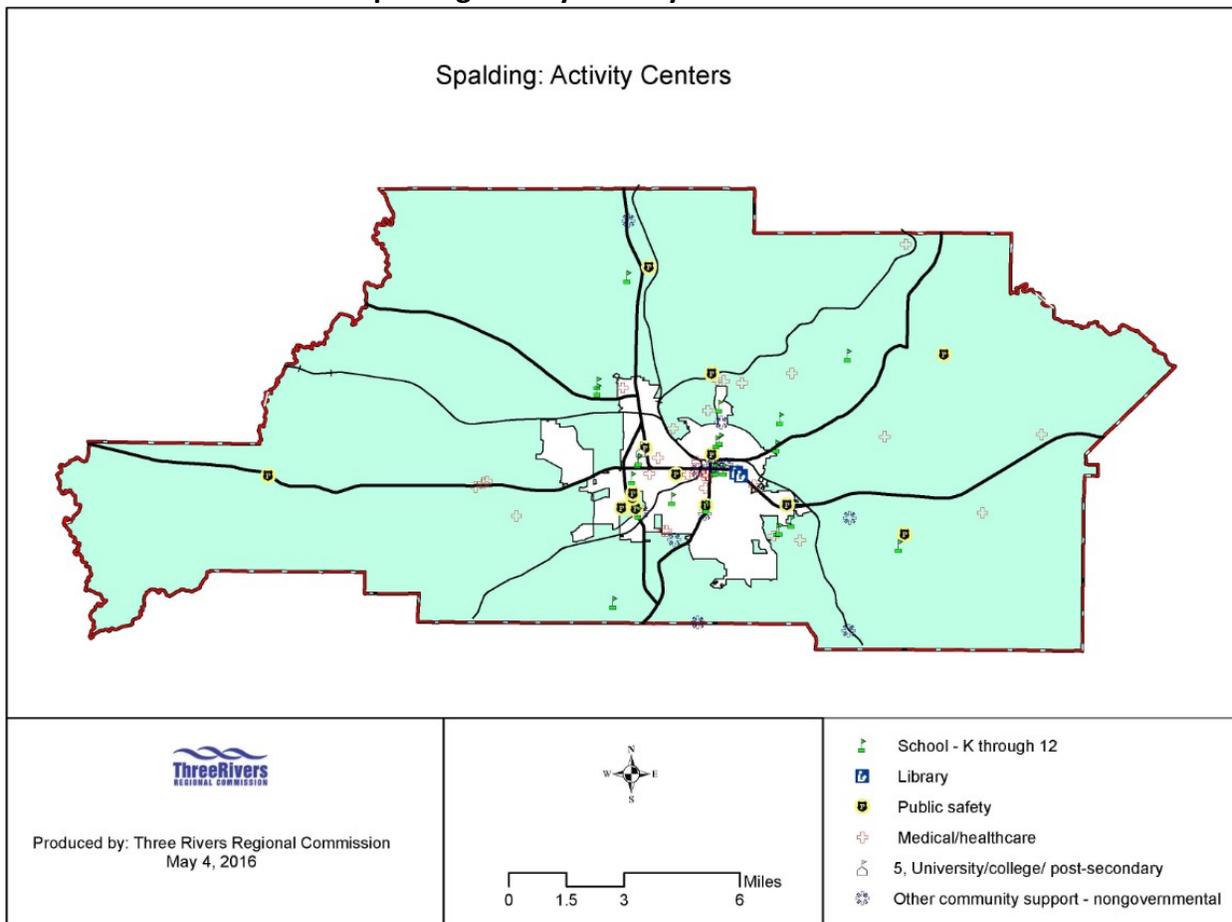
Household Income



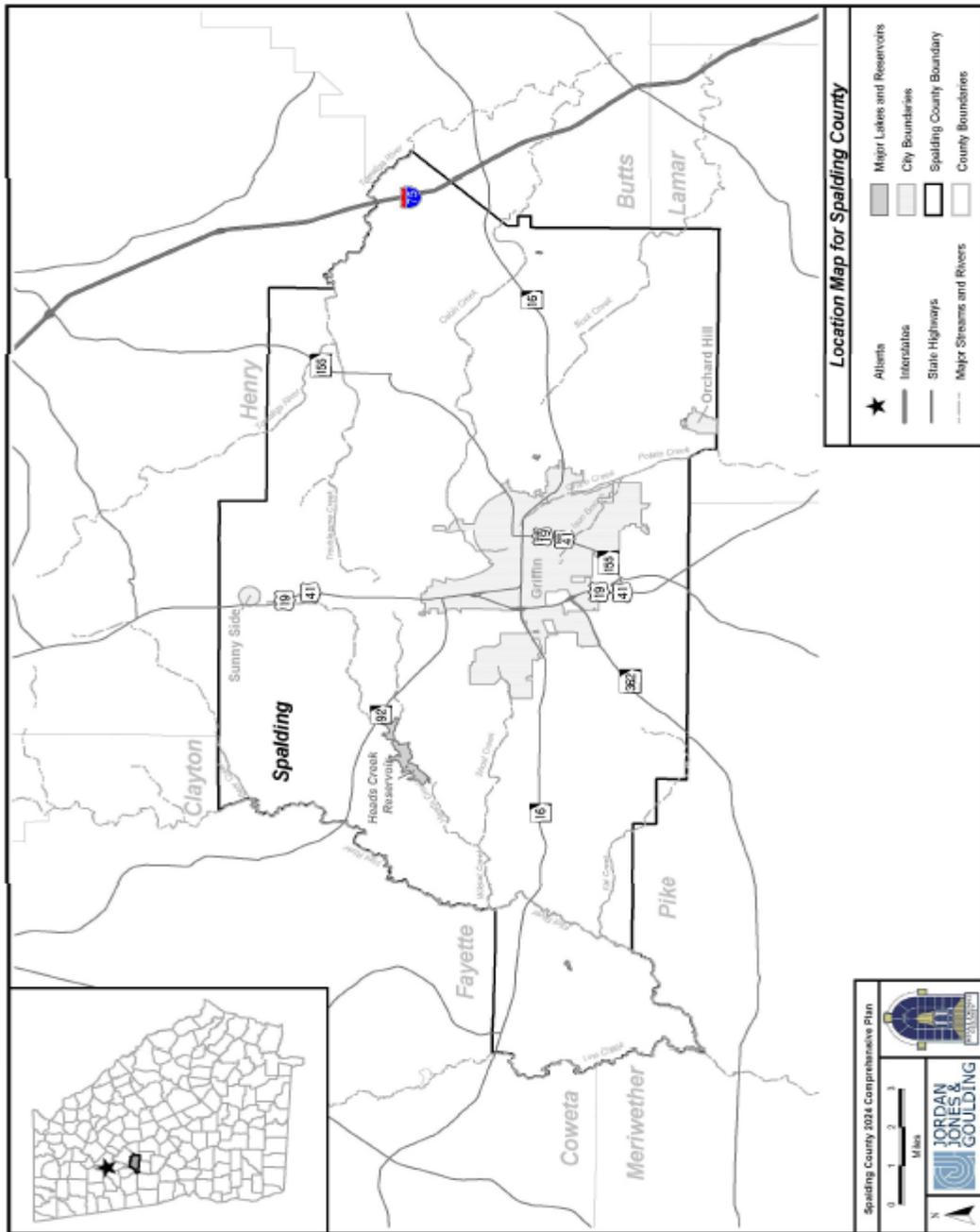
Spalding County Activity Centers – 2016

Based on the Three Rivers Regional Development Transit Plan 2013-2018, Spalding County is inclusive of urban clusters, which include the City of Griffin, Orchard Hill, and Sunnyside. The City of Griffin is the central location within the county where major activity centers can be found, including hospitals and major medical facilities, colleges and training centers, and work sites for individuals with developmental disabilities. These are common locations to which low-income workers or people who use specialized transportation services may travel. Under present conditions, it is more likely that the common destination for most public transit trips will be inside the City of Griffin's limits. However, it is worthy to note that the Three Rivers Transit System does perform occasional out of county trips a few days per week. Spalding County serves as the main hub for the regional transit system, and surrounding counties bring their passengers into the City of Griffin for various services or employment activities. Map 1 provides a view of the Activity Centers that are located throughout Spalding County.

Map 1
Spalding County Activity Centers - 2016



Source: Three Rivers Regional Commission GIS



Source: Spalding County 2024 Comprehensive Plan

Recreational Transit Activity Centers

Some transit trips performed each year fall into the “other” category and generally include those trips that are recreational in nature. Senior citizens or the local senior centers may order trips to visit old historical sites, parks, or other types of recreational facilities. Map 1 and the following tables provide the Activity Centers that are located throughout Spalding County as well as display other possible destinations within the county for trips of this nature.

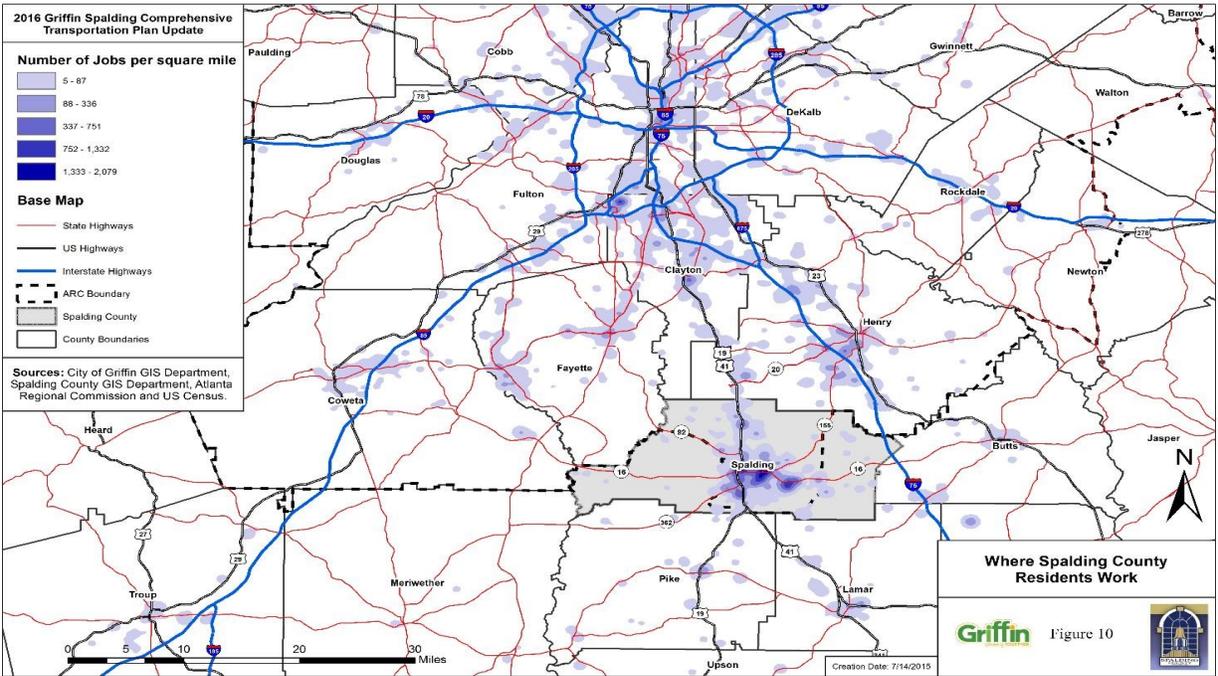
Transit Dependent Population – 2016

Table 1: Where Spalding County Residents work

	County of Work	Number of Spalding County Residents	%
1	Spalding County	13,733	53%
2	Henry County	2,789	11%
3	Fulton County	2,103	8%
4	Clayton County	1,939	8%
5	Fayette County	1,507	6%
6	Butts County	630	2%
7	Coweta County	548	2%
8	Lamar County	498	2%
9	DeKalb County	445	2%
10	Pike County	261	1%
	Other	1,265	5%
	Total	25,727	100%

Source: U.S. Census Bureau, 2006-2010 American Community Survey, Table 1. Residence County to Workplace County Flows for the United States and Puerto Rico Sorted by Residence Geography: 2006-2010, Griffin – Spalding CTP 2016 Update

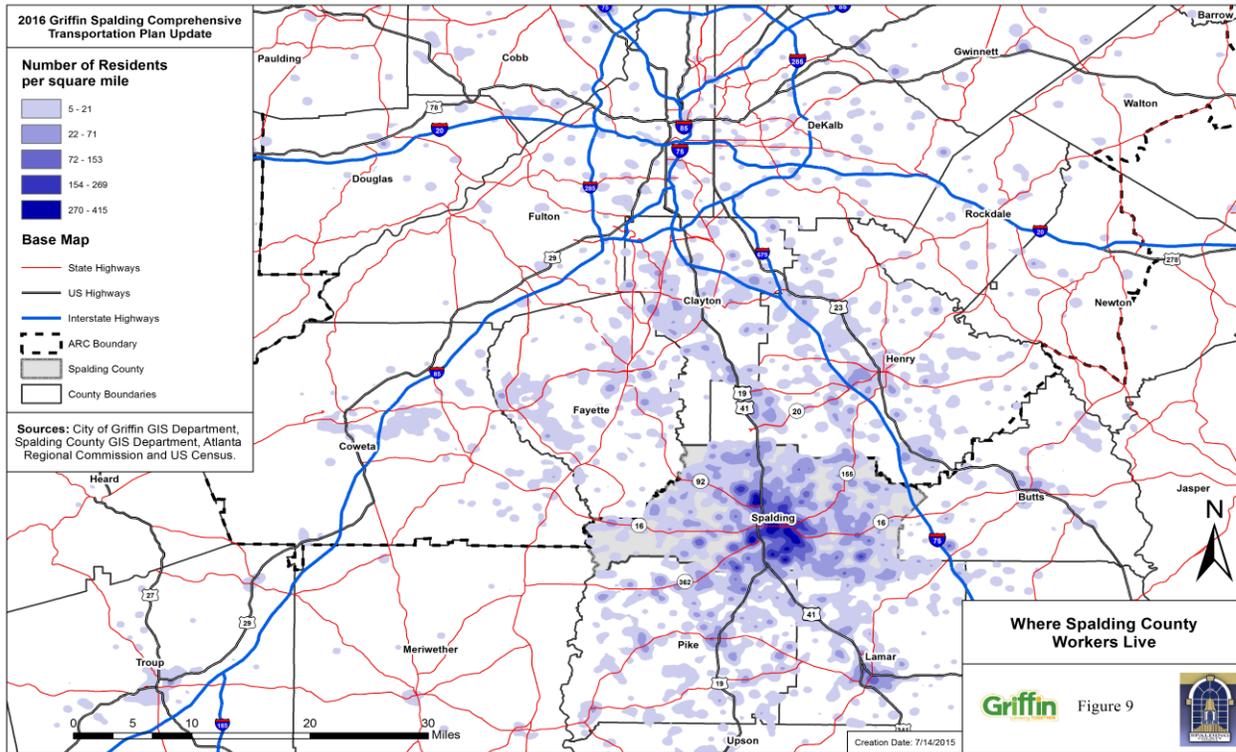
Typically, when speaking of transit, it is paramount that we look at the travel patterns. The table above and subsequent tables depict the travel patterns in Spalding County and such patterns can also be researched through travel demands and the following tables were derived from the Griffin –Spalding County CTP 2016 Updates conducted RS&H and are intended in this plan as references.



Source: Griffin – Spalding CTP 2016 Update
 Table 2: Where Spalding County workers live

	County of Work	Number of Spalding County Residents	%
1	Spalding County	13,733	58%
2	Pike County	2,052	9%
3	Lamar County	1,956	8%
4	Henry County	1,529	6%
5	Upson County	641	4%
6	Butts County	909	4%
7	Fayette County	527	2%
8	Clayton County	500	2%
9	Monroe County	320	1%
10	DeKalb County	207	1%
	Other	861	4%
	Total	25,727	100%

Source: U.S. Census Bureau, 2006-2010 American Community Survey, Table 2. Residence County to Workplace County Flows for the United States and Puerto Rico Sorted by Workplace Geography: 2006-2010, Griffin – Spalding CTP 2016 Update



Source: Griffin – Spalding CTP 2016 Update
 Table 3: Travel time to work

Geographic Area	Numbers of Commuters Age 16 and Over	≤ 10 Minutes	10 19 Minutes	20 -29 Minutes	30 44 Minutes	45 -59 Minutes	≥ 60 Minutes
Spalding County	23,637	13.1%	30.8%	16.9%	17.5%	12.1%	9.5%
Atlanta Region	2,298,405	7%	23.8%	23.5%	24.8%	11.7%	11.3%
State of Georgia	4,011,866	10.8%	28.9%	20.7%	21.2%	9.3%	9.0%

Source: Griffin – Spalding CTP 2016 Update

Table 5: Manner of commute comparison

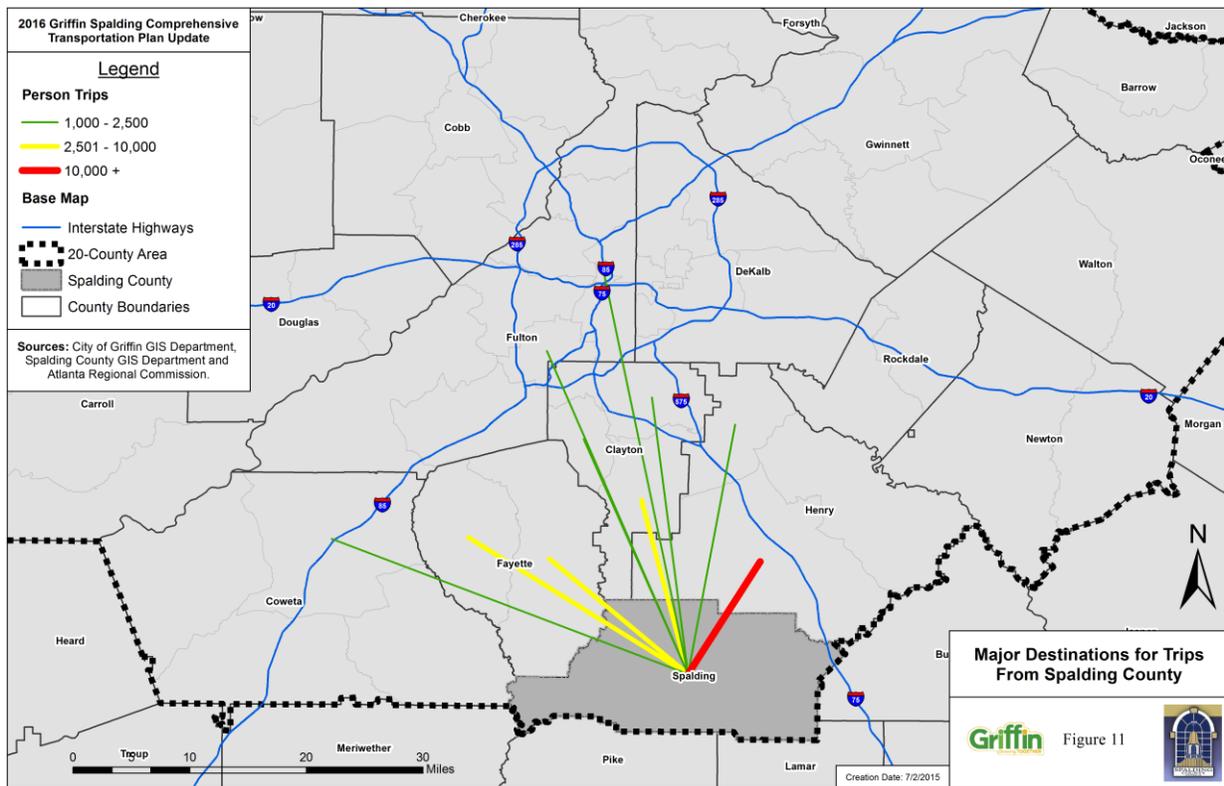
Geographic Area	Numbers of Commuters Age 16 and Over	≤ 10 Minutes	10 19 Minutes	20 -29 Minutes	30 44 Minutes	45 -59 Minutes	≥ 60 Minutes
Spalding County	23,637	13.1%	30.8%	16.9%	17.5%	12.1%	9.5%
Atlanta Region	2,298,405	7%	23.8%	23.5%	24.8%	11.7%	11.3%
State of Georgia	4,011,866	10.8%	28.9%	20.7%	21.2%	9.3%	9.0%

Source: Griffin – Spalding CTP 2016

Table 4: Share trips from Spalding County

	Destination County	Daily Person Trips	%
1	Spalding	148,498	75.9%
2	Henry	17,443	8.9%
3	Fayette	9,549	4.9%
4	Clayton	8,507	4.3%
5	Fulton	5,927	3.0%
6	Coweta	2,402	1.2%
7	DeKalb	1,766	0.9%
8	Cobb	421	0.2%
9	Rockdale	294	0.2%
10	Gwinnett	228	0.1%
	Other	516	0.3%
	Total	195,553	100%

Source: Atlanta Regional Commission Travel Demand Model

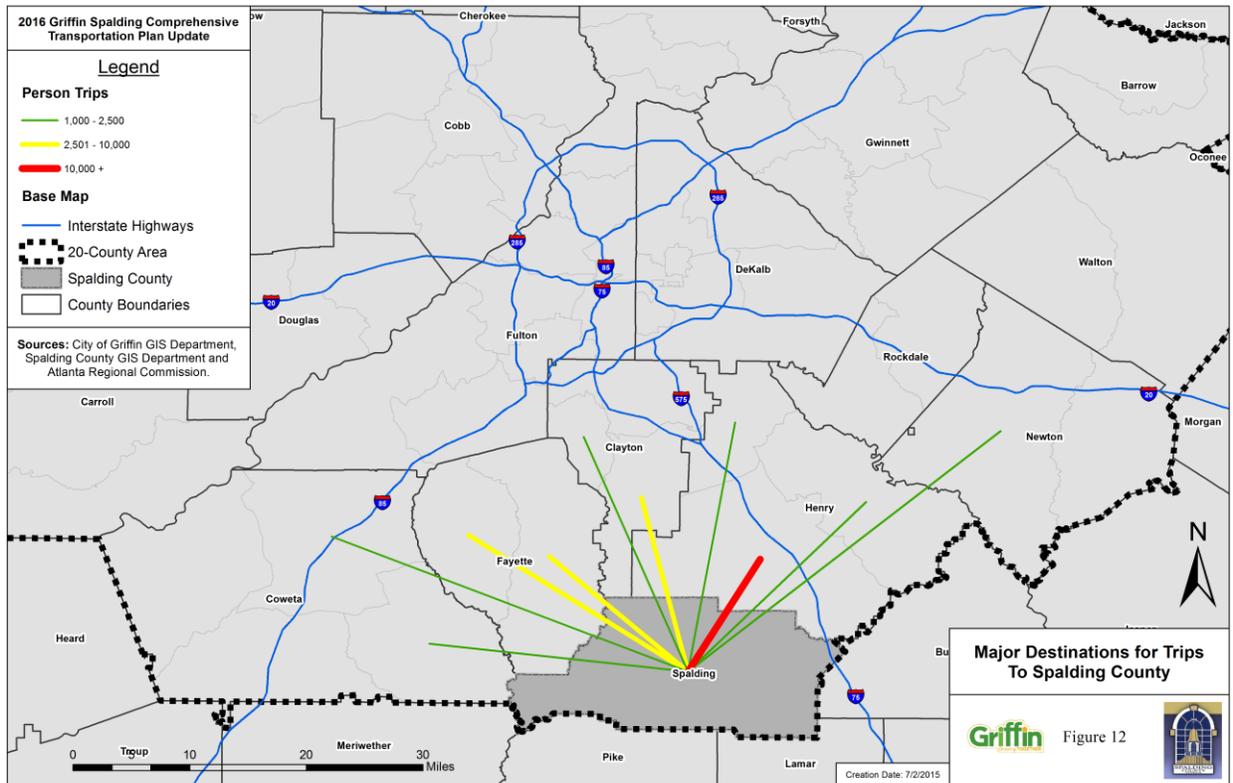


Source: Griffin – Spalding CTP 2016 Update

Table 6: Share trips to Spalding County

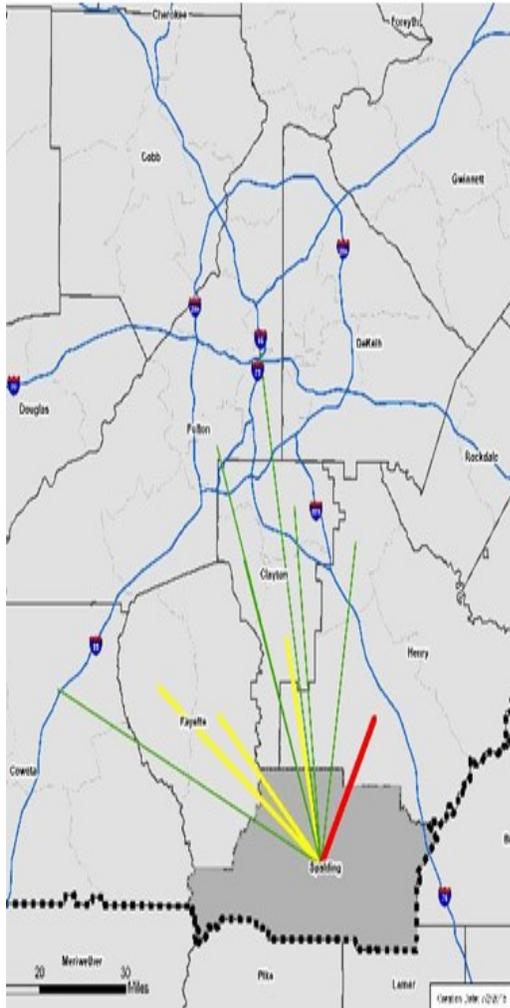
	Origin County	Daily Person Trips	%
1	Spalding	148,498	77.8%
2	Henry	17,659	9.3%
3	Fayette	9,201	4.8%
4	Clayton	6,993	3.7%
5	Coweta	3,819	2.0%
6	Fulton	1,350	0.7%
7	Newton	1,1216	0.6%
8	DeKalb	870	0.5%
9	Rockdale	527	0.3%
10	Gwinnett	138	0.1%
10	Douglas	138	0.1%
	Other	560	0.3%
	Total	190,874	100%

Source: Atlanta Regional Commission Travel Demand Model



Source: Griffin – Spalding CTP 2016 Update

2015



2040 Trips from Spalding County

Legend

Person Trips

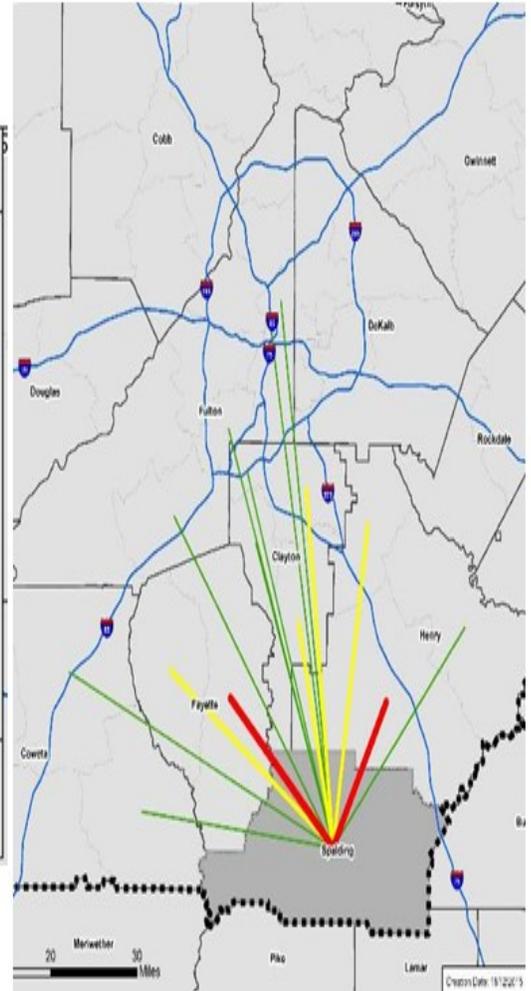
- 1,000 - 2,500
- 2,501 - 10,000
- 10,001 +

Base Map

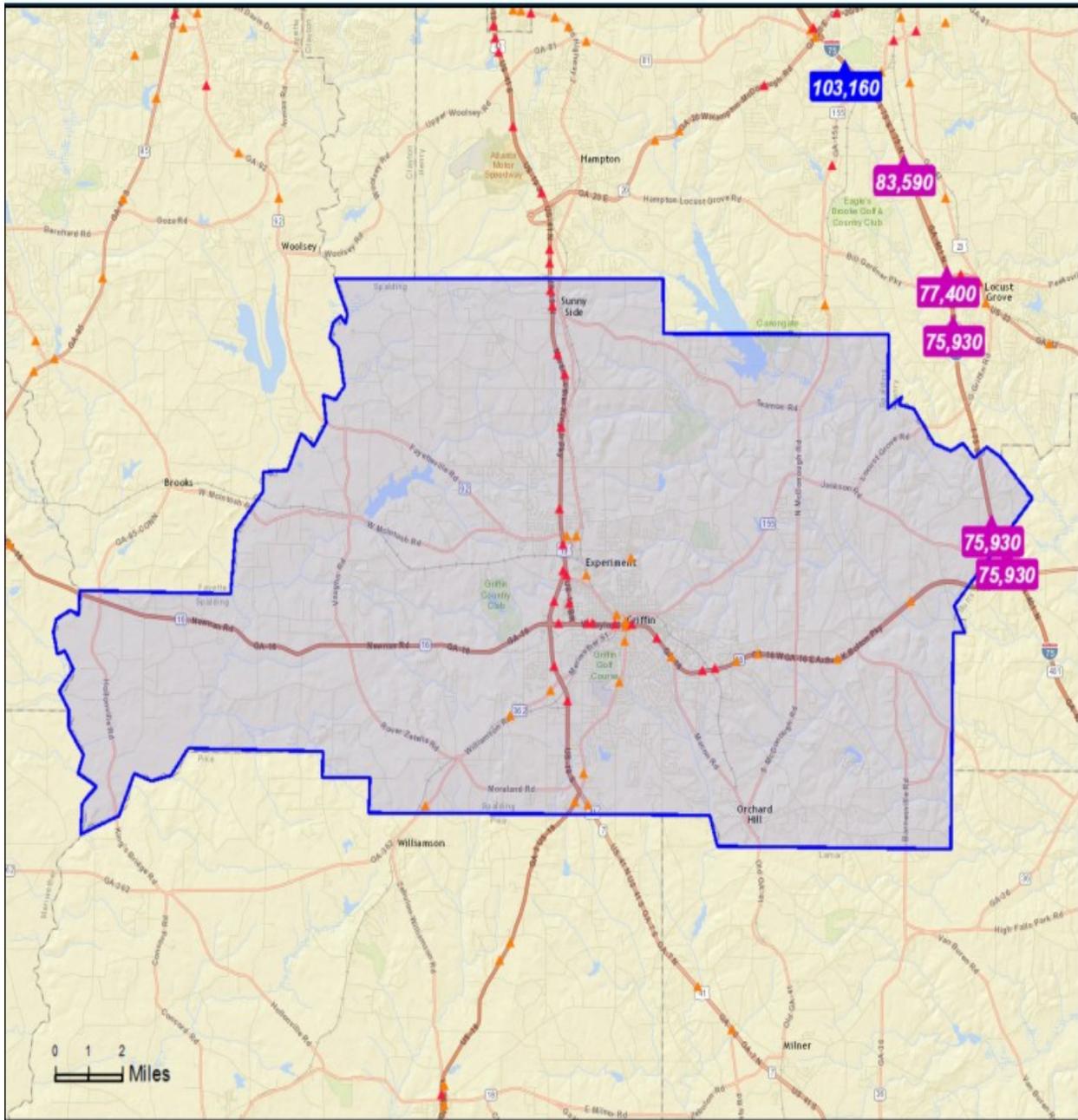
- Interstate Highways
- 20-County Area
- Spalding County
- County Boundaries

Sources: City of Griffin GIS Department, Spalding County GIS Department and Atlanta Regional Commission.

2040



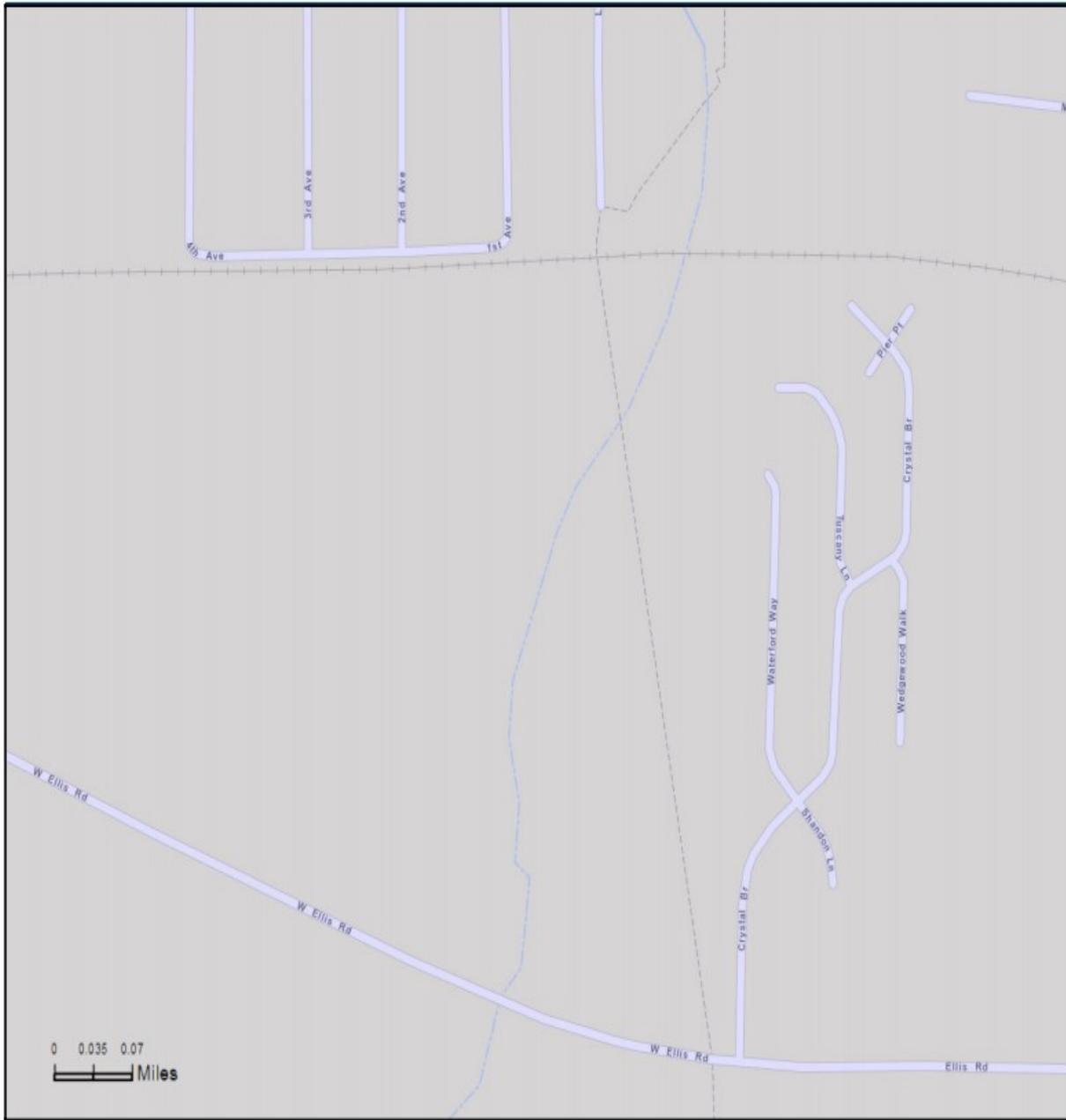
Source: Griffin – Spalding CTP 2016 Update



- Average Daily Traffic Volume**
- ▲ Up to 6,000 vehicles per day
 - ▲ 6,001 - 15,000
 - ▲ 15,001 - 30,000
 - ▲ 30,001 - 50,000
 - ▲ 50,001 - 100,000
 - ▲ More than 100,000 per day



Source: ©2015 Market Planning Solutions, Inc.

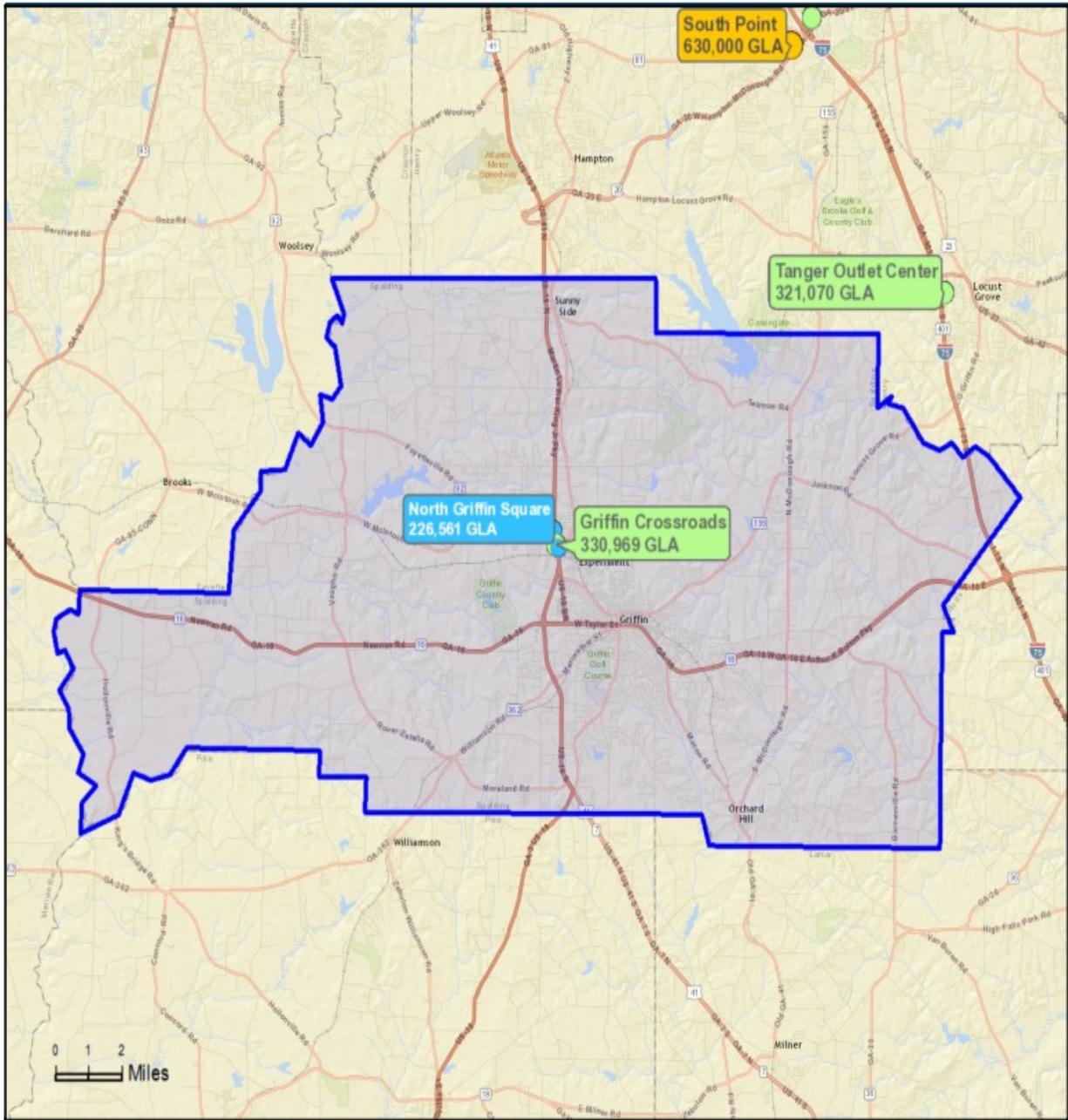


- Average Daily Traffic Volume**
- ▲ Up to 6,000 vehicles per day
 - ▲ 6,001 - 15,000
 - ▲ 15,001 - 30,000
 - ▲ 30,001 - 50,000
 - ▲ 50,001 - 100,000
 - ▲ More than 100,000 per day



Source: ©2015 Market Planning Solutions, Inc.

May 06, 2016



- Gross Leasable Area
- Less than 200,000 sq ft
 - 200,001 - 300,000
 - 300,001 - 500,000
 - 500,001 - 800,000
 - More than 800,000



Source: Directory of Major Malls, Inc.

May 06, 2016

Transit Dependent Population – 2016

There are several characteristics that could identify individual dependency on public transit, which may include; families with low incomes, individuals with disabilities and individuals over 65. Financial constraints may make it difficult for low-income populations to purchase and maintain an automobile. Individuals with temporary or permanent disabilities that limit their ability to drive can be served by the local transportation services. Older adults are faced with the decision whether to curtail driving due to frailty and / or age related physical impediments such as reduced vision or dexterity.

The Three Rivers Transit System caters heavily to these transit dependent populations in Spalding County. The Transit System for the county currently performs between $\pm 25,000$ and $\pm 35,000$ trips per year. While the percentages fluctuate from year to year, the two primary uses for transit in Spalding County are related to senior citizen activities and employment based activities. Individuals within these two population groups greatly benefit from the transit program. This is especially true with the senior citizens, as it affords them the ability to continue to contribute to the community. Some of the general benefits of access to public transportation include the following:

- Provide access to employment
- Access to routine medical care, which reduces emergency room visits and associated costs
- Continued participation in the local economy. Public Transportation advocates cite that \$4 in economic activity is generated for every \$1 spent in supporting transit services.
- Increased quality of life and mobility options for people of all ages, especially for senior citizens

Findings

Based on the Griffin – Spalding County Joint Comprehensive Transportation Plan Update, dated November 18, 2015 and prepared by RS&H, and the Spalding County 2024 Comprehensive Plan, dated December 20, 2004 and prepared by Jordan, Jones & Goulding studied the horizon through the years 2024 and 2040 respectively.

Typically, a Long Range Transportation Plan (LRTP) is required to have a planning horizon of ± 20 years. This time frame provides a basic structure and overall goals for meeting long-term transportation needs. Particular in the case of Spalding County, these needs are very hard to predict since they are driven by several influencing factors, changes in the job and housing market, as well as Spalding County's own policies on transportation. Three Rivers Regional Commission (TRRC), formerly known as McIntosh Trail RDC has managed a Unified Transportation System funded by the Georgia General Assembly and the State Department of Transportation. TRRC, UTS specifically provides transportation to the elderly, disabled, Medicaid recipients, and job-training program for low-income areas. This regional system serves as the monitor for any future upgrades

for traditional public transit services in the region.

Generally, the development and implementation of Long Range Transportation Plans are also often influenced by demographics, forecast of revenue, project cost, policy changes and political sphere of influence. Therefore, it is recommended that a general standard practice be adopted and that such document be updated at least every five years.

Three Rivers Regional Commission believes that historically, any county's greatest resources is its people and that is critical to the TRRC Region. Spalding County, having a total population to date of ±64,073 people, can safely assume that the county is growing and vibrant and as a direct result, pro-active transportation planning is vital to the County and the Region.

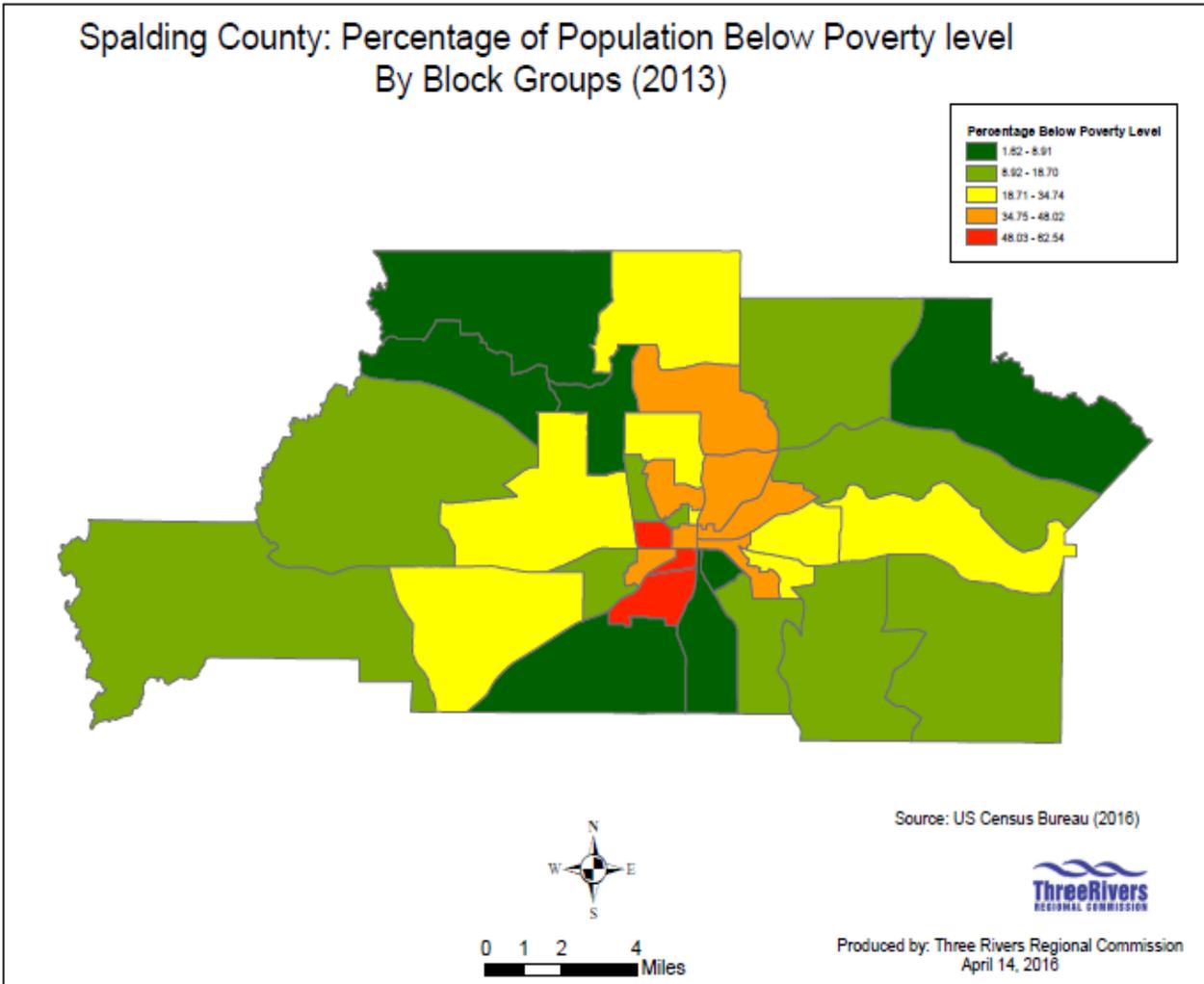
The recent Griffin – Spalding County Joint Comprehensive Transportation Plan Update, prepared by RS&H, reveals travel patterns and work flows and these are reflected in the figures and tables on pages 21-27. Additionally, the U.S. Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) program provides data on the locations of residents and workers for any given municipality based on Quarterly Census of Employment and Wages data from reports by all employers subject to unemployment compensation laws. The data are shown on pages 24-28.

There are a number of people from each of these groups, which are already commuters of the local transit system. Those not currently using the public transit system are assumed to have access through other modes of transportation, or are not in need of public transit services at their time of commute. The performance and demand analysis outlined in later sections of this study demonstrate that the existing transit fleet is sufficient to handle the current demand. If demand from the transit dependent population group were to increase above current levels, additional vehicles would be needed to add to the fleet to accommodate the increased demand.

Poverty

The poverty level for a family of 4 in Georgia has grown from \$12,674 in 1989 to over \$15,000 in 1995. The number of persons below the poverty level in Spalding County (2010-2014) is 22.6%. According to the last study and data on the state level in Georgia it is 18.2% and the median household income in Spalding County (2015) is \$40,243. Staff research reveals that Spalding County population of 64,073 12,558 is at the poverty level accounting for 19.60% of the population.

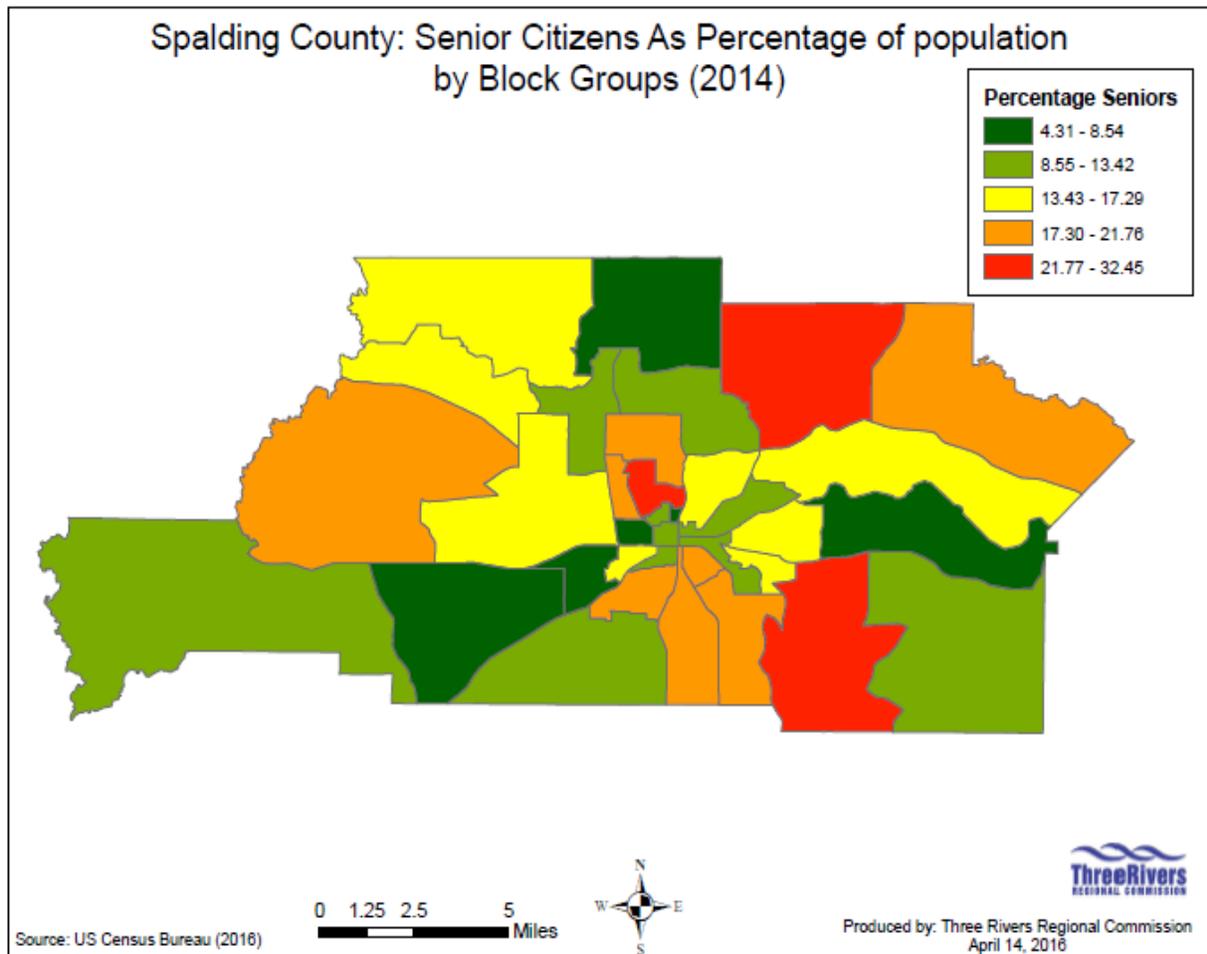
Map 3



Disability

The demographic data revealed that 2,423 out of a household of 7,796 (2008-2012) (1+ person) with disability in Spalding County, which represents 31.1%. Persons under the age of 65 years account for 9.9% with disability in the county and statewide average is 8.6 percent. The U.S. Census Bureau defines disability as: "A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as: walking, climbing stairs, dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business." According to the Multi-Model Transportation Study prepared by GDOT and HNTB, dated August 2008, dialogue with the stakeholders revealed that the study areas' populations were beginning to attract an older population. Staff research reveals that Spalding County population is 64,073 with the disabled population (ages 21-64) at 5,216 accounting for 8.14% of the population.

Map 4



TRRC performed a census block analysis of the three main population types that are considered to be the primary “transit-dependent population”. One of those populations is senior citizens, and 2014 census information placed seniors in Spalding County at 12.6% (age 65+) of the total population. In Map 4 above, above the TRRC has identified the areas of highest concentration for the senior population. Most of the senior population is located in areas served by a major road connection, which allows for more efficient route scheduling.

Research reveals that Senior citizens on fixed incomes are more likely to become users of transit when it is available. According to official figures from Three Rivers Area Agency on Aging for the FY-16 (July 2015 through April 2016) there were a total of 22,126 trips for senior citizens only. The figures for FY-15 are beginning to reflect an increase in senior citizen ridership. As of January, 2015 there were 3,168 trips just over a six month period. Providing seniors with access to transit allows them to live independently for longer periods of time, continue to contribute to the local economy, and help to provide access to routine medical care.

Spalding County Median Age

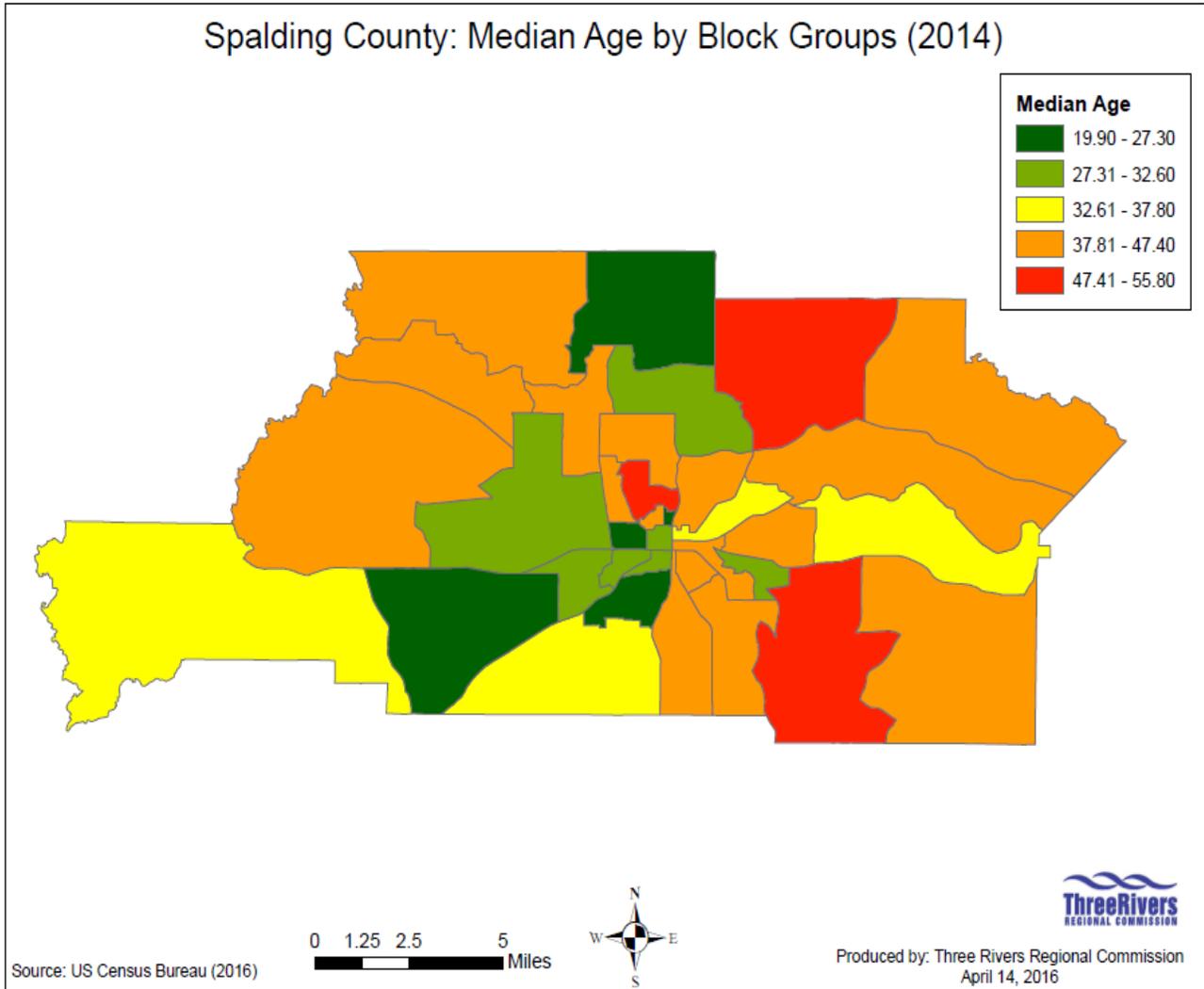
Using GIS analysis, TRRC has identified the areas of the county that should undergo the most rapid growth of the senior citizen population. The median age map identifies the southern, northern with a little of the central portion of Spalding County as having the highest median age. The two highest areas of median age concentration to consider for future planning are the northern part of the City of Griffin, and the northeastern and southern portion of the county between state routes 36 and 16.

The remaining parts of the county include areas that have younger populations, and those areas should not have a greater need for transit services until 2021. Map 5 below provides a view of the median age distribution for Spalding County as of 2014.

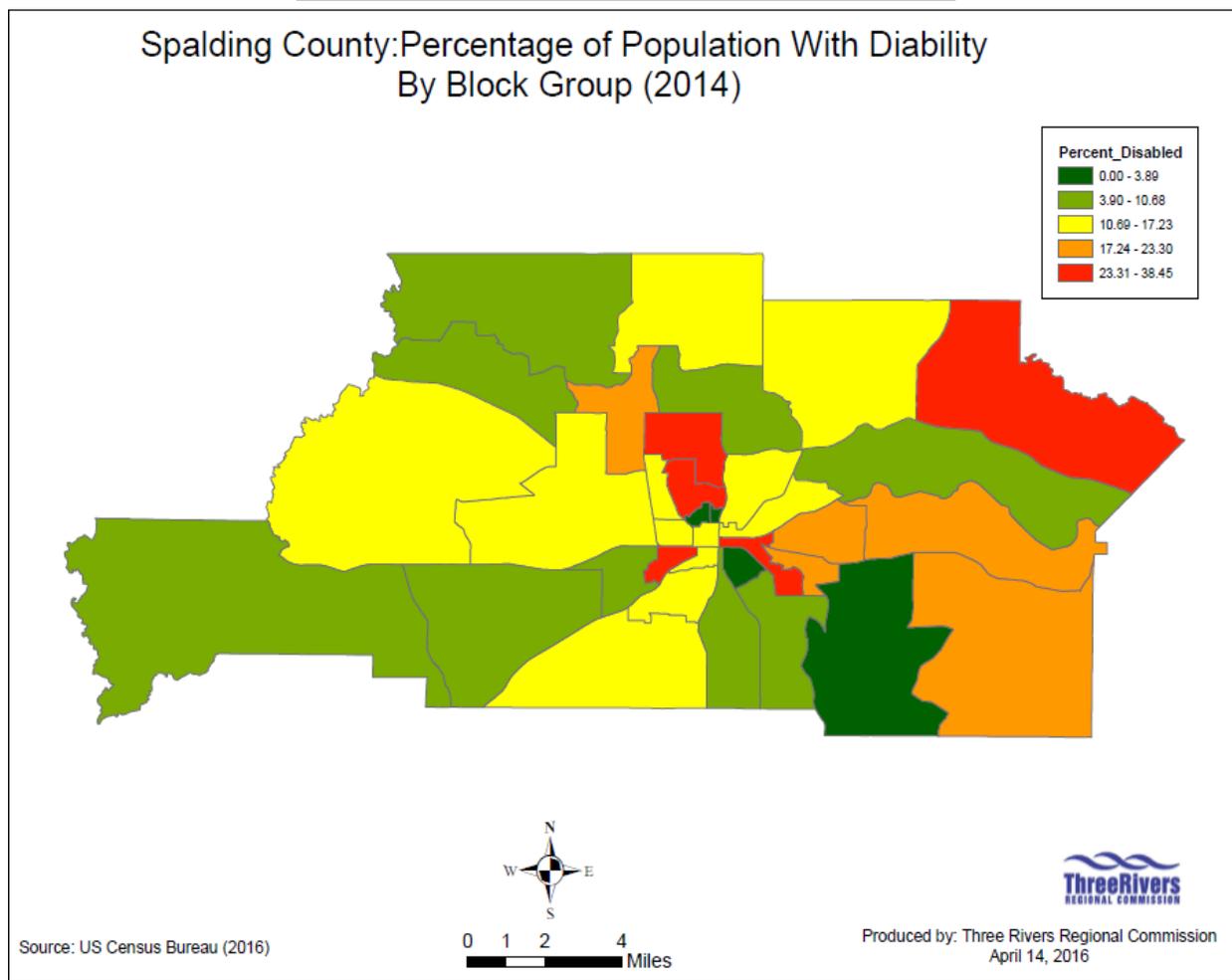
SPALDING COUNTY/CITY OF GRIFFIN(2016)									
VEHICLE	3067	3069	3068	3066	3065	TOTAL			
MEDICAL	480	636	836	702	843	3,497			
EMPLOYMENT	357	514	491	752	506	2,620			
NUTRITION	1358	2854	2090	1183	314	7,799			
SOCIAL	526	368	639	563	540	2,636			
EDUCATION	569	346	805	1507	531	3,758			
PERSONAL	304	246	258	527	481	1,816			
TOTAL:	3594	4964	5119	5234	3215	22,126			
TRIPS BY RACE									
WHITE	1892	2496	2658	2679	1410	11,135			
African American	1702	2468	2461	2555	1805	10,991			
HISPANIC	0	0	0	0	0	-			
American Indian	0	0	0	0	0	-			
Asian/Pacific Islander	0	0	0	0	0	-			
Other	0	0	0	0	0	-			
TOTAL:	3594	4964	5119	5234	3215	22,126			
TRIP PERCENTAGES									
MEDICAL				16%					
EMPLOYMENT				12%					
NUTRITION				35%					
SOCIAL				12%					
EDUCATION				17%					
PERSONAL				8%					
TOTAL:				100%					
SENIOR RELATED									
EDUCATION/EMPLOY:				63%					
OTHER				29%					
MINORITY				8%					
MINORITY				50%					

Map 5

Spalding County: Median Age by Block Groups (2014)

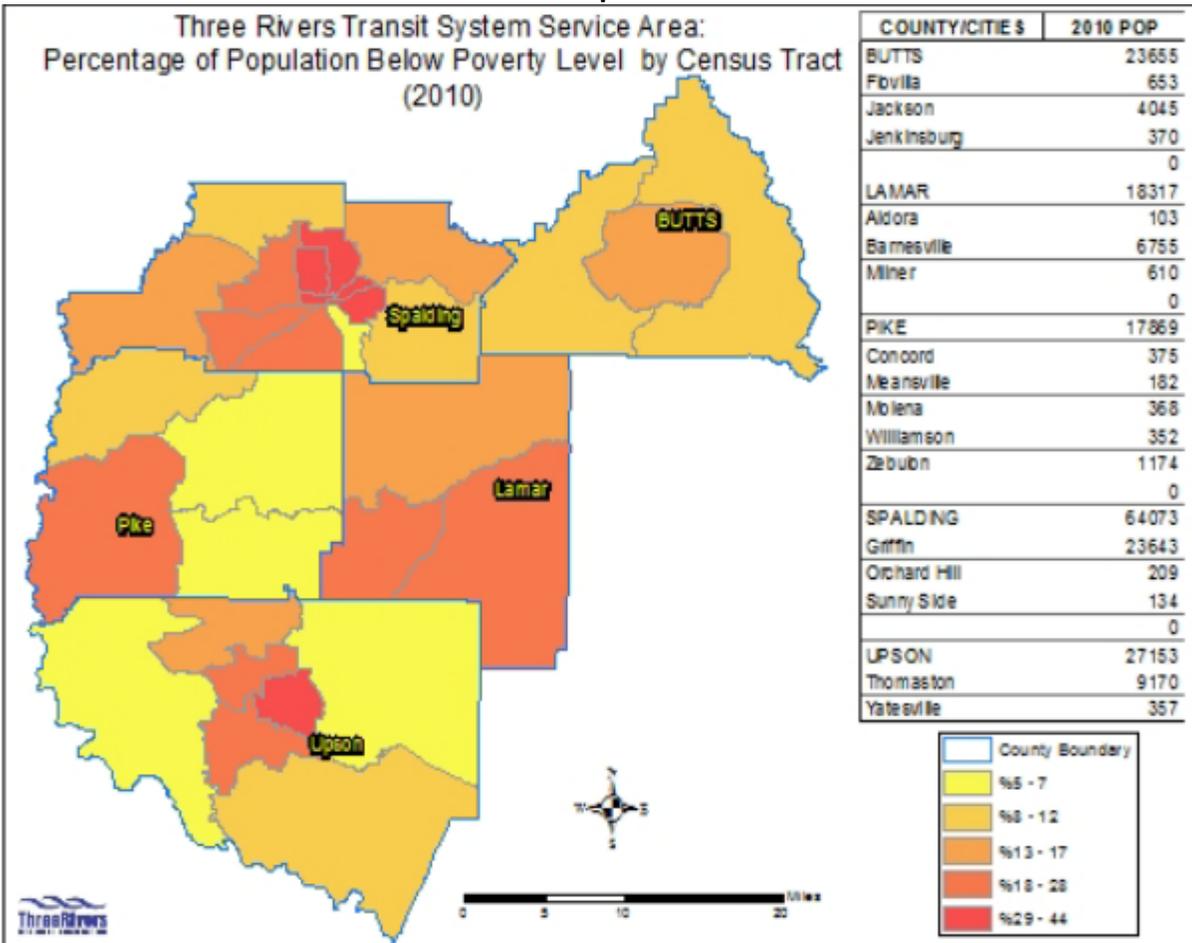


Map 6
Spalding County Disabled Population (Ages 18-64)



TRRC conducted an analysis of the disabled population based on 2014 census block group updated figures, and limited the analysis to the 18-64 age group. People aged 65 and over would have already been identified in the senior citizens analysis and were not included in this particular analysis. The 18 to 64 year old disabled population represents approximately 46.6% of the total population for Spalding County. There are approximately 5,216 people within this age group who are disabled but also employed. While transit ridership statistics are not kept for disabled passengers, the current fleet for the Spalding County portion of the regional transit does include one (1) vehicle that is wheelchair lift equipped. Staff research reveals that 5,216 of Spalding County population is disabled and 1,251 of that disabled population is employed (23.98%).

**Map 7
Potential Ridership Based On Income**



Source: Three Rivers Regional Commission Regional Development Transit Plan 2013-2018

Over the years studies conducted on the national level on public transit, have revealed that low to moderate-income workers are the ones more likely to use public transits in areas where such services are readily available. Generally, the income threshold used to estimate potential P is based on an income of approximately \$25,000 per year. Given the fluctuations in fuel prices it is possible that the demand for transit can increase beyond the senior and disability groups.

The Three Rivers Regional Commission (TRRC) used the census data to identify areas of potential ridership based on incomes at or below the poverty level. The above map reveals that that the largest concentrations of low-income households are in or around the urban clusters in most counties within the TRRC Region, with Pike County being the exception. The map reveals the West Central portions of the county with the highest low-income population. However, the areas with smaller percentages of low-income populations are least likely to use public transit, but would likely use available carpools, vanpool programs, or a commute alternative with a destination outside of the county.

PROGRAM GOALS AND OBJECTIVES

The program objective is to provide cost effective and affordable public transportation to all citizens within Spalding County through participation in the regional public transportation program administered by the Three Rivers Regional Commission (TRRC).

Short Term Goals and Objectives: 2016 – 2021

The Short-term Goals and Objectives of the Three Rivers Transit System for the period 2016 through 2021 are as follows:

- Provide public transportation to residents of Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties.
- Contract with the Department of Human Resources and other interested local groups to provide purchase of service trips in order to reduce the operating cost required by local governments.
- Expand the regional transit program to include neighboring counties that have no local transit, and are seeking to participate in a cost effective regional transit system that serves local needs.
- Develop and implement an effective marketing campaign.
- Offer technical assistance to TPO regarding bookkeeping, transit system operations enhancement recommendations, and identifying training opportunities.
- Achieve or exceed all Section 5311 service criteria as outlined in the GDOT administrative guide.
- Evaluate scheduling and trip routing options to identify the most effective way to operate the system.
- Ensure that the TPO is complying with all federal and state guidelines for operating the transportation program.

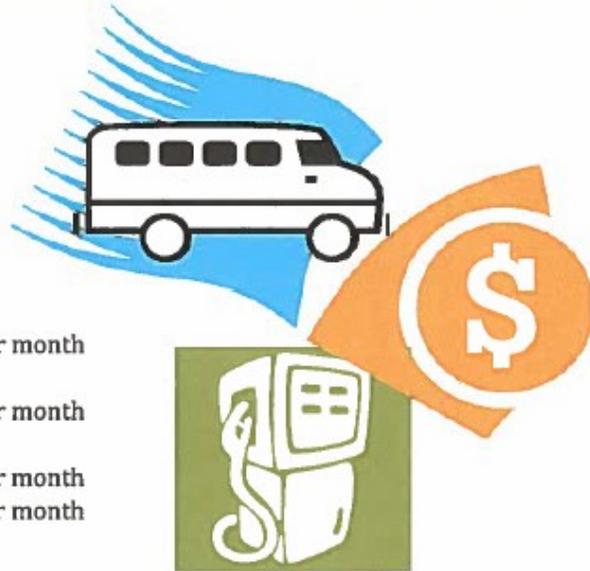
SYSTEM PERFORMANCE

Transit Operations Snapshot—Spalding Co. 5311 Rural Program

FY2016: July 2015 through April 2016

Operational Totals YTD

Total Trips:	22,126
Total Miles:	154,760
Service Hours:	9,884
Total Gallons:	17,866

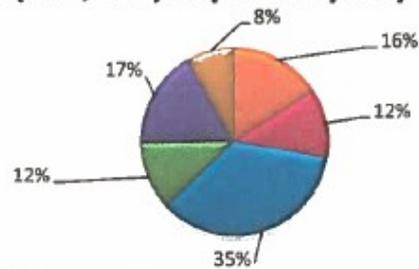


Operational Averages (5 vehicles)

Avg. Trips:	402	per vehicle per month
Avg. Distance:	6.99	miles per trip
Avg. Gallons:	325	per vehicle per month
Avg. Fuel Price:	\$ 2.19	per gallon
Avg. Miles:	2,814	per vehicle per month
Avg. Service Hours:	180	per vehicle per month



Trip purpose (22,126) trips this year)



- Medical
- Employment
- Seniors
- Social
- Educational
- Personal

Source: Three Rivers Regional Commission, Mobility Manager

DEMAND EVALUATION

The Spalding County component of the Three Rivers Regional Commission (TRRC) regional transit system has the potential to be the highest trip generating area of the system. Local surveys indicate that 58% of transit ridership on Spalding County vehicles is employment related, and 32% of transit trips are senior citizens. It is logical to assume that the availability of local transit greatly assists citizens with obtaining and retaining employment, and provides the senior citizens with a way to continue to live independently. Transit demand will continue to grow in the coming years as more commercial development occurs, and the senior population grows.

Current Demand

Currently the five vehicles in circulation are able to keep up with local demand for transit service. The TPO has not had to regularly turn away call in requests for public trips. However trip volume has been steadily increasing as marketing efforts have been underway. If trip volume continues to increase to the point to where all Spalding vehicles are averaging 575 trips per month, then a request to add more vehicles should be considered or it is likely that additional trip orders will have to be denied due to a lack of capacity.

Criteria (Any Combination)	Exceeded Standards	Met Standards	Did Not Meet Standards
402 Trips Per Month	X		
180 Service Hours	X		
2,814 Vehicle Miles	X		
10% Farebox Target	X		

System Usage (July 2015 – April 2016)

1. Total Trips: **22,126**
2. Avg Trips Per Month: **402**
3. Total Miles Traveled: **154,760**
4. Average Distance Per trip: **6.99 Miles**
5. Peak Usage Times: **6 to 9:30 AM & 3 to 5:30 PM**

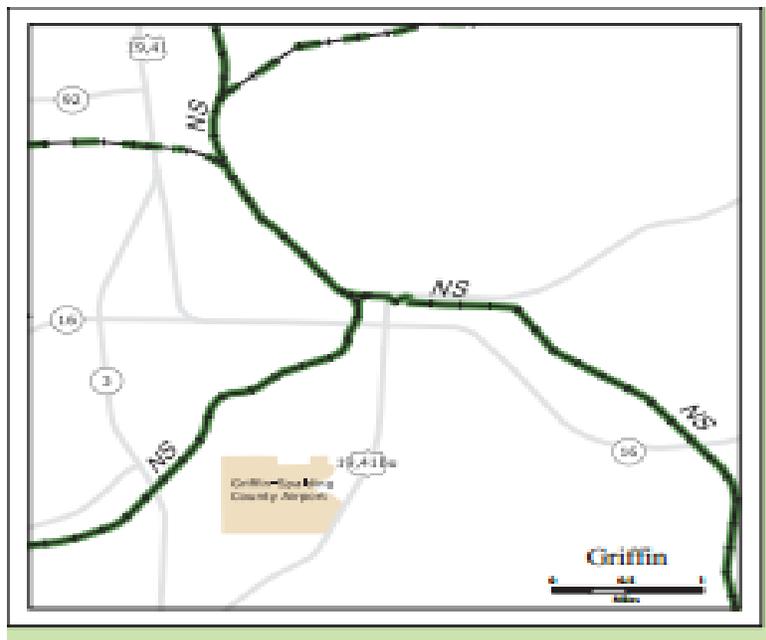
Public Involvement: Community Survey

Spalding County is currently updating its comprehensive transportation plan, and an intensive public survey was conducted to obtain input from the citizens on what they felt were the top transportation priorities facing the county. At the time this survey was conducted, the public transit service had only been in operation two months.

TRANSIT ALTERNATIVES

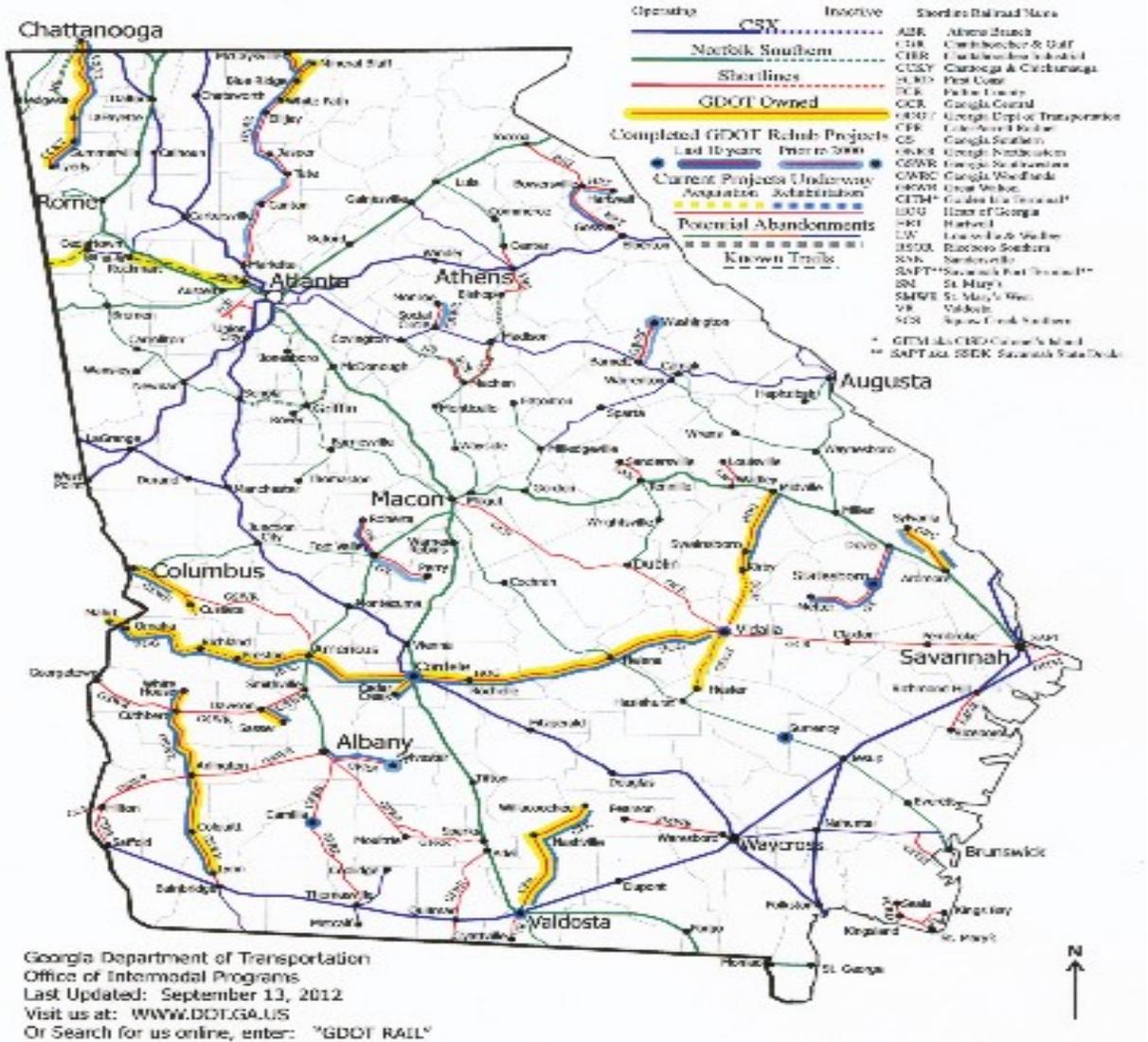
Commuter Rail

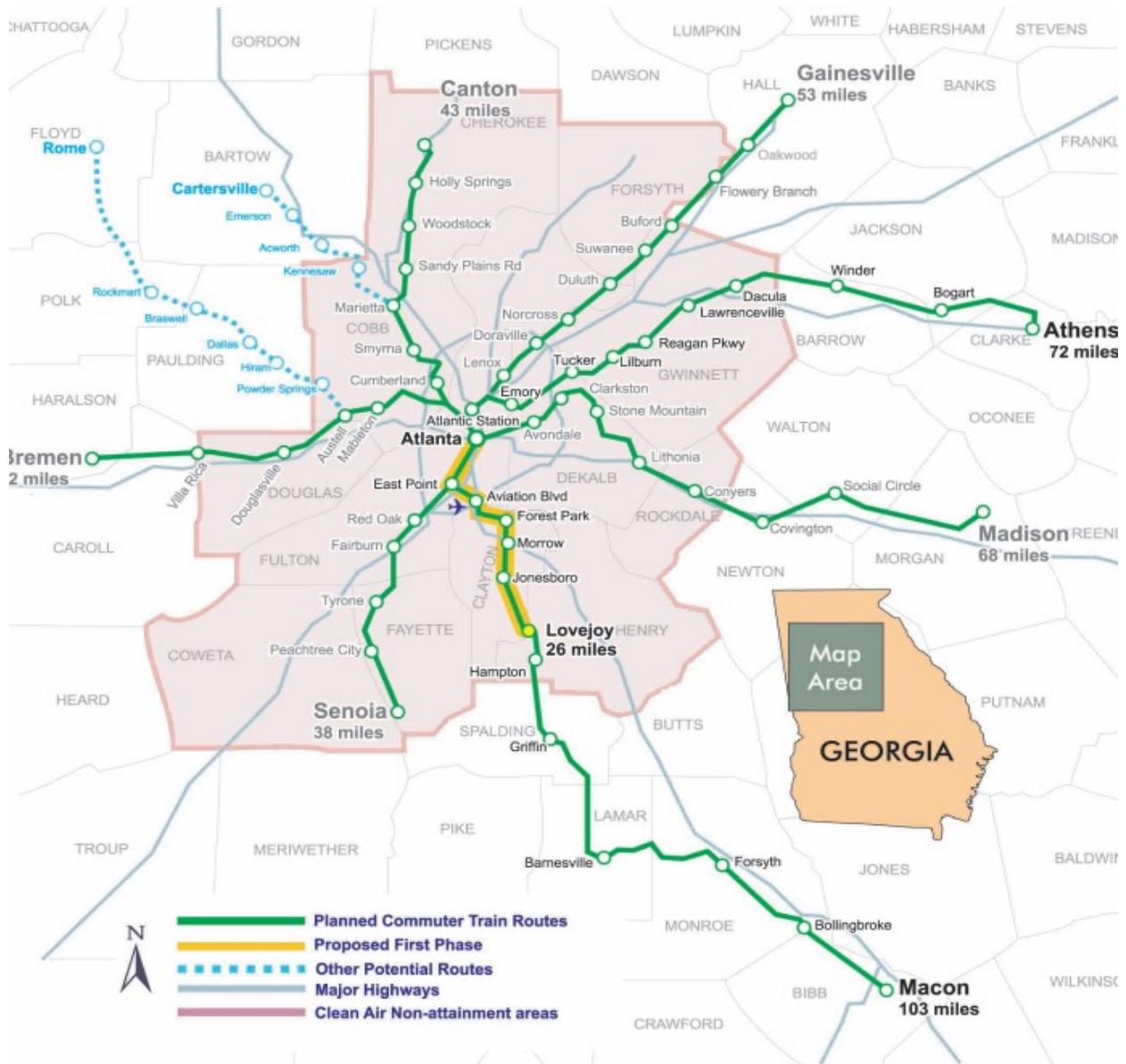
The Three Rivers Regional Commission staff wishes to note, that commuter rail has been studied extensively in the Spalding County area over the last fifteen years. TRRC believes that Commuter rail would benefit several counties in the transit service area, and the rest of the TRRC region by providing a direct connection to downtown Atlanta. If commuter rail were to become a reality, Three Rivers Transit System would likely expand its capacity to become a feeder system to the commuter rail service.



Map 2
Commuter Rail Line

Georgia's Rail System





The Three Rivers Regional Commission staff also wishes to note, that in recent years the commuter rail concept has gained lost momentum and the state and federal funding to start the line has been reallocated. At the current time there appears to be a lack of support to move forward with the passenger service, and without state and federal dollars to help build and operate, the rail service will not move forward.

SR 16 in Spalding, Coweta, and Carroll counties are part of the ARC's (Atlanta Regional Commission) Atlanta Strategic Truck Route Master Plan (ASTRoMaP). Roadways that are part of the ASTRoMaP are intended to provide continuous truck routes within both the Three Rivers and Atlanta Regional Commissions' Region (see table Freight, Mobility, GRIP 10 year Plan (2016-2025)). TRRC Rural Transit Development Plan should take these under consideration these and avoid the unnecessary routes that would interfere with truck traffic that cause the potential inconvenience for traffic users.

APPENDIX A

**AUTHORIZING RESOLUTION
BETWEEN
SPALDING COUNTY
AND
THREE RIVERS REGIONAL COMMISSION**

WHEREAS, the Georgia Department of Transportation in cooperation with the Three Rivers Regional Commission has agreed to participate in the formation of a Regional 5311 Transportation System; and

WHEREAS, Spalding County has agreed to participate in this regional transportation program lead by the Three Rivers Regional Commission; and

THEREFORE, the parties agree as follows:

Article I.

The Three Rivers Regional Commission will act as the designated agency for the receipt of funds from the Georgia Department of Transportation for the purpose of operating the Three Rivers Transit System.

Spalding County will participate in a regional transportation program by entering into an agreement with the Three Rivers Regional Commission, appropriating annual transportation funds as requested, insuring public transportation vehicles assigned to the county, and appropriating funds for vehicle replacement when needed. The Three Rivers Regional Commission will utilize such funds in a manner consistent with state/federal laws and regulations, and existing agreements, for the operation and administration of the Three Rivers Transit System.

Article II.

In the event either party wishes to terminate this understanding, the terminating party will give sixty (60) days written notice to the other party.

This resolution shall become effective upon the adoption of such resolution by the governing body of Spalding County.

Mayor or Chairman Spalding County

Date

APPENDIX B

**SECTION 5311 PUBLIC TRANSPORTATION
SERVICE AGREEMENT**

**FOR OPERATION OF
THREE RIVERS REGIONAL TRANSIT SYSTEM**

**BETWEEN THE
BOARD OF COMMISSIONERS OF SPALDING COUNTY**

AND

THREE RIVERS REGIONAL COMMISSION

PREAMBLE

This Agreement is made and entered into this _____ day of _____, 2015 by and between the Board of Commissioners of SPALDING County hereinafter referred to collectively as the "COUNTY"; and THREE RIVERS REGIONAL COMMISSION, hereinafter referred to as "TRRC"; and shall terminate on the 30th day of June, 2016 unless terminated earlier under other provisions of this agreement.

WHEREAS, the Georgia Department of Transportation (GDOT) in cooperation with the Three Rivers Regional Commission has agreed to participate in the formation of a Regional 5311 Public Transportation System; and

WHEREAS, SPALDING County has agreed to participate in this regional transportation system administered by the Three Rivers Regional Commission; and

NOW, THEREFORE, the parties agree as follows:

ARTICLE I

**TERM OF AGREEMENT
TERMINATION PROVISIONS
AND ATTACHED DOCUMENTS**

1. Engagement: The TRRC is retained and engaged by the counties for the purpose of operating a 49 U.S.C. 5311 public transportation program.
2. Term of Agreement: The term of Agreement shall be from July 1, 2015 through June 30, 2016.
3. Termination of Agreement: The COUNTY or TRRC reserves the right to terminate this Agreement for just cause upon 60 (sixty) days written notice to the other party.
4. Attachments:
 - a. **Attachment A: Georgia Security and Immigration Compliance Act of 2006**
 - b. **Exhibit 1: Contractor Affidavit and Agreement – EVV**

ARTICLE II

SCOPE OF WORK

COUNTY RESPONSIBILITIES

1. The COUNTY will appropriate funds to operate the Section 5311 Rural Public Transportation Program for the stated contract year.
2. The COUNTY shall procure a Commercial General Liability Insurance Policy for all DOT assigned vehicles including personal and advertising liability (or Comprehensive General Liability Policy with endorsement to insure contractual liability, broad from property damage, personal injury, personal and advertising liability), and other insurance policies.

TRRC RESPONSIBILITIES

1. The TRRC will manage the day-to-day operation of the Regional 5311 Public Transportation program. The TRRC will retain and monitor a third party operator for compliance with local, state, and federal regulations.
2. The TRRC will manage the financial reporting and statistical analysis for the program, and request the appropriated funds from each participating COUNTY no more than monthly and no less than once a year.

ADDITIONAL RESPONSIBILITIES

1. The TRRC and the third party operator shall defend all lawsuits, not related to insurance claims, brought upon the FTA Section 5311 regional public transportation program (commonly known as the Three Rivers Regional Transit System), or any claim related to the aforementioned public

transportation program. The TRRC agrees to pay in full all costs and expenses incidental thereto; however, a COUNTY may have the right, at its own expense, to participate in the defense of any suit, without relieving TRRC of any obligation.

2. All wages, salaries, fringe benefits, other employee costs, services, fuels, lubricants, parts, materials, taxes and the expenses required for the performance of this contract shall be supplied and paid for by the third party operator retained by the TRRC. Payment from the COUNTY to the TRRC for all expenses incurred in fulfilling the intent of this contract shall be the fund amount listed in Article IV.
3. TRRC shall operate the FTA Section 5311 Regional Public Transportation program services in accordance with the guidelines and policies set by GDOT. TRRC further agrees to maintain appropriate books, records, documents, papers, and other evidence pertaining to public transportation operations for the period of this Agreement and for three years beyond the period of this Agreement and to make such materials available for inspection, upon request by the Authorized Representative or his designee, any COUNTY, and the GDOT or their representatives.
4. Service expansions or improvements may be recommended by TRRC to the participating COUNTY. It is agreed that the TRRC must have approval and additional funds (if applicable) from the COUNTY before implementation of expansions or improvements.

ARTICLE III

SCOPE OF SERVICES

SERVICES TO BE OFFERED

Services to be offered under this Agreement will be based on response to specific requests (hereinafter "demand response transportation"), within the following parameters:

1. This service (demand response transportation) will be offered only under the terms of this agreement.
2. Demand response service constitutes service with at least 24-hour advance notice. Any advance notice less than 24-hours should be worked into the regular schedule when feasible. Demand response service is either subscription service (prearranged to meet the repetitive travel needs of riders) or random service (scheduled sporadically by riders).
3. Service is available to passengers a minimum of 8 (eight) hours a day, Monday through Friday excluding holidays.

4. Passenger constitutes any resident of Butts, Lamar, Meriwether, Pike, Spalding, and Upson COUNTIES, and a passenger trip constitutes transporting one passenger one-way between two locations.

REVENUE AND EXPENSE REPORTING AND INVOICING

Fare Box Revenue: There is a fare box structure established for the transit system. The fare amount is between \$2.00 and \$2.50 per one-way passenger trip. The fare structure shall remain in force until the TRRC has sufficient data to justify a change.

ACCIDENT REPORTING

A written report must be filed with the TRRC by the TPO within 24 hours after an accident. This accident report shall describe the nature of the accident, the findings as to cause, personal injury sustained, property damage and information, and if a drug and alcohol test was administered. The TRRC will notify the COUNTY so that an insurance claim can be prepared, and an accident report will be forwarded to the COUNTY once it is received.

FEDERAL COMPLIANCE

The COUNTY and TRRC must agree as a condition of participating in the Section 5311

Rural Transportation Program, that:

1. No persons shall on the grounds of race, color, religion, creed, national origin, sex, age, or handicap be excluded from participation in, or denied the benefits of, or be subject to discrimination under any project, program, or activity for which this recipient receives federal financial assistance from the Federal Transit Act;
2. TRRC or its third party operator shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin;
3. TRRC or its third party operator will conduct any program or operate any facility that receives or benefits from federal financial assistance administered by the Department of Transportation in compliance with all requirements imposed by or pursuant to 49 CFR, Part 27, Non-

discrimination on the Basis of Handicap in Federally Assisted Programs and Activities received or benefiting from Federal Financial Assistance.

ARTICLE IV

COMPENSATION

Operating & Program Administration: \$6,650

Total Compensation: \$6,650

The COUNTY's maximum obligation to the TRRC shall not exceed \$6,650 (Six thousand six hundred fifty dollars) for transit capital match, and transit operating and program administration services rendered between July 1, 2015 and June 30, 2016. Compensation will be requested no more than monthly and no less than once a year.

**On behalf of the Board of Commissioners
of SPALDING COUNTY**

Board of Commissioners

ATTEST:

Clerk, Board of Commissioners of
SPALDING COUNTY

Three Rivers Regional Commission

Lanier E. Boatwright, Executive Director

Witness

Hays Arnold, TRRC Chairman

Notary Public (Seal)

TERMS OF USAGE

An Attachment to the Service Agreement Between

The Boards of Commissioners of SPALDING County

AND

THREE RIVERS REGIONAL COMMISSION

WHEREAS, the Boards of Commissioners for the aforementioned COUNTY have indicated a desire to contract with THREE RIVERS REGIONAL COMMISSION to provide public transportation services within their county area, located in the Three Rivers region; and

WHEREAS, the aforementioned COUNTY has supplied at least one vehicle for operation of a public transportation system in the Three Rivers region.

THEREFORE, the parties agree to the following, as an Attachment to their Service Agreement as referenced above:

1. THREE RIVERS REGIONAL COMMISSION and its TPO will have the right to operate and manage vehicles placed by the above named COUNTY into the Three Rivers Regional Transit System, an FTA Section 5311 program.
2. THREE RIVERS REGIONAL COMMISSION will follow all state and federal laws regarding the safe operation of any vehicle placed in the Three Rivers Regional Transit System.
3. THREE RIVERS REGIONAL COMMISSION recognizes that program vehicles are the property of the respective COUNTY, and will treat said property with proper care and attention. Nothing in the "Terms of Usage" shall constrain the COUNTY from its rights of ownership and supervision over respective program vehicles.
4. THREE RIVERS REGIONAL COMMISSION acknowledges the following: Should the COUNTY withdraw from the main Service Agreement, program vehicle(s) must be returned to the county.

This "Terms of Usage" agreement is effective only upon execution of the main agreement between the COUNTIES and THREE RIVERS REGIONAL COMMISSION. Termination of the main agreement automatically eliminates any claim the TRRC may have pertaining to rights of operation for said program vehicles.

APPENDIX C

Sample Press Release

Three Rivers Regional Commission

Post Office Box 818

Griffin, Georgia 30224

DATE: **June 1, 2016**
CONTACT: Robert Hiatt
TITLE: Governmental Services Division Director
PHONE: (678) 692-0510

PRESS RELEASE

FOR IMMEDIATE DISTRIBUTION

PUBLIC TRANSPORTATION IN BUTTS, LAMAR, MERIWETHER, PIKE, SPALDING, AND UPSON COUNTIES



The regional public transportation program provides public transportation for residents of Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties, and has operated in the region since 1999. The regional public transportation program is administered by the Three Rivers Regional Commission on behalf of its participating governments.

The regional public transportation program operates under a “demand response” model which means that there are no fixed routes, bus stops, or pick up times. With a demand response model residents call in and order a trip 24 hours in advance, and daily routes are generated based on the destinations requested. The transportation operator will attempt to accommodate all callers for the times they request. During peak times (**8:00 am to 10:00 am and 2:00 pm to 5:00 pm**) the system may be at or near full capacity, and trips scheduled during off peak times (**10:00 am to 1:30 pm**) have the most seating capacity available.

In order to schedule a trip on the public transportation system, **please call 1-855-407-RIDE (7433)**. The fee is \$2.00 per one-way trip (\$3.00 for Meriwether County), and the service is offered Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

APPENDIX D

FY 2016 Transit Brochure Page 1

When you need Transportation to or from:

*Medical Appointment
Hospital (non-emergency)
Employment (Limited)
Senior Center
Bank
Educational Facilities
Shopping
Social Outings
and many other places..*

**You can count on
Three Rivers Transit!**

**Call Toll Free:
(855) 407-7433
RIDE**

Call us today!

It is the policy of Three Rivers Transit that no individual shall solely by reason of race, age, sex, color, religion, national origin, political affiliation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program receiving federal funds.



For additional information regarding the discrimination policies and/or procedures in filing a complaint:

Regional Contact:

**Mamie Tomys, Transit Administrator
Phone: (678) 692-0510**



DIAL A RIDE —

Toll Free:



*"When you need
transportation...."*

Proudly serving the counties of:

**Butts, Lamar, Meriwether, Pike,
Spalding and Upson**

Hours of Operation

Monday-Friday—8:00 am—5:00 pm
(Excluding Holidays)

Cost of Rides

\$2.00 for each stop in Butts, Lamar, Pike,
Spalding, and Upson Counties

\$3.00 for each stop in Meriwether County

Fares must be paid at time of boarding
or prior to pick up.

Drivers cannot make change or extend credit.

Scheduling Your Ride

Transit operates on a “first come, first serve”
basis and requires at least a 24-hour notice to
schedule a trip. All stops must be scheduled
when appointment is made.

What do I do if the transit vehicle is late?

Call the Transit office at (855) 407-7433, and
we will check the status of the vehicle’s
arrival time.

What if I have questions?

If you have a question, complaint, compliment
or simply a suggestion, please call: (855) 407-
7433.

Passenger Rules

- ❑ Safety is our first priority; therefore, seat belts are to be used at ALL times.
- ❑ Children under the age of 16 must be accompanied by a parent or guardian.
- ❑ Child care seats are required for children ages 5 and under. Parents are responsible for providing and securing the car seat prior to the trip.
- ❑ No school bus service is provided.
- ❑ Animals, other than “Service Animals” are not allowed.
- ❑ Limit packages to no more than what the passenger can carry. Packages must be stowed under the seats or in the back of the vehicle to avoid any unsafe hazardous exiting or entering by others. Aisle must remain clear at all times.
- ❑ No smoking/eating/drinking allowed in vehicles.
- ❑ Absolutely no alcohol, illegal drugs or weapons allowed. Riders who appear to be under the influence of alcohol or illegal drugs may be denied transportation service.
- ❑ No hazardous, combustible, or flammable chemicals allowed at any time.
- ❑ Inappropriate behavior which presents a danger or nuisance to other passengers or transit staff will not be tolerated; this includes, but is not limited to, verbal or physical violence, offensive language, gestures or threats.
- ❑ Drivers will wait at the scheduled pick up point five (5) minutes. Riders should make every effort to be ready and waiting at the scheduled pick up time. (Note: Driver will not be sent back once vehicle is in route after the five (5) minute wait time has lapsed. This holds true for forgotten items.)
- ❑ Riders with two (2) no shows without prior notice or cancellation will be suspended from ridership for a two (2) week period and may result in the denial of future public transportation services.
- ❑ Demand response public transit cannot guarantee “daily” transport for work or school commutes.

Thank you for riding with us!

APPENDIX E

2016 SECTION 5311 APPLICATION BUDGET	
EXHIBIT 3	
Operating Period: From: 7-1-15 To: 6-30-16	
County/City: Three Rivers Regional Commission (Butts, Lamar, Meriwether, Pike, Spalding, Upson)	
Part A: Expenditures Estimate	
Line Item Description	TOTAL BUDGET
ADMINISTRATIVE BUDGET	
1. Director Salary	71,000
2. Supervisory Salary	40,500
3. Bookkeeper Salary	4,723
4. Secretary Salary	2,004
5. Training	1,200
6. Marketing	400
7. Telephone	2,064
8. Office Supplies	3,142
9. Facilities/Rental	5,618
10. Computer Software Maintenance	2,050
11. Audit	3,250
12. Other	-
SUM OF LINES 1-12 = ADMIN BUDGET	135,950
13. Driver Salary	440,000
14. Dispatcher Salary	23,289
15. Mechanic Salary	
16. Fuel	308,814
17. Oil	
18. Tires	
19. Parts	-
20. Maintenance and Repair	42,500
21. Vehicle Insurance	2,294
22. Drug and Alcohol Testing	600
23. License	
24. Uniforms	
25. Other (Communications)	34,044

26. EXPENSE TOTAL (sum of lines 1-25)	987,491
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NET OPERATING DEFICIT SUMMARY	
27. Less Purchase of Service Revenue	-
28. Net Operating Expense (Line 26 minus 27)	987,491
29. Less Fare Revenue (10% of line 28)	98,749
30. Net Operating Deficit (line 28 minus 29)	888,742

NET DEFICIT FINANCIAL SUMMARY	
31. Purchase of Service Income	0
32. Net Local Match (50% of line 30)	444,371
33. Excess Purchase of Service Income Above Local Match (line 31 minus 32)	0

Part B: Net Operating Budget			
Line Item Description	Total Budgeted Costs	Federal Share (50%)	Local Share (50%)
34. Net Operating Deficit (line 30)	888,742	444,371	444,371
35. Less Excess Purchase of Service Income above Local Match (line 33)	0	0	0
36. OPERATING BUDGET TOTAL (line 34 minus 35)	888,742	444,371	444,371

Part C: Capital Expenditures Estimate						
CAPITAL BUDGET	A	B	C	D	E	F
Equipment Description	Unit Cost	No. of Units	Total Costs	Federal (80%)	State (10%)	Local (10%)
37. Standard Van				0	0	0
38. Modified Van				0	0	0
39. Conversion Van				0	0	0
40. Conversion Van/Lift				0	0	0
41. Shuttle Van	43,764	1	43,764	35,011	4,376	4,376
42. Shuttle Van/Lift	47,219	3	141,657	113,326	14,166	14,166
43. Shuttle Bus				0	0	0
44. Shuttle Bus/Lift		0	0	0	0	0
45. Mobile Radio Unit				0	0	0
46. Base Station				0	0	0
47. Computer,				0	0	0

Printer, Software						
48. Computer & Dispatching Software				0	0	0
49. Other				0	0	0
50. Other				0	0	0
51. Capital Budget Total (sum of lines 37 thru 50)				185,421	148,337	18,542

Part D: BUDGET SUMMARY				
	A	B	C	D
Budget Totals	Total	Federal	State	Local
52. Operating Budget Total (line 36)	888,742	444,371		444,371
53. Capital Budget Total (line 51)	185,421	148,337	18,542	18,542
Grand Total (sum of lines 52 and 53)	1,074,163	592,708	18,542	462,91

Note: This budget represents the region however; Spalding's County local share is projected to remain at \$6,650 for the County and \$6,650 for the City of Griffin between 2016 and 2021 (for combined total of \$13,330).