



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: sta.ca.gov

## PCC SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) AGENDA

**1:00 – 3:00 p.m. Thursday,  
November 15, 2012  
John F. Kennedy Library, Joseph Room  
505 Santa Clara St.  
Vallejo, CA 94590**

### ITEM

### STAFF PERSON

**I. CALL TO ORDER**

Alicia Roundtree

**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**

- Anne Payne, Area Agency on Aging – Senior Escort Program
- Mona Babauta, SolTrans – New No-Show Policy
- Phil McGuire, Paratransit Inc. – Solano Mobility Management Plan Update and Discussion

(1:20 – 2:20 p.m.)

**VI. CONSENT CALENDAR**

*Recommendation:* Approve the following consent items in one motion

(2:20 – 2:25 p.m.)

**A. Minutes of the PCC Meeting of September 20, 2012**

Liz Niedziela

*Recommendation:*

Approve PCC minutes of September 20, 2012.

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#### PCC MEMBERS

Richard Burnett  
MTC PAC  
Representative

Rachel Ford  
Solano County Health &  
Social Services

Kyrre Helmersen  
Transit User

Judy Nash  
Public Agency -  
Education

Alicia Roundtree-Chair  
Social Service  
Provider

Edith Thomas  
Social Service Provider

Shannon Nelson - Vice Chair  
Member at Large

Shirley Stacy  
Transit User

James Williams  
Member at Large

Kurt Wellner  
Transit User

## VII. ACTION ITEMS

### A. TDA Claim for City of Fairfield

Liz Niedziela

#### Recommendation:

*Review and forward a recommendation to MTC to approve the City of Fairfield's FY 2012-13 TDA Claim for \$5,580,591 for operating and \$200,000 for transit capital.*  
(2:25 – 2:30 p.m.)

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### B. 2013 PCC Draft Outreach Plan

Sofia Recalde

#### Recommendation:

*Forward a recommendation to the STA Board to approve the 2013 Paratransit Coordinating Council Draft Outreach Plan*  
(2:30 – 2:35 p.m.)

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### C. 2013 PCC Draft Work Plan

Sofia Recalde

#### Recommendation:

*Forward a recommendation to the STA Board to approve the 2013 Draft Paratransit Coordinating Council Work Plan.*  
(2:35 – 2:40 p.m.)

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### D. PCC Membership Status and Appointments

Sofia Recalde

#### Recommendation:

*Forward a recommendation to the STA Board to reappoint Richard Burnett and Jim Williams to the Paratransit Coordinating Council for an additional three year term.*  
(2:40 – 2:45 p.m.)

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## VIII. INFORMATIONAL ITEMS

### A. Solano Transportation Authority's (STA) Transit Studies Update

Liz Niedziela

#### Informational

(2:45 – 2:50 p.m.)

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## IX. INFORMATIONAL – NO DISCUSSION

### A. 2013 PCC Meetings and Locations

Sheila Jones

#### Informational – No Discussion

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## X. TRANSIT OPERATOR UPDATES

Group

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

(2:50-2:55 p.m.)

## XI. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS

Group

#### Discussion

(2:55-3:00 p.m.)

**XII. ADJOURNMENT**

The next regular meeting of the PCC is *TENTATIVELY* scheduled to meet **at 1:00 p.m., Thursday, January 17, 2013 at Suisun City Hall located at 701 Civic Center Blvd., Suisun City, CA.**

*For questions regarding this agenda:*

Please contact Liz Niedziela at (707) 424-6075 or [eniedziela@sta-snci.com](mailto:eniedziela@sta-snci.com)

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# PCC

## SOLANO PARATRANSIT COORDINATING COUNCIL AGENDA

### Minutes for the meeting of September 20, 2012

#### I. CALL TO ORDER

PCC Chair, Alicia Roundtree, called the meeting to order at 1:10 p.m. at the Ulatis Community Center.

#### **Voting Members Present: *In Alphabetical Order by Last Name***

Richard Burnett	MTC PAC Representative
Kyrre Helmersen	Transit User
Judy Nash	Public Agency – Education
Shannon Nelson	Vice-Chair, Member at Large
Alicia Roundtree	Chair, Social Service Provider
Edith Thomas	Connections for Life
Kurt Wellner	Transit User
James Williams	Member at Large

#### **Voting Members Not Present: *In Alphabetical Order by Last Name***

Rachel Ford	Social Service Provider
Shirley Stacy	Transit User

#### **Also Present: *In Alphabetical Order by Last Name***

Angel Anderson	SolTrans
Ruby Giri	Northbay Medical Center
Sheila Jones	STA
Ebony Ingram	Milestone Center
Philip McGuire	Innovative Paradigms
Cindy Muckensturm	City of Dixon/Dixon Read-Ride
Elizabeth Richards	Elizabeth Richards Consulting
Elizabeth Romero	SolTrans
Debbie Whitbeck	City of Fairfield/FAST

#### II. APPROVAL OF AGENDA

*On a motion by Richard Burnett and a second by Judy Nash, the PCC unanimously approved the September 20, 2012 Agenda.*

#### III. OPPORTUNITY FOR PUBLIC COMMENT

None.

**IV. COMMENTS FROM STAFF AND REPRESENTATIVE FROM THE PARATRANSIT COORDINATING COUNCIL**

James Williams asked for introductions from the group.

**V. PRESENTATIONS**

Phil McGuire provided his presentation on the Solano Mobility Management Plan. He provided the background and purpose of this plan (Attachment A).

Shannon Nelson provided his presentation on the Vacaville City Coach Travel Training Program. He provided a tutorial of the guide and provided examples of the users and their successful experiences utilizing this program (Attachment B).

**VI. CONSENT CALENDAR**

Recommendation:

Approve PCC minutes of July 19, 2012.

*In the minutes of July 19, 2012 the SolTrans Transit Update was modified as follows: Angel Anderson stated ~~SolTrans implemented their Vallejo Taxi Script program~~ that the *Benicia and Vallejo Taxi Scrip programs have been combined and implemented.**

On a motion by Richard Burnett and second by James Williams, the PCC approved the recommendations with exception of the above in ~~strike through~~ and including *bold italics*.

**VII. INFORMATIONAL ITEMS**

**A. 2013 PCC Draft Outreach Plan**

Elizabeth Richards provided an overview of the 2013 PCC Draft Outreach Plan and the proposed modifications to the plan.

**B. 2013 Draft PCC Work Plan**

Elizabeth Richards provided an overview of the proposed modifications to the Work Plan. She stated that the Unmet Needs for streets and roads process has been removed from the plan.

**C. PCC Membership Status and Appointments**

Elizabeth Richards stated the Kurt Wellner was reappointed as a PCC member for three years. The social services agency representative remains vacant.

**D. Solano Transportation Authority's (STA) Transit Studies**

Elizabeth Richards provided an update of the various STA Transit Studies. The Community Based Transportation Plan for East Fairfield and the Intercity and Local Ridership Survey Analysis were finalized and approved by the STA Board. The Transit Sustainability Study, the Coordinated Short Range Transit Plans (SRTP), the Transit Corridor Study and the Mobility Management Plan are underway.

**VIII. INFORMATIONAL – NO DISCUSSION**

**A. Solano Napa Commuter Information (SNCI) Monthly Marketing/Promotion Update**

**B. Solano Napa Commuter Information (SNCI) Year-End Highlights**

**C. 2012 PCC Meetings and Locations**

**IX. TRANSIT OPERATOR UPDATES**

Dixon Redit-Ride: Cindy Muckensturm stated that in August ridership increased by 122.

Fairfield and Suisun Transit: Debbie Whitbeck stated that FAST had an all time high of 92,000 on fixed routes for the month of August.

SolTrans: Angel Anderson provided a handout with ridership numbers from August. She explained the route changes that took place July 1, 2012 and the new day pass. She concluded that there are no more local transfers, only regionally.

Rio Vista Delta Breeze: Not Present.

Vacaville City Coach: Shannon Nelson provided an informative handout with ridership numbers showing an 19.8% increase from the previous year on fixed routes system.

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

None.

**XI. ADJOURNMENT**

The meeting adjourned at 3:20 p.m. The next meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, November 15, 2012 at the John F. Kennedy Library in the Vallejo Joseph Room, located at 505 Santa Clara Street, Vallejo, CA 94590.**

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ATTACHMENT A

# Solano County Paratransit Coordinating Council Mobility Management Plan Update September 20, 2012





## What is Mobility Management?

- Broad concept; not one specific function
- Often defined as a “one stop, one click information center”
- Now much more broadly defined as an interrelated collection of service delivery options targeted to specific individuals or programs (seniors, people w/disabilities, low-income)



# Key Concepts in Mobility Management Organization

- Structure: Organizational foundation or setting for functional service delivery
- Function: Specific activity or program operated by the Mobility Coordinator

# What Mobility Management Functions Are Being Planned for Solano County?

## Mobility Management

- One stop transportation traveler call center
- Create a strategy to partner with all transportation providers and stakeholders
- County-wide ADA eligibility process
- Travel training programs
- Information on programs regarding Older Driver Safety

## Benefit

- Help people “Catch The Right Bus”
- Examine overlapping services, share information and consider potential opportunities to share services
- To provide ADA service to those who most need the service
- Introduce mobility to ADA, seniors and low-income
- Make information accessible to family/friends of seniors and others



## Expectations for Successful Mobility Management

- How do you expect a Mobility Management Program to improve services for your clients/customers?
- How can Solano County Mobility Management Program directly assist your agency? How can the Program help you?



# Role of the Committees in the Planning Process

## Committees:

- Seniors and People with Disabilities Transportation Advisory Committee
- Solano Senior Coalition
- Paratransit Coordinating Council
- Transit Consortium
- Technical Advisory Committee
- STA Board

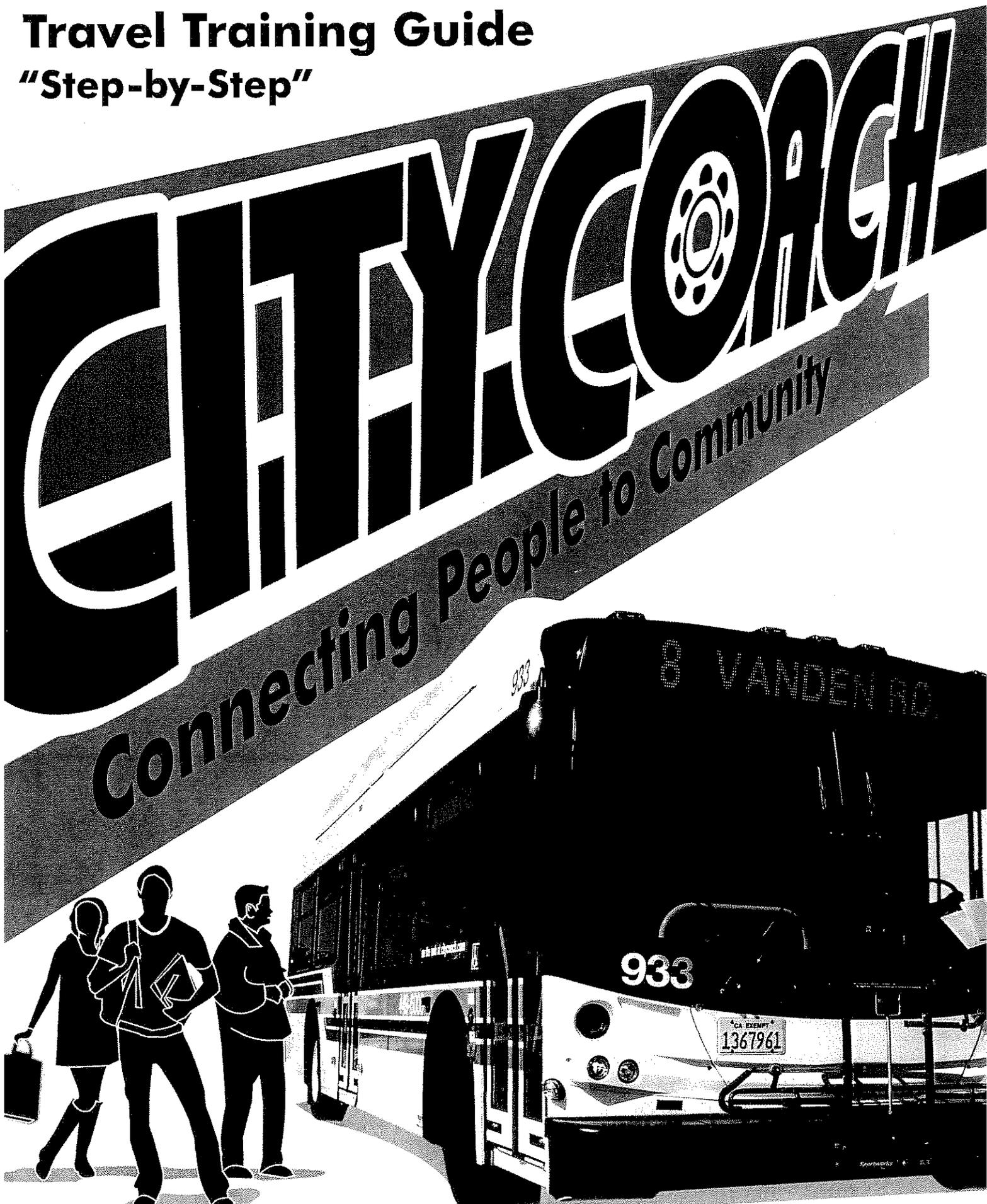
## Roles:

- Source of technical input regarding mobility management options
- Review and comment on draft Mobility Management Plan
- Provide support for final Plan elements as implementation occurs

Timeline and next steps

# Travel Training Guide

## "Step-by-Step"



# CITY COACH



## Connecting People...

Welcome to the Vacaville City Coach free Travel Training Program. Our program promotes greater independence and the confidence to travel through the use of City Coach public transit. As an independent traveler, you can rely less on family and friends for transportation and have the freedom to plan your trips according to your own schedule.

City Coach buses are accessible to all individuals; ramps and or lifts make boarding convenient. City Coach connects you to community with more than 400 bus stops at shopping centers, neighborhoods, schools, the Solano Community College Vacaville Center, transportation centers, entertainment and employment sites across the City of Vacaville.

With the confidence and skills to travel independently, City Coach can provide you greater access to the community while maintaining your active lifestyle.

**...to Community**



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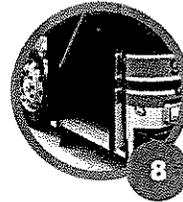
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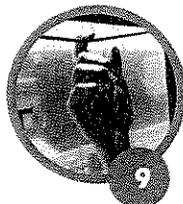
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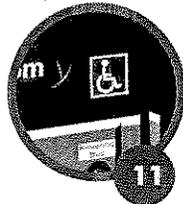
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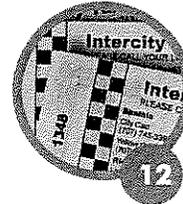
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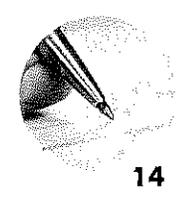
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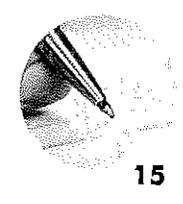
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Connecting People  
to Community

# CITY COACH

# Reading the Maps & Schedules

We've made many improvements to the art of getting there!

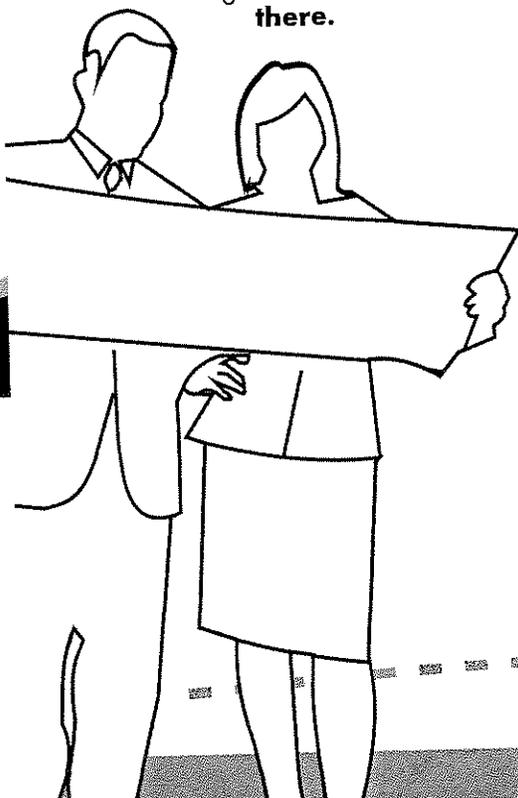


For instance, we've completely redesigned the entire process of identifying the bus route and transfers needed to take you to your destination.

We did this by giving you easier to read maps, convenient kiosks, online bus tracking tools, mobile apps, talking buses, and up-to-the-minute bus arrival information boards at all of our main transit hubs.

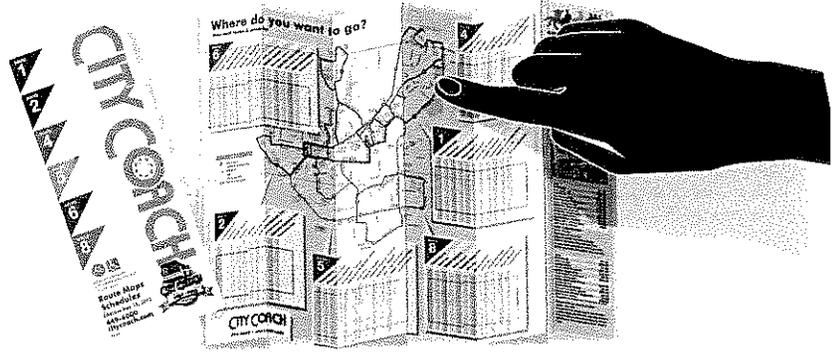
With City Coach, it couldn't be easier to travel from **here**

to **there.**



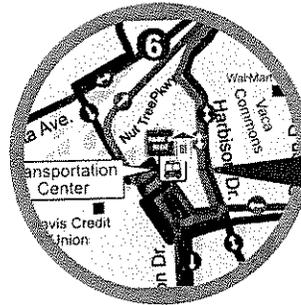
1

First, identify where you are now. This is your starting point.



2

Now, find the bus station closest to your starting point.

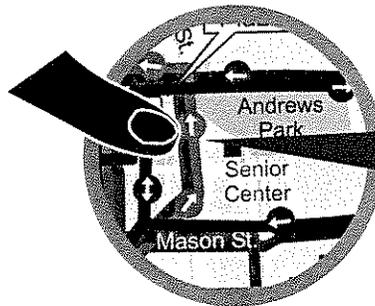


**Note:**

The Bus Station icon shows where you can transfer from one bus route to another.

3

Now, identify where you want to go.

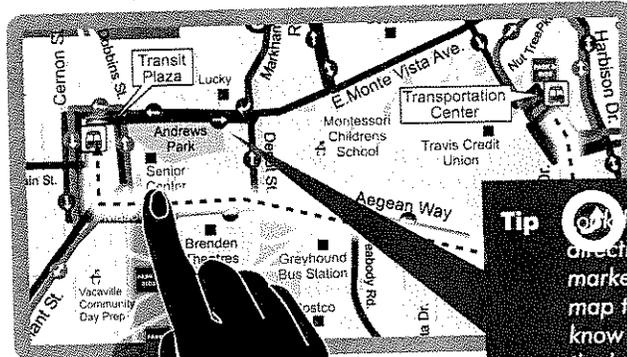


**Note:**

Follow your route. If that bus does not go to your destination, you will need a transfer.

4

Follow your route and determine if you will need a transfer.



Now, identify the bus you need to transfer to get to your destination.

**Tip** Look for directional markers on the map to let you know which way the bus travels!

5

Now that you know the route you need, let's look at the route schedule.

ROUTE 5											
Transportation Ctr.						Helen Power Dr. (Walt-Mart)					
Nut Tree Rd. / Marshall Rd.			Alamo Dr. (Lucky) / Peabody Rd.			Marshall / Alamo (J. Cole Corner)			Troy Hill		
Alamo Dr. (Lucky) / Peabody Rd.			Marshall / Alamo (J. Cole Corner)			Helen Power Dr. (Walt-Mart)			Transportation Ctr.		
6:00	6:04	6:11	6:16	6:21	6:30	6:34	6:41	6:46	6:51	6:56	6:57
6:30	6:34	6:41	6:46	6:51	7:00	7:04	7:11	7:16	7:21	7:26	7:27
7:00	7:04	7:11	7:16	7:21	7:30	7:34	7:41	7:46	7:51	7:56	7:57
7:30	7:34	7:41	7:46	7:51	8:00	8:04	8:11	8:16	8:21	8:26	8:27
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1:00	1:04	1:11	1:16	1:21	1:30	1:34	1:41	1:46	1:51	1:56	1:57



Tip

All routes now have a distinct color: Route 4 is green, Route 5 is blue, Route 6 is brown and so on...

6

It's easy! Let's Try it!

For example, if you catch the the Route 5 bus at the Transportation Center of 7am

ROUTE 5											
Transportation Ctr.						Helen Power Dr. (Walt-Mart)					
Nut Tree Rd. / Marshall Rd.			Alamo Dr. (Lucky) / Peabody Rd.			Marshall / Alamo			Troy Hill		
6:00	6:04	6:11	6:16	6:21	6:30	6:34	6:41	6:46	6:51	6:56	6:57
7:00	7:04	7:11	7:16	7:21	7:30	7:34	7:41	7:46	7:51	7:56	7:57
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9:00	9:04	9:11	9:16	9:21	9:30	9:34	9:41	9:46	9:51	9:56	9:57

...and your destination is Lucky on Alamo Drive

ROUTE 5											
Transportation Ctr.						Helen Power Dr. (Walt-Mart)					
Nut Tree Rd. / Marshall Rd.			Alamo Dr. (Lucky) / Peabody Rd.			Marshall / Alamo			Troy Hill		
6:00	6:04	6:11	6:16	6:21	6:30	6:34	6:41	6:46	6:51	6:56	6:57
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9:00	9:04	9:11	9:16	9:21	9:30	9:34	9:41	9:46	9:51	9:56	9:57

You will be able to get there in about **16 Minutes**

\* If all else fails you can call a friendly City Coach Dispatcher at 449-6000 to help you get to your desired destination.

It's easy!

Whether you need transportation to school, work, medical appointments or to visit family and friends, City Coach can get you there!



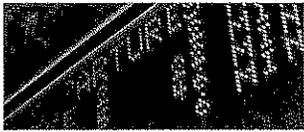
# Identify Your Bus

**We want to make your riding experience convenient and enjoyable!**

Vacaville City Coach operates all our fixed route bus lines with a degree of regularity that you can depend on.

For your safety and convenience we make it easy to identify your bus.

City Coach transit centers are now equipped with electronic real-time arrival signage.



The signage provides transit patrons with the real-time arrival prediction of their bus.



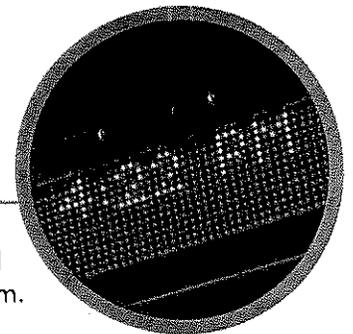
**Bus stop signs** are located every few blocks along a given bus route. Look for the distinctive City Coach bus stop sign and the number or numbers on the sign. These numbers are color coded to the specific bus route that serves that particular bus stop.



All City Coach buses have **bright signs** on the front, side and rear of the bus. These signs tell you what route the bus is on and what destinations that route travels to.



In addition to the bus destination signs, all buses are equipped with a **Talking Bus** feature. From both the outside and inside, the bus will tell you out loud what route number it is and where that bus is traveling to.



Real-time arrival signs are also located at several high-use bus shelters located throughout the City Coach transit system.



**For work, school, shopping or just fun - City Coach can get you there!**

# Smartphone Alerts

To activate the smartphone bus alert feature visit the [CityCoach.com](http://CityCoach.com) website and follow these steps:

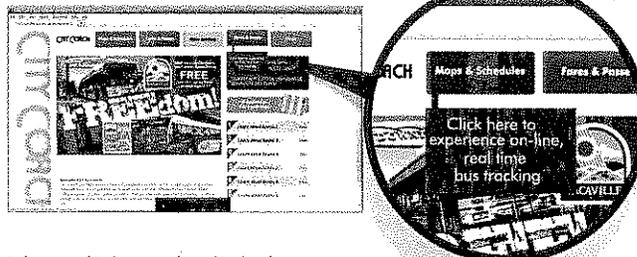
City Coach has made your travel planning even easier. Your smartphone can now alert you to when your bus will arrive at your bus stop.

For example, you're doing some shopping or schoolwork and you want an alert that tells you that your bus will be arriving in 15 minutes.

You can now get that alert on your smartphone, taking the anxiety out of riding public transit. No more will you think you have missed your bus - your smartphone will send those alerts to you!

1

First click on the header icon that reads "Maps & Schedules" and select "Real-Time Tracking"



Then click on the link that says "Click here to experience on-line, real time bus tracking"

2

After that, click on the link in the top right hand corner of the screen that says "Register"

3

Create a User ID, Password, Security Question & Answer

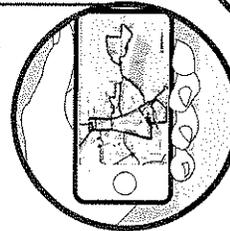
4

Receive your activation number by text



5

To begin receiving updates, Login to your account with your established User ID and Password through [citycoach.com](http://citycoach.com)



Select "Alert" located on the left hand side of the "Real-Time" page on [citycoach.com](http://citycoach.com)

Select the Route you would like to receive updates on and then

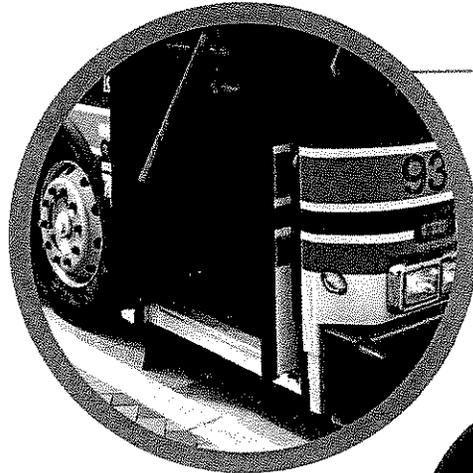
Click the box that says "Text/SMS" to receive your updates via text message

It's encouraging to know your schedule is in your hands. Whether you need transportation to school, work, medical appointments, or to visit family and friends, City Coach strives to provide you with the most up-to-date and convenient information for your travel plans.

# Boarding the Bus & Bike Lockers

**City Coach is a vital help in providing traffic congestion relief on Vacaville's streets and roads. We make boarding the bus easy, convenient and helpful.**

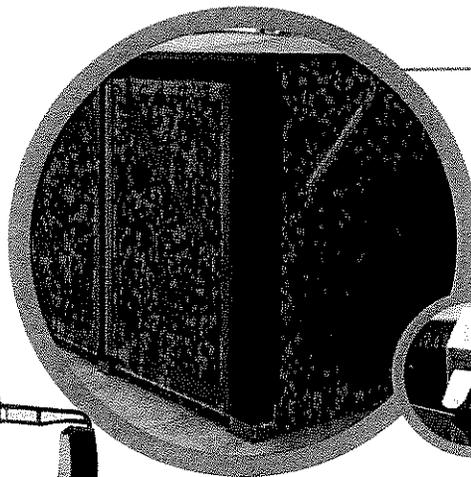
Now you can get your daily bike exercise, take your transit trip, and all the while your bike is stored safely awaiting your return.



The entrance to all of our buses is at curb height - no steps! This helpful design makes it easy to board the bus. All City Coach buses are equipped with ramps or lifts to make City Coach accessible to everyone.

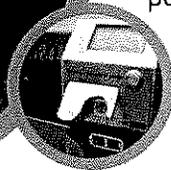


City Coach makes using your bicycle more convenient than ever before. All buses are equipped with a bike rack for quick boarding and offloading. You can also store your bike in bike lockers located at our transit stations.



**Bike lockers provide safe storage of your bicycle while you make your transit trip.**

For your convenience, our BikeLink bike lockers use a BikeLink card that you can purchase for a small fee from City Coach. Your BikeLink card can then be used at any BikeLink locker throughout the Bay Area.



**All our buses have an entrance at curb height - no steps!**

**For more information on using City Coach bike lockers, visit us at [citycoach.com](http://citycoach.com) or call City Coach at (707) 449-6000.**



# Fares, Passes and Special Programs

**City Coach has the lowest cost bus passes in Solano County.**



A real alternative to transportation, City Coach offers great fare prices and convenience for adults, youth, seniors, and the disabled. If you intend to ride City Coach more than once or twice a week, Unlimited Ride Monthly Passes are available on any City Coach bus route and provide unlimited rides throughout the month!

## Where to purchase passes?

**McBride Senior Center**  
91 Town Square

**Lucky**  
777 E. Monte Vista  
1979 Peabody Rd.

**Ulatis Cultural Center**  
1000 Ulatis Dr.

**Vacaville City Hall**  
650 Merchant Street

## Need a shopping tote?

Just ask a friendly City Coach bus operator. The shopping totes are free to use, we only ask that once you are done with your shopping, you return the bag so that another transit patron can also benefit from this convenient program.



## DAY PASS

**\$3.25**

for the General Public  
**\$2.00**

for seniors and people with disabilities.

The DayPass can be purchased directly from a City Coach bus driver and is good for unlimited travel throughout the City Coach transit system for the entire day it is purchased for.



## Monthly Pass

**\$36 Adult**

**\$18 Senior/Disabled**

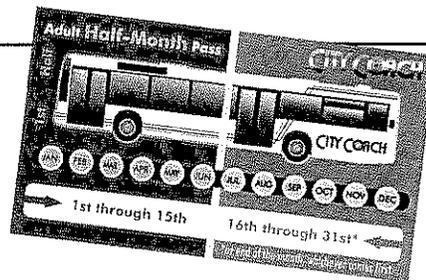
**\$21 Youth**

If you intend to ride City Coach more than once or twice a week, Unlimited Ride Monthly Passes are available. Why fumble with cash or change when one, low cost pass can get you there.

## Adult Half-Month Pass

**\$18**

Stretch your budget!  
Buy only what you need, whether it's the first or second half of the month.



## Summer Youth Pass

**\$15**

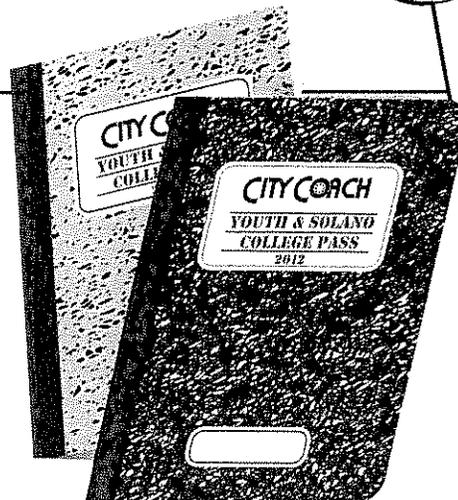
For ages 6 – 17,  
Unlimited use all summer long!  
Good from June 1 – August 31.



## Youth & Solano College Vacaville Center Pass

**\$21 / Month**

For ages 6 – 17, and currently enrolled Solano College students.



# Special Services Paratransit

## What is Special Services Paratransit?

City Coach takes great pride in serving those with special transportation needs within the city limits of Vacaville. That is why Special Services Paratransit was created.



**City Coach takes great pride in serving those with special transportation needs.**

That is why Special Services Paratransit was created. Special Services Paratransit is a door-to-door service operated by Vacaville City Coach to assist with the transportation needs of qualified individuals who meet the requirements of the Americans with Disabilities Act (ADA).

In order to qualify for this service, the interested party must:

**1**

Complete the Solono County ADA application which includes answering specific questions about your disability and how it prevents use of fixed-route service.



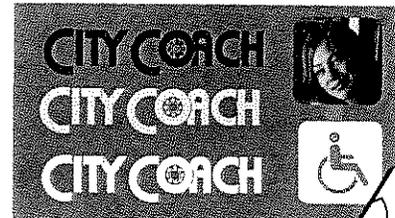
**2**

Obtain a medical doctor's authorizing signature.



**3**

Obtain a free photo identification card.



Once the ADA Paratransit application is completed, you can either mail or hand deliver your application to the City of Vacaville. The address and specific instructions are contained within the application.

If approved, you will be notified by mail. The approval letter will contain instructions for you to make arrangements to receive a free

## The Process

photo identification card. Once you have your photo identification card, you can then schedule rides to doctor appointments, shopping, or any errand or activity within Vacaville at a cost of \$2.00 each way.

Reservations must be made 24 hours in advance by calling

Vacaville City Coach at 449-6000. Recurring appointments can also be scheduled. All Paratransit buses are equipped with wheelchair lifts.

Riders may bring along a Personal Care Attendant free of charge or a companion for an additional \$2.00 per trip.

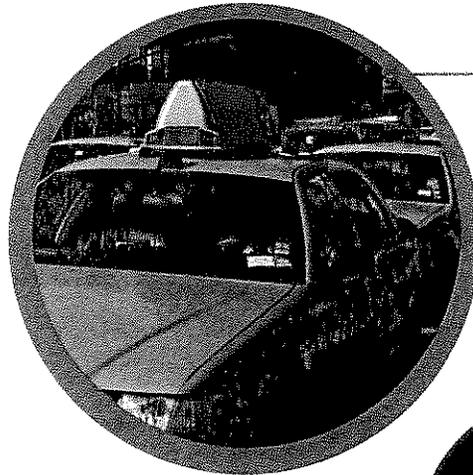
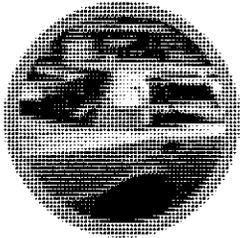


### What happens if your trip is outside of Vacaville?

If your trip will take you outside of Vacaville, there are transportation options for you too. Based on your qualifications, you may be eligible to use the Intercity **Ta2i** Scrip program.

# Taxi Scrip Program

The City of Vacaville offers two types of taxi service scrip programs for qualified persons.



Taxi service provides you flexible, **curb-to-curb service** in a timely manner. Once you place a call for a taxi ride, your taxi will typically arrive within 30-45 minutes.

Both taxi scrip programs make use of the City's local taxicab companies to provide you the timely transportation services you require.



## Local Taxi Scrip Service

The Local Taxi Scrip Program provides service within the city limits of the City of Vacaville. In order to qualify for this program, you must be 65 or older and a resident of the City of Vacaville.

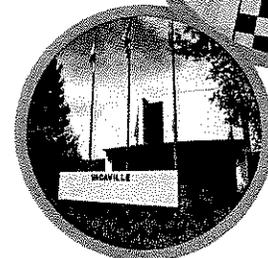
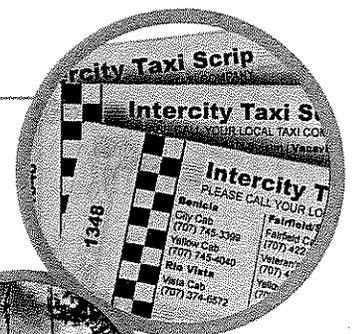


\$20.00 taxi scrip booklets can be purchased for \$10.00. The Local Taxi Scrip booklets can be purchased from the McBride Senior Center, Ulatis Cultural Center or City Hall Finance Department. Once purchased, all you need to do is call a local taxicab company and request a ride. The contact phone numbers are located on the front cover of the taxi scrip booklets.

## Intercity Taxi Scrip Program

Persons qualified for the Intercity Taxi Scrip program will receive a free photo ID card. Once you have your photo ID card and have purchased your Intercity Taxi Scrip booklets, you can simply contact one of the local taxicab companies to arrange your ride.

Intercity Taxi Scrip is sold at the Finance Counter at City Hall. For the cost of \$15, you get \$100 worth of Intercity Taxi Scrip.



For more information about either the Local or Intercity Taxi Scrip programs, call City Council at (707) 449-2170. A friendly customer service representative will be happy to explain the programs further.

# Regional Bus Routes

Just think...

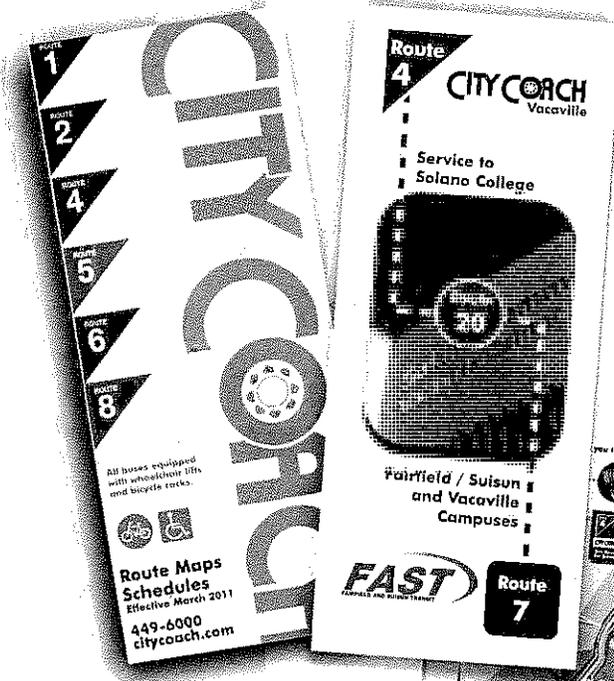


City Coach can get you from your residence in Vacaville to a Regional Bus Line connection point. From there, you can extend your travel to other cities within Solano County or to travel beyond Solano County to Sacramento or to the Bay Area.

Everywhere you need to go!

If your destination is outside of Vacaville, there are multiple regional bus routes that you can take to get there. These regional routes include Fairfield and Suisun Transit routes 20, 30, and 40, as well as Yolobus route 220. You can use City Coach to get to the Vacaville Transportation Center, where all these regional bus routes connect.

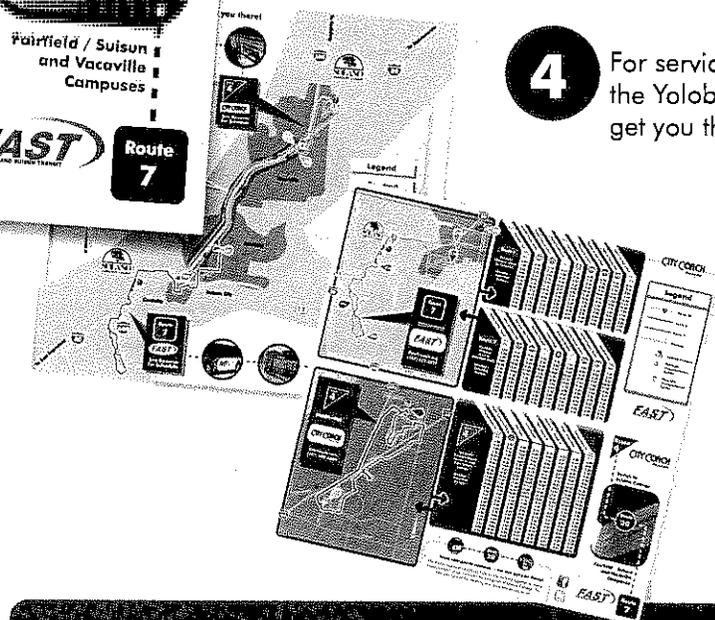
At the Vacaville Transportation Center look for signage that marks the pickup location for your regional bus route.



- 1 For service **between Vacaville and Fairfield**, the Route 20 is your ticket.
- 2 For service to **Sacramento**, the Route 30 will get you there.
- 3 For service to the **Walnut Creek and Pleasant Hill BART stations**, the Route 40 is for you.
- 4 For service to **Woodland**, the Yolobus Route 220 can get you there.



The City Coach route map marks the locations where you can make connections from City Coach to these regional bus lines. Look for the green Park and Ride symbol.



**For more information on regional bus routes, call City Coach at (707) 449-6000. A friendly customer service representative will be happy to help.**

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# PCC

Date: November 7, 2012  
To: Solano Paratransit Coordinating Council  
From: Liz Niedziela, Transit Program Manager  
RE: FY 2012-13 TDA Claim for the City of Fairfield

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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. TDA funds also may be used for streets and roads, provided there are no unmet public transit needs that are reasonable to meet. Solano County is no longer in the unmet public transit needs process since all agencies are using TDA for only transit purposes.

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 TDA for FY 2012-13 Matrix will be submitted to the STA Board for approval December 12, 2012.

As required by MTC Resolution 1209, the City of Fairfield is submitting their FY 2012-13 Transportation Development Act (TDA) Article 4 and 8 claims for consideration by the PCC.

## **The City of Fairfield**

The City of Fairfield is requesting \$5,780,591 in TDA funds (Attachment A). TDA funds in the amount of \$5,580,591 will be used for transit operating and \$200,000 will be used for transit capital projects. The claim will be consistent with the TDA matrix going to the STA Board for approval December 12, 2012.

**Recommendation:**

Review and forward a recommendation to MTC to approve the City of Fairfield's FY 2012-13 TDA Claim for \$5,580,591 for operating and \$200,000 for transit capital.

Attachments:

- A. City of Fairfield's TDA Claim Summary (To be provided under separate cover).
- B. FY 2012-13 TDA Matrix – Draft December 2012 (An enlarged copy has been provided to the PCC members under separate cover and is available upon request by contacting the STA at (707) 424-6075.

Attachment:

- A. City of Fairfield's TDA Claim Summary (to be provided under a separate cover).

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# PCC

DATE: November 5, 2012  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: 2013 PCC Draft Outreach Plan

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**Background/Discussion:**

In preparation for 2013, the STA staff developed a Paratransit Coordinating Council (PCC) Draft Outreach Plan for review and discussion by the PCC. STA staff did not receive any additional comments or input concerning the draft Outreach Plan at September's meeting.

One of the key elements of the 2013 Outreach Plan is to focus on outreach activities. The purpose of outreach activities is to promote awareness of the PCC and its information and advisory function and to encourage people with disabilities, seniors, economically disadvantaged and transit dependents to take advantage of the opportunity to provide comments on the transportation system.

In prior years it was suggested to alternate PCC meeting locations in an effort to outreach further to senior centers and people with disabilities groups throughout the County. In response, STA staff developed a PCC Outreach Plan, with the PCC approval, which included rotating the PCC meeting location throughout the county to make it easier for the public to attend. In addition, notices of the PCC meetings were more broadly distributed. Finally, a PCC brochure was designed and printed for wide distribution. Included in the brochure is an application for PCC membership. This brochure is proposed to be updated next year in the draft outreach plan and will be presented to the PCC for comments and approval.

**Recommendations:**

Forward a recommendation to the STA Board to approve the 2013 Paratransit Coordinating Council Draft Outreach Plan.

Attachment:

- A. 2013 Solano Paratransit Coordinating Council Draft Outreach Plan

2013 Solano Paratransit Coordinating  
Council  
Draft Outreach Plan

Purpose:

- To increase the awareness of the Paratransit Coordinating Council and its information and advisory functions on transportation issues concerning Solano seniors, people with disabilities, the economically disadvantaged, and transit dependent riders.
  - To encourage participation in the PCC as committee members and by the public in general.
1. Update and print the Paratransit Coordinating Council Brochure as needed
  2. Distribute Paratransit Coordinating Council Brochures
    - a. Paratransit Vehicles
      - i. Make brochures available to all Paratransit providers for distribution on their vehicles (*The brochure will be updated in 2013*)
    - b. Distribute brochures at two or more locations in each city in Solano County
      - i. Vallejo
        1. Florence Senior Center
        2. Solano Employment Connection (display rack)
        3. JFK Library
      - ii. Fairfield
        1. Independent Living Center (display rack)
        2. Fairfield Senior Center
        3. Solano Community College (display rack)
        4. City Hall
      - iii. Suisun City
        1. Nelson Community Center (display rack)
        2. Suisun City Hall (display rack)
      - iv. Vacaville
        1. Vacaville Library – Ulatis Community Center (display rack)
        2. Vacaville Senior Center (display rack)
        3. City Hall
      - v. Rio Vista
        1. Rio Vista City Hall (display rack)
        2. The Family Resource Center (display rack)
        3. Rio Vista Senior Center
      - vi. Benicia
        1. Benicia Library (display rack)
        2. Benicia Senior Center
        3. City Hall

- vii. Dixon
    - 1. Dixon Chamber of Commerce (display rack)
    - 2. Dixon Senior Center (display rack)
    - 3. City Hall
- 3. Outreach Program targeting senior centers and groups
  - a. Hold a PCC meeting at a different location throughout the year
  - b. Publicize meetings
    - 1. Distribute agenda to Board Clerk at all Cities/County
    - 2. Flyers on Paratransit vehicles in the city the meeting will be held
    - 3. Senior Centers of the city where the meeting will be held
    - 4. Post on STA website
    - 5. Post in Newspaper
  - c. Improve PCC presence on the internet by linking improved STA website pages to senior and people with disabilities interest groups via weblinks.
  - d. Location of Meetings (depending on availability)
    - 1. Suisun City Hall (DART) – January
    - 2. Solano Community College – Fairfield Campus (DART/SolTrans) -March
    - 3. Ulatis Community Center (Vacaville City Coach Special Services)- May
    - 4. Fairfield Community Center (DART) July
    - 5. Benicia City Hall (SolTrans) - September
    - 6. Vallejo Joseph Room at JFK Library (DART) - November

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# PCC

Date: November 5, 2012  
 To: Solano Paratransit Coordinating Council  
 From: Sofia Recalde, Transit Mobility Coordinator  
 Re: 2013 PCC Draft Work Plan

**Background/Discussion:**

The 2013 Work Plan continues to focus on developing expertise and understanding of the range of transportation services for Solano seniors, people with disabilities, the economically disadvantaged and transit dependent passengers, as well as on outreach activities. Presentations of different transportation services in Solano County will continue in 2013 PCC meetings.

STA staff did not receive any additional comments on the 2013 Draft PCC Work Plan.

<b>Activity</b>	<b>Tasks</b>	<b>2013 Timeline</b>
Administrative	Elect PCC Officers (if needed)	January 2013
Outreach	Develop a strategy to increase/maintain PCC Membership. (i.e., press releases letters of outreach, etc.)	January – December Until vacancies are filled.
	Improve the identity of the PCC through marketing strategies.	January – December
	Outreach to Solano Community College.	January - December
	Outreach to senior centers, people with disabilities groups, low income and transit dependents.	January – December
	Develop stronger PCC presence on the STA Website.	January – December
Projects	Participate in studies that impact transportation for seniors, people with disabilities, low income, and transit dependents. (Mobility Management Program)	January – December
	Develop expertise and understanding of the range of transportation services for Solano for seniors, people with disabilities, low income, and transit dependents.	January – December
	Improve understanding of Americans with Disabilities Act (ADA) and how it relates to ADA Paratransit and transit services. (The ADA Topics Guide)	January – December
Funding	Establish FTA Section 5310 application scoring subcommittee.	TBA
	Review and score FTA Section 5310 applications.	TBA
	Review TDA Article 4/8 Claims for Cities and County of Solano.	January – December

**Recommendation:**

Forward a recommendation to the STA Board to approve the 2013 Draft Paratransit Coordinating Council Work Plan.

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# PCC

DATE: November 5, 2012  
TO: Solano Paratransit Coordinating Council  
FROM: Sofia Recalde, Transit Mobility Coordinator  
RE: PCC Membership Status and Appointments

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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 September meeting, there was (1) vacancy on the PCC for a Social Service provider.

At the July meeting, the PCC forwarded a recommendation to the STA Board to reappoint Kurt Wellner to the PCC as a Transit User. The STA Board approved the PCC's recommendation to reappoint Kurt Wellner on September 12, 2012.

The PCC currently has two (2) members that will have completed the three year term of service in January 2013. All members are required to be reappointed by the STA Board. There are no term limits for PCC members, and all members are encouraged to reapply for their position for another three years. Richard Burnett and Jim Williams agreed to serve another term of three years on the PCC.

STA staff will continue to recruit for the remaining vacancy for Social Service Provider, and input from the committee is welcomed.

## **Recommendation:**

Forward a recommendation to the Solano Transportation Authority Board to reappoint Richard Burnett and Jim Williams to the Paratransit Coordinating Council for an additional three year term.

Attachments:

- A. PCC Membership Status (November 2012)

**Solano County**  
**Paratransit Coordinating Council**

**Membership Status**

**November-12**

<b>Voting Members</b>	<b>Category</b>	<b>Agency</b>	<b>Appointed</b>	<b>Chair/Vice-Chair</b>
Alicia Roundtree - Chair	Social Service Provider	Independent Living Resource	10/13/2010	1/19/2012
Shannon Nelson - Vice Chair	Member-at-Large	ADA Coordinator - City of Vacaville	9/8/2010	1/19/2012
Richard Burnett	MTC/PAC Representative	MTC Policy Advisory Council	1/13/2010	7/16/2010
Rachel Ford	Public Agency, Solano County Health and Social Services	Solano County Mental Health	6/9/2010	
Kyrre Helmersen	Transit User	Independent Living Resource	4/11/2012	
Judy Nash	Public Agency, Education-related Services	Solano Community College	4/14/2010	
Shirley Stacy	Transit User		1/18/2011	
Edith Thomas	Social Service Provider	Connections for Life	3/14/2012	
Kurt Wellner	Transit User		9/12/2012	
Jim Williams	Member-at-Large		1/13/2010	1/13/2010
Vacant - seeking 1 member	Social Service Provider			

# PCC

DATE: November 5, 2012  
TO: Paratransit Coordinating Council  
FROM: Liz Niedziela, Transit Program Manager  
RE: Transit Studies Update

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## **Background/Discussion:**

The STA has several transit studies included with the STA Board's adopted Overall Work Plan for Fiscal Year (FY) 2012-13 and 2013-14. These plans and studies are intertwined with each other and will also provide relevant information to the Alternative Fuel Study and the Public Private Partnerships (P3) at Transit Facilities Study.

Below is a brief description of each of the plans and their status.

### **1. Intercity and Local Ridership Survey and Analysis**

Description: The Intercity Ridership survey and Analysis is used to help calculate the Intercity Funding Agreement formula and the ridership survey data and analysis will be available prior to the Coordinated Short Range Transit Plan (SRTP) and Transit Corridor Study. The ridership survey and analysis conducted on/off counts, on-time performance, demographic ridership information and comments from the passengers. The data in this study will assist in service planning.

Status: The SolanoExpress Intercity Ridership Study is complete. The Local Ridership Studies are also complete and were approved by the STA Board in September 2012.

### **2. Transit Sustainability Study**

Description: The purpose of this study is to focus on the financial condition of the Solano County transit operators in a similar manner to MTC's Transit Sustainability Project (TSP) financial assessment. The outcome of this effort is intended to provide a clear understanding of the present and future financial condition and needs of the five Solano County Transit operators: Dixon Read-Ride, Vacaville City Coach, Fairfield and Suisun Transit (FAST), Rio Vista Delta Breeze, and SolTrans.

Status: Pacific Municipal Consultants (PMC) has been evaluating the data submitted by each operator to date. The data has included financial audits, TDA claims, National Transit Database reports, and SRTPs. Select data remains outstanding and will be collected. Financial and operations data are being input into a data table to begin developing performance trends and causal factors. Recent activities by the operators to improve efficiencies are also being reviewed. Preliminary financial condition profiles are being developed for each transit operator. The profiles will identify financial and operating performance measures and trends for the past three years. Division of operations cost among various expenditure categories such as labor, fuel, and maintenance will be conducted to further explain cost trends. A revenue analysis is also being undertaken to review relative stability of funding public transit. In addition, a survey of cost containment strategies employed by the operators is underway. Meetings with the operators are being scheduled and conducted to discuss the financial profiles and to seek additional input. The Study is scheduled to be concluded in November and presented to the STA Board in December 2012.

### **3. Coordinated Short Range Transit Plan (SRTP)**

Description: Metropolitan Transportation Commission (MTC) awarded Solano Transportation Authority \$140,000 to prepare a Coordinated Short Range Transit Plan (SRTP) for Solano County. The transit operators that will be included in this Plan are Solano County Transit (SolTrans), Fairfield and Suisun Transit (FAST), Vacaville City Coach, Dixon Read-Ride, Rio Vista Delta Breeze, and the County of Solano. The Plan will include a dedicated subsection for each transit operator covering their requirements of the SRTP.

#### *Enhanced Coordination*

MTC staff has requested the Coordinated SRTP address five specific areas of coordination:

1. Different Fare Structure and Discounts/Standard Fare Structure/Fare Reconciliation;
2. Separate ADA Contractors, Eligibility and Rules/Joint Contracting/Eligibility Determination of ADA Paratransit; (to be conducted in the Mobility Management Plan)
3. Enhanced Transit Coordination of Capitol Planning;
4. Enhanced Coordination of Transit Service Planning; and
5. Integrate bus/rail scheduling software to facilitate schedule coordination and customer travel planning. Establish a regional schedule change calendar.

#### A. Local SRTP Updates

##### *Transit Operators Recommendation Areas*

1. *Dixon*
  - a. Assess service option to convert Read-Ride to some fixed route service.
2. *Fairfield*
  - a. Growth and no growth scenarios with regards to service planning
  - b. Title VI analysis of current transit system at the time of the SRTP
  - c. Public Participation Plan
3. *SolTrans*
  - a. Review the recent service changes implemented July 2012 b. Assess the potential for claiming for capital replacement for SolanoExpress in various Solano UZAs.
4. *Rio Vista*
  - a. Analyze the potential consolidation of Rio Vista Delta Breeze with SolTrans

Status: The consultant firm, ARUP, has been selected and the agreement has been executed. Consultant and Project Manager are in the process of scheduling meetings with each transit operators to discuss their updated local SRTPs.

#### B. I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study

Description: Updating the Transit Corridor Plans will provide guidance and coordination for future investments. Specifically, SolanoExpress bus and integration into the planned Express Lanes and Freeway Performance Initiative on I-80 and I-680. The Transit Corridor Study will not only address transit services, but also update the facilities and connections needed to support these services into the future.

Status: This study is also a component of the Coordinated SRTP.

#### **4. Mobility Management Plan**

Description: The Mobility Management Plan will analyze how to address Mobility Needs for People with Disabilities in Solano County in a cost effective manner. Some of the areas of analysis will include the Intercity Taxi Scrip Program, non-profit partnerships, a program that assists paratransit users that are able to transfer to fixed route, and older driver workshops. The specific analysis will be consistent with the recommendations contained in the Solano Transportation Study for Seniors and People with Disabilities adopted by the STA Board in December 2011. This plan will include analyzing separate and joint contracts for Countywide Eligibility Determination of ADA Paratransit as recommended by Metropolitan Transportation Commission.

Status: The development of Solano's first Mobility Management Plan is underway. Innovative Paradigms initiated work on this project in late July. The Mobility Management Plan was identified as a high priority in the 2011 Solano Senior and People with Disabilities Study. The Mobility Management Plan will also address the transportation needs of the low-income population which have been identified through the multiple Community Based Transportation Plans (CBTPs) completed in Solano County. The Plan will create implementation plans and complete tasks for four other high priority projects: 1) Call Center and gather information for website from public, private and non-profit transportation resources for seniors, people with disabilities and the low-income population; 2) Travel Training Program Options; 3) Countywide ADA Eligibility Process; 4) Older Driver Safety Programs and Mobility Workshops. During this effort, there will also be a review of Mobility Management plans in comparable locations and at least two examples included in the plan. Coordination with transit operators throughout the process will be key. Interviews with a wide range of public, private, and non-profit transportation partners have been completed. The project has been presented to the Solano Seniors and People with Disabilities Committee and Senior Coalition and will be presented to the Paratransit Coordination Council (PCC) for input. To date, the groups have been supportive of the direction of the plan elements with particular interest in the Travel Training component. It will be presented to the STA Board in October for input. Draft documents will be presented to these groups in October/November. A final report is scheduled to be completed by December 2012. With a potential presentation to the Seniors and People with Disabilities Advisory Committee in January 2013 and the STA Board in February 2013.

#### **Recommendation:**

Informational.

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# PCC

DATE: November 5, 2012  
TO: Solano Paratransit Coordinating Council  
FROM: Sheila Jones, Administrative Assistant  
RE: 2013 PCC Meetings and Locations

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## **A. 2013 PCC Meetings and Locations:**

### Suisun City Hall (*Tentative*)

January 17, 2013

1:00 – 3:00 p.m.

701- Civic Center Blvd.

Suisun City, CA 94585

(707) 421-7300