



Solano Transportation Authority

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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: sta.ca.gov

**PCC**  
**SOLANO**  
**PARATRANSIT COORDINATING COUNCIL (PCC)**  
**AGENDA**

**1:00 – 3:00 p.m.**  
**Thursday, September 15, 2011**

**Benicia City Hall**  
**Commission Room**  
**250 East L Street**  
**Benicia, 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 REPRESENTATIVES  
FROM ADVISORY COMMITTEES**

(1:15 – 1:20 p.m.)

**V. PRESENTATIONS**

- Jeanine Wooley–Topic Guide Presentation for American with Disabilities Act (ADA) – On-Time Performance

(1:20 – 1:50 p.m.)

**VI. CONSENT CALENDAR**

**A. Minutes from PCC Meeting**

Recommendation:

*Approve minutes of the July 21, 2011 meeting.*

(1:50 – 1:55 p.m.)

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**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 – Cities of Dixon, Fairfield and Rio Vista

Liz Niedziela

#### Recommendation:

1. Review and forward a recommendation to MTC to approve the City of Dixon's FY 2011-12 TDA claim for \$300,000 for transit operations and \$325,000 for transit capital.
2. Review and forward a recommendation to MTC to approve the City of Fairfield's FY 2011-12 TDA claim for \$4,274,568 for transit operations and \$200,000 for transit capital.
3. Review and forward a recommendation to MTC to approve the City of Rio Vista's FY 2011-12 TDA claim for \$231,575 for transit operations and \$29,205 for transit capital.

(1:55 -2:05 p.m.)

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## VIII. INFORMATIONAL

### A. PCC Membership Update

Liz Niedziela

#### Informational

(2:05-2:10 p.m.)

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### B. Unmet Transit Needs Public Hearing for FY 2011-12 Update

Liz Niedziela

#### Informational

(2:10-2:15 p.m.)

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### C. Transit Operator Updates

- Dixon Rendi-Ride
- Fairfield and Suisun Transit
- Rio Vista Delta Breeze
- SolTrans
- Vacaville City Coach

(2:15-2:45 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 Suisun City Hall, Council Chambers, in **Suisun City at 1:00 pm, Thursday, November 17, 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**  
**July 21, 2011**

**I. CALL TO ORDER**

PCC Chair, Richard Burnett, called the meeting to order at 1:00 pm in Fairfield at Fairfield Community Center.

**Voting Members Present:**

Richard Burnett	Chair, PAC Representative
Rachel Ford	Social Service Provider
Judy Nash	Public Agency – Education
Shannon Nelson	Member at Large
Alicia Roundtree	Social Service Provider
Shirley Stacy	Transit User
Kurt Wellner	Transit User
James Williams	Vice-Chair, Member-at-Large

**Voting Members Not Present:**

George Bartolome	Social Service Provider
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**Also Present:**

Nancy Abruzzo	STA
Angel Anderson	SolTrans
Mona Babauta	City of Fairfield/FAST
Derik Calhoun	MV Transit/SolTrans
Gary Chandler	MV Transit/FAST
Philip Kamhi	City of Fairfield/FAST
Sarah Lauri	MV Transit/FAST
Brian McLean	Vacaville City Coach
Liz Niedziela	STA
Faye Peter	MV Transit/FAST
Jeff Steward	MV Transit/SolTrans
Matt Tuggle	County of Solano
Amber Villarreal	MV Transit/SolTrans
Debbie Whitbeck	City of Fairfield/FAST
Paul Wiese	County of Solano

**II. APPROVAL OF July 21, 2011 AGENDA**

On a motion by Rachel Ford and a second by Jim Williams, the PCC unanimously approved the July 21, 2011 agenda.

**III. OPPORTUNITY FOR PUBLIC COMMENT**

No comments from public.

**IV. COMMENTS FROM STAFF AND REPRESENTATIVE FROM THE SOLANO SENIORS AND PEOPLE WITH DISABILITIES ADVISORY COMMITTEE**

Kurt Wellner, the representative from the Solano Seniors and People with Disabilities Advisory Committee, presented an update from the June 16<sup>th</sup> meeting. Funding criteria were reviewed. Comments are still being taken on the Senior and People with Disabilities Study.

Liz Niedziela presented that Elizabeth Richards is moving on after twenty years of dedicated service. All PCC members are invited to her Farewell Party. An invitation flyer was distributed.

**V. PRESENTATIONS**

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

**VI. CONSENT CALENDAR**

Recommendation:

On a motion by Rachel Ford and seconded by Shirley Stacy, the PCC approved the Consent Calendar.

**A. Minutes of the PCC Meeting of May 19, 2011**

**VII. ACTION**

Recommendation:

1. On a motion by Rachel Ford and a second by Jim Williams, the PCC unanimously approved to forward a recommendation to MTC to approve the County of Solano FY 2011-12 TDA Claim for \$407,500 for Paratransit service, transit coordination and streets and roads.

## **VIII. INFORMATIONAL ITEMS**

### **A. Safe Routes to Transit**

Robert Guerrero presented the development of a Safe Routes to Transit (SR2T) Plan as contained in the STA's Board approved Overall Work Plan. STA 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. Shannon Nelson and Alicia Roundtree volunteered to participate on the SR2T Steering Committee.

### **B. PCC Membership Update**

Liz Niedziela presented the PCC Membership Update. At the July's meeting, there were two (2) vacancies; one (1) for Transit User and one (1) for Social Service Provider. 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. Addressing Issues Discussion**

Philip Kamhi presented that FAST has policies and procedures for handling complaints. FAST, as well as the other operators, would appreciate notice to research and gather information on all issues, comments and complaints.

The committee recommendation was for the committee members to present topic of interest under future agenda items.

### **E. Transit Operator Updates**

Dixon Read-Ride, FAST, Rio Vista Delta Breeze, SolTrans and Vacaville City Coach presented and handed out ridership information and shared current transit operation and capital updates.

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

Shirley Stacy presented that there is still room for improvement with the schedulers. Sarah, MV and the city do try and take care of her the best they can. She really appreciates their concern. She stated that the bus drivers are great. No future agenda items were requested.

Richard Burnett presented brief information on MTC Sustainability Study concerning Paratransit. He will bring more information back to the committee.

**X. ADJOURNMENT**

The meeting adjourned at 3:00 pm. The next meeting of the PCC is scheduled at 1:00 pm on Thursday, September 22, 2011 at the Benicia City Hall in Benicia.

# ORIGIN TO DESTINATION SERVICE

IN ADA PARATRANSIT



# Origin to Destination

- ADA paratransit is “origin to destination service”
- ADA allows transit agencies to establish whether overall service is door-to-door or curb-to-curb
- When requested, driver must assist riders to enter and exit vehicle



# Limitations on This Right

- Not required to fundamentally alter nature of service or create undue burdens
- Driver not required to:
  - Go beyond doorway into building
  - Leave vehicle unattended for lengthy periods
  - Lose ability to keep vehicle under visual observation



# Transit Policies and Operational Issues

**Transit agency should make two key decisions:**

1. Whether to provide door-to-door for all trips, or
2. to provide door-to-door only when requested

Regardless of decision, what policies to establish for required door-to-door



# Determining When Assistance is Needed

- Eligibility process, for riders who need assistance beyond curb in most situations
- Eligibility process will not identify all needs for assistance
- Develop procedures for recording requests during trip booking process, and include on run manifests



# Assessing Obstacles to Providing Assistance

- Establish procedures for promptly investigating specific pickup and drop-off locations as drivers identify problems
- Use of road supervisors
- Capture information for next time



# Educating Riders

Educate riders regarding:

- Need to request assistance
- How to request assistance



- Transit agency may request advance notice of need for assistance
- If advance notice is not provided, must make best efforts to provide needed assistance

# Questions?





# Solano Transportation Plan for Seniors and People with Disabilities

## Strategies and Implementation Plan

Transportation Advisory Committee for Seniors & People with Disabilities

*Paratransit Coordinating Council*

*July 21, 2011*

# Solano Transportation Plan for Seniors and People with Disabilities

## Overview of Process

- Identify existing and projected needs
  - Identify existing and projected mobility services
  - Public Outreach: 25 focus groups, advisory boards, ~1000 surveys
  - Catalog needs emerging from outreach
  - Identify and prioritize strategies
  - Develop implementation plan
- 
- Today's presentation



# Strategy Prioritization

# Prioritization of Strategies

- Financial Criteria
  - Cost
  - Cost per Beneficiary
  - Funding Availability and Sustainability
  - Leveraging Resources
  
- Implementation Criteria
  - Time-frame
  - Staging
  - Coordination

# Prioritization of Strategies

- Transportation Benefits Criteria
  - Number of problems and trip types addressed
  - Number of beneficiaries
  - Unserved needs
  - Measurable benefits
  
- Community Criteria
  - Community Support
  - Acceptability
  - Acute needs
  - Unserved groups
  
- Short-term (up to 3 years), medium-term (3-6 years), and long term (6 years or longer)



# Strategies & Implementation Plan

(Ch. 6 & 7 in report)

# Short-term

## ■ Information & Training

- Develop a comprehensive program of travel training for seniors and people with disabilities
- Identify and support sponsors for older driver safety and mobility workshops

## ■ Fixed-Route

- Develop consistent county-wide bus driver training

## ■ Paratransit

- Provide on-demand intercity service for non-ambulatory riders
- Develop a consistent countywide ADA paratransit eligibility process

# Short-term

## ■ Partnerships

- Promote deliveries from grocery stores and pharmacies
- Partner with dialysis and medical clinics to coordinate appointments and clinic hours with transit schedule.
- Promote the creation and use of small private specialized transportation services

## ■ Capital Improvements (short- to long-term)

- Inventory and systematically improve the walking environment with a focus on seniors and people with disabilities

# Medium-term

## ■ Fixed-Route

- Safe and convenient access to transit for seniors and people with disabilities
- Expand span of weekday service hours to early morning and evenings
- Increase weekday frequency to 30 minutes where it is currently 60 minutes or more

## ■ Partnerships

- Designate paratransit waiting areas at dialysis clinics and other medical facilities
- Work with hospitals and dialysis clinics to provide taxi vouchers

## Medium-term

- **Capital Improvements**

- Improve safety, comfort, and usability at bus stops

- **Other**

- Expand awareness and reach of volunteer driver programs
- Establish a Mobility Management Program

## Long-term

- **Transit Service Improvements**

- Increase frequency of Saturday service
- Add Sunday service where not currently available



**Comments due to Elizabeth Richards**

**[erichards@sta-snci.com](mailto:erichards@sta-snci.com)**

**707-424-6075**

**by July 29, 2011**

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# PCC

Date: September 7, 2011  
To: Solano Paratransit Coordinating Council  
From: Liz Niedziela, Transit Program Manager/Analyst  
RE: FY 2011-12 TDA Claims – Cities of Dixon, Fairfield, and Rio Vista

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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 September 14, 2011 (see Attachment A).

As required by MTC Resolution 1209, the Cities of Dixon, Fairfield and Rio Vista are submitting their FY 2011-12 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC.

### City of Dixon

The City of Dixon is requesting \$625,000 in TDA funds (Attachment B). TDA funds in the amount of \$300,000 will be used for transit operations and \$325,000 for transit capital. The claim is consistent with the current TDA matrix.

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

### City of Fairfield

The City of Fairfield is requesting \$4,474,568 in TDA funds (Attachment C). TDA funds in the amount of \$4,274,568 will be used for transit operations and \$200,000 for transit capital. The claim is consistent with the current TDA matrix.

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

### City of Rio Vista

The City of Rio Vista is requesting \$260,780 in TDA funds (Attachment D). TDA funds in the amount of \$231,575 will be used for transit operations and \$29,205 for transit capital. The claim is consistent with the current TDA matrix.

The City of Rio Vista staff will be in attendance to answer questions from the PCC.

### **Recommendation:**

1. Review and forward a recommendation to MTC to approve City of Dixon's FY 2011-12 TDA claim for \$300,000 for transit operations and \$325,000 for transit capital.
2. Review and forward a recommendation to MTC to approve City of Fairfield's FY 2011-12 TDA claim for \$4,274,568 for transit operations and \$200,000 for transit capital.
3. Review and forward a recommendation to MTC to approve City of Rio Vista's FY 2011-12 TDA claim for \$231,575 for transit operations and \$29,205 for transit capital.

### Attachments:

- A. September 2011 Solano TDA Article 4/8 Matrix for FY 2011-12
- B. City of Dixon's TDA Claim Summary
- C. City of Fairfield's TDA Claim Summary
- D. City of Rio Vista's TDA Claim Summary



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MTC Claim Application - Document A(b)

Claim Summary

FY 2011-12

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

Submittal Date:

This form must be signed and dated

Operator: City of Dixon

OPERATING FUNDS REQUESTED					
TDA Operating Fund Request					
Article	Purpose	PUC §	Amount	Apportionment Area	
TDA 4	Transit Operating	99260 (a)	\$ 300,000	Dixon	
			<b>Total TDA Operating</b>	<b>\$</b>	<b>300,000</b>
STA Operating Fund Request					
STA fund	Purpose	CCR §	Amount	Apportionment Area	
Pop Lifeline	Transit Operating	6730(a)	\$ 222,000	Dixon	
Revenue Based	Transit Operating	6730(a)	\$ 10,000	Dixon	
			<b>Total STA Operating</b>	<b>\$</b>	<b>232,000</b>
Other Operating Funds Requested					
			Feeder Bus Funds	\$	-
			AB 1107 Total	\$	-
			Regional Measure 2	\$	-
			<b>TOTAL OPERATING REQUEST</b>	<b>\$</b>	<b>532,000</b>
CAPITAL FUNDS REQUESTED					
TDA Capital Fund Request					
Article	Purpose	PUC §	Amount	Apportionment Area	
TDA 4	Capital	99260 (a)	\$ 325,000	Vacaville	
			<b>Total TDA Capital</b>	<b>\$</b>	<b>325,000</b>
STA Capital Fund Request					
STA fund	Purpose	CCR §	Amount	Apportionment Area	
			<b>Total STA Capital</b>	<b>\$</b>	<b>-</b>
Other Capital Funds Requested					
			AB 1107 Total	\$	-
			Feeder Bus Total	\$	-
			<b>TOTAL CAPITAL REQUEST</b>	<b>\$</b>	<b>325,000</b>
TDA Article 8 Streets and Roads Funds Requested					
			\$	-	
			\$	-	
			\$	-	
			<b>Total Article 8 Streets and Roads Request</b>	<b>\$</b>	<b>-</b>

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

Sign \_\_\_\_\_  
Jon Cox, Interim City Manager

Date





strictly in accordance with statutory and regulator requirements, and the terms of the allocation instruction issued by MTC.

Sign   
John Andoh, Transit and Airport Coordinator

Date 9/1/2011

# PCC

DATE: September 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 July's meeting, there were 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 (July 2011)

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**Solano County  
Paratransit Coordinating Council**

Membership Status  
Sep-11

<b>Voting Members</b>	<b>Category</b>	<b>Agency</b>	<b>Appointed</b>	<b>Chair/Vice-Chair</b>
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			

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# PCC

DATE: September 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 continues to 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>September 28, 2011</b>	Consortium and TAC review and approve responses.
<b>October 12, 2011</b>	STA Board review and approval.
<b>November 17 , 2011</b>	Present response to issues to the PCC
<b>November 18, 2011</b>	Submit responses to MTC.
<b>December 14, 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



**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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March 31, 2011

RECEIVED

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SOLANO TRANSPORTATION  
AUTHORITY

*Adrienne J. Tissier, Chair*  
San Mateo County

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

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

*Tom Bates*  
Cities of Alameda County

*Dave Cortese*  
Santa Clara County

*Bill Doudl*  
Napa County and Cities

*Dorene M. Giacobini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Mark Green*  
Association of Bay Area Governments

*Scott Haggerty*  
Alameda County

*Anne 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 Mullin*  
Cities of San Mateo County

*Jan Rubin*  
San Francisco Mayor's Appointee

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Varancy*  
City and County of San Francisco

*Steve Haminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Policy

*Andrew B. Premier*  
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

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)