

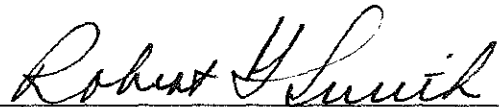
A RESOLUTION ENDORSING )  
TRANSITION PLAN IN COMPLIANCE )  
WITH DEPARTMENT OF TRANSPORTATION )  
504 REGULATIONS RE: DIAL-A-BUS. )

RESOLUTION NO. 9  
for 1981

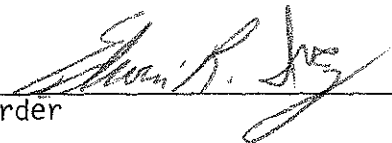
BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF LEBANON AS FOLLOWS:

Section 1. That the Council and staff of the City of Lebanon have analyzed the Transition Plan in Compliance with the Department of Transportation 504 Regulations, a copy of which plan is attached hereto and made a part hereof, and having found said plan satisfactory the Council does hereby formally endorse its intent.

Passed by the Council by a vote of 6 for and 0 against and approved by the Mayor this 25<sup>th</sup> day of February, 1981.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
Recorder

TRANSITION PLAN  
IN  
COMPLIANCE WITH THE DOT 504 REGULATIONS

Prepared By  
The City of Lebanon

For  
The Lebanon Dial-A-Bus Service

February 1981

## I. INTRODUCTION

The Lebanon Dial-A-Bus Service, sponsored by the City of Lebanon and administered through the City's Senior Services Department, is designed to provide intra-city public transit service primarily to the City's elderly and disabled residents. The service began operation in 1975, utilizes demand-responsive scheduling operates within the incorporated limits of the City of Lebanon and utilizes an "open" contribution system for client financial support. Priority is given to medical or nutrition program transportation requests. A new vehicle providing wheelchair accessibility was put into service in 1980.

## II. PLAN PREPARATION

This plan was developed in accordance with the "Guide for the Preparation of Transition Plans" as prepared and provided by the Oregon Department of Transportation, Public Transit Division. The plan format has been drawn directly from this document.

## III. TRANSITION PLAN

### 1. Responsibility for Plan Development

The responsibility for the following activities has been assigned to Mr. Bill Fogarty, Senior Services Director for the City of Lebanon.

- (a) General Responsibility - To include the overall responsibility to complete the Transition Plan, the minimum requirements as outlined in the guide, and to insure the submission of the appropriate sign off forms within 90 and 180 days of application approval.
- (b) Citizen Participation - To include the responsibility to insure community participation in the preparation of the plan, especially the handicapped community and support organizations. Will also include the participation of local officials whose endorsement will be sought after the Plan is prepared.
- (c) Technical Activities - To include responsibility to insure the completion of all technical elements as required in the Plan.

### 2. Identification of Inaccessible Elements

The Lebanon Dial-A-Bus Service has been developed with an emphasis on serving the needs of the elderly and handicapped, as well as the general public. As such, special emphasis has been placed on making the elements of the system accessible. The following elements have been examined for accessibility:

- (a) Vehicles - The system will utilize one eleven-passenger vehicle; lift-equipped. As such, the system will be 100% accessible during all hours of service.
- (b) Services offered - This system will operate one demand-responsive vehicle. As such, all elderly and handicapped individuals will have access to the system comparable to the service provided to the general public.
- (c) Policies and Practices - As outlined in the "Guide for the Preparation of Transition Plans", the following items have been drafted and/or modified to meet Plan requirements:

- (1) Safety and emergency procedures.

Special procedures have been developed to insure that the elderly and handicapped receive priority treatment as it relates to vehicle loading and unloading, vehicle seating, evacuation from vehicles or facilities in case of accident or fire, and other situations as may be appropriate.

- (2) Sensitivity training for personnel.

Regularly scheduled staff meetings are conducted for all system staff, both paid and volunteer, which are designed to provide on-going sensitivity training with regard to client needs as well as to insure on-going progress in efficient operation of the service.

- (3) Accommodations for companions or aides of handicapped passengers.

Present policies and procedures governing operation of the service provide for voluntary contribution system for all service clients based on ability of each individual to afford such contributions.

- (4) Intermodal coordination.

Coordination efforts have been made to insure passenger trip coordination between the Lebanon Dial-A-Bus and existing senior transportation services, including Linn County Shuttle Bus Service. In addition, the demand-responsive vehicle will accommodate service connections with Trailways during system operating hours.

- (5) Coordination with social service agencies.

All social service agencies have been contacted to assess client transportation needs which can be served by the Lebanon Dial-A-Bus system. This will be an on-going coordination effort.

(6) Marketing efforts considerate of handicapped needs.

The marketing program was designed to assist the elderly and handicapped. Elements of the program include the distribution of scheduling information through use of local media, The senior citizen newsletter, and other materials to senior citizen organizations and public facilities; most of which were chosen for their accessibility. In addition, an information number is available for all inquiries or for scheduling the demand-responsive service.

(7) Leasing, procurement, or related administrative practices.

Policies and practices for these actions have been adopted in accordance with established City procedures.

(8) Involvement of private operators and other paratransit providers.

See sections (C) (4) and (C) (5).

(9) Regulatory reforms, as needed, to encourage accessible services.

See section 2.(a) and 2.(b).

(10) Management supervision of accessible vehicles and facilities.

Has been accommodated per job description of Bill Fogarty, Senior Services Director.

(11) Maintenance and security.

(12) Labor agreements and work rules.

Developed as appropriate per City employment policies.

(13) Appropriate insurance coverage.

Has been obtained per state minimum requirements.

(d) Fixed facilities - All fixed facilities utilized by the Lebanon Senior Dial-A-Bus are accessible to the handicapped, including wheelchair users. This includes City Hall, and the Senior Center.

3. Develop System Accessibility Plan

After completion of the "Identification of Inaccessible Elements" the finding was made that the Lebanon Dial-A-Bus, including its

vehicle, services, policies and procedures, and fixed facilities will meet the accessibility requirements as required by Section 504. Therefore, it has been determined that an Accessibility Plan is not required or appropriate at this time. At such time as conditions may change, the need for an Accessibility Plan will be re-evaluated.

4. Develop Detailed Program for Accessibility Plan Implementation

(See 3 above.)

5. Obtain Endorsements

In response to the requirements of Section 504 as they pertain to the Lebanon Dial-A-Bus and its vehicle, services, policies and procedures, and fixed facilities, the City of Lebanon has officially endorsed those portions of the Transition Plan as required (see Appendix 1 & 2).

6. Public Review and Public Hearing

Upon completion of the draft Transition Plan and its review by appropriate City staff and the Oregon Department of Transportation, Public Transit Division, the following tasks were completed:

- (1) The distribution of the draft plan to the following organizations for their review and comment:
  - a). Lebanon Area Seniors, Inc.
  - b). Vocational Rehabilitation, State of Oregon
  - c). Public Transit Division, ODOT
  - d). Affirmative Action Section, ODOT
- (2) The draft Transition Plan was made available for public review in the following public places:
  - a). Lebanon City Hall
  - b). Lebanon Senior Center
- (3) The distribution of letters of intent to hold a public hearing were sent to: (see Appendix 3)
  - a). Lebanon City Hall
  - b). Lebanon Senior Center
  - c). Vocational Rehabilitation Division
- (4) A legal public hearing notice was published in a newspaper of general circulation for the area on February 12, 17, 24, 1981 (see Appendix 4).

(5) A public hearing was held on February 25, 1980, at Lebanon City Council Chambers at 8:00 p.m. A copy of the transcript is attached (see Appendix 5).

(6) Response to substantive concerns:

(7) Submission of Transition Plan

In accordance with the requirements of Section 504 and the elements of the Transition Plan, the City of Lebanon will submit completed Plans to:

Mr. Dale Wilkins, Division Administrator  
Federal Highway Administration  
Equitable Center, Suite 100  
530 Center N. E.  
Salem, Oregon 97301

With a copy to the:

Public Transit Division  
129 Transportation Building  
Salem, Oregon 97310