



Solano Transportation Authority

One Harbor Center, Suite 130
Suisun City, California 94585

Area Code 707
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Members:

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

**INTERCITY TRANSIT CONSORTIUM
AGENDA**

10:00 a.m., Wednesday, January 28, 2009
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585

<u>ITEM</u>	<u>STAFF PERSON</u>
I. CALL TO ORDER	Rob Sousa, Chair
II. ELECTION OF CHAIR AND VICE CHAIR FOR 2008	
III. APPROVAL OF AGENDA (10:05 – 10:10 a.m.)	
IV. OPPORTUNITY FOR PUBLIC COMMENT (10:10 – 10:15 a.m.)	
V. REPORTS FROM STA STAFF AND OTHER AGENCIES (10:15 – 10:20 a.m.)	
<ul style="list-style-type: none"> • Federal Economic Stimulus Status 	Janet Adams
VI. CONSENT CALENDAR	
<i>Recommendation: Approve the following consent items in one motion.</i>	
(10:20 – 10:25 a.m.)	
A. Minutes of the Consortium Meeting of November 26, 2008	Johanna Masiclat
<i>Recommendation:</i>	
<i>Approve Consortium Meeting Minutes of November 26, 2008.</i>	
Pg. 1	

CONSORTIUM MEMBERS

<u>Rob Sousa</u>	<u>Jeff Matheson</u>	<u>George Fink</u>	<u>John Andoh</u>	<u>Brian McLean</u>	<u>Crystal Odum-Ford</u>	<u>Paul Wiese</u>
Benicia Breeze	Dixon Read-Ride	Fairfield and Suisun Transit (FAST)	Rio Vista Delta Breeze	Vacaville City Coach	Vallejo Transit	County of Solano

VII. ACTION NON - FINANCIAL ITEMS

- A. SolanoExpress Intercity Transit Consortium 2009 Draft Work Plan** Elizabeth Richards
Recommendation:
Review and comment on draft SolanoExpress Intercity Transit Consortium 2009 Work Plan.
(10:25 – 10:30 a.m.)
Pg. 4

VIII. INFORMATION ITEMS

- A. Summary of SolanoExpress Public Comments – FY 2008-09** Liz Niedziela
(10:35 – 10:40 a.m.)
Pg. 8
- B. FY 2008-09 Intercity Transit Funding Agreement Service Changes** Liz Niedziela
(10:40 – 10:45 a.m.)
Pg. 17
- C. Transit Consolidation Study Update** Elizabeth Richards
(10:45 – 10:50 a.m.)
Pg. 25
- D. FY 2009-10 Intercity Transit Funding Agreement Status** Elizabeth Richards
(10:50 – 11:00 a.m.)
Pg. 29
- E. Solano Paratransit Review and Service Alternative Study Status** Liz Niedziela
(11:00 – 11:05 a.m.)
Pg. 33
- F. SolanoExpress Transit Marketing Plan Update** Judy Leaks
(11:05 – 11:10 a.m.)
Pg. 38
- G. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2008-09 Mid-Year Report** Judy Leaks
(11:10 – 11:15 a.m.)
Pg. 40
- H. Solano Napa Commuter Information (SNCI) Program Monthly Issues** Judy Leaks
(11:15 – 11:20 a.m.)
Pg. 44

NO DISCUSSION

- I. Funding Opportunities Summary**
Informational
Pg. 45

Sara Woo

- IX. INTERCITY TRANSIT OPERATIONS DISCUSSION**
• **Potential Impact of State Budget Cuts**

Group

- X. LOCAL TRANSIT ISSUES**

Group

- XI. ADJOURNMENT**

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, February 25, 2009.**



INTERCITY TRANSIT CONSORTIUM
Minutes of the meeting of
November 19, 2008

I. CALL TO ORDER

Chair Sousa called the regular meeting of the SolanoExpress Intercity Transit Consortium to order at approximately 10:00 a.m. in the Solano Transportation Authority Conference Room.

Consortium Present:	Rob Sousa	Benicia Breeze, Chair
	Crystal Odum-Ford	Vallejo Transit, Vice Chair
	Jeff Matheson	Dixon Read-Ride
	George Fink	Fairfield and Suisun Transit (FAST)
	Brian McLean	Vacaville City Coach
	Crystal Odum-Ford	Vallejo Transit

Also Present:	Daryl Halls	STA
	Janet Adams	STA
	Elizabeth Richards	STA/SNCI
	Robert Macaulay	STA
	Liz Niedziela	STA/SNCI
	Judy Leaks	STA/SNCI
	Robert Guerrero	STA
	Sam Shelton	STA
	Sara Woo	STA
	Johanna Masiclat	STA

Others Present:	<i>(In Alphabetical Order by Last Name)</i>	
	Melissa Bryan	City of Benicia
	David Espinoza	City of Vallejo
	Nancy Whelan	Nancy Whelan Consulting
	Jeanine Wooley	City of Vallejo

II. APPROVAL OF AGENDA

On a motion by Brian McLean, and a second by Jeff Matheson, the SolanoExpress Intercity Transit Consortium approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Caltrans: None presented.

MTC: None presented.

STA: None presented.

Other: Staff from the City of Vallejo provided a report on RM 2 funded projects as follows:

- Alternative Transit Center at Curtola/Lemon St. reported by David Espinoza.
- Vallejo Station Intermodal Facility reported by Crystal Odum-Ford.

V. CONSENT CALENDAR

On a motion by Brian McLean, and a second by Jeff Matheson, the SolanoExpress Intercity Transit Consortium unanimously approved consent calendar item A.

A. Minutes of the Consortium Meeting of September 24, 2008

Recommendation:

Approve Consortium Meeting Minutes of September 24, 2008.

VI. ACTION – FINANCIAL ITEMS

A. Comprehensive Transportation Plan (CTP) Update – State of the Transit System Report and Transit Element Introduction Chapter

Robert Macaulay reviewed the two (2) reports to be included in the Transit Element of the CTP; The State of the System (Transit and Rideshare) Report and The Introduction Chapter to the Transit Element. He stated at the October 29, 2008 meeting of the CTP Transit Committee, the committee recommended that the STA Board adopt both reports with minor changes.

After discussion, City of Vallejo’s Crystal Odum-Ford recommended to include ridership statistics to the draft “State of the System – Transit and Rideshare” report to better define the term.

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. The Draft “State of the System – Transit and Rideshare” Report included as Attachment A; and
2. The Introduction Chapter to the Transit Element of the Solano CTP included as Attachment B.

On a motion by Crystal Odum-Ford, and a second by Brian McLean, the SolanoExpress Intercity Transit Consortium approved the recommendation to include Ridership Statistics in the Draft “State of the System – Transit and Rideshare” Report.

VII. INFORMATION ITEMS

A. Historical Distribution of State Transit Assistance Funds and Status of State Budget Proposals

Elizabeth Richards discussed current State Budget proposals that would significantly impact STAF funding. She distributed and reviewed a list of potential 75% revised budget cut proposal and a list of STAF Solano applicants and projects for the previous five years.

B. Lifeline/ State Transit Assistance Funds (STAF) and Proposition 1B Call for Projects

Liz Niedziela distributed and provided a status report on the list of recommended STAF and Prop 1B Lifeline Projects for 2009-2100.. She cited that MTC’s deadline for submitting projects for the Prop 1B and STAF funding is November 2008. She stated the recommendation from the Lifeline Committee will be submitted to MTC pending the STA Board approval on December 10, 2008.

C. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2009-10

Liz Niedziela announced the upcoming Unmet Transit Needs Public Hearing scheduled for 6:00 p.m., Monday, December 5, 2008 at the Solano County Administration Center (SCAC) in Fairfield. She also discussed an issue that was raised by MTC concerning the budget challenges facing Vallejo Transit and whether the services are inter- or intra-county and eligible for apportionment beyond the Vallejo based on TDA statute.

NO DISCUSSION

D Solano Paratransit Review and Service Alternative Study Status

E. SolanoExpress Transit Marketing Plan Update

F Solano Napa Commuter Information (SNCI) Program Monthly Issues

G. Funding Opportunities Summary

VIII. INTERCITY TRANSIT OPERATIONS DISCUSSION

The Cities of Benicia and Fairfield mentioned minor fare increase issues.

The City of Vacaville’s Brian McLean announced the delay of Kaiser’s Grand Opening. He cited the Grand Opening will take place in late 2009.

City of Vallejo’s Crystal Odum-Ford reported on the transition process regarding turning over the ferries to WETA. She noted the draft of the transition plan is being prepared for public viewing in January 2009 and the plan would need to be in place by July 2009.

IX. LOCAL TRANSIT ISSUES

None reported.

X. ADJOURNMENT

The meeting was adjourned at approximately 11:25 a.m. The next meeting is scheduled for **Wednesday, December 17, 2008 at 10:00 a.m.** in the STA Conference Room.

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**SolanoExpress Intercity Transit Consortium
Work Plan for 2009**
(January 2009)

Transit Service:

- Evaluation of intercity transit services performance, prioritize, and implement intercity transit service changes.
- Monitor and report to the STA Board on SolanoExpress intercity transit services
- Implement Lifeline project priorities for transit.
- Identify and facilitate joint agency transit projects

Transit Planning:

- Conduct Community Based Transportation Planning studies in East Fairfield and Vacaville.
- Complete Phase II of the Transit Consolidation Study
- Coordinate funding of and prioritization of Countywide Transit Capital
- Provide input into transit element of Comprehensive Transportation Plan update and other county and regional transit planning efforts
- Participate in the implementation of MTC's Transit Connectivity Study and Wayfinding Signage

Funding:

- Monitor and coordinate with STA staff the implementation of the FY2008-09 Intercity Transit Funding Agreement
- Develop the FY2009-2010 Intercity Transit Funding Agreement
- Maximize RM2, Prop 1B, 5310, 5311 and other funding opportunities
- Monitor and provide input into legislation to ensure adequate levels of transit funding
- Monitor and provide input into regional policy development to ensure adequate levels of transit funding.
- Update TDA matrix
- Complete TDA Unmet Transit Needs process.
- Prepare multi-year STAF funding plan

Marketing of Transit Services and Programs:

- Participate in the updating of SolanoExpress marketing
- Plan, prioritize, and implement marketing support for intercity transit services.
- Coordinate and participate in countywide and regional transit marketing activities.
- Update, print, and distribute SolanoExpress brochure, wall maps, website and other materials.

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DATE: January 21, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Summary of SolanoExpress Public Comments for Fiscal Year
(FY) 2008-09

Background:

The STA staff started supplying transit operators with SolanoExpress passenger comment cards in fall 2006. By displaying these comment cards on buses, it provides transit passengers with a convenient alternative to provide comments on their transit experience. The cards are pre-addressed to the STA and postage paid making it convenient for the passenger to write down their comments and then drop it in the mail. Passengers' feedback provides the transit operators and the STA Board another avenue to monitor the transit system.

Discussion:

The passenger comment cards (see attachment A) seek information about the transit service, both positive and negative. The SolanoExpress comment cards ask the passenger to identify transit operator, route, date, and time. This information assists the transit agency in researching the issue or incident and implementing corrective actions if needed. The comments card also invites passengers to make suggestions to the service. These suggestions assist transit operators in noting what improvement may be needed from the passengers' perspective. Lastly, the comment cards allow the passenger to provide compliments. It is important for transit operator to receive feedback on what the passengers perceive as good service. When comments are received, they are categorized by the following:

1. Concerns
2. Suggestions
3. Exceptional Service

One comment card may have more than one category of comments. For the time period of July – December 2008, STA received 203 passenger comments that were recorded into 240 categories. Passengers' comments received by mail, e-mail or phone are also tracked and included in this analysis. The summary of these comments were categorized by transit agency, service and type of comment (see attachment B).

Recommendation:

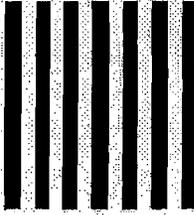
Informational.

Attachments:

- A. SolanoExpress Comment Card (sample)
- B. Summary of Comments for July – December 2008

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NO POSTAGE
NECESSARY IF
MAILED IN THE
UNITED STATES



BUSINESS REPLY MAIL

FIRST-CLASS MAIL PERMIT NO. 100 SUISUN, CA

POSTAGE WILL BE PAID BY ADDRESSEE

SolanoExpress
One Harbor Center, Suite 130
Suisun City, CA 94585-9899



Date _____

Time _____

Operator *(circle one)*

- Benicia Breeze Dixon Read-Ride Fairfield/Suisun Transit
- Rio Vista Delta Breeze Vacaville City Coach Vallejo Transit

Route _____ **I ride this bus**

(circle one) daily weekly occasionally

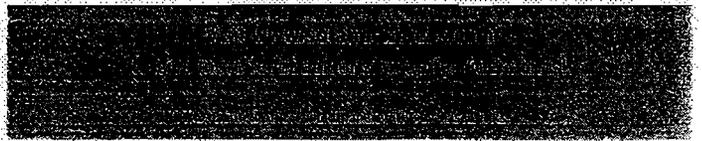
Tell us what you thought about this transit service today!

What was exceptional about your transit trip today?

Is there anything we could improve upon?

Name, address, phone and/or email *(optional)*

Would you like to be contacted? *(circle one)* yes no



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FAST Comments
July - December 2009

FAST Route 20				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Service	Bus late	3	3
Suggestion	Service	More frequent service	2	2
Exceptional Service				0
			Grand Total	5

FAST Route 30				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Service	Bus late or passed up passenger	4	8
	Signage/Information	No signage in SAC and UCD	2	
	Customer Service	Driver speeding, driving erratic	2	
Suggestion	Service	Earlier and later service	1	1
Exceptional Service				0
			Grand Total	9

FAST Route 40				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern				0
Suggestion	Service	More frequent service in evenings & weekends	2	2
Exceptional Service				0
			Grand Total	2

FAST Route 90				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Safety	Driver speeding	2	12
	Schedule	Getting to Suisun difficult	4	
		Late relief driver, schedule error	3	
	Cleanliness	Bus dirty	1	
	Information	No bus schedules/Bad information	2	
Suggestion	Service	Another bus leaving BART after 5:00 pm	4	11
		Weekend & later service	2	
		Mores stops at Suisun Amtrak	1	
	Fare Media	Lower fares, single fare media	2	
	Bike Racks	Need Bike Racks	2	
Exceptional Service	Dependable Service	No stress, comfort, ease	8	13
	Customer Service	Friendly, courteous, informative, helpful	5	
			Grand Total	36

FAST Local Service				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Service	Bus does not run often after school	1	2
	Cleanliness	Bus dirty	1	
Suggestion	Service	More service on school trippers	1	1
Exceptional Service	Dependable Service	No stress, comfort, ease	1	4
	Customer Service	Friendly, courteous, informative, helpful	3	
			Grand Total	7

**Vallejo Transit Comments
July - December 2008**

Vallejo Transit Route 78				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Customer Service	Driver Issues & Transfers	4	5
	Signage	Confusing signs at PH BART	1	
Suggestion	Service	Southampton Stop	2	3
		Stop at Kohls	1	
Exceptional Service				0
			Grand Total	8

Vallejo Transit Route 80				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Safety	Driver speeding	1	42
	Schedule	Bus late	25	
		Bus left early	4	
	Customer Service	Rude Driver	3	
		Bus Wrap -Can't see out	3	
	Service	Crowded Bus	6	
Suggestion	Customer Service	Add Wi-Fi	1	5
	Fare Media	Lower fares, single fare media	2	
	Information	Update Website & Schedules	2	
Exceptional Service	Dependable Service	No stress, comfort, ease	6	13
	Exceptional Driver	Friendly, courteous, informative, helpful	7	
			Grand Total	60

Vallejo Transit Route 85				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Service	Bus late	8	14
		Bus left early	2	
	Customer Service	Rude Driver	2	
	Information	No bus schedules/Bad information	2	
Suggestion	Schedule	Weekends run every hour	2	4
	Customer Service	Need bench at Cordelia	2	
Exceptional Service	Dependable Service	Great service to Six Flags	2	3
	Customer Service	Friendly, courteous, informative, helpful	1	
			Grand Total	21

Vallejo Transit: Local Service				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Safety	WC restraint tie improperly	1	8
	Service	Rt 5 runs late	3	
		Rt 2 runs late	3	
		Takes to long	1	
Suggestion	Customer Service	Need more benches	1	2
	Service	Plan & organize routes better	1	
Exceptional Service	Dependable Service	Great Service	4	8
	Customer Service	Friendly, courteous, informative, helpful	4	
			Grand Total	18

**Comments
July - December 2008**

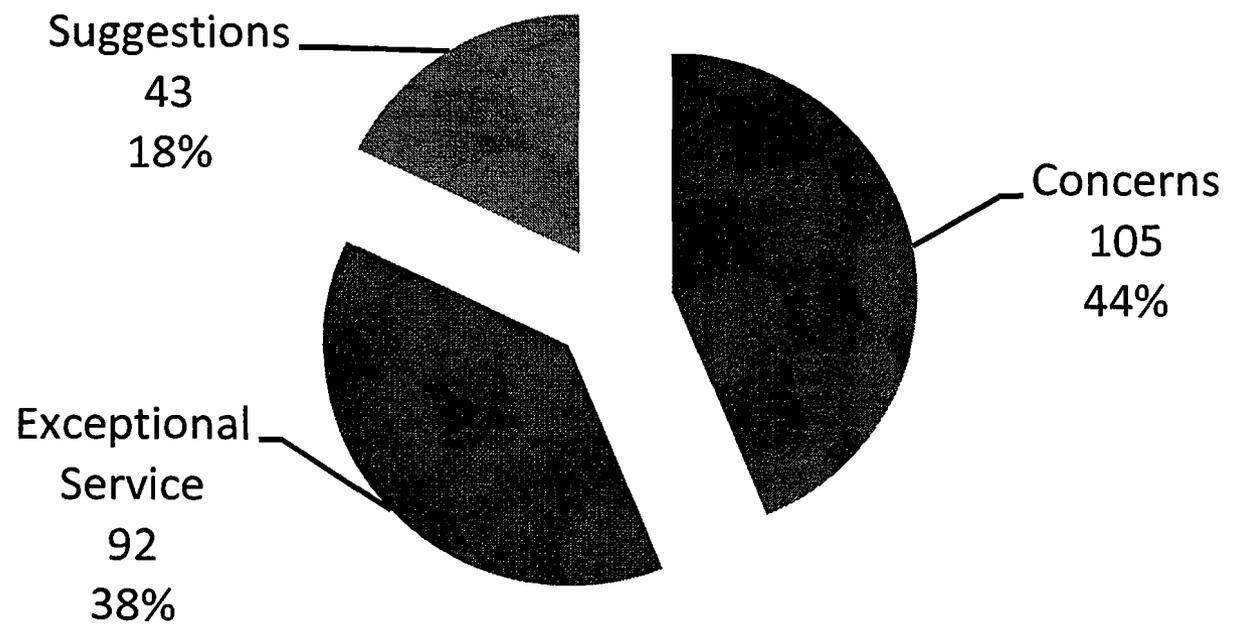
Benicia				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Dial-a-Ride	Dial-a -Ride does not operate all day	1	3
	Customer Service	Transfers for Route 78	2	
Suggestion	Local -Route 21 & 22	More frequent service	1	3
	Local	Add a stop on H Street	1	
	Route 75/78	Don't eliminate Southampton stop to BART	1	
Exceptional Service	Customer Service	Driver was friendly and helpful	2	2
			Grand Total	8

RM2 Marketing Campaign				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Marketing	Remove ads from buses	1	1
Suggestion	Customer Service	More promotions	5	5
Exceptional Service	Marketing	Ferry Duo	19	42
		10-Ride Promotion	23	
			Grand Total	48

Solano Paratransit				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Schedule	Scheduling problems	4	6
	Customer Service	Long phone wait, driver	2	
Suggestion	Service	Drop off location	1	2
	Customer Service	More Information from Drivers	1	
Exceptional Service	Customer Service	Driver	1	1
			Grand Total	9

Vacaville City Coach				
Category	Issue	Brief Description	Comments	Total Comments By Category
Concern	Schedule	Route 4	1	1
Suggestion	Bus Stops	More benches	1	2
	Fare Media	Lower fare	1	
Exceptional Service	Service	Dependable service	3	6
	Customer Service	Drivers are great, friendly, helpful	3	
			Grand Total	9

240 Comments July - December 2008





DATE: January 14, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: FY 2008-09 Intercity Transit Funding Agreement Service Changes

Background:

In the FY 2008-09 Intercity Transit Funding agreement, several service changes were anticipated and funded. Several of these have been recently implemented or are planned to be implemented soon. In addition, there has been a service reduction on one intercity route. These service changes are outlined in this report.

Discussion:

Vallejo - On Monday, October 6, Vallejo Transit started its new express service Route 78. Route 78 express bus service travels the I-780 corridor connecting Vallejo and Benicia to Pleasant Hill and Walnut Creek BART Stations. Minor changes to the schedule will go into effect January 19 to enhance the efficiency of this route in making connections to BART by adding two minutes to Route 78 departure time from northbound Walnut Creek BART station (see attachment A).

Vallejo Transit reduced its service on Route 80, August 3, 2008. The reduction of service was during weekdays, non-peak hours and the frequency was reduced from trips every 15 minutes to 30 minutes starting at 10:00 a.m. and ending at 2:00 p.m. This reduction of service was implemented to address the anticipated increasing financial impact. Effective October 5, Vallejo Transit made additional changes to Route 80. The route now runs every 30 minutes starting at 8:30 a.m. and ending at 2:00 p.m. The schedule has also been adjusted for the route to run on the quarter or half hours departing from York & Marin and El Cerrito Del Norte BART for the majority of the runs.

Fairfield - On November 1, 2008, Fairfield and Suisun Transit (FAST) implemented a service change to Route 90. Passenger feedback and a load factor study that was recently completed indicated high loads in the afternoon peak period. The load factor study also identified runs that were lower performing and could possibly be exchanged for the hours and miles for a new late afternoon peak period trip. Route 90 added a 5:00 p.m. trip departing from El Cerrito Del Norte BART and eliminated the 10:42 am run departing from Fairfield Transportation Center (FTC) and eliminated the 12:31 pm departing from El Cerrito Del Norte to FTC.

FAST is currently undergoing a review of its current fare structure. Fare restructuring is being undertaken to address operational cost increases (see Attachment B). A series of three public meetings will be held. These meetings will be to accept comments on the fare proposal (see Attachment C). Comments will also be accepted via fax, phone or email. On December 18, 2008, FAST staff held its first public meeting to present

proposed fare changes and answer questions. The next public meeting is scheduled for January 21, 2009 at FTC at 6:00 pm. The final public hearing has not been scheduled. It is anticipated that any approved fare changes would become effective April 1, 2009.

Recommendation:

Informational.

Attachment:

- A. Vallejo Transit Route 78 Rider Alert
- B. FAST Service Bulletin – Proposed Fare Adjustments
- C. FAST Proposed Fares



Rider Alert

Route 78 Passengers

In order to improve the connectivity between the Walnut Creek BART and the Route 78, we are pleased to announce the following schedule changes:

- **Effective Monday January 19, 2009.**

Departures from Walnut Creek BART will leave two minutes later than the time shown on the current printed schedule. This will allow for improved connectivity between Vallejo Transit and BART.

Passengers who wish to connect with Benicia Breeze should notify the bus operator when boarding the bus so that communication can be made with Benicia Breeze for a hold of their buses at City Park.

We thank you for your continued patronage!



Solano Transportation Authority

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SERVICE BULLETIN

PROPOSED FARE ADJUSTMENTS

BACKGROUND:

FAST is proposing a moderate fare increase to the intercity services and the elimination of some discounted local fares. The system's last fare adjustments came in October 2006. No changes are proposed for the regular local fare, local paratransit fares, or local senior, disabled, and/or Medicare cardholder fares. FAST is making the absolute minimum increases to avoid service cuts because we understand that the economic downturn is affecting everyone, not just transit operators.

COMMON QUESTIONS:

Why are fares being raised?

- New contract (July 1, 2008) costs and services increased expenses by approximately 24%
- New California Air Resources Board regulations mandate retrofits and new equipment for our existing buses, but do not come with a funding source
- Severe State and Regional cuts to transit operating funds are expected to reduce revenues over 20% in the next year and possibly more in years to come

Why is FAST raising prices now that fuel costs are down?

Other Bay Area transit agencies reacted to the severe spikes in fuel with large fare increases and fuel surcharges. Fairfield and Suisun Transit

did neither. Rather, FAST used reserves to flatten out the peaks in expenses experienced over the last few years and even managed to provide additional service on Routes 30 and 90.

Now, however, the State's budget crisis is hitting public transit and those reserves no longer exist to backfill the loss of operating funding.

FAST service is sometimes late and drivers/dispatch are sometimes rude. Shouldn't service improve first?

While there is always room to improve, FAST staff works hard to correct these issues and we pride ourselves on being responsive to passengers' concerns and comments. In this new contract, there is an immense amount of new technology included to monitor the system and increase the quality of the service to the passenger.

However, fare increases are tied to revenues and expenses rather than service improvements. Fares are not raised when new buses are brought into the fleet or when additional routes are added (both occurred in 2008). Fares must be adjusted in relation to the expense of operating the service.

Why are the intercity fares the only increases?

In October of 2006, local fares experienced a significant increase while intercity fares were restructured resulting in a more moderate increase. In addition, those riders of Routes 40 and 90 experience additional savings by not having to pay bridge toll. If a passenger travels to work 20 days a month, that passenger saves \$80 in bridge tolls alone. Likewise, a Route 30 rider to Sacramento travels more mileage than those to the BART stations for the same price.

Why is the 25¢ field trip rate scheduled for elimination?

1. Field trips often result in another bus being put on that route for additional capacity and the 25¢ fare results in a significant strain on the system's State-mandated revenue recovery requirements.
2. Field trips are also similar to operating a charter service and could arguably

violate Federal law that prohibits public transit providers from competing with public school bus services. Additionally, public transit drivers and buses are not certified to carry school children.

Why is the youth rate scheduled for elimination?

The youth rate is scheduled for elimination due to the severe overcrowding that occurred last fall when the public school buses abruptly ended their service for middle and high school students. The current youth rate is insufficient to cover expanded operations that will be required as public school busing ends. The youth rate was only intended for occasional use by students. This rate is unable to provide the level of State-mandated revenue generation necessary when the system is utilized by the majority of public school bus riders.

In addition, hundreds of millions of dollars of public transit funds were diverted over the last two fiscal years to public school bus operations.

When would FAST be looking to implement changes?

Staff anticipates bringing the revised fares to City Council in February for implementation April 1, 2009.

QUESTIONS/COMMENTS?

Contact us at 707-428-7635 or e-mail transit@ci.fairfield.ca.us

FAST PROPOSED FARES

FAIRFIELD AND SUISUN TRANSIT

Zone	REGULAR FARES		MONTHLY PASSES		SDM FARES		SDM MONTHLY PASSES		10 RIDE PUNCH PASSES		TICKET BOOKS & OTHER FARES		
	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Existing	Proposed	Type	Existing	Proposed
Base Shuttle		\$1.00		\$30.00		\$0.50		\$15.00		\$10.00	DART	\$30.00	\$30.00
Local	\$1.50	\$1.50	\$50.00	\$50.00	\$0.75	\$0.75	\$25.00	\$25.00	n/a	\$15.00	Solano Paratransit	\$15.00	\$15.00
+1	\$2.50	\$2.75	\$62.00	\$70.00	\$1.25	\$1.25	\$31.00	\$35.00	\$25.00	\$27.50	Solano Ride	\$15.00	\$15.00
+2	\$3.50	\$3.75	\$74.00	\$90.00	\$1.75	\$1.75	\$37.00	\$45.00	\$35.00	\$37.50	Solano Ride SDM	\$7.50	\$7.50
+3	\$4.50	\$4.75	\$86.00	\$110.00	\$2.25	\$2.25	\$43.00	\$55.00	\$45.00	\$47.50	Youth Pass	\$40.00	DISCONTINUED
+4	\$5.50	\$5.75	\$98.00	\$130.00	\$2.75	\$2.75	\$49.00	\$65.00	\$55.00	\$57.50	Field Trip Rate	25¢	DISCONTINUED
+5	\$6.50	\$6.75	\$110.00	\$150.00	\$3.25	\$3.25	\$55.00	\$75.00	\$65.00	\$67.50			
+6	\$7.50	DISCONTINUED	\$122.00	DISCONTINUED	\$3.75	DISCONTINUED	\$61.00	DISCONTINUED	\$75.00	DISCONTINUED			
+7	\$8.50	DISCONTINUED	\$134.00	DISCONTINUED	\$4.25	DISCONTINUED	\$67.00	DISCONTINUED	\$85.00	DISCONTINUED			
+8	\$9.50	DISCONTINUED	\$146.00	DISCONTINUED	\$4.75	DISCONTINUED	\$73.00	DISCONTINUED	\$95.00	DISCONTINUED			
+9	\$10.50	DISCONTINUED	\$158.00	DISCONTINUED	\$5.25	DISCONTINUED	\$79.00	DISCONTINUED	\$105.00	DISCONTINUED			

SDM: "Senior-Disabled-Medicare Cardholder"

Existing DART/Solano Paratransit Fares

Starting Point (road down)	Dixon	Fairfield	Suisun City	Vacaville	Benicia	Vallejo	El Cerrito Del Norte BART
Dixon	* See Below	\$6.00	\$6.00	\$4.00	\$11.00	\$11.00	\$15.00
Fairfield	\$8.00	\$3.00	\$3.00	\$4.00	\$6.00	\$6.00	\$11.00
Suisun City	\$6.00	\$3.00	\$3.00	\$4.00	\$6.00	\$6.00	\$11.00
Vacaville	\$4.00	\$4.00	\$4.00	* See Below	\$7.00	\$7.00	\$12.00

* Please consult the local paratransit provider for current fares.

Proposed DART/Solano Paratransit Fares

Starting Point (road down)	Dixon	Fairfield	Suisun City	Vacaville	Benicia	Vallejo	El Cerrito Del Norte BART
Dixon	* See Below	\$7.50	\$7.50	\$5.50	\$13.50	\$13.50	\$17.50
Fairfield	\$7.50	\$3.00	\$3.00	\$5.50	\$7.50	\$7.50	\$13.50
Suisun City	\$7.50	\$3.00	\$3.00	\$5.50	\$7.50	\$7.50	\$13.50
Vacaville	\$5.50	\$5.50	\$5.50	* See Below	\$9.50	\$9.50	\$13.50

* Please consult the local paratransit provider for current fares.

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DATE: January 20, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Transit Consolidation Study Update

Background:

In Solano County, each City and the County fund and/or operate transit services. This includes local and intercity transit services as well as general public and American with Disabilities Act (ADA) paratransit services. A subsidized taxi program and other special transportation services are also funded with local transit funds and operated through local jurisdictions.

Over the past several years, the issue of consolidating some or all of the services has been discussed and proposed for evaluation. This topic was discussed by STA Board members at the February 2005 Board retreat and the participants expressed interest and support for transit service becoming more convenient through a seamless system, that there should be a reasonable level of service throughout the county, and that local transit issues and needs would have to be considered and addressed. In 2005, the STA Board directed STA staff to initiate a countywide Transit Consolidation Study and approved goals, objectives and evaluation criteria to be incorporated in the scope of work for this study. After funding was secured, DKS Associates was selected to lead the Transit Consolidation Study.

Work began in early 2007. The first major endeavor was to conduct an extensive outreach involving interviews with transit operator staff, other city staff, public officials, and others. To gain a broad perspective of issues and concerns, nearly sixty (60) interviews were conducted. Outreach to transit users was added and three focus group sessions were held in May and June.

In May 2007, the consultants presented to the STA Board a summary of their findings from the interviews. The summary represented a set of commonalities, key issues and potential challenges. Board feedback included extending the schedule for the study, completing the interviews, collecting user input, and analyzing the issues associated with preliminary consolidation alternatives prior to the return to the Board.

A preliminary analysis of alternatives was presented to the Technical Advisory Committee (TAC) and Consortium in June 2007. It included five (5) potential transit consolidation alternatives. During discussion at the TAC meeting, a sixth (6th) alternative was requested. This alternative suggested consideration of consolidating all intercity fixed-route service and local and intercity American for Disabilities (ADA) paratransit service.

At the July 2007 STA Board meeting, staff presented the six (6) transit consolidation alternatives to the STA Board along with the Executive Committee's recommendation and a recommendation to release the Findings Report and the Options Report once the TAC and Consortium had additional time to review. After discussion, the STA Board modified and approved the membership of the Transit Consolidation Steering Committee to include all eight (8) jurisdictions with individual Board members and City Managers and the County Administrator.

The Transit Consolidation Steering Committee first met October 2007 and provided guidance to Phase II. Phase II is a detailed assessment of the existing transit operators including an analysis of not only their operations but also their financial accounting methodology and forecasting. In addition, several potential consolidation options were to be further analyzed. One of the first consolidation options to be evaluated was a Benicia/Vallejo consolidation.

Separate from the Transit Consolidation Study, the consultant team recently completed an in-depth assessment of the Benicia Breeze transit system. Although the Benicia study was primarily conducted for other purposes, this effort assisted with the transit consolidation study. This was followed by a somewhat similar in-depth analysis of Vallejo Transit. This Vallejo Transit Financial and Service Assessment Study provided a report to the STA Board on the projected financial shortfall of Vallejo Transit service and how this is likely to affect service delivery. This assessment was prepared in the summer and fall.

Discussion:

The STA Board's Transit Consolidation Steering Committee held a second meeting on December 11, 2008. At this meeting, several elements of Phase II of the Transit Consolidation study were presented for discussion as well as items requested at the last Transit Consolidation Working Committee. The committee meeting agenda is attached. The meeting was well attended and there was significant discussion of several items. The committee directed staff to add Option 2 (Vallejo/Benicia/Fairfield/Suisun City consolidation) back to the list of options to evaluate. Direction was also given to review the financial data with operators individually before moving into the evaluation phase.

The consultants and STA staff have been meeting with each operator individually to review their agency's financial data. Most of those meetings were held January 12 and the balance will be held the week of January 19. Draft financial report sections for each of the operators will be distributed to the transit operators the first week of February for review, and the comments will be incorporated into a larger report. The schedule at this time is to bring a revised full report to the Consortium and TAC in February and the STA Board in March. Analysis and evaluation of the Consolidation Options will occur in March in preparation for review by the Transit Consolidation Steering Committee in April.

Fiscal Impact:

Not applicable

Recommendation:

Informational.

Attachments:

- A. STA Transit Consolidation Steering Committee Dec. 2008 meeting agenda



Solano Transportation Authority

One Harbor Center, Suite 130
Suisun City, California 94585

Area Code 707
424-6075 • Fax 424-6074

TRANSIT CONSOLIDATION STEERING COMMITTEE

Members:

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

11:00 a.m. – 1:00 p.m.
Thursday, December 11, 2008
(Lunch will be provided.)

Suisun City Hall
701 Civic Center Blvd.
Suisun City, CA 94585

MEETING AGENDA

- I. INTRODUCTIONS/APPROVAL OF AGENDA** Chair Spering
(11:00 – 11:05 a.m.)
- II. OPPORTUNITY FOR PUBLIC COMMENTS**
(11:05 – 11:10 a.m.)

Pursuant to the Brown Act, public agencies must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. Comments are limited to no more than 3 minutes per speaker. Gov't Code §54954.3(a). By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

This agenda is available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability-related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours, at least 24 hours prior to the time of the meeting.

III. CONSENT CALENDAR

- A. Transit Consolidation Steering Committee Meeting Minutes of October 24, 2007** Johanna Masiclat
Recommendation
Receive the Transit Consolidation Steering Committee Meeting Minutes of October 24, 2007.
Pg.

COMMITTEE MEMBERS

City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Suisun City	City of Vacaville	City of Vallejo	County of Solano
Elizabeth Patterson Jim Erickson	Jack Batchelor, Jr. Nancy Huston	Harry Price Sean Quinn	Jan Vick Hector de la Rosa	Pete Sanchez Suzanne Bragdon	Len Augustine David Van Kirk	Osby Davis Joseph Tanner	Jim Spering Michael Johnson

IV. INFORMATION ITEMS

- A. Purpose and Background of Transit Consolidation Feasibility Study** (11:10 – 11:20 a.m.)
Pg. John Harris, Project Manager
- B. Transit Roles of Transit Operators, STA, and MTC** (11:20 – 11:30 a.m.)
Pg. Elizabeth Richards, STA
- C. Transit Funding Summary** (11:30 – 11:40 p.m.)
Pg. Liz Niedziela, STA
Derek Wong, Consultant
- D. Comprehensive Solano Transit Operations Analysis** (11:40 – 12:10 p.m.)
Pg. Joe Story, Consultant
- E. Status of Option 1 (Vallejo/Benicia) Consolidation** (12:10 – 12:15 p.m.)
Pg. John Harris
- F. Option 5 – Functional Consolidation Overview** (12:15 – 12:20 p.m.)
Pg. John Harris

V. ACTION ITEMS

- A. New Phase 2 Issue: Adverse Fiscal Environment Effect on Transit Operations** Joe Story
Recommendation:
Affirm, remove or modify consolidation options based on new information about impending financial shortfalls for transit operations.
(12:20 – 12:35 p.m.)
Pg.

- VI. CLOSING COMMENTS FROM COMMITTEE MEMBERS** Committee Members
(12:35 – 12:45 p.m.)

VII. ADJOURNMENT

The next Transit Consolidation Steering Committee Meeting is scheduled at **11:00 a.m. – 1:00 p.m., Thursday, March 12, 2009** at Suisun City Hall.



DATE: January 20, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: FY 2009-10 Intercity Transit Funding Agreement Status

Background:

In June 2006, the Solano Transportation Authority Board authorized the development of an Intercity Transit Funding Agreement for Fiscal Year (FY) 2006-07. This agreement was the result of the work of the Intercity Transit Funding (ITF) Working Group comprised of representatives from STA, Solano County, and each city in Solano County.

Initially the ITF Working Group focused on development of a uniform methodology for shared funding of intercity transit services. However, rising costs and potential service changes broadened the scope of the ITF Working Group to include service coordination and streamlining services along parallel routes. Service changes to the intercity route structure and operation were agreed upon and implemented in early FY 2006-07. In the FY 2007-08 ITF agreement, further service changes were proposed and are in the process of being implemented.

The FY 2007-08 and FY 2008-09 ITF agreements addressed funding for seven major intercity routes. It is the time of year to begin working on the FY 2009-10 ITF agreement in order to have it in place prior to the beginning of the fiscal year.

Discussion:

The first step in developing the FY 2009-10 agreement is to determine how the intercity routes funded through the FY 2008-09 ITF agreement are performing at mid-year. In the FY 2008-09 ITF agreement, monitoring of intercity route performance is required by the intercity operators. Their mid-year data is due February 1. If the data is received on time, STA staff will schedule an initial Intercity Transit Funding Working Group (ITFWG) meeting in mid-February. The mid-year data will provide the first glimpse of how the current array of intercity services is performing and how their actual costs are tracking. This is important in determining if any service changes are recommended before developing FY 2009-10 route costs.

A draft schedule for the development of the FY 2009-10 ITF agreement is attached.

Given the declining TDA funds in FY2008-09 and the uncertain future of State Transit Assistance Funds which have helped support intercity routes, concerns have already been raised about how much intercity transit service can the county afford. As outlined in another report, service reductions have been made on intercity routes this fiscal year already. STA staff suggests scheduling a meeting of the ITFWG to initiate discussion on this topic in preparation for the February meeting.

Fiscal Impact:

The Intercity Transit Funding agreement will identify funding for major intercity services in FY 2009-10.

Recommendation:

Informational.

Attachments:

- A. STA Intercity Transit Funding Agreement Core Concepts
- B. FY 2009-10 ITF Agreement Development Schedule

Intercity Transit Funding

Core Concepts

GUIDING PRINCIPLES

Principle 1:

To provide certainty to intercity transit operators and funding partners, and to establish a consistent method and an agreement for sharing subsidies for all intercity transit routes by Solano intercity transit operators beginning in FY 2006-07 and continuing in future years based on a consensus of the participating jurisdictions.

Principle 2:

To focus limited financial resources and deliver productive intercity transit service as soon as possible, and to develop a cost effective and affordable revised intercity route structure that will: 1) be implemented with the new subsidy sharing agreement; 2) meet the policy/coverage requirements agreed upon; 3) be marketed jointly.

Principle 3:

To focus limited financial resources and deliver productive intercity transit services on an on-going basis while meeting the policy/coverage requirements agreed upon, and to develop strategies to consistently evaluate, modify, and market intercity transit services after this Agreement is implemented.

**SOLANO TRANSPORTATION AUTHORITY
 FY 2008-09 & FY 2009-10
 INTERCITY TRANSIT FUNDING
 TASK SCHEDULE
 (January 20, 2008)**

TASK		TIME FRAME	STATUS
1	Operators report on July – December FY 08 performance	January 2009	
2	Operators identify any potential FY 08-09 service, fare, and budget amendments	Feb/Mar 2009	
3	Discuss potential service and fare changes for FY 09-10	Feb/Mar 2009	
4	FY 09-10 fund estimates (TDA, STAF) available from MTC	February 2009	
5	Update population data	March 2009	
6	Jurisdictions draft FY 09-10 budgets	March 2009	
7	Operators prepare FY 09-10 CAM	March 2009	
8	Discuss FY 09-10 cost sharing formula	March 2009	
9	Approve cost sharing formula and inputs	April/May 2009	
10	Draft and finalize FY 09-10 agreement	May 2009	
11	Prepare TDA matrix and STAF program	May 2009	
12	Operators submit final FY 08-09 performance report	August 2009	
13	Operators submit data for reconciling FY 08-09 budget vs. actual costs	November 2009	



DATE: January 14, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Liz Niedziela, Transit Program Manager/Analyst
RE: Solano Paratransit Review and Service Alternative Study Status

Background:

The Solano Transportation Authority (STA) provides oversight and Fairfield and Suisun Transit (FAST) operates Solano Paratransit through an agreement with STA. This has been the operating arrangement since the mid-1990s. The Americans for Disabilities Act (ADA) was approved in 1990 and set basic standards on how transit services would accommodate the disabled. In the beginning, countywide intercity paratransit services for the elderly and disabled were operated by a non-profit organization – Solano County Economic Opportunity Council (SCEOC). SCEOC operated this service under contract with the County of Solano when the STA was part of the County. In 1995, SCEOC was suddenly unable to provide the service. The County of Solano/STA maintained the Solano Paratransit service through a contract with Fairfield and Suisun Transit. Nearly simultaneously, Vallejo decided to operate a similar service directly with the City of Benicia and thus Solano Paratransit became a north county intercity paratransit service.

Solano Paratransit operates Monday – Saturday providing intercity paratransit service between the cities of Dixon, Fairfield, Suisun City, Vacaville and the unincorporated areas in the central and eastern portion of Solano County. Solano Paratransit has been primarily funded by Transportation Development Act (TDA) funds from the cities of Dixon, Fairfield, Suisun City, Vacaville and the County of Solano as well as Rio Vista until FY 2008-09. Over the years, STA has secured a variety of other funds for this service including 5310 grants for the new buses and Regional Paratransit State Transit Assistance Funds.

As the countywide transportation agency for Solano County, STA is focused on intercity services. Working with FAST and the funding partners, STA has coordinated the operating and capital funding for Solano Paratransit. Solano Paratransit is operated in conjunction with Fairfield's local paratransit service (DART). STA owns the paratransit vehicles but they are maintained and operated as part of the DART fleet. STA developed the current funding methodology and updates the cost-sharing subsidies annually and monitors the service. Day-to-day operations such as eligibility determinations, dispatching, and vehicle usage are integrated with DART.

The total cost for Solano Paratransit service in FY 2008-09 is budgeted \$792,849. This is an annual total cost increase of 31% as compared to FY 2007-08 total cost of \$605,397. The increase in cost was a result of a new operator contract and increased fuel and maintenance costs. The higher cost of operating Solano Paratransit has been a concern for the funding partners. The STA Board approved a one-year allocation of \$192,000 of State Transit Assistance Funds (STAF) funds towards Solano Paratransit to bring the cost down to the FY 2007-08 level so the funding partners would not be significantly impacted by the substantial increase.

With the Solano Paratransit funding partners' concern that costs are increasing at a significant rate (this was the second double digit increase in the past five years), it is becoming increasingly difficult to fund this service within the transit budgets of the local agencies. The STA Board agreed to fund a study to review how Solano Paratransit delivers service and to look at alternative options to provide Solano Paratransit service.

Discussion:

The study will review options of modifying or reducing service and/or the service area and the consequential impact on ADA passengers, review the option for each city to provide their own paratransit service similar to Solano Paratransit but with transfers of passengers between cities, and review policies and the practice of how services are delivered that may also impact the increasing cost of paratransit service. The funding partners expressed the need for this study to take place as soon as possible to allow time to review the assessment in order to plan and prepare to make budget adjustments and/or implement a different service before FY 2009-10. The STA Board authorized the selection of a consultant to complete this study.

The primary purpose for this Solano Paratransit Review and Service Delivery Alternatives Study is to review how service is being delivered and evaluate alternative methods of delivery to control or reduce costs while meeting ADA requirements and maximizing mobility for ADA-eligible individuals. It is anticipated that a new delivery model is needed to deliver consistent, sustainable service to ADA-eligible individuals.

HDR was selected to conduct the study. The STA staff provided the consultant with numerous reports and documents concerning Solano Paratransit in November. In December 2008, HDR met with Solano Paratransit staff to gather information on how the system works and what types of reports may be accessed. HDR also met with the Dixon, Fairfield, and Vacaville transit managers to discuss the study's objectives and Solano Paratransit's strengths, and shortcomings, as well as to gather suggestions on policy and operational comments and insights.

An important part of this assessment is to gather current passengers' profile to assess their needs for this type of service. HDR developed a passenger survey that was distributed the week of January 19, 2009. An interview guide was also developed specifically for Solano Paratransit Dispatch staff. Furthermore, a driver survey guide was developed to gather first hand insight on how Solano Paratransit works. Stakeholder interviews are scheduled next in the outreach process. HDR developed a Project Task Timeline outlining the task and completion dates (see attachment A).

Fiscal Impact:

This Solano Paratransit Review and Service Delivery Alternatives Study is funded with State Transit Assistance Funds for \$60,000 provided by the STA.

Recommendation:

Informational.

Attachment:

- A. Solano Paratransit Study Project Task Timeline



Solano Paratransit Study

Revised Project Task Timeline

DATE:01/12/09

Task 2: Clarify ADA Complementary Paratransit Service Requirements

Deliverables: Comparative Matrix - ADA Requirements & Solano Paratransit policies
(Submission Date: 01/20/09)

Task 3: Outreach

Deliverables: Draft On-Board Survey Questionnaire - STA Review
(Sub. Date: 01/12/09)
Complete On-Board Survey - **01/23/09**
Draft Stakeholder Interview questions - STA Review
(Sub. Date: 01/13/09)
Complete Stakeholder Interviews - **01/30/09**
Draft Driver Interview Questionnaires - STA Review
(Sub. Date: 01/16/09)
Complete Driver Interviews - **01/30/09**
PCC Presentations/Workshop - TBD
Draft Task 3 Technical Memorandum - STA Review
(Sub. Date: 02/06/09)

Task 4: Solano Paratransit Service Profile

Deliverables: Task 4 Technical Memorandum - STA Review
(Sub. Date: 02/12/09)
Demand Forecasts - STA Review
(Sub. Date: 02/06/09)

Task 5: Cost Analysis

Deliverable: Findings included in Task 4 Tech Memo - STA Review
(Sub. Date: 02/12/09)

Task 6: Preliminary Analysis of Results

Deliverable: Comparative Analysis Matrix
of Potential Strategies - STA Review
(Sub. Date: 02/19/09)

Task 7: Review of Initial Findings

Deliverables: Presentation of Task 6 Findings - STA Review
(Week of 02/23/09)

Task 8: Draft & Final Reports

Deliverables: Draft Final Report

- STA Review
(03/06/09)

Presentation of Draft Report

- **(Week of 03/16/09)**

Final Report

- STA Review
(03/30/09)

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DATE: January 16, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: SolanoExpress Transit Marketing Plan Update

Background:

Solano Transportation Authority (STA) coordinates intercity transit service marketing for the Baylink Ferry and SolanoExpress bus routes. STA received approximately \$260,000 in RM 2 marketing funds during FY 2007-08 from MTC. These funds had to be obligated by June 30, 2008 and used only to market RM 2 routes which include the Baylink Ferry and Routes 40, 80, 85, and 90. To include all the intercity routes on some marketing strategies, these funds would be supplemented by SolanoExpress marketing funds. Both funds were in the STA budget. More recently, STA has secured an amendment to the original RM 2 marketing agreement of \$99,500 to implement the marketing program for the new intercity Route 78 between Vallejo and Pleasant Hill/Walnut Creek BART stations.

Discussion:

New Intercity Route 78: Service for the new Route 78 began on October 6, 2008. It provides streamlined service between Vallejo and Pleasant Hill/Walnut Creek BART stations with limited stops in Benicia. During the first abbreviated month of service, ridership on the Route 78 was 6,366 trips. The new Benicia Breeze Rt. 76 ridership during the same period was 704. Seventy-four (74) people purchased monthly passes for the Route 78 and took advantage of the "buy one-get one free" monthly pass incentive during the month of October. STA printed the original Rt. 78 schedule and will revise and re-print it to reflect the January 19, 2009 schedule change. Additionally interior bus cards were designed and installed, along with bus stop schedule displays that are posted at the bus stops.

Systemwide Map: The systemwide transit map was revised to reflect the new Route 78. This map is used for bus shelters as well as for printed brochures like the Transit Connections and the Commuter Info Guide.

Baylink Ferry:

Staff promoted the fare rate decrease for the Baylink Ferry, which went into effect November 1, 2008, on the SolanoExpress website; developed a flyer that was distributed at community and employer events and provided to Vallejo Transit for distribution; and e-mailed over 4,000 individuals in the Ferry Voucher database with information on the fare decreases.

A meeting that included representatives from Vallejo Transit, STA, WETA, Vallejo Visitors & Convention Bureau, a local hotel and the Blue and Gold Fleet was convened in November to discuss additional marketing strategies for the ferry. Suggestions included adding some kind of entertainment to a regular non-peak trip once a month and package it like a "Symphony at Sea" or "Jazz on the Bay;" crafting a fare package for families like a family of four "Family Pack;" promoting the 10 Ride Punch Cards as a discounted way for 5 adults to ride the ferry; and distributing information about the ferry at local hotels/trip planning by the Visitors Bureau.

Weekend Ferry Promotion: The Weekend Ferry Promotion concluded on December 31, 2008. 628 of the 4,000 Baylink “Weekender Duo Pass” vouchers were redeemed. Staff coordinated with Baylink Ferry to encourage the use of the vouchers over the Thanksgiving and Christmas weekends and sent additional e-mail reminders. There was an increase in redeemed vouchers after an e-mail was sent to all registered participants.

Express Transit Try-It-Free: All 1,500 of the 10-ride passes, which were intended to attract new riders on RM 2 bus routes, were distributed. Used 10-ride passes are being returned for the monthly drawing of a free monthly bus pass. Forty-eight passes have been awarded to date, three per route per month. Vallejo Transit reported that, as of November 19, 42% of the 10-ride passes allotted to them had been used. FAST reported that 133 passes were used in December. Complete analysis of the participant data will begin early 2009.

Recommendation:
Informational.



DATE: January 16, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, Program Manager/Analyst
RE: Solano Napa Commuter Information (SNCI) Program
Fiscal Year (FY) 2008-09 Mid-Year Report

Background:

Solano Transportation Authority (STA)'s Solano Napa Commuter Information (SNCI) program is funded by the Metropolitan Transportation Commission (MTC), Bay Area Air Quality Management District (BAAQMD), and Eastern Solano Congestion Mitigation/Air Quality (CMAQ) for the purpose of managing countywide and regional rideshare programs in Napa and Solano Counties and providing air quality improvements through trip reduction.

The STA Board approved the FY 2008-09 Work Program for the Solano Napa Commuter Information (SNCI) Program in July 2008 (Attachment A). The Work Program included ten (10) major elements.

1. Customer Service
2. Employer Program
3. Vanpool Program
4. Incentives
5. Emergency Ride Home
6. SNCI Awareness Campaign
7. California Bike to Work/Bike to School Campaign
8. Solano Commute Challenge
9. General Marketing
10. Partnerships

Discussion:

The SNCI Program has had an active and productive first six months of FY 2008-09. Highlights of accomplishments during that time include:

- 39 major employers totaling 545 employees participated in the second annual countywide Solano Commute Challenge. Employer participation increased by over 40% and employee participation soared by over 80% over last year's results.
- Staff administered two RM2 (Regional Measure 2) transit incentive programs (the Baylink Ferry Weekender Duo-Pass and the Transit 10 Free Rides promotions) by tracking and distributing vouchers and passes from nearly 6000 requests.
- SNCI assumed responsibility for the ridership maintenance and support for over 165 vanpools that come from or go to Solano, Napa, Yolo and Sacramento Counties.

- Dixon School Pool, a matching service for Dixon Unified School District (DUSD) parents, was created and quickly implemented in response to the discontinuation of school bus service in the Dixon Unified School District. 88 families signed up to use the service.

Fiscal Impact:

None. SNCI activities are funded as part of the STA FY 2008-09 budget.

Recommendation:

Informational.

Attachments:

- A. SNCI Work Program FY 2008-09
- B. SNCI 2008-09 Mid-Year Report (under separate cover)

**Solano Napa Commuter Information (SNCI)
Work Program
FY 2008-09**

1. **Customer Service**: Provide the general public with high quality, personalized rideshare, transit, and other non-drive alone trip planning through teleservices, internet and through other means. Continue to incorporate regional customer service tools such as 511 and 511.org.
2. **Employer Program**: Outreach can be a resource for Solano and Napa employers for commuter alternative information including setting up internal rideshare programs. SNCI will maximize these key channels of reaching local employees. Develop an online communication package for employers that can be used to inform employees about commute alternatives via the internet/intranet. SNCI will continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordination with Solano EDC, Napa Valley Economic Development Corporation (EDC), chambers of commerce, and other business organizations.
3. **Vanpool Program**: Form vanpools and handle the support for all vanpools coming to or leaving Solano and Napa counties. Increase marketing to recruit vanpool drivers.
4. **Incentives**: Evaluate, update and promote SNCI's commuter incentives. Continue to develop, administer, and broaden the outreach of carpool, vanpool, bicycle, transit, and through employee incentive programs.
5. **Emergency Ride Home**: Broaden outreach and marketing of the emergency ride home program to Solano County and Napa County employers.
6. **SNCI Awareness Campaign**: Develop and implement a campaign that includes messages in print, radio, on-line and other mediums to increase general awareness of SNCI and SNCI's non-drive alone services in Solano and Napa counties. Leverage the current commuting concern of rising gas prices to direct commuters to SNCI's web site or 800 phone number.
7. **California Bike to Work/Bike to School Campaign**: Take the lead in coordinating the regional 2009 Bike to Work campaign in Solano and Napa counties. Coordinate with State, regional, and local organizers to promote bicycling locally. Include working with school districts to promote safety and bicycling to school.
8. **Solano Commute Challenge**: Conduct an employer campaign that encourages Solano County employers and employees to compete against one another in the use of commute alternatives to driving alone. This campaign includes an incentive element and enlists the support of local Chambers of Commerce.
9. **General Marketing**: Maintain a presence in Solano and Napa on an on-going basis through a variety of general marketing activities for rideshare, bicycling, and targeted transit services. These include distribution of a Commuter Guide, offering services at community events, managing transportation displays, producing information materials, print ads, radio ads, direct mail, public and media relations, cross-promotions with other agencies, and more.

Revise SNCT's portion of the STA's website to be more interactive and include helpful information to commuters, travelers, vanpool drivers and employers.

10. **Partnerships**: Coordinate with outside agencies to support and advance the use of non-drive alone modes of travel in all segments of the community. This would include assisting local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans; Children's Network and other efforts.



DATE: January 16, 2009
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: Solano Napa Commuter Information (SNCI) Program Monthly Issues

Background:

Each month, the STA's Solano Napa Commuter Information (SNCI) program staff provides an update to the Consortium on several key issues: Napa and Solano transit schedule status, marketing, promotions and events. Other items are included as they become relevant.

Discussion:

Transit Schedules:

The monthly transit schedule matrix was distributed to all Solano and Napa operators the week of January 19. Based on the response received, an updated transit matrix will be provided at the meeting.

Marketing/Promotions:

The final results of the 2008 Solano Commute Challenge (SCC) are in. 39 major employers totaling 545 employees participated in the second annual countywide Solano Commute Challenge. Employer participation increased by over 40% over last year's 27 major employers, and employee participation soared over 80% over last year's 296 employees. 300 participants earned the title "Commuter Champion" and received a \$50 Commute Buck reward. An additional 97 were dubbed "Commuter Contenders" for attempting to meet the goal and earned \$25 Commute Buck rewards. The County of Solano had the greatest number of Commuter Champions (48 of 76 registrants) and earned the honor of the Most Outstanding Workplace. Commuter Champion Workplaces (where 20 or more employees became Commuter Champions) include Genentech in Vacaville, Goodrich in Fairfield, and Kaiser Permanente Medical Center in Vallejo.

Staff distributed the final Baylink "Weekender Duo Pass" vouchers. Over 4,000 requests for the vouchers were processed.

Events:

SNCI staffs information booths at events where transit information is distributed along with a range of other commute options information. The demand for events slows down as the holidays near. Staff attended the Alza/GPSG – Vacaville Benefits Fair. Staff delivered a presentation regarding transit and other commute options at a relocation event for the California State Automobile Association (CSAA) in San Francisco. CSAA is planning to relocate from San Francisco to Business Center Drive in Fairfield Spring 2009.

Recommendation:

Informational.

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DATE: January 21, 2009
 TO: SolanoExpress Intercity Transit Consortium
 FROM: Sara Woo, Planning Assistant
 RE: Funding Opportunities Summary

The following funding opportunities will be available to STA member agencies during the next few months. Also attached are summary fact sheets for each program. Please distribute this information to appropriate departments within your jurisdiction.

Fund Source	Application Available From	Application Due
Clean Air Fund (CAF) Program*	Jim Antone, Yolo Solano Air Quality Management District (YSAQMD) (530) 757-3653	Application Anticipated to be Available Mid-January 2009; Estimated Application Deadline Mid-March 2009
Caltrans Planning Grant – Environmental Justice: Context Sensitive Planning*	Emmanuel Mekwunye Metropolitan Transportation Commission, (MTC) (510) 286-6326	April 1, 2009
Caltrans Planning Grant – Environmental Justice: Community-Based Transportation Planning Grant*	Beth Thomas, California Department of Transportation (Caltrans) (510) 286-7227	April 1, 2009
Caltrans Planning Grant – Partnership Planning*	Blesilda Gebreyesus, MTC (510) 286-5575	April 1, 2009
Caltrans Planning Grant – Federal Transportation Account (FTA) 5304 Statewide Transit Planning Studies*	Blesilda Gebreyesus, MTC (510) 286-5575	April 1, 2009

Caltrans Planning Grant – FTA 5304 Transit Technical Planning Assistance*	Blesilda Gebreyesus, MTC (510) 286-5575	April 1, 2009
Caltrans Planning Grant – FTA 5304 Transit Professionals Development*	Blesilda Gebreyesus, MTC (510) 286-5575	April 1, 2009
Cycle 8 State-legislated Safe Routes to School (SR2S) Program*	Joyce Parks, Caltrans (916) 653-6920	April 15, 2009

* New funding opportunity



FUNDING OPPORTUNITY

Clean Air Fund (CAF) Program

**Application Anticipated to be Available Mid-January 2009;
Estimated Application Deadline Mid-March 2009**

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the CAF program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Public or private agencies, groups of individuals in the Yolo Solano Air Basin

Program Description: The Clean Air Funds (CAF) Program is designed to reduce emissions from motor vehicles by supporting cleaner vehicle technologies, alternative modes of transportation, and educating the public about air pollution.

Funding Available: Approximately \$500,000 is available

Eligible Projects: Eligible projects include those pertaining to the following categories:
1. Clean Technologies/Low Emission Vehicles
2. Alternative Transportation Programs
3. Transit Services
4. Public Education/Information

Further Details: <http://www.ysaqmd.org/incentive-caf.php>

Program Contact Person: Jim Antone, Environmental Planner (YSAQMD),
(530) 757-3653
jantone@ysaqmd.org

STA Contact Person: Sara Woo, STA Planning Assistant,
(707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY
Caltrans Transportation Planning Grant
Environmental Justice: Context-Sensitive Planning
Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Planning Grant for Environmental Justice: Context-Sensitive Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Applicants: Cities, counties, transit districts and Native American Tribal Governments.
Sub-applicants: Non-profits, Community Based Organizations, Local Transportation Commissions, etc.

Program Description: Funds projects that promote public participation in planning to improve mobility, access, equity, affordable housing, and economic opportunities for low-income, minority and Native American communities

Funding Available: \$3 million from the State Highway Account for FY 07/08. Maximum grant amount is \$250,000. A local match equal to 10% of the grant request is required, of which half may be in-kind.

- Eligible Projects:
- Identification and involvement of under-represented groups in planning and project development.
 - Planning and Safety improvements for pedestrians and bicycles
 - Developing Guidelines and supporting information for EJ element of a General Plan
 - Transportation Projects in underdeveloped rural agricultural areas
 - Transportation Planning that enhances the business climate, affordable housing, and economic development in under-served communities development

- Examples:
- Monument Corridor Marketing and Outreach Project, Central Contra Costa Transit Authority - \$87,200, FY 05/06
 - Fruitvale Alive!/City of Oakland - \$170,000, FY 03/04
 - Le Grand, Circulation Plan – 68,400, FY 03/04

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Emmanuel Mekwunye, Caltrans District 4, (510) 286-6326

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY

Caltrans Transportation Planning Grant
Community-Based Planning

Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Transportation Planning Grant for Community-Based Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties, transit districts and Public Entities. Sub recipients: Non-profits, Private Sector entities, Universities, etc.

Program Description: Funds transportation and land use planning that promote public participation and support livable community concepts.

Funding Available: \$3 million from the State Highway Account for FY 06/07. Maximum grant amount is \$250,000. A local match equal to 20% of the grant request is required, of which half may be in-kind.

Eligible Projects:

- Long-term sustainable community/economic development growth studies or plans
- Safe, innovative, and complete pedestrian/bicycle/transit linkage studies or plans
- Community to school linkage studies or plans
- Jobs and affordable housing proximity studies or plans
- Transit Oriented/Adjacent Development or “transit village” studies or plans
- Community transit facility/infrastructure studies or plans
- Mixed-land use development studies or plans
- Form-based or smart code development
- Context sensitive streetscapes or town center studies or plans
- Grid street system studies or plans
- Community revitalization studies or plans
- Context sensitive community development planning
- Studies for community-friendly goods movement transportation corridors, ports, and airports

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Beth Thomas, Caltrans District 4, (510) 286-7227

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY
Caltrans Transportation Planning Grant
FTA 5304 Partnership Planning
Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Transportation Planning Grant for Partnership Planning is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: MPOs/RTPs as applicants. Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: The Partnership Planning Grant promotes planning studies that have a statewide benefit or multi-regional significance or both.

Funding Available: Approximately \$1 million will be available in FY 2007-08. The maximum amount per grant is \$300,000 with a 20% non-federal local match.

Eligible Projects:

- Regional, inter-county, and/or statewide mobility and access needs
- Land use and smart growth studies
- Corridor studies and corridor preservation studies
- Projects that evaluate transportation issues involving ground access to international borders, seaports, airports, intermodal facilities, freight hubs, and recreational sites

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Blesilda Gebreyesus, Caltrans District 4, (510) 286-5575

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY
Caltrans Transportation Planning Grant
FTA 5304 Statewide Transit Planning Studies
Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Transportation Planning Grant for Statewide Transit Planning Studies is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Only MPOs/RTPs may apply for this grant program . Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: Funds studies that reduce urban transportation needs and improve transit on a statewide or multi-regional level.

Funding Available: \$1,400,000 available with a grant cap of \$300,000. 11.47% non-Federal funds or in-kind local match required.

Eligible Projects:

- GIS development
- Transit-oriented development (TOD) studies
- Transit planning
- Development tools
- Development models

Example:

- Transit-Related Child Care Study, Child Care Coordinating Council of San Mateo County - \$84,100

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Blesilda Gebreyesus, Caltrans District 4, (510) 286-5575

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY
Caltrans Transportation Planning Grant
FTA 5304 Transit Technical Planning Assistance
Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Transportation Planning Grant for Transit Technical Planning Assistance is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Only MPOs/RTPs may apply for this grant program . Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: Funds public intermodal transportation planning studies for rural transit service (Population of 50K or less).

Funding Available: \$700,000 available with a grant cap of \$100,000. 11.47% non-Federal funds or in-kind local match required.

Eligible Projects:

- Short-range transit development plans
- Ridership surveys
- Transit coordination studies

Example:

- Western Placer County Options for Transit Service Consolidation, Placer County Transportation Planning Agency - \$13,280

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.htm>

Program Contact Person: Blesilda Gebreyesus, Caltrans District 4, (510) 286-5575

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY
Caltrans Transportation Planning Grant
FTA 5304 Transit Professional Development
Due April 1, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the Caltrans Transportation Planning Grant for Transit Professionals Development is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Only MPOs/RTPs may apply for this grant program. Others may apply as sub-recipients. Contact MTC for their sub-recipient process details.

Program Description: *Transit Professional Development*: Funds training and development of transit planning professionals and students.

Funding Available: \$150,000 available with a grant cap of \$50,000. 11.47% non-Federal funds or in-kind local match required.

Eligible Projects:

- Single or multi-agency internships for university and community college students

Example:

- Professional Development and Transit Internships, Yolo County Transportation District - \$46,478

Further Details: <http://www.dot.ca.gov/hq/tpp/grants.html>

Program Contact Person: Blesilda Gebreyesus, Caltrans District 4, (510) 286-5575

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214
swoo@sta-snci.com



FUNDING OPPORTUNITY

California State-legislated Safe Routes to School (SR2S) Program

April 15, 2009

TO: SolanoExpress Intercity Transit Consortium
FROM: Sara Woo, Planning Assistant

This summary of the SR2S Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities and counties.

Program Description: The goals of the program are to reduce injuries and fatalities to school children and to encourage increased walking and bicycling among students.

The program achieves these goals by constructing facilities that enhance the safety for pedestrians and bicyclists. By enhancing the safety of the pathways, trails, sidewalks, and crossings, the likelihood of attracting and encouraging other students to walk and bike increases.

Funding Available: Approximately \$6-7 million will be available for FY 2008/2009 and FY 2009/2010 in the San Francisco Bay Area; local match is 10 percent.

Eligible Projects: Projects:

- Pedestrian facilities – new sidewalks, widening, etc.
- Traffic Calming – roundabouts, bulb-outs, speed humps, raised crosswalks/intersections, etc.
- Traffic Control Devices – traffic signals/signs, pavement markings
- Bicycle Facilities – new bike paths, lanes, parking/racks/lockers
- Public Outreach & Education – education, encouragement, and enforcement (limited to 10% of total engineering project cost)

Examples:

- City of Fairfield – E. Ruth Sheldon Elementary School and T.C. McDaniels School; FY 2004/2005 – \$53,100
- City of Vacaville – 15 Elementary Schools, 3 Jr. High Schools, 3 High Schools, 1 Charter School; FY 2002/2003 – \$178,200
- County of Solano – Benjamin Franklin Middle School; FY 2002/2003 – \$81,000

Further Details: <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm>

Program Contact Person: Sylvia Fung, Local Assistance Engineer (Caltrans, District 4), (510) 286-5226, Sylvia.fung@dot.ca.gov

STA Contact Person: Sara Woo, Planning Assistant, (707) 399-3214 swoo@sta-snci.com