



Solano Transportation Authority

One Harbor Center, Suite 130
Suisun City, California 94585

Area Code 707
424-6075 • Fax 424-6074

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) AGENDA

Friday, July 20, 2007
12:00 – 2:00pm

Fairfield Community Center
1000 Kentucky Street, Vista Conference Room
Fairfield, CA 94533

Members:

- Benicia
- Dixon
- Fairfield
- Rio Vista
- Solano County
- Suisun City
- Vacaville
- Vallejo

<u>ITEM</u>	<u>STAFF PERSON</u>
I. CALL TO ORDER	Jim Simon, Chair
II. APPROVAL OF AGENDA (12:30 – 12:35pm)	
III. OPPORTUNITY FOR PUBLIC COMMENT (12:35 – 12:40pm)	
IV. COMMENTS FROM STAFF (12:40 – 12:45)	
V. ACTION ITEMS	
A. Approval of Minutes from PCC Meeting of May 18, 2007 Action (12:45 – 12:50pm) – Pg. 1	Judy Leaks

PCC MEMBERS

- | | | | |
|---|---|--|--|
| <u>Jim Simon-Chair</u>
Member at Large | <u>Richard Burnett</u>
EDAC Representative | <u>Catarina Evanson</u>
Public Agency – Education | <u>Tom Morgan</u>
Transit User |
| <u>George Bartolome-Vice Chair</u>
Social Service Provider | <u>Deanna Dupont</u>
Social Service Provider | <u>Leticia Hammons</u>
Social Service Provider | <u>James Williams</u>
Member at Large |

V. ACTION ITEMS (Continued)

- B. FY 2007-08 TDA Claims – County of Solano, Cities of Benicia, Fairfield, Suisun City, and Vallejo** Elizabeth Richards
Action
(12:50 – 1:10pm) – Pg. 5

VI. INFORMATION ITEMS

- A. Status of Human Services Transportation Plan and FTA 5310 Process** Elizabeth Richards
Informational
(1:10 – 1:15pm) – Pg. 23
- B. PCC Membership Update** Judy Leaks
Informational
(1:15 – 1:20pm) – Pg. 25
- C. PCC Member Orientation/PCC Bylaws Modification** Judy Leaks/Elizabeth Richards
o PCC Welcome Orientation
o Solano County Senior and Disabled Transit Study
o Transportation Service Summary
Informational
(1:20 – 1:35pm) – Pg. 29
- D. Actia Senior and Disabled Mobility Workshop** Judy Leaks
Informational
(1:35 – 1:40pm) – Pg. 29
- E. Transit/Paratransit Monthly Reports and Updates** Group
Informational
(1:40 – 1:55pm) – Pg. 29

- VII. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS** Group
Discussion

VIII. ADJOURNMENT

The next regular meeting of the PCC is scheduled – at **Fairfield Community Center, 12:00, Friday, September 21, 2007**

For questions regarding this agenda:
Please contact Elizabeth Richards at (707) 427-5109 or erichards@sta-snci.com.

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL

Minutes

Meeting of May 18, 2007
Fairfield Community Center
1000 Kentucky Street
Fairfield, CA 94533

AGENDA ITEM I – CALL TO ORDER

PCC Chair Jim Simon called the meeting to order at 1:20pm at Fairfield Community Center. Self-introductions were made.

Voting Members Present:

Jim Simon	Chair, Member-at-Large
George Bartoleme	Vice Chair, Social Service Provider Representative
Richard Burnett	MTC/EDAC Representative
Deanna DuPont	Social Service Provider
Catarina Evanson	Solano Community College Representative
James Williams	Member-at-Large

Also Present:

Tom Morgan	Vallejo Resident
Bonafacio Puno	Rio Vista Resident
John Andoh	Benicia/Rio Vista Transit
Hollie Miller	Fairfield-Suisun Transit
Brian McLean	City of Vacaville
Amber Villarreal	Vallejo Runabout/MV Transportation
Terri Rowland	Milestones ADC
Elizabeth Richards	STA
Judy Leaks	STA

AGENDA ITEM II – APPROVAL OF May 18, 2007 AGENDA

On a motion by James Williams and a second by Catarina Evanson, the PCC approved the agenda for May 18, 2007.

AGENDA ITEM III – OPPORTUNITY FOR PUBLIC COMMENT

There were no comments from the public.

AGENDA ITEM IV – COMMENTS FROM STAFF

There were no comments from the staff.

AGENDA ITEM VI – ACTION ITEMS

A. Minutes of the PCC Meeting of March 16, 2006

On a motion by Catarina Evanson and seconded by James Williams, the PCC approved the minutes for the March 16, 2007 meeting.

B. FY 2007-08 TDA Claims – Cities of Vacaville and Rio Vista

On a motion by Richard Burnett and seconded by George Bartolome, the PCC recommended MTC approve:

- 1) The City of Vacaville FY2007-08 TDA Claim for \$2,818,812 for transit operations, transit capital, and streets and roads;
- 2) The City of Rio Vista FY2007-08 TDA Claim for \$591,955 contingent upon approval of updated TDA matrix by the STA Board.

AGENDA ITEM VII – INFORMATION ITEMS

A. Human Services Transportation Plan/Status of FTA 5310 Process

Elizabeth Richards presented the current FTA 5310 status. The draft Coordinated Public Transit Human Services Plan is expected to be completed soon and circulated for comment in June and July. No formal notice to proceed on the 5310 Grant Cycle has been received.

B. PCC Membership Status

The STA Board appointed Deanna DuPont to the PCC on April 11, 2007. Three other individuals expressed interest in becoming members – Kim Barkus, Tom Morgan, and Bonifacio Puno.

C. Regional Paratransit Coordinating Council Workshop

Jim Williams and Judy Leaks attended the first Regional Paratransit Coordinating Council Workshop on May 1, 2007. Each considered it a good event and great opportunity to team up with other PCCs on issues. Additional discussion included coordination efforts between social service agencies and public agency services; and concerns about training and safety.

D. Transit/Paratransit Monthly Reports

Benicia Breeze/Delta Breeze - John Andoh, described the upcoming Benicia Breeze fare increase planned for July 1 and that this will help the system achieve a 20 % farebox recovery. A Short Range Transit Plan (SRTP) update is being worked on. New services are expected in Benicia including the transfer of Rt 75/70 in January 2008.

Fairfield Suisun Transit – Hollie Miller was available for questions, but had no statistical reports this month.

Vacaville City Coach – Brian McLean explained that the recently implemented new route changes have been successful. This service change did not include a fare increase. As a potential new service, he is researching shuttle services between Factory Stores and Nut Tree Complex that would be operated as a partnership with local businesses.

Vallejo RunAbout – Amber Villarreal provided a handout and talked about an 18% decrease in demand from April 2006 and April 2007. There seems to be a shift from paratransit to the subsidized taxi program and fixed route services. With upcoming service changes there is an issue of proposed elimination of the subsidized taxi service.

AGENDA ITEM VII – FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

The meeting adjourned at 2:50. The next regular meeting of the PCC is scheduled at **12:00 noon, Friday, June 15, 2007 at Fairfield Community Center.**

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PCC

Date: July 13, 2007
To: Solano Paratransit Coordinating Council
From: Elizabeth Richards, Director of Transit and Rideshare Services
Re: FY 2007-08 TDA Claims – County of Solano, Cities of Benicia, Fairfield, Suisun City, and Vallejo

Background:

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

TDA funding is used for public transit services, transportation for elderly and disabled persons, regional transportation planning, and bicycle and pedestrian programs. In the Bay Area's less populous northern counties (such as Solano) TDA funds also may be used for streets and roads, provided there are no unmet public transit needs that are reasonable to meet.

MTC requires agencies to have public review of the TDA Article 4 & 8 claims by the PCC before they can be approved. However, MTC is not obligated to the recommendations made by the PCC.

Discussion:

Each of the seven cities and the County of Solano are eligible to receive TDA funding each year. Six of the seven Solano cities operate transit and TDA is a key funding source. In addition, TDA funds are shared among agencies to fund joint services such as intercity bus routes, paratransit services, etc. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims. The claims must be consistent with the TDA matrix; each jurisdiction may not claim more from another agency than has been approved. At the July 11, 2007 STA Board meeting, action was taken to approve the latest FY2007-08 TDA funding matrix (see Attachment A).

In Solano County, four local agencies (Rio Vista, Suisun City, Vacaville and the County of Solano) continue to use TDA funds for streets and roads purposes. This is permissible as long as there are no Unmet Transit Needs as determined by MTC. To solicit comments, an Unmet Transit Needs public comment period was opened in November and December of 2006 and a local public hearing was held in December 2006 to solicit comments.

Six potential Unmet Transit Needs were identified. STA staff has coordinated with the transit operators and coordinated a response to MTC. The response was approved by the STA Board on May 9 and by MTC's Programming and Allocations Committee (PAC) on July 11. Making a positive finding of no reasonable transit needs allows the three agencies who claim TDA for streets and roads purposes to submit those TDA Article 8 claims for FY 2007-08. All TDA claims for local streets and roads are held by MTC until this process is completed. TDA claims for transit operations and capital are not impacted by this process.

As required by MTC Resolution 1209, the County of Solano and the Cities of Benicia, Fairfield, Suisun City and Vallejo are submitting their FY 2007-08 Transportation Development Act (TDA) Article 4 and 8 Claim for consideration by the PCC.

County of Solano

The County of Solano is requesting \$580,000 in TDA funds. Consistent with the approved TDA matrix, County TDA funds have been claimed by other jurisdictions for transit operations and planning purposes. The County of Solano is claiming \$580,000 for Streets and Roads (see Attachments B and C). The County's TDA claim is consistent with the TDA matrix.

County of Solano staff will be in attendance to answer questions from the PCC.

City of Benicia

The City of Benicia is requesting \$1,062,625 in TDA funds. TDA funds in the amount of \$1,046,510 would be used for bus and paratransit transit operating and \$16,115 would be used for transit capital projects (see Attachment D). Benicia TDA funds will be claimed by other agencies for intercity services and transit planning. The claim is consistent with the TDA matrix.

City of Benicia staff will be in attendance to answer questions from the PCC.

City of Fairfield

Although the City of Fairfield has not yet submitted their TDA claim to the STA, Fairfield staff has indicated the City will be requesting over \$8.5 million in TDA funds and requested this item be included on the July PCC agenda. TDA funds in the amount of \$2,891,297 will be used to operate Fairfield/Suisun Transit's local and intercity services, paratransit services (DART and Solano Paratransit), and a subsidized taxi program. The City of Fairfield will be claiming \$5,708,366 for transit capital projects. Fairfield will submit their claim to the STA prior to the PCC meeting for review after which the STA will forward it as a supplemental to PCC members.

City of Fairfield staff will be in attendance to answer questions from the PCC.

City of Suisun City

The City of Suisun City is requesting \$100,000 in TDA funds (see Attachment F). The City of Suisun City's TDA funds are primarily claimed by the City of Fairfield to contribute to funding of the local Fairfield/Suisun Transit service. In addition, Suisun City TDA funds are claimed by others for paratransit services, intercity express bus service, and transit planning purposes. Claims against Suisun City's TDA have been consistent with the TDA matrix. The City of

Suisun City is claiming \$100,000 for Streets and Roads which is also consistent with the TDA matrix.

City of Suisun City staff will be in attendance to answer questions from the PCC.

City of Vallejo

The City of Vallejo is requesting \$5,880,437 in TDA funds (see Attachments G & H). All but \$20,000 of these TDA funds will be used to operate Vallejo Transit's local and intercity bus service, local and intercity paratransit services, subsidized taxi service, Baylink Ferry, as well as to fund transit planning efforts. This includes \$1,267,060 Vallejo is claiming on behalf of the Solano Transportation Authority for transit planning and coordination activities. The remaining \$20,000 of TDA funds will be used for transit capital. Vallejo's TDA claim is consistent with the TDA matrix.

City of Vallejo staff will be in attendance to answer questions from the PCC.

Recommendation:

Review and forward a recommendation to MTC to approve:

- 1) The County of Solano FY2007-08 TDA Claim for \$580,000 for streets and roads;
- 2) The City of Benicia FY2007-08 TDA Claim for \$1,062,625 for transit operations and capital;
- 3) The City of Fairfield FY2007-08 TDA Claim for \$8,599,663 for transit operations and capital;
- 4) The City of Suisun City FY2007-08 TDA Claim for \$100,000 for streets and roads;
- 5) The City of Vallejo FY2007-08 TDA Claim for \$5,880,437 for transit operations, capital, and planning.

Attachments:

- A. FY2007-08 TDA Matrix for Solano County
- B. County of Solano Letter
- C. County of Solano TDA Claim Summary
- D. City of Benicia TDA Claim Summary
- E. City of Fairfield TDA Claim Summary (to be provided as a supplemental)
- F. City of Suisun City TDA Claim Summary
- G. City of Vallejo Letter
- H. City of Vallejo TDA Claim Summary

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FY 2007-08

AGENCY	TDA Est from MTC	Projected Carryover	Available for Allocation ⁽¹⁾	Paratransit			Local Service					Intercity				Intercity Subtotal	STA Planning	Transit Capital	Streets & Roads	Total	Balance					
				Demnd Resp & Misc.	Local Paratransit	Solano Paratransit	Para-transit Subtotal	Benicia Breeze	Dixon Read-Ride	F-S Transit	Rio Vista Delta Breeze	Vacaville City Coach	Vallejo Transit	FST Rt 20	FST Rt 40							FST Rt 40	Vjo T Rt. 70/75	Vjo T Rt. 80	Vjo T Rt 85	FST Rt. 80
	02/28/07	02/28/07	FY 07-08	(2)		(3)		(4)			(4a)		(5)	(6)		(8)	(9)		(10)	(11)	(12)					
Benicia	1,030,638	93,869	1,124,507					736,990						\$ 3,398	\$ 16,145	\$ 16,546	\$ 268,945	\$ 34,265	\$ 20,609	\$ 6,919	\$ 356,821	\$ 30,696	0	\$ 1,124,507	0	
Dixon	662,998	35,011	698,009				36,781		541,440					\$ 2,186	\$ 52,097	\$ 7,982	\$ 5,079	\$ 8,177	\$ 16,684	\$ 7,778	\$ 99,983	\$ 19,805	0	\$ 698,009	0	
Rio Vista	3,983,909	3,039,038	7,022,947											\$ 67,842	\$ 84,792	\$ 92,983	\$ 40,277	\$ 94,296	\$ 276,925	\$ 288,184	\$ 944,699	\$ 117,612	0	\$ 1,062,311	5,960,636	
Vacaville	278,267	434,118	712,385				12,367				128,901			\$ 918	\$ 11,004	\$ 10,177				\$ 3,532	\$ 6,471	\$ 8,035	13,054	450,000	\$ 618,828	93,557
Vallejo	1,046,823	181,390	1,228,213											\$ 12,569	\$ 12,062	\$ 37,178	\$ 10,459	\$ 23,175	\$ 70,735	\$ 73,636	\$ 239,814	\$ 31,074	100,000	\$ 370,888	857,325	
Vacaville	3,636,603	627,651	4,264,254		38,540	203,991	450,469							\$ 15,713	\$ 75,254	\$ 11,133	\$ 30,297	\$ 52,037	\$ 65,720	\$ 97,668	\$ 582,820	\$ 108,478	900,000	\$ 750,000	\$ 3,429,048	835,206
Vallejo	4,568,587	242,885	4,811,472				0						3,272,139	\$ 18,104	\$ 33,053	\$ 16,699	\$ 225,295	\$ 721,433	\$ 358,096	\$ 32,308	\$ 1,404,990	\$ 134,343		\$ 4,811,472	0	
Solano County	744,561	34,322	778,883				23,567							\$ 8,942	\$ 9,786	\$ 9,912	\$ 20,774	\$ 33,447	\$ 28,950	\$ 18,189	\$ 130,000	\$ 21,525	530,000	\$ 755,092	23,791	
STAF (RV share balance)							0										\$ 2,132	\$ 4,458	\$ 2,971		\$ 9,561			\$ 9,561		
Total	15,952,386	4,688,284	20,640,670	38,540	208,991	\$ 565,431		736,990	541,440	0	128,901	637,281	3,272,139	\$ 259,675	\$ 284,195	\$ 287,845	\$ 603,258	\$ 971,288	\$ 840,690	528,208	3,775,159	\$ 471,568	\$ 913,054	\$ 1,880,000	\$ 12,879,716	7,770,515

NOTES:
 Background colors on Rt. Headings denote operator of intercity route
 Background colors denote which jurisdiction is claiming funds

- (1) MTC Feb 28, 2007 estimate; Reso 3793
- (2) Subsidized Taxi Service, Lifeline project matches, etc
- (3) Claimed by FST for all agencies.
- (4) Includes paratransit, subsidized taxi, transit capital
- (4a) Includes local fixed-route and demand-responsive service, subsidized taxi
- (5) Includes Vallejo local fixed-route, ferry, paratransit and taxi scrip operations
- (6) Route 20 is claimed by FST for all agencies except Vacaville (\$145,416)
- (8) Route 40 is claimed by FST for all agencies except Vacaville (\$116,128)
- (9) Route 70/75 to be claimed by Vallejo Transit for all agencies except Benicia; VT to invoice Benicia for \$188,528
- (10) Claimed for STA from all agencies
- (11) Transit Capital purchases include bus purchases, maintenance facilities, etc.
- (12) TDA funds can be used for repairs of local streets and roads if Solano County does not have transit needs that can reasonably be met.

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SOLANO COUNTY
Department of Resource Management
 Public Works Engineering
 675 Texas Street
 Fairfield, CA 94533
 www.solanocounty.com

Telephone No.: (707) 784-6060
 Fax No.: (707) 784-2894

Birgitta Corsello, Director
 Cliff Covey, Assistant Director

June 15, 2007

Metropolitan Transportation Commission
 Attn: Bob Bates
 101 Eighth Street
 Oakland, CA 94607-4700

Re: FY 2007-2008 TDA Article 8 Claim

Dear Mr. Bates:

Attached is a summary of Solano County's TDA Article 8 application for FY 07-08. The amount of the claim was determined as follows:

<u>Description</u>	<u>Amount</u>
TDA estimate from MTC	\$744,561
Plus projected carryover	<u>\$34,322</u>
Total Solano County funds available	\$778,883
Less Solano County funds authorized to be claimed by others (FY 06-07)	
Fairfield -- Suisun Transit Routes 20, 30, 40 and 90	(\$46,829)
Vallejo Transit Route 70, 75, 80 and 85	(\$83,171)
Solano Transportation Authority STA Planning	(\$21,525)
Solano Transportation Authority Solano Paratransit	<u>(\$23,567)</u>
Total Solano County funds authorized to be claimed by others	(\$175,092)
Funds claimed by Solano County	
Streets and Roads (TDA Article 8, Section 99400(a))	\$580,000
Unclaimed balance	\$23,791

Building & Safety David Cliche, Chief Building Official	Planning Services Mike Yankovich Program Manager	Environmental Health Terry Schmidbauer Program Manager	Administrative Services Daniel Bellem Staff Analyst	Public Works- Engineering Paul Wiese Engineering Manager	Public Works- Operations Steve Hilas Operations Manager
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Please do not approve any claims against Solano County funds that exceed the amounts shown.

Feel free to call me at (707) 784-6072 if you have any questions.

Sincerely,

Paul Wiese
Engineering Manager

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c. Elizabeth Richards, STA

The above named applicant hereby applies for an allocation of Transportation Development Act (TDA), State Transit Assistance (STA), AB 1107 and Feeder Bus funds, as the case may be, in the amount(s) and for the purposes as specified above. Applicant acknowledges that payment of funds allocated by MTC, is subject to such funds being on hand and available for distribution, and agrees to the provision that such funds be used strictly in accordance with statutory and regulator requirements, and the terms of the allocation instruction issued by MTC.

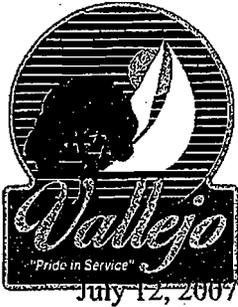
Sign

Birgitta Corsello, Director of Resource Management

Date

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CITY OF VALLEJO

DEPARTMENT OF PUBLIC WORKS
Transportation Division

555 SANTA CLARA STREET • P.O. BOX 3068 • VALLEJO • CALIFORNIA • 94590-5934 • (707) 648-4315
FAX (707) 648-4691

Ms. Elizabeth Richards
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, California 94585

SUBJECT: Transportation Development Act (TDA) & State Transit Assistance (STA)
Application – FY 2007-2008

Dear Ms. Richards:

The City of Vallejo is submitting its annual Transportation Development Act (TDA) & State Transit Assistance (STA) Application to the Metropolitan Transportation Commission (MTC) for Operating and Capital expenses for Fiscal Year 2007-2008, and requests the Paratransit Coordinating Council review.

The City of Vallejo is submitting a TDA & STA claim for transit operations in the amount of \$6,243,187, as well as an additional \$1,267,060 on behalf of Solano Transportation Authority for planning, marketing and administrative activities for County-wide transportation. The City's portion of the TDA and STA funds will be used to operate Vallejo Transit, the Baylink Ferry, Vallejo Runabout and subsidized taxi services.

The City is also seeking \$286,000 in TDA and STA funds for Capital Expenditures. This year's projects involve funding to be use as a local match for replacing rolling stock and ferry terminal dredging.

We ask for your support for our TDA Claim for Fiscal Year 2007-2008.

Sincerely,

CRYSTAL ODUM FORD
Transportation s Superintendent

EOG:spb

cc: Gary A Leach, Public Works Director
Edwin O. Gato, Administrative Analyst II
Elizabeth Richards, STA
Chron

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MTC Claim Application - Document A(b)

Claim Summary

FY 2007-08

Information from other documents (tabs) in the workbook will appear automatically on this form.

Submittal Date:

This form must be signed and dated

Operator: City of Vallejo

OPERATING FUNDS REQUESTED					
TDA Operating Fund Request					
Article	Purpose	PUC§	Amount	Apportionment Area	
TDA 4	Transit Operating	99260 (a)	\$ 4,014,804	Vallejo	
TDA 4	Transit Operating	99260 (a)	\$ 411,498	Fairfield	
TDA 4	Transit Operating	99260 (a)	\$ 83,171	County of Solano	
TDA 8	Transit Operating	99400 (c)	\$ 542,159	Vallejo	
TDA 4	Transit Operating	99260 (a)	\$ 54,874	Benicia	
TDA 4	Transit Operating	99260 (a)	\$ 29,940	Dixon	
TDA 4	Transit Operating	99260 (a)	\$ 104,369	Suisun City	
TDA 4	Transit Operating	99260 (a)	\$ 148,054	Vacaville	
TDA 4	Planning & Admin	99275 (a)	\$ 30,696	Benicia	
TDA 4	Planning & Admin	99275 (a)	\$ 19,805	Dixon	
TDA 4	Planning & Admin	99275 (a)	\$ 117,612	Fairfield	
TDA 4	Planning & Admin	99275 (a)	\$ 8,035	Rio Vista	
TDA 4	Planning & Admin	99275 (a)	\$ 31,074	Suisun City	
TDA 4	Planning & Admin	99275 (a)	\$ 108,478	Vacaville	
TDA 4	Planning & Admin	99275 (a)	\$ 134,343	County of Solano	
TDA 4	Planning & Admin	99275 (a)	\$ 21,525	Vallejo	
			Total TDA Operating	\$	5,860,437
STA Operating Fund Request					
STA fund	Purpose	CCR§	Amount	Apportionment Area	
Pop Small Operator	Transit Operating	6730(a)	\$ 301,148	Vallejo	
Revenue Based	Transit Operating	6731(c)	\$ 283,609	Vallejo	
Pop Regn'l Paratransit	Transit Operating	6730(a)	\$ 95,000	County of Solano	
Pop Northern County	Transit Operating	6730(a)	\$ 165,000	County of Solano	
Pop Northern County	Transit Operating	6730(a)	\$ 9,561	County of Solano	
Pop Northern County	Planning & Admin	6730(a)	\$ 669,472	County of Solano	
Pop Small Operator	Planning & Admin	6730(a)	\$ 44,020	Vallejo	
Pop Regn'l Paratransit	Planning & Admin	6730(a)	\$ 82,000	County of Solano	
Pop MTC Regn'l Coord.	Planning & Admin	6730(a)	\$ -	MTC	
Revenue Based	Planning & Admin	6731(c)	\$ -	Vallejo	
			Total STA Operating	\$	1,649,810
Other Operating Funds Requested					
			AB 1107 Total	\$	-
			Feeder Bus Total	\$	-
			TOTAL OPERATING REQUEST	\$	7,510,247
CAPITAL FUNDS REQUESTED					
TDA Capital Fund Request					
Article	Purpose	PUC §	Amount	Apportionment Area	
TDA 4	Capital	99260 (a)	\$ 20,000	Vallejo	
			Total TDA Capital	\$	20,000
STA Capital Fund Request					
STA fund	Purpose	CCR§	Amount	Apportionment Area	
Capital	Pop Northern County	6730(a)	\$ 266,000	Vallejo	
			Total STA Capital	\$	266,000
Other Capital Funds Requested					
			AB 1107 Total	\$	-
			Feeder Bus Total	\$	-
			TOTAL CAPITAL REQUEST	\$	286,000
TDA Article 8 Streets and Roads Funds Requested					
			\$	-	
			\$	-	
			\$	-	
			Total Article 8 Streets and Roads Request	\$	-

The above named applicant hereby applies for an allocation of Transportation Development Act (TDA), State Transit Assistance (STA), AB 1107 and Feeder Bus funds, as the case may be, in the amount(s) and for the purposes as specified above. Applicant acknowledges that payment of funds allocated by MTC, is subject to such funds being on hand and available for distribution, and agrees to the provision that such funds be used strictly in accordance with statutory and regulator requirements, and the terms of the allocation instruction issued by MTC.

Sign _____
Joseph Tanner, City Manager

Date

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PCC

DATE: July 13, 2007
TO: Solano Paratransit Coordinating Council
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
SUBJECT: Status of Human Services Transportation Plan and FTA 5310 Process

Background/Discussion:

The Federal Transit Administration (FTA) provides Section 5310 grant funds to non-profits and public agencies to purchase capital equipment for services to the elderly and disabled. Applications are usually available in October and due by the end of February. STA staff (Elizabeth Richards and Judy Leaks) attended the mandatory FTA grant workshop in Sacramento in January 2007. At the workshop, Caltrans informed the group that as a condition for receiving Section 5310 grant funds, projects proposed for funding must be derived from a "locally developed, coordinated public transit-human services transportation plan." This requirement is an element of the federal authorization of SAFETEA-LU. For Solano County and the rest of the Bay Area, the Metropolitan Transportation Commission (MTC) is taking the lead on this effort. MTC, with consultant support from Nelson/Nygaard, is conducting outreach as part of this study. The plan will focus on the transportation needs of the region's low-income, elderly and disabled populations. The plan will also look at ways to coordinate service among the three populations.

Nelson/Nygaard made a presentation and solicited input from the PCC at the last meeting in March. In addition, they held two outreach meetings in Solano. The STA's countywide Elderly and Disabled Transit Plan will be valuable input as well. (Copies of the Solano Elderly and Disabled Transit Plan are available on the STA's website www.solanolinks.com).

Previously, MTC had anticipated a draft Coordinated Public Transit Human Services Transportation Plan to be completed soon and circulated for comment in June and July. This has not yet occurred. MTC has indicated there will be \$12million statewide in the next cycle of funding. STA staff is in the process of determining when that process is likely to begin but it is not expected any sooner than this fall.

Caltrans is now in the process of revising the project application and evaluation criteria in accordance with the changes introduced by SAFETEA-LU. They have convened an advisory committee comprised of various government stakeholders throughout the State, including MTC, to oversee the revisions and make final recommendations for adoption of the California Transportation Commission. Once adopted, the new application and evaluation criteria will be effective.

Staff will continue to monitor these processes and update the PCC.

Recommendation:

Informational

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PCC

DATE: July 13, 2007
TO: Solano Paratransit Coordinating Council
FROM: Judy Leaks, Program Manager/Analyst
RE: PCC Membership Update

Background/Discussion:

The STA's PCC By-Laws stipulates that there are eleven members on the PCC. Many of the positions are to be filled by specific types of organizations or paratransit riders. At the May 18 meeting there were four (4) vacancies: three for Transit Users and one for County Health and Social Services.

On June 13, 2007, the STA Board appointed Tom Morgan, a Vallejo resident, as a Transit User representative to the PCC.

Leticia Hammons, the Social Service Provider Representative from the Independent Living Resource Center, is no longer there. Susan Roche has replaced her at the ILRC. Susan Roche indicated interest in serving on the PCC in Leticia Hammons' place. Kim Barkus re-established her interest in serving on the PCC. Due to a personal matter, she was unable to attend the previous PCC meeting. She works for the Solano County Adult Mental Health department and is interested in filling the County Health and Social Services vacancy.

STA staff will continue to recruit for additional PCC members and input from the committee is welcomed.

Recommendation:

Informational

Attachments:

- A. PCC Membership Status (7/07)

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PCC Membership Status (6/07)

Voting Members	Category	Agency
Jim Simon, Chair	Member-at-Large	
Jim Williams	Member-at-Large	
Richard Burnett	MTC/EDAC Representative	
Caterina Evans	Public Agency, Education-related Services	Solano Community College Representative
Vacant - seeking 1 member	Public Agency, Dept Health and Human Services	
George Bartolome, Vice Chair	Social Service Provider	Vallejo Transitions
Vacant - seeking 1 member	Social Service Provider	
Deanna DuPont	Social Service Provider	Area 4 Developmental Disabilities Board
Tom Morgan	Transit User	
Vacant - seeking 2 members	Transit Users	

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PCC

DATE: July 13, 2007
TO: Solano Paratransit Coordinating Council
FROM: Judy Leaks, Program Manager/Analyst
RE: Information Items C thru E

C. PCC Member Orientation/PCC By-Laws Modification

The STA's PCC By-Laws stipulates that there are eleven members on the PCC. At the end of 2006, there were only 4 appointed members. Efforts have been made to fill the seven (7) vacancies. Recently, there have been several new appointed members. Each new member received a copy of the PCC By-Laws for their review. To clarify the responsibilities of each PCC member, and to provide a background so new members will have a basis to make decisions, staff will present a PCC Member Orientation. This Orientation will include: 1) an overview of the PCC By-Laws; 2) an explanation of the Section 5310, Unmet Needs, and TDA Claims processes; 3) a brief overview of the Solano County Senior and Disabled Transit Study; and 4) a summary of the current transportation services.

On September 13, 2006, the STA Board re-confirmed the policy regarding advisory committee letters and other communications to outside agencies. This policy applied to the STA's Technical Advisory Committee (TAC), Solano Links Transit Consortium (Consortium), Solano Bicycle Advisory Committee (BAC), Solano Pedestrian Advisory Committee (PAC), and Paratransit Coordinating Council (PCC). The current PCC By-Laws will be revised to include the following language:

“Letters written by Authority Committees that are directed outside the Authority must be reviewed by the Executive Director and if in the opinion of the Executive Director, the contents and intent of the letter is either non-controversial or consistent with Board policies, the letter will be sent out. In all other cases the letter must be approved by Board action.”

D. Actia Senior and Disabled Mobility Workshop

The Alameda County Transportation Improvement Authority (ACTIA) is hosting the 4th Annual Senior and Disabled Mobility Workshop on July 30, 2007 at the MTC Auditorium, 101 Eighth Street, Oakland, CA. There will be a Transportation Fair from 11:00am – 1:00pm, followed by the Workshop from 1:00pm – 5:00pm.

E. Transit/Paratransit Monthly Reports and Updates

- John Andoh, Benicia Breeze & Rio Vista Breeze
- Hollie Miller, Fairfield-Suisun Transit
- Amber Villarreal, MV Transportation/Vallejo Runabout

Benicia Breeze, Rio Vista Breeze, Fairfield-Suisun Transit, and MV Transportation (for Vallejo Runabout) will be available at the PCC meeting to update the members of any changes in their program or operations.

Attachments:

- A. (Item C) PCC Welcome Orientation Packet
- B. (Item C) Solano County Senior and Disabled Transit Study
- C. (Item D) ACTIA Senior and Disabled Mobility Workshop flyer

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL AGENDA

WELCOME ORIENTATION

I. BYLAWS AND RESPONSIBILITIES OF PCC MEMBERS

a. What is the PCC? What are its functions and role in the region?

The Paratransit Coordinating Council (PCC) is the social services transportation advisory committee for the Solano Transportation Authority (STA). The PCC shall serve as an advocate for improved availability of transit services for the elderly, disabled, minorities, economically disadvantaged and other transit dependent persons. The PCC shall advise the STA, the Metropolitan Transportation Commission (MTC), and other appropriate funding agencies in the expenditure of all available paratransit revenues. The PCC shall serve as a forum to bring together the diverse perspectives of those individuals and groups seeking to provide the best possible transportation services for the above designated transit dependent individuals.

b. Explain the terms for becoming and remaining a voting member of the PCC.

To become a member of the PCC, prospective candidates must attend two (2) consecutive PCC meetings. The candidates are appointed by a two-thirds (2/3) vote of the STA Board. The terms of service on the PCC is three (3) years. A member may continue to serve through reappointment by the STA Board. PCC members who do not attend three (3) regularly scheduled meetings in succession and do not contact staff to indicate that they will not be present shall have their positions declared vacant. If a Member has missed a combination of six (6) meetings of excused and unexcused absences, he or she will be sent a written notice of intent to declare the position vacant.

II. FORMAT OF MEETINGS

a. Explain officer positions, meetings, quorum, parliamentary procedure, and conflicts of interest.

Officer Positions: A Chair and a Vice-Chair are elected annually during the last meeting of the year. The terms of office of the Chair and Vice-Chair shall be two (2) years. A minimum of one (1) year must elapse before either of the officers can serve again.

Meetings: The PCC shall meet at least six (6) meetings a year. All meetings shall be public meetings.

Quorum: Forty percent (40%) of the filled voting members positions shall constitute a quorum authorized to transact any business duly presented at a meeting of the PCC.

Parliamentary Procedure: The meetings shall be governed by Roberts' "Rules of Order".

Conflicts of Interests: No member of the Council shall make, participate in making, or use his/her official position as a member to influence a Council decision in which he/she has a financial interest or a conflict of interest.

III. SECTION 5310 FUNCTIONS

a. What is the Section 5310 Program?

Section 5310 makes federal funds available for the purpose of meeting transportation needs of elderly persons and persons with disabilities where public mass transportation services are otherwise unavailable, insufficient, or inappropriate. Typical Section 5310 purchases include, but are not limited to, vans and buses, communication equipment, and computer hardware and software.

b. Scoring Process.

Projects are awarded through a competitive statewide application process. Regional transportation planning agencies (in this case, MTC) score projects from their region utilizing the California Transportation Commission adopted project-scoring criteria and sends a scored list of their projects to Caltrans. Caltrans forwards the regional lists to the statewide review committee which supplies a draft statewide prioritized list based on project scores calculated by the regions and determine a "cutoff point" (score) on the draft list based on the Commission's adopted criteria. The committee rescores any projects that are incorrectly scored by the regions and creates a statewide-prioritized list of projects representing 110% of the estimated available funds. The statewide review committee holds a staff level hearing for all stakeholders to discuss the statewide-prioritized list and hear any appeals on technical issue. The statewide evaluation committee submits a final statewide-prioritized list to the Commission. The Commission holds a public hearing to discuss the prioritized list, overall program policy and adopts the prioritized list.

c. What is the PCC's role in the Section 5310 Program?

The PCC is responsible for establishing its own Solano County scoring team and organizing its own scoring meetings. The PCC scoring team is responsible for the evaluation and scoring of applications using the statewide Quantitative Scoring Criteria and project Rating Form.

IV. TDA CLAIMS / UNMET NEEDS

a. What are TDA Funds? What are TDA Claims?

TDA Funds are generated from a tax of one-quarter of one percent on all retail sales in each county; used for transit, special transit for disabled persons, bicycle and pedestrian purposes and for streets and roads under certain conditions. TDA moneys are collected by the state and allocated in the Bay Area by MTC to fund transit operations and programs.

TDA Article 4.5 Claims may be filed with the transportation planning agency by claimants for community transit services, including such services for those, such as the disabled, who cannot use conventional transit services.

TDA Article 8 Claims may be filed for the following purposes: (a) Local streets and roads, and projects which are provided for use by pedestrians and bicycles. (b) Passenger rail service operations and capital improvements. (c) Payment to any entity that is under contract with a county, city, or transit district for public transportation or for transportation services for any group requiring special transportation assistance as determined by the transportation planning agency.

b. What are Unmet Needs? What is the Unmet Needs Hearing process?

Unmet Needs are defined as:

- Public transit services not currently provided for persons who rely on public transit to reach: employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and educational programs.
- Trips requested by the transit dependent or transit disadvantaged persons, for which there is no other available means of transportation. Transit dependent or transit disadvantaged shall include, but not be limited to, the elderly, the disabled and persons of limited means.

The Unmet Needs Hearing is a public input meeting conducted annually by the STA and MTC, and is required if any amount of TDA funds are used for local streets and roads.

c. What is the PCC's role in the TDA process?

All claims for Article 4.5 and Article 8 transit funds are reviewed by the PCC before they are sent to MTC, along with recommendations made by the PCC.

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You're invited!

The Alameda County Transportation Improvement Authority's 4th Annual Senior and Disabled Mobility Workshop

Routes to Healthy Living

This year's workshop reflects a broadening agenda for improving mobility for seniors and people with disabilities—from efforts to promote coordination of transportation services, to growing scrutiny on design of the built environment and the location of housing and services as key components of the mobility equation.

Presenters from the Metropolitan Transportation Commission, Office of Supervisor Nate Miley, the Ed Roberts Campus, Companion Care and Nelson\Nygaard Consulting will participate in sessions on the following topics:

- **Coordination: Progress and Promise**—Public transit and human services transportation coordination efforts in the Bay Area and California
- **Making Places Accessible for All**—Approaches to advocating for specific actions to improve the accessibility of the pedestrian environment in our communities
- **Making Choices that Promote Mobility**—How decisions made by individuals and agencies regarding land use, housing, and the location of services can support mobility for seniors and people with disabilities

(See back for more details)



Workshop Details

Monday, July 30, 2007

Transportation Fair 11:00 a.m.-1:00 p.m.

Annual Workshop 1:00 p.m.-5:00 p.m.

MTC Auditorium

101 Eighth Street

Oakland, CA 94607

(Across from the Lake Merritt BART Station)

Please RSVP by July 23, 2007 to:

Naomi Armenta

ACTIA Paratransit Coordinator

(510) 267-6118

narmenta@actia2022.com

- Space is limited—first come, first served.
- A boxed lunch is available. Please RSVP by July 23 to request lunch (please specify if a vegetarian meal is required), and plan to arrive at the Fair by 12:00 p.m. to pick up your lunch ticket.
- Please let us know if you require special accommodations.

This annual workshop is sponsored by the Alameda County Transportation Improvement Authority (ACTIA), which administers Measure B, a half-cent transportation sales tax. Funding is provided for transportation improvement projects and programs in the County, including specialized transportation for seniors and people with disabilities. The workshop is co-sponsored by the Paratransit Advisory and Planning Committee (PAPCO)—Alameda County's paratransit consumer advisory group to the ACTIA Board. For more information, contact Naomi Armenta, ACTIA Paratransit Program Coordinator, at 510-267-6118.

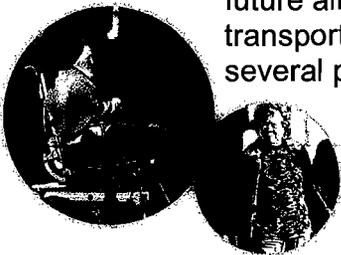
ACTIA Annual Senior and Disabled Mobility Workshop

July 30, 2007

Routes to Healthy Living Key Topics

State of the System—An introductory overview of progress made in improving mobility for seniors and people with disabilities in Alameda County and the “state of the system” —including emerging issues for both paratransit consumers and providers.

Coordination of Public Transit and Human Services Transportation— Recognition of the benefits of coordinating public transit and human services transportation continues to grow, with new federal requirements leading to more intensive efforts to identify gaps in services and opportunities to address them through service coordination. This session will include a presentation by **Richard Weiner** of Nelson\Nygaard on the Metropolitan Transportation Commission’s Coordinated Public Transit-Human Services Transportation Plan for the Bay Area, which will guide future allocation of federal transportation funds from several programs.



The Accessible City: Making Places Accessible for All—In Alameda County and communities across the nation, greater attention is being paid to the role of accessible environments in supporting effective use of the transportation system by seniors and people with disabilities. **Lucy Wicks**, walkability expert and Livable Communities Coordinator for Supervisor Nate Miley, will discuss how groups and individuals can work with local and regional agencies to identify and advocate for specific actions that improve the pedestrian environment.

Making Choices that Promote Mobility— How can choices made by individuals and agencies regarding land use, service delivery, and housing support mobility? This session will provide insight from a range of perspectives, from regional development to personal decision-making. Panelists include **James Corless** of the Metropolitan Transportation Commission, **Jan Garrett** of the Center for Independent Living, and **Barbara Schuh** of Companion Care.

