

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL AGENDA

Friday, June 4, 2004 at 12:30 p.m.

(“Brown Bag” Lunch from 12:00 – 12:30 p.m.)

Fairfield Community Center
1000 Kentucky Street, Assembly Hall***
Fairfield, CA 94533

Please note room change.

<u>Item</u>	<u>Action</u>
I. CALL TO ORDER –	Confirm Quorum
II. APPROVAL OF JUNE 4, 2004 PCC AGENDA – <i>Recommendation: Review and Approve June 4, 2004 Agenda (12:30 – 12:35 pm).</i>	Approval
III. APPROVAL OF MARCH 19, 2004 MINUTES – <i>Recommendation: Review and Approve March 19, 2004 Minutes Page 1-4 – (12:35 – 12:40 pm).</i>	Approval
IV. OPPORTUNITY FOR PUBLIC COMMENT – <i>(12:40 – 12:50 pm).</i>	Discussion
V. PRESENTATION: Mobility for Older Drivers – Ernest Bradford, PCC Chair / Solano Rep. For the Elderly, MTC Elderly and Disabled Advisory Committee <i>(12:50 – 1:00 pm).</i>	
VI. ACTION ITEMS – Pages 5-31.	Approval
A. Draft County Transportation Expenditure Plan Update – Daryl K. Halls, STA. <i>Recommendation: Forward a recommendation of support to the STIA Board for the Senior/Disabled Transit program of the draft County Transportation Expenditure Plan (CTEP). Page 5 – (1:00 – 1:15pm).</i>	

B. 2004-05 TDA Claims for the City of Vacaville and the City of Vallejo – Jennifer Tongson, STA.

Recommendation: Review and forward a recommendation to MTC to approve the FY 2004-05 TDA Claims for (1) the City of Vacaville for \$2,919,000 for transit operations and capital, and streets and roads projects, and (2) the City of Vallejo for \$3,795,080 for transit operations. Page 13 – (1:15 - 1:20 pm).

C. PCC Member Nomination – Jennifer Tongson, STA.

Recommendation: Forward a recommendation to the STA Board to appoint George Bartolome to the PCC as a social service provider representative. Page 28 – (1:20 - 1:25 pm).

VII. INFORMATION ITEMS – Page 32-35.

Discussion

A. Senior and Disabled Transit Study – Robert Guerrero, STA. (1:25 – 1:30 pm).

B. PCC Bus Trip Updates – Jennifer Tongson, STA. (1:30 – 1:35 pm).

C. PCC Membership – Jennifer Tongson, STA. (1:40 – 1:45 pm).

D. Solano Paratransit and Vallejo Runabout Monthly Reports – Mike Dulude, Fairfield/Suisun Transit, and Amber Villarreal, MV Transportation. (1:45 – 1:50 pm).

E. Transit Updates to the PCC – Solano County Transit Operators. (1:50 – 1:55 pm).

VIII. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS –

Discussion

Discuss items for next agenda. (1:55 – 2:00 pm).

IX. ADJOURNMENT – Next meeting is scheduled for July 16, 2004.

* Please contact Ernest Bradford, PCC Chair, if you have any questions regarding this agenda at (707) 428-6210 or drtfmr@jccomp.com or Jennifer Tongson at (707) 424-6075 or jtongson@sta-snci.com.

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

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL

Minutes

Meeting of March 19, 2004
Solano Community College
Board Room, Building 600
4000 Suisun Valley Road
Suisun City, CA 94585-3197

AGENDA ITEM I. CALL TO ORDER

PCC Chair Ernest Bradford called the meeting to order at 12:30 p.m. at the Solano Community College. Self-introductions were made. A quorum was confirmed.

Voting Members Present:

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

Excused Absense:

Fred Ramsey	Disabled Representative
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Also Present:

Christy Curtis	Student, Solano Community College
Terry Deits	Area Agency on Aging
Diana Enriquez	Student, Solano Community College
Barbara Erickson	Student, Solano Community College
Joy Galana	Student, Solano Community College
Ruby Giri	North Bay Transit Group
Kenny Grover	Student, Solano Community College
Robin Lape	Student, Solano Community College
Leanne Martinsen	Area Agency on Aging
Tanya Renoude	Student, Solano Community College
Bettye Rivers	Member of Public
Emeai Rivers	Member of Public
Rob Sousa	City of Benicia
Prem Sujjan	North Bay Transit Group
Amber Villarreal	MV Transportation / Vallejo Runabout
Mike Duncan	STA
Robert Guerrero	STA
Jennifer Tongson	STA

AGENDA ITEM II. APPROVAL OF MARCH 19, 2004 AGENDA

On a motion by Ernest Bradford and a second by Rich Broaddus the PCC approved the agenda for March 19, 2004.

AGENDA ITEM III. APPROVAL OF JANUARY 16, 2004 MINUTES

On a motion by Jim Simon and a second by Ernest Bradford, with an abstention from Rich Broaddus, the PCC approved the minutes for the January 16, 2004 meeting.

AGENDA ITEM IV. OPPORTUNITY FOR PUBLIC COMMENT

- Kenny Grover introduced himself and noted that he will be taking many trips to Vallejo and San Francisco [with transit/paratransit] for a medical procedure (new teeth).
- Tanya Renoude stated that she was approved to ride the Solano Paratransit, but was denied trips to the Solano College because there was no room, according to the Solano Paratransit. She wanted to know how she was denied service when she has seen many buses nearly empty.
- Barbara Erickson said that the Solano Paratransit was wonderful for 2 years. Unfortunately, she called to schedule rides to the Solano College for the semester and they informed her the schedule was full. She had to hire someone to drive her to school, which can be expensive. Fixed-route service will not put her walker on the bus, and the state mandated bus traveling across the Benicia Bridge also would not let her walker on. She has resorted to using a taxi service, which can cost up to \$80 each way. Amber Villarreal suggested that she contact the local Area Agency on Aging "Chores Program."
- Diana Enriquez said that a bus driver found it too difficult to put her and her wheelchair on the bus, saying it was beyond his/her "call of duty." It is very painful for her to walk with a walker. She needs her wheelchair to move around and without it she is afraid of falling. Jim Williams emphasized the importance of sensitivity training.
- Joy Galana says that although the Vallejo Runabout service is a little expensive, costing her about \$30/day, she is satisfied with the service.
- Christy Curtis said that she is very happy with the Vallejo Runabout service, and that its drivers are very nice.
- Robin Lape says that for a short time she was able to qualify for paratransit service until the Solano Paratransit informed her that she is no longer eligible since she is able to ride the fixed-route service. She feels that it is an outrage that she cannot qualify for paratransit service and that it is against ADA regulations. She also expressed that some drivers lack sensitivity, and that although the vehicles were capable of picking her up at her door, the service instructed her to wait outside instead.

AGENDA ITEM V. ACTION ITEMS

V(A). Senior and Disabled Transit Study – Robert Guerrero, STA, presented the draft Senior and Disabled Transit Study. Students from Solano College asked why they did not receive copies of the survey. Robert replied that comments were solicited from

the entire county, including the Solano College. Robert also reminded the group that the important step now is to review the draft report and submit comments by the end of the month, March 31st. Jim Williams commented that driver sensitivity training and coordination between regional lines should be stronger emphasized in the report. On a motion from Jim Williams and a second from Jim Simon, the PCC recommended to the STA Board to approve the Draft Senior and Disabled Study.

V(B). 2003-04 TDA Claim for the City of Benicia – Jennifer Tongson, STA, reviewed the City of Benicia’s TDA Claim for \$710,304. Rob Sousa, Finance Director for the City of Benicia, was in attendance to answer questions from the PCC. Jim Williams complimented the City of Benicia on the way they utilize their TDA funds. On a motion by Jim Simon, and a second by Ernest Bradford, the PCC recommended to MTC to approve the City of Benicia’s FY 2003-04 TDA Claim for \$710,304 for transit capital and operating.

V(C). PCC Member Nomination – Jennifer Tongson, STA, requested that this item be postponed until the May 21st meeting since George Bartolome was unable to attend the meeting.

V(D). STIA Citizens Advisory Committee Nomination – Jennifer Tongson, STA, explained the formation of the Solano Transportation Improvement Authority (STIA) and the formation of their Citizens Advisory Committee (CAC), which would provide public input on the development of the Comprehensive Transportation Expenditure Plan (CTEP). Jim Williams expressed his concern regarding the formation of the STIA. Ernest Bradford said that the CAC is a good opportunity to provide input to the development of the CTEP and nominated himself as the Senior Representative. Rich Broaddus strongly suggested that the term “Handicapped” be replaced with “Persons with Disabilities.” The Area Agency on Aging asked that they be added to the membership list. The PCC suggested that since not all the members were in attendance that the Persons with Disabilities Representative be deferred until the next meeting. On a motion from Catarina Evanson and a second from Jim Williams, the PCC nominated Ernest Bradford as the Senior Representative to the STIA Citizens Advisory Committee.

** (STA staff was later informed that the PCC was only eligible to nominate a Person with Disabilities Representative (Ernest Bradford). The Senior Representative would be nominated by the Area Agency on Aging, which nominated Leanne Martinson to the Citizens Advisory Committee.)*

AGENDA ITEM VI. INFORMATION ITEMS

VI(A). FY 2004-05 FTA Section 5310 Application Scoring Subcommittee Update.

VII(B). PCC Bus Trip Updates.

VII(C). PCC Membership.

VII(D). Transpo Expo 2004.

VII(E). Solano Paratransit and Vallejo Runabout Bi-monthly Reports.

VII(F). Transit Updates to the PCC.

Due to the interest of time, the PCC agreed that the information items could be summarized from reviewing the reports in the agenda packet.

The meeting was adjourned at 2:15 pm.

AGENDA ITEM VIII. FUTURE AGENDA ITEMS

- The following items will be agendaized for the May 21st PCC meeting: TDA Claims, PCC membership, Solano Paratransit and Vallejo Runabout bi-monthly reports, Transit Updates to the PCC.
- STA staff is continuing to set up presentations on sensitivity training and ADA requirements.

Agenda Item VI.A

June 4, 2004

PCC

Date: May 14, 2004
To: Solano Paratransit Coordinating Council
From: Daryl Halls, Executive Director
Re: Draft County Transportation Expenditure Plan Update

Background:

INITIATION OF CTEP DEVELOPMENT

On December 10, 2003, the STA Board provided direction to staff to initiate the process for the development of a County Transportation Expenditure Plan (CTEP), specifically the recommendations outlined in a consultant report prepared by consultant D.J. Smith. On January 14, 2004, the STA Board approved a series of recommendations developed by the Board's Local Funding Subcommittee and STA staff. At the meeting, the Board approved the recommendation of the Local Funding Subcommittee to move forward on the initiation of the development of a County Transportation Expenditure Plan (CTEP) by requesting the Solano County Board of Supervisors form the Solano Transportation Improvement Authority (STIA), consistent with the state statutes pertaining to the formation of a Local Transportation Authority (LTA). In addition, the Board approved authorizing staff to retain three separate consultants to assist the STIA Board in the development of the expenditure plan and public information, updating the Programmatic EIR for the CTEP, and providing specialized legal services.

On February 3, 2004, the Solano County Board of Supervisors unanimously approved the formation of the STIA and on February 11th, the new STIA Board members were sworn in and the agency's initial organizational meeting was held.

INITIATION OF PUBLIC INPUT PROCESS

On March 10, 2004, the STIA Board reviewed draft 30-year revenue projections and project cost estimates for a list of projects that received a positive response from potential likely Solano County voters based on a public opinion poll conducted in November 2003. At the same meeting, the STIA Board approved the public input process and the composition for a 50 member plus Citizen's Advisory Committee (CAC). In March, the PCC appointed Ernest Bradford as the PCC representative and Leanne Martinsen was appointed from the Area Agency on Aging as the senior representative to the CAC. Also in March, STA staff and D.J. Smith reviewed the results of a privately funded public opinion poll focused on transportation. At the meeting, the consultant noted that a particular focus should be on voter receptivity to the local and regional projects contained in the questionnaire.

On May 12th, the STIA Board considered and authorized the formation of an eleven member Independent Taxpayers Watchdog Committee to monitor the expenditure of future measure funds and to oversee annual performance and financial audits.

To date, a total of eight community meetings (one in each of the seven cities and the Cordelia area) have been held to solicit public input on the various transportation problems to be addressed, priorities to be funded and specific projects to be considered for a draft CTEP. Concurrently, a fifty member Citizen's Advisory Committee (CAC) comprised of various interest groups and constituencies have held three meetings to also discuss their priorities, concerns, and project preferences for the CTEP. At the third CAC meeting, which was held on Friday, May 21st, STIA staff released the draft CTEP for review and public input. The STIA Board is scheduled to consider the draft CTEP at their meeting of June 9, 2004. Following action by the STIA Board, a second privately funded public opinion poll will be conducted to assess Solano County voter's receptivity to the draft CTEP. If the response is positive and the poll results indicate a strong potential for the sales tax to garner over 2/3 voter approval, then it will be recommended that the CTEP be forwarded to the seven cities and Solano County Board of Supervisors for their approval. The statutory deadline to place the sales tax ordinance and CTEP on the ballot for the November election is August 6, 2004.

Discussion:

Attached is a preliminary draft of the CTEP that contains the projects being considered by the STIA Board. This draft contains funding options for each project and was provided to the STIA Board at their meeting on May 12th. All of the projects in the draft list of projects garnered a high level of support from Solano voters that responded to the poll conducted in November 2003.

At the PCC meeting, staff will present the overall draft CTEP and, more specifically, will discuss the projects proposed in the Senior/Disabled Transit program to be included in the draft CTEP. Based on the "Solano Senior and Disabled Transit Study," this program addresses the mobility needs of the large and growing senior and disabled population in Solano County over the next 30 years. The program includes various short, medium and long term implementation strategies for seniors and persons with disabilities such as proposed fare discounts, expansion of local, intercity and inter-county senior and disabled transit services, and new and expanded evening and weekend subsidized taxi services. The draft CTEP is proposing to dedicate \$105M for Senior/Disabled Transit over the 30-year span of the local fund source: \$3M for transit operations per year (or \$90M for the 30-year span of the fund source) and \$15M total for transit capital purchases.

Recommendation:

Forward a recommendation of support to the STIA Board for the Senior/Disabled Transit program of the draft County Transportation Expenditure Plan (CTEP), as specified in attachment C.

Attachments:

- A. Updated timeline and public input process for the CTEP. (pg. 7, 1 page.)
- B. Project Descriptions. (pg. 8-9, 2 pages.)
- C. Draft CTEP, dated May 21, 2004. (pg. 10-12, 3 pages.)

PCC

Date: May 21, 2004
To: Solano Paratransit Coordinating Council
From: Jennifer Tongson, Projects Assistant
Re: 2004-05 TDA Claims for the City of Vacaville and the City of 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 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 cities of Vacaville and Vallejo have submitted a copy of their 2003-04 Transportation Development Act (TDA) Article 4 and 8 Claim for consideration by the PCC.

Vacaville:

The City of Vacaville is submitting their 2004-05 TDA Claim for a total of \$2,919,000 for transit operations, capital expenditures, and streets and roads projects. Operations funding in the amount of \$1.85 million will be claimed for Vacaville fixed route (City Coach) and paratransit (Special Services and Subsidized Taxi Program) services. Additionally, the City of Vacaville's operating funds support Fairfield-Suisun Transit's Routes 20 and 40 and Vallejo Transit's Route 91. The City is also requesting approximately \$319,000 for capital expenditures, which includes the expansion of the AVL/Vehicle Annunciator Technology program, the purchase of additional bus shelters and amenities, major preventive maintenance that should extend the lives of their Gillig buses by three (3) years, and the purchase of transit maintenance. The City of Vacaville is also claiming TDA funding for street and road

projects in the amount of \$750,000, which will be used to continue the City's annual slurry seal street improvement program.

Vallejo:

The City of Vallejo is claiming \$3,795,080 in 2004-05 TDA funds for transit operations. Operations include Vallejo Transit fixed-route, Vallejo Baylink Ferry, Vallejo Runabout, and the Vallejo Half Fare Taxi Program. The City is not claiming funds for transit capital purchases or for streets and roads projects.

Recommendation:

Review and forward a recommendation to MTC to approve the FY 2004-05 TDA Claims for (1) the City of Vacaville for \$2,919,000 for transit operations and capital, and streets and roads projects, and (2) the City of Vallejo for \$3,795,080 for transit operations.

Attachments:

- A. City of Vacaville, Letter to the PCC. (pg. 15, 1 page.)
- B. City of Vacaville, Claim Summary. (pg. 16-18, 3 pages.)
- C. City of Vacaville, Document E(a), Description of Applicant and System. (pg. 19-23 , 5 pages.)
- D. City of Vacaville, Document E(b), Description of Streets and Roads. (pg. 24, 1 page.)
- E. City of Vallejo, Claim Summary. (pg. 25, 1 page.)
- F. City of Vallejo, Document E(a), Description of Applicant and System. (pg. 26, 1 page.)
- G. FY 2004-05 TDA Matrix for Solano County. (pg. 27, 1 page.)

PCC

Date: May 21, 2004
To: Solano Paratransit Coordinating Council
From: Jennifer Tongson, Projects Assistant
Re: PCC Member Nomination

Background:

The Paratransit Coordinating Council (PCC) currently has five (5) vacancies: one for Low Income Representative, two for Social Service Provider, one for Health and Social Services, and one for Member-at-Large. PCC candidates are encouraged to attend at least two PCC meetings and submit a letter of interest to the PCC. The PCC members will evaluate the PCC candidate either through an informal or formal interview process and make a recommendation to the STA Board to appoint the new PCC member.

Discussion:

George T. Bartolome has attended two meetings since September 2003. He has been an active participant during his time with the PCC, from providing comments to the Senior and Disabled Transit Study to volunteering for the FTA Section 5310 Program scoring subcommittee. He currently works with the Vallejo City Unified School District's Transition Partnership Program, which assists students transition into the work force. His previous work experience has taken him to faraway places, ranging from being an instructor and safety officer for USARC/PACE in Vallejo, a technical consultant and project engineer for Virgo Star Limited in Hong Kong, China, and a plant manager for Stanford Microsystems, Inc. in the Philippines.

The PCC is encouraged to review George Bartolome's letter of interest and resume and be prepared to discuss Mr. Bartolome's nomination.

Recommendation:

Forward a recommendation to the STA Board to appoint George Bartolome to the PCC as a social service provider representative.

Attachments:

- A. George Bartolome's Letter of Interest. (pg. 29, 1 page.)
- B. Resume for George Bartolome. (pg. 30-31, 2 pages.)

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PCC

Date: May 25, 2004
To: Solano Paratransit Coordinating Council
From: Robert Guerrero, STA Associate Planner
Re: Senior and Disabled Transit Study

Background:

The STA and its consultant, Nelson Nygaard, commenced the Senior and Disabled Transit Study in July 2003. The first objective of the study is to improve existing transportation services for older adults and people with disabilities; the second is to plan for future services as funding becomes available. The goal of the study is to develop a concept or vision for future senior and disabled transit service through extensive public outreach, data collection, projected service demand, and projected funding needs for service providers.

Discussion:

The Paratransit Coordinating Council approved the draft Senior and Disabled Transit Study to be forwarded to the STA Board for approval at their last meeting held at the Solano College on March 19, 2004. However, staff extended the opportunity for public comment partly because student participants at the college raised concerns that they were not included as part of the study. Staff distributed the study to the college and posted a full draft copy on the STA website. STA staff has since worked with its consultant to incorporate additional comments and as a result, attached is the Final Draft Senior and Disabled Transit Study.

Since the draft version was published in March 2004, the following additional items were included as part of the enclosed final draft:

- An Executive Summary.
- Reference to low income users.
- An updated implementation strategy section that excludes a previous strategy to extend Rio Vista's transit service hours beyond 2:00 pm. Rio Vista's transit service currently operates past 2:00 pm.

With this final change, the overall 30-year cost to implement the Solano Senior and Disabled Transit Study was adjusted to \$64M to \$112M for operating funds and \$13.2M to \$17.2M for capital improvements. Also, the draft study was reviewed to ensure that an evaluation of inter-county paratransit service was included as well.

The study was reviewed and approved by the STA SolanoLinks Transit Consortium at their May 26th meeting.

Recommendation:

Informational.

Attachment:

Final Draft Senior and Disabled Transit Study. (Enclosed in packet.)

PCC

Date: May 21, 2004
To: Solano Paratransit Coordinating Council
Re: **Information Items**

B. PCC Bus Trip Updates – Jennifer Tongson, STA.

At the January 16th meeting, the PCC agreed to ride one to two bus routes and present their findings. (See minutes from the January 16 meeting.) The purpose was to anonymously observe and familiarize themselves with various fixed-route services and to potentially identify strength and weaknesses of the system. The PCC will have the opportunity to present their observations during the meeting.

C. PCC Membership – Jennifer Tongson, STA.

With the recommendation to appoint George Bartolome to the PCC (see Agenda Item VI.C), there are still currently four (4) vacancies on this Paratransit Coordinating Council: one for Low-Income Representative, one for Social Service Provider, one for the Health and Social Services, and one for Member-at-Large. Press releases have been sent out to the local newspapers soliciting volunteers to contact the STA for meeting dates and further information about the PCC.

D. Solano Paratransit and Vallejo Runabout Monthly Reports – Mike Dulude, Fairfield/Suisun Transit and Amber Villarreal, MV Transportation/Vallejo Runabout.

Fairfield/Suisun Transit and Vallejo Runabout 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 monthly reports and the Vallejo Runabout statistics for the PCC's review. (See Attachment p. 34-35, 2 pages.)

E. 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.