

# PCC

## SOLANO PARATRANSIT COORDINATING COUNCIL AGENDA

Friday, May 20, 2005 at 12:30 p.m.  
(“Brown Bag” Lunch from 12:00 – 12:30 p.m.)

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

<u>Item</u>	<u>Action</u>
<b>I. CALL TO ORDER –</b>	<b>Confirm Quorum</b>
<b>II. APPROVAL OF MAY 20, 2005 PCC AGENDA –</b> <i>Recommendation: Review and Approve May 20, 2005 Agenda (12:30 – 12:35 pm).</i>	<b>Approval</b>
<b>III. APPROVAL OF MARCH 18, 2005 MINUTES –</b> <i>Recommendation: Review and Approve March 18, 2005 Minutes. Page 1-3 – (12:35 – 12:40 pm).</i>	<b>Approval</b>
<b>IV. OPPORTUNITY FOR PUBLIC COMMENT –</b> <i>(12:40 – 12:50 pm).</i>	<b>Discussion</b>
<b>V. ACTION ITEMS – Pages 4-17.</b>	<b>Approval</b>
<b>A. FY 2005-06 TDA Claims – Jennifer Tongson, STA.</b> <i>Recommendation: Review and forward a recommendation to MTC to approve the following:</i> 1) <i>City of Fairfield’s TDA Claim for approximately \$5.5 M for transit operations and capital and</i> 2) <i>City of Vacaville’s TDA Claim for \$3,952,000 for transit operations, transit capital, and streets and roads.</i> <i>Page 4 – (12:50 – 1:05 pm).</i>	

**VI. INFORMATION ITEMS** – Page 18-19.

**Discussion**

**A. ADA/Sensitivity Training Update** – Jennifer Tongson, STA.

*(1:05 – 1:15 pm)*

**B. Solano Paratransit and Vallejo Runabout Monthly Reports** – Nigel Browne, Fairfield/Suisun Transit, and Amber Villarreal, MV Transportation.

*(1:15 – 1:25 pm)*

**C. Transit Updates to the PCC** – Solano County Transit Operators.

*(1:25 – 1:30 pm)*

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

**Discussion**

*Discuss items for next agenda. (1:30 – 1:45 pm).*

**VIII. ADJOURNMENT** – Next meeting is scheduled for July 15, 2005.

\* Please contact James Williams, PCC Chair, if you have any questions regarding this agenda at (707) 448-9195 or Jennifer Tongson at (707) 424-6075 or [jtongson@sta-nci.com](mailto:jtongson@sta-nci.com).

\*\* For PCC Committee Members: For purposes of anticipating a quorum, please contact James Williams or Jennifer Tongson as soon as possible if you are unable to attend the meeting.

# *PCC*

## **SOLANO PARATRANSIT COORDINATING COUNCIL**

### **Minutes**

Meeting of March 18, 2005  
Fairfield Community Center  
1000 Kentucky Street, Conference Room  
Fairfield, CA 94533

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

PCC Chair James 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.
Catarina Evanson	Vice Chair, Solano Community College Rep.
Fred Ramsey	Disabled Representative
Jim Simon	Social Service Provider Representative

#### **Voting Members Not Present:**

George Bartolome	Parliamentarian, Vallejo Transitions
Rich Broaddus	Independent Living Resource

#### **Also Present:**

Felix Ajayi	City of Rio Vista
Lance Atencio	MV Transportation (Solano Paratransit)
Anna Beaumont	City of Fairfield / FST
Nigel Browne	City of Fairfield / FST
Gary Cullen	City of Suisun City
Carmen Greenwood	Solano County Office of Education
Amber Villarreal	Vallejo Runabout / Benicia Transit
Mike Duncan	Solano Transportation Authority
Jennifer Tongson	Solano Transportation Authority

#### **AGENDA ITEM II. APPROVAL OF MARCH 18, 2005 AGENDA**

On a motion by Catarina Evanson and a second by Ernest Bradford the PCC approved the agenda for March 18, 2005.

#### **AGENDA ITEM III. APPROVAL OF JANUARY 21, 2005 MINUTES**

On a motion by Jim Simon and a second by Ernest Bradford the PCC approved the minutes for the January 21, 2005 meeting.

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

- Catarina Evanson remarked that she is working on the letter of appreciation for Marcia Clark. She will forward the letter to Jennifer Tongson.
- Jim Simon commented that on his trip to San Francisco, the Route 99 skipped the Davis Street Park and Ride lot. The Route 20 went all the way around Walmart and Monte Vista, which is not according to the schedule. Nigel Browne will investigate the service.
- Fred Ramsey inquired about Mike Dulude's replacement with Fairfield-Suisun Transit. Nigel Browne introduced Anna Beaumont as the new Transit Tech with FST. He also mentioned they were in the process of hiring a new manager for transit operations.
- Fred Ramsey requested two (2) ticket books for the Solano Paratransit.
- Jim Simon announced that the Vacaville Senior Center offers discount cab booklets for seniors and disabled riders. For more information, call (707) 469-6660.
- Catarina Evanson inquired about the fare increase for the Vallejo Runabout to the Solano Community College after hearing a student complain about the increase. Amber Villarreal responded that the City of Vallejo approved a two-tiered fare increase for Vallejo Transit and Vallejo Runabout. The second increase will take effect beginning April 4, 2005. Jim Williams added that the PCC has no authority to increase fares.
- Jim Williams thanked the members (George Bartolome, Catarina Evanson) who participated in the FTA Section 5310 scoring process.

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

##### **V(A). FY 2004-05 TDA Claim for the City of Rio Vista and the City of Suisun City –**

Rio Vista: Felix Ajayi presented the FY 2004-05 TDA Claim for \$400,000: \$100,000 to rehabilitate Front Street, \$100,000 to rehabilitate McCormick Road (shut down because condition is so poor), and \$200,000 to operate Rio Vista Transit service. Jim Simon asked about service between Rio Vista and Fairfield. Felix responded that Rio Vista Transit makes trips to Fairfield every Friday. Mike Duncan mentioned the SR12 Transit Study, which will evaluate potential service along SR12 between Napa and Rio Vista. Felix continued to explain that one bus runs everyday while an older bus remains in town in case of emergencies. Jim Williams inquired about the maintenance costs shown in the City of Rio Vista's application for FTA Section 5310 funding, and asked why the TDA funds are not being used to maintain the service. Mike Duncan explained that MTC authorized the use of FY 2004-05 TDA funds for streets and roads through the unmet needs process. On a motion by Jim Simon and a second from Catarina Evanson the PCC forwarded a recommendation to MTC to approve the City of Rio Vista's TDA Claim for \$400,000.

Suisun City: Gary Cullen presented the FY 2004-05 TDA Claim for \$150,000 for streets and roads rehabilitation and maintenance. On a motion from Fred Ramsey and a second from Catarina Evanson the PCC forwarded a recommendation to MTC to approve the City of Rio Vista's TDA Claim for \$150,000.

Following the actions, Jim Williams asked if the SR12 Transit Study would look at transit between the Fairfield and Rio Vista senior centers. Mike Duncan responded that the study would specifically look at fixed-route transit along SR12, and suggested he review the Solano Senior/Disabled Transit Study. Nigel Browne added that most of the transportation out of Rio Vista is for dialysis. Felix Ajayi agreed to speak with Nigel about the possibility of coordinating services. Jim Williams encouraged Nigel or Felix follow up on this possibility and to provide the PCC with an update.

**V(B).** Results from FY 2005-06 FTA Section 5310 Application Scoring Meeting – Jennifer Tongson explained the process to date for the FY 2005-06 FTA Section 5310 cycle. Ernest Bradford expressed the need to solicit more non-profits to apply. Jim Williams commented that applicants need to know what is required of them, and that the application explains the procedures are well spelled out. On a motion from Fred Ramsey and a second from Ernest Bradford, the PCC forwarded the results of the FTA Section 5310 Scoring Meeting to MTC. After the motion was made, Jim Williams presented Felix Ajayi with a completed application (Pride Industries) as an example for next year's application.

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

**VI(A).** ADA/Sensitivity Training Update – Jennifer Tongson announced that Pat Piras of Pat Piras Consulting will give a transportation-focused presentation of the ADA at the May PCC meeting. Jim Williams read a paragraph from Pride Industries' Section 5310 application regarding sensitivity training, and reiterated the need for attending a sensitivity training session.

**VI(B).** Solano Paratransit and Vallejo Runabout Monthly Reports – Amber Villarreal noted the lower ridership numbers for Vallejo Runabout and mentioned that ridership tends to increase during warmer months. Vallejo Runabout is trying to accommodate service to the new Chadbourne dialysis center in Fairfield. Jim Williams asked about the definition of road calls. Amber explained that any disruption of service where someone has to drive out to a vehicle is considered a road call, such as flat tires, dead batteries, fallen mirrors, etc., and that Vallejo Runabout has spare buses, which are used to continue a service. Nigel Browne said the Solano Paratransit is using new scheduling software (Route Match), which replaces its manual system (Excel). The new system improves response time and stores more information.

**VI(C).** Transit Updates to the PCC – There were no transit updates to report.

#### **AGENDA ITEM VII. FUTURE AGENDA ITEMS**

Ernest Bradford presented a copy of a letter to him from Steve Kinsey in response to his request to study older adults and driving safety. He is also working on a skit with the MTC EDAC to act out the older drivers issue. He requested the STA add information about the older drivers to the PCC website.

The following items will be agendized for the May 20<sup>th</sup> PCC meeting: TDA Claims, Solano Paratransit and Vallejo Runabout bi-monthly reports, Transit Updates to the

PCC, ADA/sensitivity training, older drivers, and the communications link between bus services and BART.

On a motion from Fred Ramsey and a second from Catarina Evanson, the meeting was adjourned at 2:00 pm.

**PCC**

Date: May 12, 2005  
To: Solano Paratransit Coordinating Council  
From: Jennifer Tongson, Projects Assistant  
Re: FY 2004-05 TDA Claim for the City of Fairfield and the City of Vacaville

**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 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:**

On May 12, 2005, STA staff met with the city staffs to develop the funding matrix for the 2005-06 TDA fund cycle.

As required by MTC Resolution 1209, the cities of Fairfield and Vacaville have submitted their FY 2005-06 Transportation Development Act (TDA) Article 4 and 8 Claim for consideration by the PCC.

**Fairfield:**

The City of Fairfield is submitting a TDA claim for transit operations and capital for approximately \$5.5M. The claim includes TDA funds for the local FST routes as well as TDA funds from Dixon, Rio Vista, Suisun City, Vacaville, and Solano County for the intercity services FST provides such as the Solano Paratransit, Routes 20, 30, and 40.

A representative from the City of Fairfield will be in attendance to provide additional materials and answer questions from the PCC.

Vacaville:

The City of Vacaville is requesting approximately \$3,952,000 in TDA funds. The request includes \$2.169M for transit operations for the Vacaville City Coach and paratransit and \$1.033M for transit capital expenditures for the regional TransitInfo project, the Vacaville Transportation Center, and additional transit maintenance equipment. The request is also for \$750,000 for local streets and roads funding to continue the city's annual Slurry Seal street improvement program.

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

**Recommendation:**

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

- 3) City of Fairfield's TDA Claim for approximately \$5.5 M for transit operations and capital and
- 4) City of Vacaville's TDA Claim for \$3,952,000 for transit operations, transit capital, and streets and roads.

Attachment:

- a. Draft 2005-06 TDA Matrix for Solano County, p. 6.
- b. City of Vacaville TDA Claim, p. 7-17.

**PCC**

Date: May 12, 2005  
To: Solano Paratransit Coordinating Council  
Re: **Information Items**

**A. ADA/Sensitivity Training Update** – Jennifer Tongson, STA.

A presentation on the ADA has been postponed. STA staff will continue to update the PCC on this issue.

**B. Solano Paratransit and Vallejo Run About Bi-Monthly Reports** – Nigel Browne, Fairfield Suisun Transit; Amber Villarreal, MV Transportation/Vallejo Run About.

Fairfield/Suisun Transit and MV Transportation provide paratransit bi-monthly reports for the PCC's review. Staffs from both agencies are available at the PCC meetings to update the members of any changes in the program or operations. Attached are the Solano Paratransit bi-monthly reports and the Vallejo Run About statistics for the PCC's review. (See Attachment p. 19, 1 page.)

**C. Transit Updates to the PCC** – Solano County Transit Operators.

Transit operators will have the opportunity to update the PCC on any service changes or notify the council of upcoming events.