



Solano Transportation Authority

One Harbor Center, Suite 130  
Suisun City, California 94585

Area Code 707  
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**SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)  
AGENDA**

Members:

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

**12:30 p.m., Friday, September 15, 2006**  
*("Brown Bag" Lunch from 12 noon - 12:30 p.m.)*  
**Fairfield Community Center**  
**1000 Kentucky Street, Vista Conference Room**  
**Fairfield, CA 94533**

**ITEM**

**STAFF PERSON**

- |  |                       |
|--|-----------------------|
| <b>I. CALL TO ORDER</b>  | James Williams, Chair |
| <b>II. APPROVAL OF AGENDA</b><br>(12:30 – 12:35 p.m.)  |                       |
| <b>III. OPPORTUNITY FOR PUBLIC COMMENT</b><br>(12:35 – 12:40 p.m.)   |                       |
| <b>IV. COMMENTS FROM STAFF</b><br>(12:40 -12:50 p.m.)  |                       |
| <b>V. ACTION ITEMS</b>   |                       |
| <b>A. Minutes of the PCC Meeting of June 30, 2006</b><br><i>Recommendation:</i><br><i>Approve minutes of June 30, 2006.</i><br>(12:50 -12:55 p.m.)<br><b>Pg. 1</b>   | Elizabeth Richards    |
| <b>B. FY 2006-07 Transportation Development Act (TDA) Claims</b><br><i>Recommendation:</i><br><i>Review and forward a recommendation to the Metropolitan Transportation Commission (MTC) to approve the following:</i><br><i>1. City of Dixon's TDA Claim for \$569,308 for Dixon Readi-Ride operations.</i> | Elizabeth Richards    |

**PCC MEMBERS**

James Williams  
Member at Large

Jim Simon  
Member at Large

Catarina Evenson  
Solano Community College Rep.

George Bartolome  
Vallejo Transitions

Rich Broaddus  
Independent Living Resources

2. *City of Suisun City's TDA Claim for \$225,000 for streets and roads.*

(12:55 – 1:00 p.m.)

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**VI. INFORMATION ITEMS**

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- |  |                       |
|--|-----------------------|
| <b>A. PCC Staffing and Membership</b><br><i>Informational</i><br>(1:00 – 1:10 p.m.)                                  | Elizabeth Richards    |
| <b>B. Status of Transit Service Changes and STA Transit Activities</b><br><i>Informational</i><br>(1:10 – 1:25 p.m.) | Elizabeth Richards    |
| <b>C. Status of Unmet Transit Needs Public Hearing Process</b><br><i>Informational</i><br>(1:25 – 1:30 p.m.)         | Elizabeth Richards    |
| <b>D. Transit/Paratransit Monthly Reports and Updates</b><br><i>Informational</i><br>(1:30 – 1:40 p.m.)              | Paratransit Operators |

**VII. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS**

Group

*Discussion*  
(1:40 – 1:45 p.m.)

**VIII. ADJOURNMENT**

The next regular meeting of the PCC is scheduled at **12:30 p.m., Friday, November 17, 2006.**

*For questions regarding this agenda:*

*Please contact James Williams, PCC Chair, at (707) 448-9195  
or Elizabeth Richards at (707) 427-5109 or [erichards@sta-snci.com](mailto:erichards@sta-snci.com).*

*For PCC Committee Members:*

*For purposes of anticipating a quorum, please contact James Williams  
or Sharon Bachelder at (707) 424-6075 as soon as possible  
if you are unable to attend the meeting. Thank you.*

# **PCC**

## **SOLANO PARATRANSIT COORDINATING COUNCIL**

### **Minutes**

Meeting of June 30, 2006  
Fairfield Community Center  
1000 Kentucky Street, Conference Room  
Fairfield, CA 94533

### **AGENDA ITEM I. CALL TO ORDER**

PCC Chair Jim Williams called the meeting to order at 12:30 p.m. at the Fairfield Community Center. Self-introductions were made. A quorum was confirmed.

#### **Voting Members Present:**

James Williams	Chair, Member-at-Large
Ernest Bradford	Elderly Rep. / MTC Rep.
Rich Broaddus	Independent Living Resource
Catarina Evanson	Vice Chair, Solano Community College Rep.
Jim Simon	Social Service Provider Representative

#### **Also Present:**

John Andoh	Benicia Breeze & Delta Breeze
Marlon Flournoy	City of Fairfield - Fairfield-Suisun Transit
Janet Laughlin	Workforce Investment Board
Leo Flores	Solano County
Mike Duncan	City of Fairfield
Amber Villarreal	MV Transportation/Vallejo Runabout
Anna McLaughlin	STA

### **AGENDA ITEM II. APPROVAL OF JUNE 30, 2006 AGENDA**

On a motion by Jim Simon and a second by Ernest Bradford the PCC approved the agenda for June 30, 2006.

### **AGENDA ITEM III. APPROVAL OF MAY 19, 2006 MINUTES**

On a motion by Ernest Bradford, a second by Rich Broaddus and an abstention from Jim Simon, the PCC approved the minutes for the May 19, 2006 meeting.

### **AGENDA ITEM IV. OPPORTUNITY FOR PUBLIC COMMENT**

**Anna McLaughlin** distributed an informational flyer and informed the PCC of Alameda County Transportation Improvement Authority's Third Annual Paratransit Workshop to be held at MTC on Monday, July 31, 2006 from 1:00pm – 5:00pm. All PCC members and interested parties are invited to attend. Please RSVP by July 24, 2006.

**Ernest Bradford** announced that as of July 1, 2006 he is resigning his position on MTC's Elderly and Disabled Advisory Committee and as of July 15, 2006 he will be resigning from the PCC.

**Jim Williams** encouraged the PCC and those present to watch pending legislation SB757 and SB32.

#### **AGENDA ITEM V. ACTION ITEMS**

##### **V(A). FY 2006-07 TDA Claims**

**Solano County:** Anna McLaughlin presented the FY 2006-07 TDA claim for \$580,000 for local streets and roads funding. A portion of Solano County TDA funds is claimed by other agencies to fund intercity transit routes, Solano Paratransit, and STA Planning activities. There were no questions for Leo Flores, Solano County staff. On a motion by Jim Simon and a second from Catarina Evanson the PCC forwarded a recommendation to MTC to approve Solano County's TDA Claim for \$580,000.

**City of Vallejo:** Anna McLaughlin presented the FY 2006-07 TDA claim for approximately \$7 million: \$5,852,922 for transit operations for Vallejo Transit, the Baylink Ferry, Vallejo Runabout, and subsidized taxi service program. For administrative purposes and at the request of MTC, the City of Vallejo will be claiming an additional \$1,247,102 on behalf of Solano Transportation Authority for transit and paratransit planning, administration, and marketing. Mike Duncan pointed out an apparent discrepancy between the TDA matrix and the amount that Vallejo Transit is claiming on behalf of STA. There was no staff from City of Vallejo present and Anna McLaughlin was unable to answer Mr. Duncan's question. The PCC agreed to approve the motion with the understanding that Ms. McLaughlin would inform the PCC of the reason for the apparent discrepancy and if any claim amounts needed changing. On a motion by Jim Simon and a second from Rich Broaddus the PCC forwarded a recommendation to MTC to approve City of Vallejo's TDA claim for \$7,135,024.

**City of Fairfield:** Mike Duncan presented the FY 2006-07 TDA claim for approximately \$5 million - \$3.7 million for transit operations for Fairfield-Suisun Transit, Solano Paratransit, DART, subsidized taxi program, intercity services, and intercity service contributions. The request is also for approximately \$1.1 million for transit capital expenditures. Mr. Duncan spoke to the increasing gas prices and answered a question from the PCC as to why Fairfield was not purchasing alternate fuel fleet vehicles.

#### **AGENDA ITEM VI. INFORMATION ITEMS**

**VI(A). ADA/Sensitivity Training Update** – Anna McLaughlin provided an update on the scheduling of a sensitivity training workshop for PCC members to attend. MV Transportation, operators of Solano Paratransit, have offered a selection of dates in the evening, the regularly scheduled time for these workshops. While the evening hours might not be most convenient for all PCC members, it was agreed that PCC members would be provided with a list of dates when MV is offering their regularly scheduled sensitivity training. PCC members could then attend the training date that was most convenient to them and report back to the PCC.

**VI(B). PCC Membership** – Anna McLaughlin informed the PCC that a press release had been distributed to Solano media outlets publicizing vacancies on the PCC. With the additional vacancy due to Ernest Bradford's resignation, efforts to increase membership must be broadened. Ms. McLaughlin will develop a flyer to be placed on paratransit vehicles, emailed to PCC members and social service providers to try to increase membership.

**VI(C). Upcoming Transit Service Changes and Public Meetings** – Anna McLaughlin provided the PCC with a matrix of proposed Solano Paratransit fare increases. The proposal will be the first fare increase for Solano Paratransit since 1997-1998. By law, paratransit fares maybe up to twice the cost of a comparable trip on fixed-route services. Based on the proposed fixed route fares, the proposed paratransit fares are lower than the allowable limit. The PCC was also provided with a comprehensive list of scheduled public hearings regarding transit fare increases and was encouraged to attend these meetings.

**VI(C). California Strategic Highway Safety Plan Update** – Ernest Bradford provided information to the PCC on the Strategic Highway Safety Plan process. Mr. Bradford attended a May 25<sup>th</sup> meeting in Sacramento. The process for feedback is currently at the end of the annual cycle. Mr. Bradford suggested that a member of the PCC attend these meetings regularly with financial assistance from PCC funds.

**VI(E). Transit/Paratransit Monthly Reports and Updates** – Marlon Flournoy (Fairfield-Suisun Transit), John Andoh (City of Benicia/City of Rio Vista) and Amber Villareal (MV Transportation/Vallejo Runabout) provided the PCC information on their respective transit programs and operations.

**AGENDA ITEM VII. FUTURE AGENDA ITEMS**

The following items will be agendized for the September 15, 2006 PCC meeting: ADA Sensitivity Training Update, coordination among all PCCs in the Bay Area, Older Driver Issues, Solano Paratransit and Vallejo Runabout bi-monthly reports, Transit Updates to the PCC.

The meeting was adjourned at 2:35 pm.

## **PCC**

DATE: September 7, 2006  
TO: Solano Paratransit Coordinating Council  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: FY 2006-07 Transportation Development Act (TDA) Claims

### **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.

The Transportation Development Act (TDA) also provided funds for the State Transit Assistance Funds (STAF) program. State law specifies that STAF funds be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

To obtain TDA and STAF 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 agency for the nine Bay Area counties.

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.

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 public transit needs that are reasonable to meet.

### **Discussion:**

As required by MTC Resolution 1209, the City of Dixon and the City of Suisun City have submitted their FY 2006-07 Transportation Development Act (TDA) Article 4 and 8 Claim for consideration by the PCC.

### **City of Dixon:**

The City of Dixon is submitting a TDA/STAF claim for \$569,308 for transit operations. The funds will be used for operating the City of Dixon's Read-Ride demand response service and new Saturday service with one bus beginning in early 2007. They are not anticipating any capital purchases in FY 2006-07.

Dixon Claim Summary:

	TDA	STAF	TOTAL
Operating:	\$549,308	\$20,000	\$569,308
Capital:	\$0	\$0	\$0
Streets and Roads:	\$0	\$0	\$0
Total:	\$549,308	\$20,000	\$569,308

A representative from the City of Dixon will be in attendance to answer questions from the PCC.

City of Suisun City:

The majority of Suisun City's TDA funds are used to fund fixed-route transit, paratransit and subsidized taxi service. Over \$900,000 was claimed by the City of Fairfield for these services as the services are operated by Fairfield/Suisun Transit for both cities.

At this time, the City of Suisun City is submitting a TDA/STAF claim for \$225,000 for streets and roads improvements. The improvements consist of repairing pavement and concrete street, sewer and storm drain facilities and providing the necessary striping and signing within the City rights-of-way.

Suisun City Claim Summary:

	TDA	STAF	TOTAL
Operating:	\$0	\$0	\$0
Capital:	\$0	\$0	\$0
Streets and Roads:	\$225,000	\$0	\$225,000
Total:	\$225,000	\$0	\$225,000

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

Recommendation:

Review and forward a recommendation to MTC to approve the following:

1. City of Dixon's TDA/STAF Claim for \$569,308 for transit operations.
2. City of Suisun City's TDA/STAF Claim for \$225,000 for local streets and roads.

Attachments:

- A. City of Dixon's Claim Summary
- B. City of Suisun City's Claim Summary
- C. FY 2006-07 TDA Article 4/8 Distribution Matrix





AGENCY	TDA Est from MTC	Projected Carryover	Available for Allocation <sup>(1)</sup>	Demand Response & Misc.	Local Paratransit	Solano Paratransit	Para-transit Subtotal	Benicia Transit	Dixon Transit	F-S Transit	Rio Vis Transi
	02/11/06	02/11/06	FY 06-07	(2)		(3)		(4)			
Benicia	990,333	155,655	1,145,988				351,255	3,628			
Dixon	622,660	54,359	677,019				36,484		539,283		
	3,806,710	1,817,859	5,624,569				868,473			1,318,272	
Rio Vista	247,810	33,054	280,864				9,691				174,5
	1,004,578	320,738	1,325,316				194,646			600,762	
Vacaville	3,506,199	1,722,118	5,228,317				218,331				
Vallejo	4,393,704	359,427	4,753,131				0				
Solano County	711,135	61,631	772,766				22,403				
							10,000	15,000			
Total	15,283,129	4,524,841	19,807,970	192,537	573,227	\$ 594,264		18,628	539,283	2,468,534	174,5

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NOTES:

Background colors denote which jurisdiction is claiming funds

(1) MTC Feb 22, 2006 estimate; Reso 3727

(2) Subsidized Taxi Service, W2Wk, LIFT project matches, etc

(3) Claimed by FST for all agencies. Includes \$15,051 of FY2005-06 additional expenses;\$10K STAF balance of Fy2005-06 deficit

(4) STAF claimed for Benicia Intercity Paratransit Services

(5) Includes Vallejo local & intercity fixed-route, ferry, paratransit and taxi scrip operations

(6) Route 20 is claimed by FST for all agencies except Vacaville (\$106,167)

(7) Route 30 claimed by FST for all agencies

(8) Route 40 is claimed by FST for all agencies except Vacaville (\$135,788)

(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.

## **PCC**

DATE: September 7, 2006  
TO: Solano Paratransit Coordinating Council  
RE: Information Items

A. PCC Staffing and Membership  
*Elizabeth Richards, STA*

Anna McLaughlin has been the STA's PCC staff liaison. Anna has left the STA to continue her Transportation career on the East Coast. Her position is in the process of being filled and in the mean time Elizabeth Richards, Director of Transit and Rideshare Services, will staff the PCC.

Staff developed and distributed a PCC flyer calling for volunteers to fill vacant positions on the PCC (Attachment A). In addition, a press release was distributed to Solano County media outlets and posted on the STA website calling for volunteers to fill vacant positions on the PCC. A status of the PCC membership outreach effort will be presented at the meeting.

B. Status of Transit Service Changes and STA Transit Activities  
*Elizabeth Richards, STA*

A number of transit operators in Solano County have or will implement service changes and fare updates between July and October. These changes are being accompanied by a countywide marketing effort coordinated by the STA in conjunction with the transit operators. At the PCC meeting, STA staff will provide an update of this marketing effort and other transit funding and outreach activities.

C. Status of Unmet Transit Needs Public Hearing Process  
*Elizabeth Richards, STA*

Transportation Development Act (TDA) Article 4/8 funds are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the regional transportation planning agency (RTPA) that all reasonable unmet transit needs have been met. Solano County is the one county in the Bay Area that has local jurisdictions using TDA funds for streets and roads. Annually, the Metropolitan Transportation Commission (MTC) holds a public hearing in the fall to begin the process to determine if there are any transit needs not being reasonably met in Solano County. Based on comments raised at the hearing and written comments received, MTC staff then selects pertinent comments for Solano County's local jurisdictions to respond to. The STA coordinates with the transit operators who must prepare responses specific to their operation. Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. The public hearing is typically held in November or December. A status will be provided at the meeting

D. Transit/Paratransit Monthly Reports and Updates

- John Andoh, Benicia Breeze & Rio Vista Breeze
- Marlon Flournoy, 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.

# Paratransit Coordinating Council Members Needed!



**Solano Transportation  
Authority**

One Harbor Center, Suite 130  
Suisun City, CA 94585  
707-424-6075

**Are you a paratransit user?**

**Are you interested in better mobility  
for the disabled and elderly?**

**Would you like to be involved in the  
decision-making process?**

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## **WHAT IS THE PARATRANSIT COORDINATING COUNCIL (PCC)?**

The PCC is the social services transportation advisory committee for the Solano Transportation Authority (STA). The PCC serves as an advocate for improved availability of transit services for elderly, disabled, minorities, economically disadvantaged and other transit dependent persons.

## **HOW OFTEN DOES THE PCC MEET?**

The PCC meets once every other month.

## **LEARN MORE ABOUT STA AND HOW TO JOIN THE PARATRANSIT COORDINATING COUNCIL!**

For more information call 707-424-6075 or  
visit [www.solanolinks.com](http://www.solanolinks.com).

**STA**  
Solano Transportation Authority