



Solano Transportation Authority

... working for you!

# SOLANO TRANSPORTATION AUTHORITY

Member Agencies:

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

One Harbor Center, Suite 130, Suisun City, CA 94585-2473 ♦ Telephone (707) 424-6075 / Facsimile (707) 424-6074  
Email: staplan@sta-snci.com ♦ Website: solanolinks.com

## PCC

### SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) AGENDA

**1:00 – 3:00 p.m.**  
**Thursday, July 21, 2011**  
**Fairfield Community Center**  
**1000 Kentucky Street**  
**Fairfield, CA**

#### ITEM

#### STAFF PERSON

**I. CALL TO ORDER**

Richard Burnett,  
Chair

**II. APPROVAL OF AGENDA**  
(1:00 – 1:05 p.m.)

**III. OPPORTUNITY FOR PUBLIC COMMENT**  
(1:05 – 1:15 p.m.)

**IV. COMMENTS FROM STAFF AND REPRESENTATIVE  
FROM THE SOLANO SENIORS AND PEOPLE WITH  
DISABILITIES ADVISORY COMMITTEE**  
(1:15 – 1:20 p.m.)

**V. PRESENTATIONS**

1. Philip Kamhi–Topic Guide Presentation for American with Disabilities Act (ADA) - Origin to Destination
2. Liz Niedziela – Solano Transportation Study for Seniors and People with Disabilities (Opportunity to Comment)

(1:20 – 1:50 p.m.)

**VI. CONSENT CALENDAR**

**Minutes from PCC Meeting**

**A. Recommendation:**  
Approve minutes of the May 19, 2011 meeting.  
(1:50 – 1:55 p.m.)  
**Pg. 1**

#### PCC MEMBERS

George Bartolome  
Social Service Provider

Richard Burnett- Chair  
PAC Representative

Rachel Ford  
Public Agency–Solano County

Judy Nash  
Public Agency-Education

Shannon Nelson  
Member at Large

Shirley Stacy  
Transit User

James Williams – Vice Chair  
Member at Large

Kurt Wellner  
Transit User

Alicia Roundtree  
Social Service Provider

**VII. ACTION ITEMS**

- A. FY 2011-12 TDA Claims – Solano County** Liz Niedziela  
*Recommendation:*  
Review and forward a recommendation to MTC to approve County of Solano’s FY 2011-12 TDA claim for \$407,500 for paratransit service, transit coordination and streets and roads.  
(1:55 -2:05 p.m.)  
**Pg. 19**

**VIII. INFORMATIONAL**

- A. Safe Routes to Transit** Robert Guerrero  
*Informational*  
(2:05-2:10 p.m.)  
**Pg. 23**
- B. PCC Membership Update** Liz Niedziela  
*Informational*  
(2:10-2:15 p.m.)  
**Pg. 27**
- C. Unmet Transit Needs Public Hearing for FY 2011-12 Update** Liz Niedziela  
*Informational*  
(2:15-2:20 p.m.)  
**Pg. 29**
- D. Addressing Issues Discussion** Phillip Kamhi  
(2:20-2:25 p.m.)
- E. Transit Operator Updates**  
  - Benicia Breeze
  - Dixon REDI-Ride
  - Fairfield and Suisun Transit
  - Rio Vista Delta Breeze
  - Solano County
  - Vacaville City Coach
  - Vallejo Transit  
(2:25-2:45 p.m.)

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

*Discussion*

(2:45- 3:00 p.m.)

**X. ADJOURNMENT**

The next regular meeting of the PCC is scheduled at the Benicia City Hall, Commission Room, in **Benicia at 1:00 pm, Thursday, September 15, 2011.**

*For questions regarding this agenda:*

Please contact Liz Niedziela at (707) 424-6075 or [eniedziela@sta-snci.com](mailto:eniedziela@sta-snci.com)  
The complete STA PCC Meeting Packet is available on STA's Website at [www.sta.ca.gov](http://www.sta.ca.gov)



**PCC**  
**SOLANO PARATRANSIT COORDINATING COUNCIL**  
**AGENDA**  
**Minutes for the meeting of**  
**May 19, 2011**

**I. CALL TO ORDER**

PCC Chair, Richard Burnett, called the meeting to order at 1:00 pm in Vacaville at Ulatis Cultural Center

**Voting Members Present:**

Richard Burnett	Chair, PAC Representative
Rachel Ford	Social Service Provider
Shannon Nelson	Member at Large
Ted Newton	Social Service Provider
Alicia Roundtree	Social Service Provider
Shirley Stacy	Transit User
Kurt Wellner	Transit User
James Williams	Vice-Chair, Member-at-Large

**Voting Members Not Present:**

Judy Nash	Public Agency – Education
George Bartolome	Social Service Provider

**Also Present:**

Angel Anderson	City of Vallejo/Vallejo Transit
Mona Babauta	City of Fairfield/FAST
Philip Kamhi	City of Fairfield/FAST
Sarah Lauri	MV Transportation/FAST
Shirley Martin	Paratransit/Taxi User
Brian McLean	Vacaville City Coach
Liz Niedziela	STA
Faye Peter	MV Transportation/FAST
MJ Ravenera	Bus Passenger
Jeff Steward	MV Transportation/Vallejo Transit
Amber Villarreal	MV Transportation/Vallejo RunAbout
Debbie Whitbeck	City of Fairfield/FAST

**II. APPROVAL OF May 19, 2011 AGENDA**

On a motion by Rachel Ford and a second by Shannon Nelson, the PCC unanimously approved the May 19, 2011 agenda.

**III. OPPORTUNITY FOR PUBLIC COMMENT**

Shirley Martin shared positive comments on Vacaville City Coach. MJ Ravenera shared some of the difficulties she experiences riding transit as a legally blind passenger.

**IV. COMMENTS FROM STAFF**

No comments from staff.

**V. PRESENTATIONS**

**A. Brian McLean–Topic Guide Presentation for American with Disabilities Act (ADA)-Maintenance (Attachment A)**

**B. Brian McLean presented The City Coach Training Video**

**VI. CONSENT CALENDAR**

Recommendation:

On a motion by Ted Newton and seconded by Alicia Roundtree, the PCC approved the Consent Calendar. Rachel Ford and Jim Williams abstained from voting since they were not present at the March 17<sup>th</sup> meeting.

**A. Minutes of the PCC Meeting of March 17, 2011**

**VII. ACTION**

Recommendation:

1. On a motion by Jim Williams and a second by Rachel Ford, the PCC unanimously approved to forward a recommendation to MTC to approve the Solano Transportation Authority FY 2011-12 TDA Claim for \$358,080 for transit planning and administration.
2. On a motion by Rachel Ford and a second by Shannon Nelson, the PCC unanimously approved to forward a recommendation to MTC to approve the City of Vacaville FY 2011-12 TDA Claim for \$923,218 for transit operations and \$60,000 for transit capital.
3. On a motion by Rachel Ford and a second by Ted Newton, the PCC unanimously approved to forward a recommendation to MTC to approve the Solano County Transit FY 2011-12 TDA Claim for \$6,599,956 for transit operations.

## VIII. INFORMATIONAL ITEMS

### A. Solano Transportation Study for Seniors and People with Disabilities Update

Liz Niedziela presented a brief update on the Solano Transportation Study for Seniors and People with Disabilities. Input from the surveys and comments from the multiple outreach meetings countywide have been compiled along with other information received to identify mobility gaps and potential strategies to address the gaps.

Preliminary strategies to address identified service gaps are being developed. While transit, paratransit and taxi services are expected to be among the strategies, non-transit strategies are also expected to be identified. Preliminary strategies will be presented for discussion and comment at the PCC meeting.

### B. PCC Membership Update

Liz Niedziela presented the PCC Membership Update. At the March's meeting, there was one (1) vacancy for Transit User. The STA staff will also continue to recruit for the additional PCC member and input from the committee is welcomed.

### C. Unmet Transit Needs Public Hearing for FY2011-12

Liz Niedziela presented the Unmet Transit Needs Public Hearing for FY2011-12. This year's Unmet Transit Needs Hearing was held on Thursday, December 2, 2010 at 6:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers.

The issues raised at the hearing and through written comments were reviewed and compiled by MTC. The comments identified as reasonable unmet needs were forwarded by MTC to STA. The STA staff is working with the transit operators to address the issues and STA staff will report to the PCC the status of the Unmet Transit Needs progress so the PCC may monitor the process.

### D. FTA Section 5310 Update

Liz Niedziela presented the FTA Section 5310 update. The PCC Scoring Sub-Committee appointments are Richard Burnett, Rachel Ford, Shirley Stacy, and Jim Williams as the alternate. STA received one application from Pace Solano. The 5310 Scoring Subcommittee interviewed the applicant and scored the projects on March 11. The STA staff submitted the scores to MTC and MTC scored the application as well. MTC adopted the FY 2010 and FY 2011 Section 5310 Regional Scores and Rankings at their meeting on April 27, 2011. PACE Solano scored 93 on both of their bus replacement projects.

The statewide scores and rankings will be distributed in late summer and workshops for successful applicants will be held in fall 2011.

### E. Transit Operator Updates

Dixon Redit-Ride, FAST, Vacaville City Coach, and Vallejo Transit presented and handed out ridership information.

## **IX. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS**

No future agenda items were requested.

Shirley Stacy commented on the following items:

- DART dispatch does not seem to be checking the messages left on voice mail after hours.
- Some of the drivers shake her wheelchair to make sure she is tied down and that makes her feel uncomfortable.
- Often when she calls, she receives the voice mail instead of a person during business hours
- Some drivers are friendlier than others.

Jim Williams commented on following items:

- The issue of the driver shaking Shirley's wheelchair has been discussed several times.
- Praise STA staff for the extensive outreach for the Solano Seniors and People with Disabilities Plan.

Alicia Roundtree commented on following item:

- Praise passengers for speaking out to advocate for themselves to meet their transit needs.

## **X. ADJOURNMENT**

The meeting adjourned at 3:00 pm. The next meeting of the PCC is scheduled at 1:00 pm on Thursday, July 21, 2011 at the Fairfield Community Center in Fairfield.



# **Topic Guide ADA Transit Equipment Maintenance**

**Paratransit Coordinating Council  
May 19, 2011**



# ADA Transit Equipment Maintenance

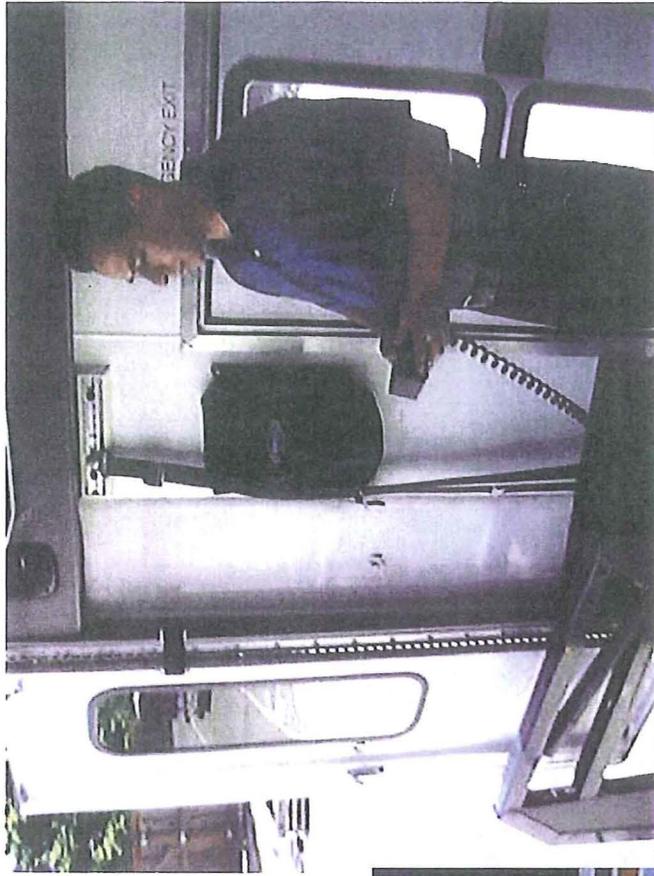
ADA requires agencies to maintain in operative conditions those features of facilities and vehicles necessary to make the facility and vehicles accessible.

These features include:

- Lifts
- Ramps
- Kneeling mechanisms
- Automatic stop announcement systems
- Wheelchair restraint devices

# Transit Bus Lifts

Pre-trip check of paratransit bus lift system.



# Transit Bus Ramps

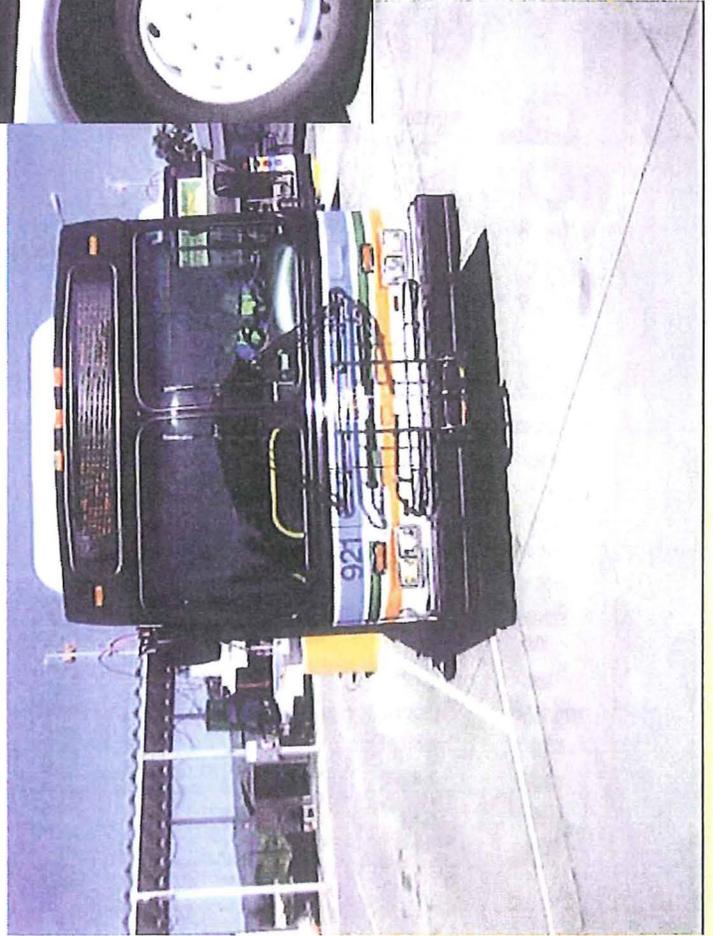


Ramp deployment testing.



# Transit Bus Kneeler

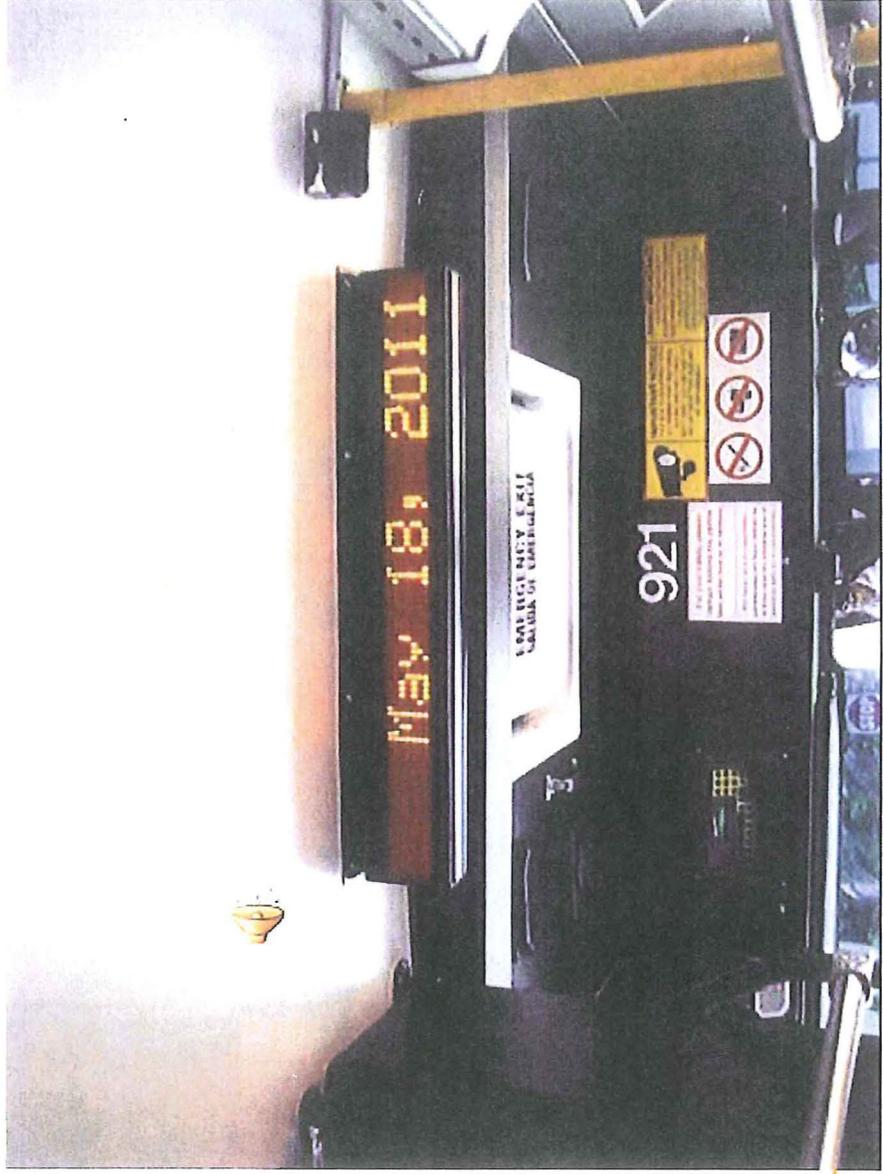
Bus kneeler testing.



# Automatic Stop Announcement Systems



Testing of  
audio/visual stop  
announcement  
systems.



# Transit Bus Wheelchair Restraint Systems



**Pre-trip check of tie-down restraints.**



# **Remove Vehicle from Service BEFORE Next Service Day**



**The agency may not put a bus with a broken lift or ramp into service.**

**If no other bus is available to replace the one with the malfunctioning lift/ramp, and taking the vehicle out of service would reduce the transportation services available to the general public – the agency may keep the bus in service with a broken lift/ramp for no more than 3-5 days depending of size of population served.**

# Equipment Failure During Pre-Trip Inspection



If accessible equipment is not working properly during the pre-trip check – the bus operator should report it immediately.

A repair should be made, or the vehicle should not go into service.

All accessible equipment should be working before a bus begins serving the public.

# Failure While in Service



**Bus operators must report any failure of lift or ramps immediately.**

**Providing alternative service:**

- **Dispatch a Road Supervisor/Extraboard Bus Operator with an accessible vehicle;**
- **Contact the ADA complementary paratransit service to arrange for pickup;**
- **Contact a private van service to provide alternative service.**



# Post-Trip Inspection and Maintenance of Problem Equipment

Agencies should conduct a maintenance check at the end of each bus run or shift of all accessibility equipment that is reported to have failed in service, including lifts and ramps.

Records should be maintained of instances of equipment failures.



# What is the Riders Role?

If you see the bus lift/ramp not working, broken or missing tie-downs, malfunctioning stop announcement equipment – the rider should politely inform the driver.

Note the stop location, time, route number and bus number whenever possible – so agencies can fully investigate the problem.

Request alternative service if the headway to the next bus exceeds 30 minutes.



**Food for Thought:**

***Mechanical and electronic  
equipment will eventually fail.***

**Preparation, Practice, Patience.**



# Questions?

## PCC

Date: July 7, 2011  
To: Solano Paratransit Coordinating Council  
From: Liz Niedziela, Transit Program Manager/Analyst  
RE: FY 2011-12 TDA Claims – County of Solano

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### **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 Paratransit Coordinating Council (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. 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 this time, the latest TDA for FY 2011-12 matrix will be submitted to the STA Board for approval July 13, 2011 (see Attachment A).

As required by MTC Resolution 1209, the County of Solano is submitting their FY 2011-12 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC. This is the last year the County of Solano will be using their TDA for street and roads.

County of Solano

The County of Solano is requesting \$407,500 in TDA funds (Attachment B). TDA funds in the amount of \$407,500 will be used for Paratransit service, transit coordination and streets and roads. The claim is consistent with the current TDA matrix.

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

**Recommendation:**

1. Review and forward a recommendation to MTC to approve County of Solano's FY 2011-12 TDA claim for \$407,500 for paratransit service, transit coordination and streets and roads.

**Attachments:**

- A. July 2011 Solano TDA Article 4/8 Matrix for FY 2011-12 (An enlarged colored version of this attachment has been provided to the PCC Committee Members under separate enclosure. To obtain a copy, please contact the STA at (707) 424-6075.)
- B. County of Solano TDA Claim Summary



**SOLANO COUNTY**  
**Department of Resource Management**

Public Works Engineering  
 675 Texas Street, Suite 5500  
 Fairfield, CA 94533  
 www.solanocounty.com

Telephone No.: (707) 784-6765  
 Fax No.: (707) 784-2894

Bill Emlen, Director  
 Clifford K. Covey, Assistant Director

July 21, 2011

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

Re: FY 2011-2012 TDA Article 8 Claim

Dear Mr. Bates:

Attached is a summary of Solano County's TDA Article 8 application for FY 11-12. The amount of the claim was determined as follows:

<u>Description</u>	<u>Amount</u>
TDA estimate from MTC	\$594,903
Plus projected carryover	\$572,278
Less adjustments	<u>(\$590,845)</u>
<b>Total Solano County funds available</b>	<b>\$576,336</b>
Less Solano County funds authorized to be claimed by others (FY 11-12)	
City of Vacaville                      ADA Intercity Taxi Service	(\$17,500)
Fairfield – Suisun Transit              Routes 20, 30, 40 and 90	(\$57,740)
Vallejo Transit                              Route 78, 80 and 85	(\$76,160)
Solano Transportation Authority      STA Planning	<u>(\$16,912)</u>
<b>Total Solano County funds authorized to be claimed:</b>	<b><u>(\$168,312)</u></b>
<b>Funds claimed by Solano County</b>	
<b>Paratransit Services</b>	<b>(\$17,500)</b>
<b>Transit Coordination</b>	<b>(\$10,000)</b>
<b>Streets and Roads (TDA Article 8, Section 99400(a))</b>	<b><u>(\$380,000)</u></b>
<b>Total funds claimed by Solano County</b>	<b><u>(\$407,500)</u></b>
Unclaimed balance	\$524

Building & Safety  
 David Cliche  
 Chief Building  
 Official

Planning Services  
 Mike Yankovich  
 Program Manager

Environmental Health  
 Terry Schmidtbauer  
 Program Manager

Administrative  
 Services  
 Suganthi Krishnan  
 Senior Staff Analyst

Public Works  
 Engineering  
 Paul Wiese  
 Engineering Manager

Public Works  
 Operations  
 Wayne Spencer  
 Operations Manager

Please do not approve any claims against Solano County funds that exceed the amounts shown.

Solano County's claim represents the final year of a two year phase out plan for the use of TDA Article 8 funds for Streets and Roads purposes during Cycle 1 and Cycle 2 (FY 2010-11 through FY 2014-15). This will be the last year that Solano County claims TDA Article 8 funds for Streets and Roads purposes.

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

Sincerely,

Paul Wiese  
Engineering Manager

c: Elizabeth Richards, STA

## PCC

DATE: July 7, 2011  
TO: Solano Paratransit Coordinating Council  
FROM: Robert Guerrero, Senior Planner  
RE: Safe Routes to Transit Plan (SR2T) – Scope of Work

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### **Background:**

STA has created a successful Safe Routes to Schools (SR2S) plan, with the collaboration of STA, local school districts, and the seven Solano Cities and the County of Solano. The Solano SR2S Plan provides a basis for local governments to apply for state and federal SR2S grant funds. One of the reasons that a SR2S Plan is successful is that it applies to discrete locations with common operational characteristics.

Transit centers are similar to schools in that they are small in number and have common operational characteristics. In addition, funds to improve access to and operation of transit centers are periodically made available by regional, state and federal governmental agencies. Transit is also becoming a more prominent portion of the regional solution to traffic congestion and air emissions.

Six of the nine Solano Priority Development Areas (PDAs) contain or are within ¼ mile of transit centers: Downtown Vallejo, Fairfield West Texas Street, Downtown Fairfield/Downtown Suisun City, Downtown Vacaville and Allison Ulatis Vacaville. Fairfield's proposed Fairfield/Vacaville Train Center PDA will be centered around a proposed train station served by local buses. PDAs are expected to accommodate 35% of the county's residential growth from 2010 to 2035.

### **Discussion:**

The development of a Safe Routes to Transit (SR2T) Plan is contained in the STA's Board approved Overall Work Plan. Staff will develop the Safe Routes to Transit Plan utilizing a similar approach to the development of the Safe Routes to School Plan. This would include creation of a SR2T Steering Committee, including membership from a local Public Works Department and a local Community Development Department, individuals who access transit centers by bicycle or by walking (possibly member of STA's Bicycle and Pedestrian Advisory Committees), transit users from STA's Paratransit Coordinating Council and/or Seniors and People with Disabilities Transportation Advisory Committee, and a transit operator.

The scope of work envisions identifying existing barriers to safe access to transit centers and gathering statistics regarding crime and accidents around them. It is expected that not all issues can be identified just by a statistical/records search, so the consultant will be tasked to conduct a walking audit of each center with SR2T Steering Committee, and to interview bicyclists, pedestrians, seniors and people with disabilities and other users accessing the transit centers.

As staff is drafting the updated Solano Comprehensive Transportation Plan (CTP), PDAs are assuming an important role at the regional level based on policies adopted by the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC). Because of this, the SR2T Plan will contribute to the update of the County Transportation for Livable Communities Plan, Solano's PDAs and the CTP.

**Recommendation:**

Informational

Attachment:

- A. Safe Routes to Transit Plan Scope of Work

**Safe Routes to Transit**  
**Consultant Scope of Work**

The Solano Transportation Authority (STA) wishes to hire a consultant to assist in the development of a Safe Routes to Transit (SR2T) plan. The consultant will primarily be responsible for gathering and organizing data related to safety in the area of Transit Facilities of Regional Significance (TFORS) identified by the STA.

**A. The STA will provide the selected Consultant with the following:**

1. List of all TFORS, including both existing and proposed facilities
2. A list of all streets and paths within a ½ mile radius of each TFORS
3. A contact name, phone number and e-mail for each jurisdiction having identified TFORS

**B. The Consultant will perform the following tasks:**

1. Gather all available accident and safety data for the streets and paths identified in A.2. This will include:
  - a. Traffic accidents, with a special emphasis on identifying incidents involving pedestrians and bicyclists
  - b. Crimes against persons
2. STA staff is working with SR2T task force committees in for each TFORS to collaborate in developing recommendations for improvements at each TFORS. Task force participants will include but not be limited to transit riders, pedestrians, bicyclists, city planners, engineers, police and transit staff. Responsibilities will include conducting a planning and walking audits of each existing TFORS with the SR2T Task Force. Special emphasis will be placed on how pedestrian and bicycle users access each Center. Including a survey of the number of users and how and when users arrive at and depart from each Center.
3. STA staff is working with a SR2T Steering Committee with members representing the task force committees. The Steering Committee will be responsible for providing review and recommendations regarding the development of the planning document.
4. Identify barriers to safe access to or use of identified TFORS with the aid of each SR2T Task Force Committee input, including:
  - a. High incidents of accidents involving pedestrians or cyclists
  - b. High incidents or clusters of criminal activity
  - c. Physical barriers or deteriorated infrastructure that restrict access to TFORS
5. Take digital photos of each TFORS, covering the items listed below. The photos shall be stored in a database designed so that it can be searchable, can be expanded to include future-year photos, and can be incorporated into STA's Geographic Information System (GIS):
  - a. General site photos
  - b. All direct access ways
  - c. Parking lots
  - d. Bicycle parking and storage facilities
6. A list of all incidents or barriers identified in B 1 and 2 above, including a unique identification number. The list shall be designed so that it can be stored in a searchable database, can be expanded to include future-year incidents and/or barriers, and can be incorporated into the STA's GIS.

7. Recommendations for improvements to each TFORS in order to improve bicycle, pedestrian and ADA accessibility and safety, including the following:
  - a. Standard design elements that can be incorporated into both existing and future TFORS.
  - b. Signage consistent with the Metropolitan Transportation Commission's Transit Connectivity Study findings, showing safe access to local and regional destinations.
  - c. A prioritization plan, both county-wide and for each facility examined.

## **PCC**

DATE: July 7, 2011  
TO: Solano Paratransit Coordinating Council  
FROM: Liz Niedziela, Transit Program Manager/Analyst  
RE: PCC Membership Update

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### **Background/Discussion:**

The Solano Transportation Authority's (STA) Paratransit Coordination Council (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 transit riders. At the May's meeting, there was one (1) vacancy for Transit User.

In June, STA staff received a resignation email from Ted Newton. Ted Newton is saddened to announce that he has accepted a position with a school district in Georgia and will not be at the next PCC meeting. He expressed that it has indeed been a genuine please to serve the residents of Solano County and he would do it all over again if and when he may be back in Solano County. Ted thanked the PCC for their help and support. Ted served the PCC since June 2010 as a Social Service provider and his contribution over the past year has been appreciated.

Currently there are two (2) vacancies on the PCC; one (1) for Transit User and one (1) for a Social Service provider.

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

### **Recommendation:**

Informational

### **Attachments:**

- A. PCC Membership Status (May 2011)

**Solano County  
Paratransit Coordinating Council**

Membership Status  
Jul-11

Voting Members	Category	Agency	Appointed	Chair/Vice-Chair
Richard Burnett - Chair	MTC/PAC Representative		1/13/2010	7/16/2010
Jim Williams -Vice Chair	Member-at-Large		1/13/2010	1/13/2010
George Bartolome	Social Service Provider	Vallejo Transitions	1/13/2010	1/18/2008
Rachel Ford	Public Agency, Solano County Health and Social Services	Solano County Mental Health	6/9/2010	
Judy Nash	Public Agency, Education-related Services	Solano Community College	4/14/2010	
Shannon Nelson	Member-at-Large	ADA Coordinator - City of Vacaville	9/8/2010	
Alicia Roundtree	Social Service Provider	Independent Living Resource	10/13/2010	
Shirley Stacy	Transit User		1/18/2011	
Kurt Wellner	Transit User		10/14/2009	
Vacant - seeking 1 member	Social Service Provider			
Vacant - seeking 1 member	Transit User			

## PCC

DATE: July 7, 2011  
TO: Paratransit Coordinating Council  
FROM: Liz Niedziela, Transit Program Manager/Analyst  
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2011-12 Update

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### **Background:**

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and 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 only county in the Bay Area that has a local jurisdiction using TDA funds for streets and roads. For FY 2010-11, the County of Solano was the only jurisdiction that used TDA funds for streets and roads.

When MTC took final action on the FY 2009-10 Unmet Transit Needs process and concluded that there were no reasonable unmet transit needs, they also took action that directed Rio Vista and the County of Solano to develop a TDA phase out plan. Since MTC took this action, MTC and STA have met with both Rio Vista and County of Solano to discuss the TDA phase out plan. As a result of this, in February 2010 Rio Vista City Council took action directing that Rio Vista no longer use TDA funds for streets and roads beginning FY 2010-11. A strategy to phase the County of Solano out of the Unmet Needs process was approved by the STA Board April 14, 2010. The County of Solano will no longer be claiming funding for streets and roads after FY 2011-12. Therefore, the Unmet Transit Needs process was still required to allow Solano County to claim TDA for streets and roads in FY 2011-12.

The Unmet Transit Needs Hearing was held on Thursday, December 2, 2010 at 6:00 pm at the Solano County Administration Center (SCAC) in the Board of Supervisors Chambers. Based on comments raised at the hearing and the received written comments, MTC staff then selected pertinent comments for Solano County's local jurisdictions for response. 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. In evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

**Discussion:**

MTC has summarized the key issues of concern and forwarded them to the STA (Attachment A). The STA staff forwarded a worksheet to each transit operators that identified the issues specific to their operators for a response. The STA staff will work with the transit operators to address the issues and coordinate a response to MTC. Staff will report back the PCC with the response to the issues.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs will allow MTC to process the streets and road element of the TDA claims from the County of Solano. For FY 2012, the County's TDA claim for local streets and roads will be held by MTC until this process is completed.

As FY 2011-12 will be the last year the County of Solano uses TDA for streets and roads, the Unmet Needs process will no longer be required in Solano County since no jurisdiction will be using TDA funds for streets and roads.

The following is the draft revised schedule.

<b>Schedule to Submit Response to MTC</b>	
<b>April 18, 2011</b>	Assign the questions to the Transit Operators.
<b>May 19, 2011</b>	Present issues to the PCC
<b>August 1, 2011</b>	Deadline for Transit Operators to provide responses to STA.
<b>August 31, 2011</b>	Consortium and TAC review and approve responses.
<b>September 14, 2011</b>	STA Board review and approval.
<b>September 15, 2011</b>	Present response to issues to the PCC
<b>September 16, 2011</b>	Submit responses to MTC.
<b>October 12, 2011</b>	Responses are submitted for approval to the Programming and Allocations Committee at MTC.

The streets and roads portion of the County of Solano TDA claim will be processed once the Unmet Needs process is complete.

**Recommendation:**

Informational.

Attachments:

- A. MTC March 31, 2011 letter summarizing FY 2011-12 Unmet Transit Needs



Attachment A

METROPOLITAN  
TRANSPORTATION  
COMMISSION

Joseph P. Bort MetroCenter  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TTY/TDD 510.817.5769  
FAX 510.817.5848  
E-MAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

March 31, 2011

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SOLANO TRANSPORTATION  
AUTHORITY

*Arlene J. Tisser, Chair*  
San Mateo County

*Amy Rein Worth, Vice Chair*  
Cities of Contra Costa County

*Tom Azumbro*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*Dave Cortese*  
Santa Clara County

*Bill Dodd*  
Napa County and Cities

*Dorote M. Giacopini*  
U.S. Department of Transportation

*Fidelis D. Gloyer*  
Contra Costa County

*Mark Green*  
Association of Bay Area Governments

*Scott Haggerty*  
Alameda County

*Annie W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sam Liccardo*  
Cities of Santa Clara County

*Jake Mackenzie*  
Sonoma County and Cities

*Kevin Mullis*  
Cities of San Mateo County

*Jon Rubin*  
San Francisco Mayor's Appointee

*Milan Surtipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Yvancey*  
City and County of San Francisco

*Steve Heminger*  
Executive Director

*Ann Elemer*  
Deputy Executive Director, Policy

*Andrew B. Freimier*  
Deputy Executive Director, Operations

Mr. Daryl Halls  
Executive Director  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

Dear Mr. Halls:

I have reviewed the transcript of the comments received at the Solano County Unmet Transit Needs public hearing held on December 2, 2010, and also reviewed comments contained in correspondence received by MTC during the public comment period. As you know, the recently concluded unmet transit needs public participation process pertains to FY 2011-12 Transportation Development Act (TDA) fund allocations for streets and roads purposes.

Enclosed with this letter is a copy of the transcript of the public hearing, and copies of all correspondence received by MTC as a result of the public participation in the Solano County Unmet Transit Needs process. These materials encompass all comments received by MTC.

Unmet transit needs pertain to the levels and locations of service, fare and transfer policies, and matters related to transit facilities (e.g. bike racks, bus stops) and transit safety. In addition, unmet transit needs include requirements of the Americans with Disabilities Act and the provision of welfare-to-work public transit. The purpose of this hearing, set forth by statutes, is to ascertain those reasonable transit needs not being met by current service in Solano County. Several of the comments made at the hearing or received by MTC are deemed to be minor or are not relevant to specific transit service and the use of TDA funding.

Listed below are the preliminary issues that were raised as part of this year's Solano County Unmet Transit Needs process.

## **Vallejo**

### **Service Design**

- Lack of Glen Cove service;
- Run bus on Hwy. 37 from Vallejo to San Rafael;
- Keep current schedule and lines for the 78 and 76 buses; and
- Route 5 is important for students to get to the Vallejo campus.

### **Operational and Scheduling Issues**

- Better coordination between drivers and dispatchers;
- Scheduling trips, especially timing, is confusing;
- Shorten paratransit transfers;
- Problem with canceled paratransit trip;
- Driver not wanting to tie wheelchair down;
- General issues with driver's treatment of passengers;
- Drivers drive a little rough for some passengers; and
- Make transit more senior friendly e.g. with the use of 'transit ambassadors' and transit training.

## **Fairfield**

### **Service Design**

- Routing issues of DART service;
- Route 20 could run later to match route 90;
- Would like to see one pass in use not multiple passes;
- Extra bus stop needed at business center in Cordelia;
- Cordelia underserved by transit;
- Improve Red Top Road Park and Ride;
- Direct bus to San Francisco;
- Concerns about transit for seniors in Green Valley;
- Keep Fairfield Taxi program;
- Expand Capitol Corridor schedule;
- Extend hours of current FAST schedule extended to at least 10:00 PM;
- Need for Sunday service;
- Lack of good transportation for elderly;
- Lack of bus stops on bus lines;
- Bus stops too far apart; and
- Need to create a regional code of bus etiquette.

### **Operational and Scheduling Issues**

- Reduction from 7 to 5 buses makes reservations more difficult (DART);
- Some dispatchers are not customer friendly;
- Lack of professionalism on phone by dispatchers;
- Drivers need more training to be sensitive to needs of passengers; and
- Travel times and transfers make service inconvenient.

### **Capital Improvements**

- Need more bus stations (shelters);
- Better signage for bus system;
- Need for bus shelters;
- More curb cuts at stops/stations;
- Increased capacity for bikes on buses; and
- More conveniently located and more easily accessible bus stops.

## **Vacaville**

### **Service Design**

- Keep bus line #3; needed to get to work;
- Need local buses after 6:30 p.m. to Solano College; and
- Needs bus service on Sundays to go to church.

### **Operational and Scheduling Issues**

- Buses need to run later and connect better with #20 and #30.

### **Capital Improvements**

- More bus stations (shelters);
- Repair Vacaville bus shelters, some stops have no shelters;
- Include public restrooms in any new transit plaza planning;
- Build bus shelters and benches; and
- Need directional bus stop signs.

## **Benicia**

### **Service Design**

- Need for direct bus between Benicia and Glen Cove Shopping Center.

The list above summarizes all *relevant* comments made through this year's unmet transit needs process without regard to the merit or reasonableness of the comment or request. However comments deemed to be minor or not relevant to specific transit service and the use of TDA funding were not included. These would include the following types of comments:

- Comments regional in nature and not germane to the use of TDA funds for streets and

roads purposes (e.g., extending BART to Vallejo)

- Comments already identified in last year's unmet transit needs process and addressed satisfactorily by the Solano Transportation Authority (STA) response.
- Incidents (e.g., tardiness of a bus or paratransit van; behavior of a particular driver) do not rise to the level of an unmet transit need; unless, public comment reveals a pattern to such incidents that might warrant policy or operational changes. Other "minor" issues include better distribution of transit information, better information on the location of late paratransit vehicles, minor delays in picking up passengers etc. While these comments are important to the comfort and convenience of the transit systems' patrons, they are not unmet transit needs. MTC is confident that the STA, working with the transit operators, can address these issues.
- Finally, general transportation issues such as the economics of automobile use, the transportation impacts of land-use decisions, and the priorities of federal gas tax revenues, etc. which are not directly germane to specific transit services in Solano County are not considered to be relevant to the unmet transit needs process.

The next step in the unmet transit needs process is for a review of the preliminary issues by Solano Transportation Authority staff, in cooperation with staff members of the city and county jurisdictions in Solano County. Please provide us with an evaluation of each of the issues. Your response, as well as a description of the approach the cities and County intend to take in addressing these issues, will help us develop recommendations in a complete and fair manner. Authority staff should provide MTC with substantive information supporting one of the following for each issue:

1. that an issue has been addressed through recent changes in service; or
2. that an issue will be addressed by changes in service planned to take place between now and the end of fiscal year 2010-11; or
3. that the service changes required to address an issue have been recently studied and determined not reasonable based on locally established standards; or
4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it; or that an issue has not been addressed through recent or planned service changes, nor recently studied.

"Substantive information" supporting categories (1), (2) or (3) above could include reports to the Solano Transportation Authority Board describing recent or planned changes in service; citation to a recently completed study such as a Short Range Transit Plan or a Countywide Transportation Plan; or, a short narrative describing how the issue was or will be addressed. Any issues which fall into category (4) will be considered by MTC staff for recommendation to the MTC Programming and Allocations Committee (PAC) as an unmet transit need.

Pursuant to MTC Resolution No. 2380, we will present our staff recommendation to MTC's PAC identifying those issues that the cities and County must address prior to MTC's

March 31, 2010  
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consideration of FY 2011-12 TDA fund requests for streets and roads purposes. Receipt of your responses are requested one month prior to our PAC meeting date (second Wednesday of the month) to include this item on the PAC agenda. Please contact me or Bob Bates of my staff at (510) 817-5733 if you have any questions.

Sincerely,



Alix A. Bockelman  
Director, Programming and Allocations Section

Enclosures

cc (without enclosures):

Jim Spering, MTC Commissioner  
Gene Cortright, City of Fairfield  
Gary Leach, City of Vallejo  
Rod Moresco, City of Vacaville  
Robert Sousa, City of Benicia  
Jeff Matheson, City of Dixon  
Morrie Barr, City of Rio Vista  
Dan Kasperson, City of Suisun City  
Paul Weise, County of Solano  
Jamie Johnson, Chair, Solano County PCC (c/o Elizabeth Richards, STA)

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