



Solano Transportation Authority
... working for you!

SOLANO TRANSPORTATION AUTHORITY

Member Agencies:

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

423 Main Street, Suisun City, CA 94585-2473 ♦ Phone (707) 424-6075 / Fax (707) 424-6074
Email: info@sta.ca.gov ♦ Website: sta.ca.gov

PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)

1:00 p.m., Thursday, July 17th, 2025

Zoom Meeting Details

<https://us02web.zoom.us/j/87919486576>

Meeting ID: 87919486576

Join by Telephone: 1+ (408) 638-0968.

Click here for [Zoom Instructions](#)

MEETING AGENDA

ITEM

STAFF PERSON

1. **CALL TO ORDER / CONFIRM QUORUM / INTRODUCTIONS**
(1:00 – 1:05 p.m.) Ruben Brunt, Chair
2. **APPROVAL OF AGENDA**
(1:05 – 1:10 p.m.) PCC Members
3. **OPPORTUNITY FOR PUBLIC COMMENT**
(1:10 – 1:15 p.m.)
4. **PRESENTATIONS**
(1:15 – 1:45 p.m.)
Older and Disabled Adult Services Gwendolyn Gill, Solano County
5. **CONSENT CALENDAR**
(1:45– 1:50 p.m.)
A. **Minutes of the PCC Meeting of May 15, 2025** Josue Jimenez, STA
Recommendation:
Approve the Minutes for the Meeting of May 15, 2025
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6. **TRANSIT OPERATOR UPDATES**
(1:50 – 2:20 p.m.)
 - A. SolTrans (Benicia and Vallejo)
 - B. Dixon Redit-Ride
 - C. Fairfield FAST
 - D. Rio Vista Delta Breeze
 - E. Suisun Microtransit
 - F. Vacaville City Coach

PCC MEMBERS

Heather Barlow
Social Services
Provider

Dwayne Hankerson
MTC Policy Advisory
Council Representative

Shannon Lovelace-Whitie
Social Services
Provider

Lisa Hooks
Social Services
Provider

Brian McLaughlin
Member at Large

VACANT
Public Agency
-Education

Chandra Daniels,
Vice-Chair
Transit User

Ruben Brunt,
PCC Chair
Transit User

Jamal Waters
Public Agency-
Health & Social Services

Cynthia Tanksley
Transit User

Teri Ruggiero
Member at Large

7. ACTION ITEMS – DISCUSSION

(2:20 - 2:30 p.m.)

- A. Fiscal Year (FY) 2024-25 Transportation Development Act (TDA) Matrix – July 2025, which includes TDA Claims for STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans** Ron Grassi, STA

Recommendation:

Forward a recommendation to MTC based on the STA-approved July 2025 TDA Matrix, for Fiscal Year 2025-2026, which includes TDA claims for STA, STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans as shown in Attachment D.

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- B. Support for Federal Transit Administration (FTA) Section 5310 Funding for Solano Mobility Management Programs and Rio Vista Delta Breeze** Debbie McQuilkin, STA

Recommendation

Request PCC to support 5310 Grant Applications for enhanced transit, along with mobility programs for Older Adults and Individuals with Disabilities, and the City of Rio Vista's transit operation.

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8. INFORMATIONAL ITEMS – DISCUSSION

(2:30 – 2:35 p.m.)

- A. PPC Membership Update** Debbie McQuilkin, STA

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- B STA Staff Update** Debbie McQuilkin, STA
- **MTC's Framework for Designating Mobility Managers**
 - **Community-Based Transportation Plan (CBTP)**

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9. COMMENTS FROM PCC MEMBERS, STAFF, AND REPRESENTATIVES FROM ADVISORY COMMITTEES

(2:35 – 2:40 p.m.)

Group

10. FUTURE AGENDA ITEMS

- ✓ TDA Claims from other Agencies
- ✓ Agency on Ageing
- ✓ Office of Emergency Management (OEM)
- ✓ Review Bylaws during PCC Meeting

11. ADJOURNMENT

The next regular meeting of the PCC is scheduled to meet at **1:00 p.m., Thursday, September 18, 2025**

For questions regarding this agenda:

Please contact Debbie McQuilkin at (707) 399-3231 dmcquilkin@sta.ca.gov

Translation Services: For document translation, please email: iec@ie-center.org Para la traducción de documentos: 對於文檔翻譯電話 對 với tài liệu gọi dịch: Para sa mga dokumento tawag sa pagsasalin:

Meeting Schedule for the Calendar Year 2025

Thursday, January 16, 2025

Thursday, March 20, 2025

Thursday, May 15, 2025

Thursday, July 17, 2025

Thursday, September 18, 2025

Thursday, November 20, 2025

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**SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)
DRAFT PCC Minutes for Virtual Meeting of May 15, 2025**

1. CALL TO ORDER/ CONFIRM QUORUM/INTRODUCTIONS

Brian McLaughlin called the virtual PCC Meeting to order at **1:05 p.m.** A quorum was confirmed by STA Senior Transit Mobility Coordinator, Debbie McQuilkin.

PCC Members Present:	Heather Barlow	Social Services Provider
	Dwayne Hankerson	MTC Policy Advisory Council Representative
	Lisa Hooks	Social Services Provider
	Brian McLaughlin	Member-at-Large
	Cynthia Tankslev	Transit User

PCC Members Absent:	Ruben Brunt	Chair/Transit User
	Chandra Daniels	Vice-Chair/Transit User
	Jamal Waters	Public Agency - Health & Social Services
	Vacant	Member at Large
	Vacant	Public Agency - Education
	Vacant	Social Service Provider

Others Present:	Ron Grassi	STA
	Josue Jimenez	STA
	Cathy Khan	Area of Aging
	Beth Kranda	Solano County Transit (Soltrans)
	Shannon Lovelace-White	Molly's Angels
	Debbie McQuilkin	STA
	Natalie Quezada	STA
	Brandon Thomson	STA
	Shaun Vigil	FAST

2. APPROVAL OF AGENDA

On a motion by Lisa Hooks, and a second by Cynthia Tanksley, the PCC unanimously approved the agenda. (5 Ayes)

3. OPPORTUNITY FOR PUBLIC COMMENT

None.

4. PRESENTATIONS

A. FAST Connect Microtransit

Shaun Vigil presented on FAST Microtransit Services. He shared that PCA can ride for free on FAST Connect ADA, and other non-ADA passengers have to pay \$4 to ride as a companion to an ADA passenger.

The PCC Committee's feedback was to highlight ADA compliance services and show wheelchair users in the marketing materials.

5. **CONSENT CALENDAR**

A. **Minutes of the PCC Meeting of March 20, 2025**

Recommendation:

Approve the Minutes for the Meeting of March 20, 2025.

Cynthia Tanksley requested staff to remove “Vice Chair” in the minutes.

On a motion by Cynthia Tanksley and a second by Heather Barlow, the PCC meeting minutes were approved as amended shown above in ***bold italics***. (4 Ayes, Lisa Hooks abstained from the vote.)

6. **TRANSIT OPERATOR UPDATES**

A. **SolTrans (Benicia and Vallejo)**

None presented.

B. **Dixon Read-Ride**

None presented.

C. **Fairfield FAST**

Shaun Vigil stated that new cutaway vehicles will be put into service in the FAST fleet soon.

D. **Rio Vista Delta Breeze**

Brandon Thomson shared that in the coming month, service will start at 9:00 AM, break from 1:30-4:00 PM, and resume service from 4:00-7:00 PM. This service change is pending council meeting approval.

E. **Suisun Microtransit**

Brandon Thomson shared that Suisun City will be ordering their 1st electric vehicle by the end of the month.

F. **Vacaville City Coach**

None presented.

7. **ACTION ITEMS – DISCUSSION**

A. **PCC Membership Update**

Recommendations:

1. Appoint Shannon Lovelace-White of Molly’s Angels as the Social Services Provider Member for a 3-year term.
2. Appoint Teri Ruggiero as the Member-at-Large Member for a 3-year term if no response is received from Rodney Bland by the time of the May 15, 2025, PCC meeting.
3. Should Mr. Bland express interest after the meeting, allow him the option to serve as the Member-at-Large Alternate.

The PCC Committee expressed that nominees should be clear of any conflicts of interest that would require them to abstain.

On a motion by Lisa Hooks and a second by Cynthia Tanksley, the PCC committee approved the PCC membership recommendations unanimously. (5 Ayes)

8. INFORMATIONAL ITEMS – DISCUSSION

A. Solano Comprehensive Transportation Plan (CTP) Update•

Debbie McQuilikin requested members to fill out the CTP survey and encouraged them to share with others in the community.

B. STA STAFF Update

Debbie McQuilikin shared that there will be an in-person meeting for the July PCC Meeting. Additionally, she noted that Dixon’s community-based transportation plan garnered over 900 responses.

9. COMMENTS FROM PCC MEMBERS, STAFF, AND REPRESENTATIVES FROM ADVISORY COMMITTEES

- Lisa Hooks shared about Mental Health Awareness Month.
- Dwayne Hankerson commented that MTC is hosting an accessible future sharing & listening session on June 16th -17th.
- Brian McLaughlin commented about seeing work goals called previously for the year.

10. FUTURE AGENDA ITEMS PCC COMMENTS

- ✓ TDA Claims from other Agencies
- ✓ Agency on Aging
- ✓ Office of Emergency Management (OEM)
- ✓ Review Bylaws during the PCC Meeting
- ✓ Nominate Second Vice-Chair

11. ADJOURNMENT

The next meeting for the PCC is on **1:00 p.m., Thursday, July 17, 2025**, in person at 423 Main Street, Suisun City, CA 94585, and virtually via Zoom

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PCC

DATE: July 17, 2025
TO: Paratransit Coordinating Council (PCC)
FROM: Ron Grassi, Director of Programs
Mary Pryor, Transit Finance Consultant
RE: Fiscal Year (FY) 2024-25 Transportation Development Act (TDA) Matrix –
July 2025, which includes TDA Claims for STA on behalf of Solano County,
STA on behalf of Suisun City, and SolTrans

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 on 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. The Solano FY 2025-26 TDA fund estimates from February 2025 by jurisdiction are shown on the attached MTC Fund Estimate (Attachment A).

TDA funds are shared among agencies to fund joint services such as the Solano Express bus service and the Intercity Taxi Card Program. To clarify how TDA funds are to be allocated each year among local agencies and to identify the purpose of these funds, STA works with transit operators and prepares a TDA matrix. The STA Board approves the TDA matrix and submits it to MTC to provide guidance when reviewing individual TDA claims from Solano County's transit operators.

Discussion:

The TDA apportionment for FY 2025-26 includes revenue estimates and projected carryover. The following claims for STA, STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans are within the parameters of available TDA funds and are being brought forward for review:

Solano County TDA Summary (Claimed by STA) + 80K Benicia Lyft

STA is claiming \$3,099,649 of TDA Funds from Solano County in FY 2025-26 for administration, coordination, program cost, and capital cost consistent with the STA's FY 2025-26 budget and overall work plan. Solano County's TDA of \$418,641 and partner agency funds of \$33,355 are to be claimed for the Intercity Taxi Card Program, Faith in Action's program of \$45,000 to provide medical transportation for older adults, \$300,000 to support the Solano Mobility Medical Trip Concierge Program operated by Go Go Grandparents, \$40,000 will be used as match funds for the Equitable Access to Justice Pilot Program in collaboration with Solano County Superior Courts, and \$200,000 will be claimed for the Countywide In-Person ADA Assessment Program. TDA funds from other agencies include \$48,044 from the City of Suisun City as part of the LCTOP swap and \$80,000 from the City of Benicia to fund the Benicia Lyft Program (Attachment B).

The \$80,000 for the Benicia Lyft Program was not recommended for approval by the Solano County Intercity Transit Consortium. The revised TDA matrix is available in Attachment D.

STA's claim includes \$2 million in capital funds for the SR37/Fairgrounds Dr. Improvement Project. The project will construct a transit stop and shelter at the new Diverging Diamond Interchange. Bike and pedestrian improvements are incorporated into the interchange design to enhance safety and non-motorized mobility. The project is expected to commence construction in the fall of 2025. It is expected to be open to the public by the end of 2026. Solano County's TDA claim amounts are included in the July 2025 TDA matrix, Attachments C and D.

City of Suisun City TDA Summary (Claimed by STA)

On July 1, 2025, the Suisun City Council unanimously approved the use of its TDA funds for local transit capital and operations. STA will be the claimant of these funds on behalf of the City of Suisun City. Suisun City requests \$1,758,275 of TDA Funds in FY 2025-26. TDA funds of \$1,023,500 will be used for Fixed Route and Microtransit Service, \$2,225 for the Intercity Taxi Card (PEX), and \$200,000 for the Suisun First/Last Mile Program. TDA funds of \$126,648 fund Suisun City's contribution to Solano Express (claimed by SolTrans). \$125,902 as part of an LCTOP funding swap with Dixon, Solano County, and Rio Vista. \$160,000 for the maintenance of the Suisun Amtrak Station, which includes a maintenance worker and transit administration. \$120,000 for Suisun Train Depot Capital Expenditures. The Suisun City TDA claim amounts are included in the July 2025 TDA matrix, Attachments C and D.

Solano County Transit (SolTrans)

SolTrans is claiming a total of \$9,891,142 in operating funds, as follows: \$1,774,175 for paratransit services, \$4,787,260 for local transit services, and \$3,329,707 for Solano Express services. The claim for Solano Express service includes the funding shares from the FY 2025-26 Solano Express funding plan approved by the STA Board on June 11, 2025. TDA Funds of \$1,237,566 from partner agencies cannot be claimed until the Solano Express Intercity Transit Funding and Cost Sharing Agreement is fully executed.

The SolTrans TDA claim includes a total of \$2,075,077 in capital funds for the following projects: procurement of 14 battery electric buses, CAD/AVL project's final phase, major vehicle components and other vehicle equipment, facility and security improvements, and information technology systems, including a Trapeze upgrade and website trip planner. SolTrans TDA claim amounts are included in the July 2025 TDA matrix (Attachment D).

On June 24, 2025, at the Solano County Intercity Transit Consortium Chair Kotow commented that there was a request made by SolTrans to table this item because it included an additional \$80,000 for the Benicia Lyft Program. However, after the item was presented and discussed by the Consortium members, Beth Kranda made a motion to remove the \$80,000 for Benicia Lyft Program from the TDA matrix and moved the item forward allowing the rest of the TDA Matrix to be recommend for approval. Additionally, a technical correction was noted to the amount for SolTrans Paratransit in the TDA matrix. The Consortium unanimously approved the recommended action as amended.

On June 25, 2025, the STA TAC voted unanimously to forward the recommended action as amended by the Solano County Intercity Transit Consortium to the STA Board for approval.

Fiscal Impact:

There is no additional financial impact to STA as these claim amounts are consistent with the proposed FY 2025-26 STA Budget. The STA Board's approval of the July 2025 TDA matrix provides the guidance MTC needs to process the TDA claims submitted by STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans.

Recommendation:

Forward a recommendation to MTC based on the STA Board-approved July 9th 2025, TDA Matrix, for Fiscal Year 2025-2026, which includes TDA claims for STA, STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans as shown in Attachment D.

**FY 2025-26 FUND ESTIMATE
TRANSPORTATION DEVELOPMENT ACT FUNDS
SOLANO COUNTY**

Attachment A
Res No. 4688
Page 9 of 19
2/26/2025

FY2024-25 TDA Revenue Estimate			FY2025-26 TDA Revenue Estimate		
FY2024-25 Generation Estimate Adjustment			FY2025-26 County Auditor's Generation Estimate		
1. Original County Auditor Estimate (Feb, 24)	28,647,982		13. County Auditor Estimate	28,521,091	
2. Revised Estimate (Feb, 25)	28,521,091		FY2025-26 Planning and Administration Charges		
3. Revenue Adjustment (Lines 2-1)		(126,891)	15. MTC Administration (0.5% of Line 14)	142,605	
FY2024-25 Planning and Administration Charges Adjustment			16. County Administration (0.5% of Line 14)	142,605	
4. MTC Administration (0.5% of Line 3)		(634)	17. MTC Planning (3.0% of Line 14)	855,633	
5. County Administration (Up to 0.5% of Line 3)		(634)	18. Total Charges (Lines 15+16+17)		1,140,843
6. MTC Planning (3.0% of Line 3)		(3,807)	19. Solano Transportation Authority Planning (2.7% of Line 14-18) ³	739,267	
7. Total Charges (Lines 4+5+6)		(5,075)	20. TDA Generations Less Charges (Lines 14-18-19)		26,640,981
8. STA Planning (2.7%)		(3,289)	FY2025-26 TDA Apportionment By Article		
9. Adjusted Generations Less Charges (Lines 3-7-8)		(118,527)	21. Article 3.0 (2.0% of Line 20)	532,820	
FY2024-25 TDA Adjustment By Article			22. Funds Remaining (Lines 20-21)		26,108,161
10. Article 3 Adjustment (2.0% of line 9)		(2,371)	23. Article 4.5 (5.0% of Line 22)	0	
11. Funds Remaining (Lines 9-10)		(116,156)	24. TDA Article 4 (Lines 22-23)		26,108,161
12. Article 4.5 Adjustment (5.0% of Line 11)	0				
13. Article 4 Adjustment (Lines 11-12)		(116,156)			

TDA APPORTIONMENT BY JURISDICTION										
Column	A	B	C=Sum(A:B)	D	E	F	G	H=Sum(C:G)	I	J=Sum(H:I)
	6/30/2024	FY2023-24	6/30/2024	FY2023-25	FY2024-25	FY2024-25	FY2024-25	6/30/2025	FY2025-26	FY2025-26
Apportionment Jurisdictions	Balance (w/o interest)	Interest	Balance (w/ interest) ¹	Outstanding Commitments ²	Transfers/ Refunds	Original Estimate	Revenue Adjustment	Projected Carryover	Revenue Estimate	Available for Allocation
Article 3	1,657,578	75,207	1,732,785	(2,015,361)	0	535,190	(2,371)	250,243	532,820	783,063
Article 4.5										
SUBTOTAL	1,657,578	75,207	1,732,785	(2,015,361)	0	535,190	(2,371)	250,243	532,820	783,063
Article 4/8										
Dixon	2,823,499	128,707	2,952,206	(480,953)	270,385	1,123,910	(4,978)	3,860,570	1,134,738	4,995,308
Fairfield	3,405,383	292,799	3,698,183	(9,045,331)	0	7,063,650	(31,287)	1,685,214	7,037,740	8,722,954
Rio Vista	1,925,914	92,865	2,018,778	(733,818)	0	590,263	(2,614)	1,872,609	585,060	2,457,669
Solano County	3,963,362	175,668	4,139,029	(1,011,268)	0	1,069,777	(4,738)	4,192,800	1,057,132	5,249,932
Suisun City	1,202,259	71,132	1,273,392	(1,328,611)	208,175	1,682,556	(7,453)	1,828,060	1,686,639	3,514,699
Vacaville	11,365,199	672,702	12,037,901	(9,662,416)	0	5,957,351	(26,387)	8,306,449	5,975,344	14,281,793
Vallejo/Benicia	13,912,285	715,757	14,628,042	(19,277,943)	0	8,736,810	(38,698)	4,048,211	8,631,508	12,679,719
SUBTOTAL	38,597,901	2,149,630	40,747,530	(41,540,340)	478,561	26,224,317	(116,156)	25,793,913	26,108,161	51,902,074
GRAND TOTAL	\$40,255,478	\$2,224,837	\$42,480,315	(\$43,555,701)	\$478,561	\$26,759,507	(\$118,527)	\$26,044,156	\$26,640,981	\$52,685,137

1. Balance as of 6/30/24 is from the MTC FY2023-24 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.

2. The outstanding commitments figure includes all unpaid allocations as of 6/30/24, and FY2024-25 allocations as of 1/31/25.

3. Beginning with FY24, the MTC Fund Estimate will directly program the 2.7% of TDA revenues to Solano Transportation Authority for planning purposes, as authorized by PUC 99233.12 of the Transportation Development Act statute.



CITY HALL • 250 EAST L STREET • BENICIA, CA 94510 • (707) 746-4200 • FAX (707) 747-8120

June 2, 2025

Solano Transportation Authority
Attn: Daryl Halls, Executive Director
423 Main Street
Suisun City, CA 94585

RE: Proceed with annual funding increase to \$80,000 FY 25-26

Dear Mr. Halls,

The City of Benicia would like to take this opportunity to thank you and your team for your continued support and efforts to promote the success of the Benicia Lyft Program. Please accept this letter as my authorization and approval for the City of Benicia to reallocate \$60,000 from the City's TDA budget bringing the City's TDA budget for FY 25-26 to \$80,000.

Best,

DocuSigned by:

Mario Giuliani

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Mario Giuliani, J.D.
City Manager

FY 2025-26 TDA Matrix - July 2025

Date Prepared June 25, 2025
STA Board Action

Attachment C

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
TDA Revenue Available									
FY25-26 TDA Revenue Estimate from MTC	1	\$ 1,134,738	\$ 7,037,740	\$ 585,060	\$ 1,686,639	\$ 5,975,344	\$ 8,631,508	\$ 4,192,800	\$ 29,243,829
Projected Carryover from MTC	1	\$ 3,860,570	\$ 1,685,214	\$ 1,872,609	\$ 1,828,060	\$ 8,306,449	\$ 4,048,211	\$ 1,057,132	\$ 22,658,245
Available for Allocation per MTC	1	\$ 4,995,308	\$ 8,722,954	\$ 2,457,669	\$ 3,514,699	\$ 14,281,793	\$ 12,679,719	\$ 5,249,932	\$ 51,902,074
FY24-25 Allocations / Returns	1	\$ (659,331)	\$ (57,525)				\$ (2,090)		\$ (718,946)
Total TDA Revenue Available for Allocation		\$ 4,335,977	\$ 8,665,429	\$ 2,457,669	\$ 3,514,699	\$ 14,281,793	\$ 12,677,629	\$ 5,249,932	\$ 51,183,128
USES									
Paratransit									
Intercity Taxi Scrip	2	\$ -	\$ 3,630	\$ 100	\$ 2,225	\$ 27,400	\$ 1,734,125	\$ 418,641	\$ 451,996
Paratransit	3						\$ 200,000		\$ 1,934,125
Microtransit	3				\$ 1,023,500				\$ 1,023,500
Local Taxi Scrip, Local 1st/Last Mile, Go-Go	3				\$ 200,000		\$ 80,000	\$ 300,000	\$ 580,000
Subtotal Paratransit		\$ -	\$ 3,630	\$ 100	\$ 1,225,725	\$ 27,400	\$ 1,814,125	\$ 918,641	\$ 3,989,621
Local Transit Service (Fixed Route) & Administration	3						\$ 4,787,260		\$ 4,787,260
SolanoExpress Intercity Bus									
To SolTrans	4	\$ 37,913	\$ 537,074	\$ -	\$ 126,648	\$ 336,036	\$ 2,092,141	\$ 199,895	\$ 3,329,707
Subtotal SolanoExpress Intercity Bus		\$ 37,913	\$ 537,074	\$ -	\$ 126,648	\$ 336,036	\$ 2,092,141	\$ 199,895	\$ 3,329,707
Transit Capital	3						\$ 2,075,077		\$ 2,075,077
STA Planning	6								
Swaps / Other									
LCTOP swap (FY24-25 Pop& Rev funds): Dixon to claim from Suisun City	7				\$ 50,838				\$ 50,838
LCTOP swap (FY24-25 Population funds): STA to claim for Solano County from Suisun City	7				\$ 48,004				\$ 48,004
LCTOP swap (FY24-25 Pop& Rev funds): Rio Vista to claim from Suisun City	7				\$ 27,060				\$ 27,060
LCTOP swap (FY24-25 Pop & Rev funds): Vacaville to claim from Fairfield	7		\$ 266,110						\$ 266,110
SGR swap: correction for Rio Vista / Fairfield swap of FY24-25 funds, Rio Vista to claim in FY25-26	8		\$ 448						\$ 448
Fairfield-Vacaville Train Station claimed by FAST for FY23-24 costs	11					\$ 75,860			\$ 75,860
Suisun City Train Station O&M, claimed by STA	12				\$ 160,000				\$ 160,000
Suisun City Train Depot Capital Improvements, claimed by STA	13				\$ 120,000				\$ 120,000
Suisun City Mobility Hub, claimed by STA	14								\$ -
Faith in Action, claimed by STA	15							\$ 45,000	\$ 45,000
Equitable Access to Justice, claimed by STA	16							\$ 40,000	\$ 40,000
SR 37/Fairgrounds Dr. Improvement Project, claimed by STA	17							\$ 2,000,000	\$ 2,000,000
Subtotal Swaps / Other		\$ -	\$ 266,558	\$ -	\$ 405,902	\$ 75,860	\$ -	\$ 2,085,000	\$ 2,833,320
Total To Be Claimed by All Agencies		\$ 37,913	\$ 807,262	\$ 100	\$ 1,758,275	\$ 439,296	\$ 10,768,603	\$ 3,203,536	\$ 17,014,985
Balance		\$ 4,298,064	\$ 7,858,167	\$ 2,457,569	\$ 1,756,424	\$ 13,842,497	\$ 1,909,026	\$ 2,046,396	\$ 34,168,143

Notes (continued on next page)

FY 2025-26 TDA Matrix - July 2025

Date Prepared June 25, 2025
STA Board Action

- (1) MTC Feb. 26, 2025 Fund Estimate; Reso 4629; columns I, H, J; FY24-25 Allocations/Returns include allocations after Jan. 31, 2025, including Dixon allocation and swaps.
- (2) STA will be the claimant. Based on FY 2025-26 Intercity Taxi Card Funding Amounts from May 27, 2025 Consortium staff report. Subject to revision by STA Board.
- (3) From each agency's annual TDA claim. Amount claimed from Solano County by STA is for ADA assessments. Amount claimed from Suisun City by STA for fixed route and micro-transit service (\$1,023,500), first-last mile (\$200,000). Benicia TDA (\$80K) for Benicia Lyft claimed from Benicia by STA. Solano County (\$300K) is for Medical Concierge Go-Go claimed by STA.
- (4) Based on FY 2025-26 Intercity Transit Funding Budget approved by STA Board June 11, 2025 and SolTrans FY25-26 TDA claim, subject to Solano Express Funding and Cost-Sharing agreement between STA and SolTrans.
- (5) TBD
- (6) MTC's Fund Estimate deducts the 2.7% from the annual revenue estimate for each jurisdiction; therefore, the STA Planning amount is no longer shown on this line of the TDA Matrix.
- (7) Dixon and Rio Vista to claim TDA from Suisun City. Includes FY24-25 LCTOP Pop & Rev apportionments, per STA Board 3/12/25 staff report.
- (8) FY23-24 SGR swap, Rio Vista to claim from Fairfield. Clean-up of prior year swaps, per May 2024 correspondence.
- (9) TBD
- (10) TBD
- (11) FAST to claim from Vacaville based on the 2002 agreement for the operation of Fairfield - Vacaville Train Station. Amount covers half of costs incurred by Fairfield in FY23-24.
- (12) To be claimed by STA for Suisun Amtrak station operations and maintenance
- (13) To be claimed by STA for Suisun Train Depot Capital Improvements
- (14) To be claimed by STA for Suisun City Mobility Hub
- (15) To be claimed by STA for Faith in Action
- (16) To be claimed by STA for Equitable Access to Justice Pilot Program
- (17) To be claimed by STA for State Route 37/Fairgrounds Drive Interchange Improvements Project

FY 2025-26 TDA Matrix - July 2025

Date Prepared June 30, 2025
STA Board Action

Attachment D

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
TDA Revenue Available									
FY25-26 TDA Revenue Estimate from MTC	1	\$ 1,134,738	\$ 7,037,740	\$ 585,060	\$ 1,686,639	\$ 5,975,344	\$ 8,631,508	\$ 4,192,800	\$ 29,243,829
Projected Carryover from MTC	1	\$ 3,860,570	\$ 1,685,214	\$ 1,872,609	\$ 1,828,060	\$ 8,306,449	\$ 4,048,211	\$ 1,057,132	\$ 22,658,245
Available for Allocation per MTC	1	\$ 4,995,308	\$ 8,722,954	\$ 2,457,669	\$ 3,514,699	\$ 14,281,793	\$ 12,679,719	\$ 5,249,932	\$ 51,902,074
FY24-25 Allocations / Returns	1	\$ (659,331)	\$ (57,525)				\$ (2,090)		\$ (718,946)
Total TDA Revenue Available for Allocation		\$ 4,335,977	\$ 8,665,429	\$ 2,457,669	\$ 3,514,699	\$ 14,281,793	\$ 12,677,629	\$ 5,249,932	\$ 51,183,128
USES									
Paratransit									
Intercity Taxi Scrip	2	\$ -	\$ 3,630	\$ 100	\$ 2,225	\$ 27,400	\$ -	\$ 418,641	\$ 451,996
Paratransit	3						\$ 1,774,175	\$ 200,000	\$ 1,974,175
Microtransit	3				\$ 1,023,500				\$ 1,023,500
Local Taxi Scrip, Local 1st/Last Mile, Go-Go	3				\$ 200,000		\$ -	\$ 300,000	\$ 500,000
Subtotal Paratransit		\$ -	\$ 3,630	\$ 100	\$ 1,225,725	\$ 27,400	\$ 1,774,175	\$ 918,641	\$ 3,949,671
Local Transit Service (Fixed Route) & Administration	3						\$ 4,787,260		\$ 4,787,260
SolanoExpress Intercity Bus									
To SolTrans	4	\$ 37,913	\$ 537,074	\$ -	\$ 126,648	\$ 336,036	\$ 2,092,141	\$ 199,895	\$ 3,329,707
Subtotal SolanoExpress Intercity Bus		\$ 37,913	\$ 537,074	\$ -	\$ 126,648	\$ 336,036	\$ 2,092,141	\$ 199,895	\$ 3,329,707
Transit Capital	3						\$ 2,075,077		\$ 2,075,077
STA Planning	6								
Swaps / Other									
LCTOP swap (FY24-25 Pop& Rev funds): Dixon to claim from Suisun City	7				\$ 50,838				\$ 50,838
LCTOP swap (FY24-25 Population funds): STA to claim for Solano County from Suisun City	7				\$ 48,004				\$ 48,004
LCTOP swap (FY24-25 Pop& Rev funds): Rio Vista to claim from Suisun City	7				\$ 27,060				\$ 27,060
LCTOP swap (FY24-25 Pop & Rev funds): Vacaville to claim from Fairfield	7		\$ 266,110						\$ 266,110
SGR swap: correction for Rio Vista / Fairfield swap of FY24-25 funds, Rio Vista to claim in FY25-26	8		\$ 448						\$ 448
Fairfield-Vacaville Train Station claimed by FAST for FY23-24 costs	11					\$ 75,860			\$ 75,860
Suisun City Train Station O&M, claimed by STA	12				\$ 160,000				\$ 160,000
Suisun City Train Depot Capital Improvements, claimed by STA	13				\$ 120,000				\$ 120,000
Suisun City Mobility Hub, claimed by STA	14								\$ -
Faith in Action, claimed by STA	15							\$ 45,000	\$ 45,000
Equitable Access to Justice, claimed by STA	16							\$ 40,000	\$ 40,000
SR 37/Fairgrounds Dr. Improvement Project, claimed by STA	17							\$ 2,000,000	\$ 2,000,000
Subtotal Swaps / Other		\$ -	\$ 266,558	\$ -	\$ 405,902	\$ 75,860	\$ -	\$ 2,085,000	\$ 2,833,320
Total To Be Claimed by All Agencies		\$ 37,913	\$ 807,262	\$ 100	\$ 1,758,275	\$ 439,296	\$ 10,728,653	\$ 3,203,536	\$ 16,975,035
Balance		\$ 4,298,064	\$ 7,858,167	\$ 2,457,569	\$ 1,756,424	\$ 13,842,497	\$ 1,948,976	\$ 2,046,396	\$ 34,208,093

Notes (continued on next page)

FY 2025-26 TDA Matrix - July 2025

Date Prepared June 30, 2025
STA Board Action

- (1) MTC Feb. 26, 2025 Fund Estimate; Reso 4629; columns I, H, J; FY24-25 Allocations/Returns include allocations after Jan. 31, 2025, including Dixon allocation and swaps.
- (2) STA will be the claimant. Based on FY 2025-26 Intercity Taxi Card Funding Amounts from May 27, 2025 Consortium staff report. Subject to revision by STA Board.
- (3) From each agency's annual TDA claim. Amount claimed from Solano County by STA is for ADA assessments. Amount claimed from Suisun City by STA for fixed route and micro-transit service (\$1,023,500), first-last mile (\$200,000). Benicia TDA (\$80K) for Benicia Lyft claimed from Benicia by STA. Solano County (\$300K) is for Medical Concierge Go-Go claimed by STA.
- (4) Based on FY 2025-26 Intercity Transit Funding Budget approved by STA Board June 11, 2025 and SolTrans FY25-26 TDA claim, subject to Solano Express Funding and Cost-Sharing agreement between STA and SolTrans.
- (5) TBD
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PCC

DATE: July 17, 2025
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Transit Mobility Coordinator
RE: Support for Federal Transit Administration (FTA) Section 5310 Funding for Solano Mobility Management Programs and Rio Vista Delta Breeze

Background:

Caltrans recently released a Call for Projects for FTA Section 5310 projects in the state's small Urbanized Areas (UZAs) and Rural Areas. The purpose for the 5310 Program is to provide capital and operating grants for projects that meet the transportation needs of seniors and individuals with disabilities: where public mass transportation services are otherwise unavailable, insufficient or inappropriate; that exceed the requirements of the American Disabilities Act (ADA); that improve access to fixed-route service; that provide alternatives to public transportation.

5310 program funds call for projects for Federal Fiscal Years (FFYs) 2018 and 2019 are approximately \$19 million for Large UZAs; and \$14 million for Small Urban and Rural areas. Projects are 100 % federally funded and there is **no** required local match. For Small Urban and Rural Agencies, the total maximum amount of 5310 funds for all projects cannot exceed \$400,000 per agency

Discussion:

STA staff will be submitting a grant application to Caltrans for the Solano Mobility Management Programs for this FTA Section 5310 funding cycle. This item was presented at the STA Board meeting on July 9, 2025, receiving Board member's support. STA staff is requesting grant funding in the amount of \$400,000 to assist in sustaining both the Solano Mobility Call Center and Travel Training Programs. Both of these programs have become increasingly successful since their implementation.

Additionally, the Rio Vista Delta Breeze has historically applied for and received Traditional FTA 5310 funding to support the City of Rio Vista's transit operation. The Rio Vista Delta Breeze is requesting a Letter of Support from the STA on their FY 2026-27 grant application to support their transit operations effort

Fiscal Impact:

Solano Mobility Management Programs for this FTA Section 5310 funding cycle is requesting \$400,000 in grant funding.

Recommendation:

Request PCC to support 5310 Grant Applications for enhanced transit, along with mobility programs for Older Adults and Individuals with Disabilities, and the City of Rio Vista's transit operation.

PCC

DATE: June 17, 2025
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Program Manager
RE: Paratransit Coordinating Council (PCC) Membership Update

Background:

Paratransit Coordinating Council (PCC) is a citizen's advisory committee to the Solano Transportation Authority (STA) that represents the older adults, people with disabilities and low-income residents of Solano County. The members of the PCC are volunteers from the local community and local social service agencies. The term of service on the Council shall be three years. A member may continue to serve through reappointment by the STA Board.

The Solano Transportation Authority's (STA) Paratransit Coordination Council (PCC) By-Laws stipulate that there are eleven (11) members of the PCC. Members of the PCC include up to three (3) transit users, two (2) members-at-large, two (2) public agency representatives, three (3) social service providers and one (1) representative from MTC Policy Advisory Council (PAC) representing the Disabled Community of Solano County. The MTC PAC member advises the MTC on transportation policies in the Bay Area, incorporating diverse perspectives relating to the environment, the economy and social equity.

The Paratransit Coordinating Council's (PCC) By-laws state that the PCC must nominate and elect a Chair and Vice-Chair. The Chair and Vice Chair are allowed to serve a term of two (2) consecutive years. After holding an officer's position for two (2) consecutive years, a minimum of one (1) year must elapse before either of the officers can serve again.

Discussion:

STA staff has received three Advisory Committee Interest Forms for vacant positions on the Paratransit Coordinating Council (PCC). Shannon Lovelace-White of Molly's Angels submitted a form for the Social Services Provider position (Attachment A). Rodney Bland and Teri Ruggiero submitted forms for the Member-at-Large position (Attachments B and C).

Because two applications were received for the same Member-at-Large position, staff consulted with the PCC Chair to discuss next steps. It was recommended that staff contact both applicants to determine if one would be willing to serve as an alternate, allowing the other to be appointed as the voting member. Following this outreach, Ms. Ruggiero agreed to serve as the alternate. Staff have also contacted Mr. Bland but, as of the writing of this report, have not received a response.

Staff recommends that, if no response is received from Mr. Bland prior to the May 15, 2025, PCC meeting, Ms. Ruggiero—who previously served as a voting member—be reappointed to the Member-at-Large position. Should Mr. Bland express interest at a later date, he would be welcome to pursue the alternate position or participate in meetings as a member of the public.

The committee was asked to vote on the appointments for the Social Services Provider and Member-at-Large positions, with a unanimous recommendation for appointments to be forwarded to the STA Board.

This item was unanimously approved at the June 11, 2025 STA Board.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachments:

- A. PCC Membership Status for May 2025

ATTACHMENT A

**PCC Members and Alternates
June 2025**

Member	Alternate	Jurisdiction	Agency	Appointed	Term Expires	Chair/Vice Chair Appt
Teri Ruggiero		Member at Large		June 2025	June 2028	
Brian McLaughlin		Member at Large		December 2019	December 2025	
Dwayne Hankerson		MTC PAC Representative	MTC	January 2022	January 2028	
VACANT		Public Agency - Education				
Jamal Waters		Public Agency – Health and Social Services	ODAS	January 2024	January 2027	
Shannon Lovelace-White		Social Service Provider	Molly's Angels	June 2025	June 2028	
Heather Barlow		Social Service Provider	Kaiser Permanente	February 2020	February 2026	
Lisa Hooks		Social Service Provider	State Council on Developmental Disabilities	December 2016	December 2026	
Cynthia Tanksley		Transit User		September 2012	September 2027	
Ruben Brunt Chair		Transit User		June 2023	June 2026	November 2023
Chandra Daniels		Transit User		February 2025	February 2028	

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PCC

DATE: July 17, 2025
TO: Paratransit Coordinating Council (PCC)
FROM: Debbie McQuilkin, Mobility Transit Coordinator
RE: STA Staff Update

A verbal update will be provided at the meeting.

Metropolitan Transportation Commission

FRAMEWORK FOR DESIGNATING MOBILITY MANAGERS IN EACH COUNTY

Contact: Drennen Shelton, MTC
dshelton@bayareametro.gov

Process for Transit Transformation Action Plan Action 21

Summary

Under the region's Transit Transformation Action Plan, MTC staff will work with stakeholders around the region to designate one organization or agency per county to act as the county's mobility manager. A mobility manager helps riders access transportation services and works with transit agencies and non-profit transportation providers to better coordinate services. Each county's mobility manager will ensure that information and referral services are provided countywide, ensure that travel training services are available countywide, will ensure that all ADA-paratransit riders are referred to information and referral services, and will report semi-annually on its activities. Mobility managers will report to the county paratransit coordinating council and MTC.

MTC will hold county-based forums around the region this summer and fall to provide information on current and planned mobility management activities and facilitate a discussion of possible organizations and agencies to be designated as mobility manager.

This document provides more details about mobility management in the Bay Area, the process for designating mobility managers, and the roles and responsibilities of mobility managers. This document also provides a draft list of agencies and organizations that will be invited to the county-based meetings. Please provide your feedback on this information to: dshelton@bayareametro.gov.

Introduction

MTC and the region's transit agencies have embarked on initial steps to implement Action 21 of the [Transit Transformation Action Plan](#): "Designate a Mobility Manager to coordinate rides and function as a liaison between transit agencies and other providers in each county, consistent with the [Coordinated Public Transit-Human Services Transportation Plan](#)." Mobility management is an approach for organizing and developing transportation services not through the traditional program-centered approach typically used by public transit and human services transportation programs, but instead, through a more case-management centered approach built around the individual seeking transportation services.

Mobility managers may be non-profit organizations, transit agencies, county transportation authorities, or other government agencies. Mobility management services cover a wide range of activities, such as travel training, coordinating services between different providers, information and referral services, trip planning, brokerages, and gap service development.

Background

The implementation of mobility management to better serve the Bay Area’s transportation-disadvantaged populations has been a priority recommendation since 2007, when the region’s first Coordinated Plan was developed. In February 2013, MTC held a Bay Area-wide summit to create a vision for mobility management for the region. Summit participants represented transit agencies, county transportation authorities, regional centers, independent living centers, MTC and transit agency policy advisors, and MTC Commissioners (Attachment A). Grounded in the recommendations of the 2013 Coordinated Plan and the [Transit Sustainability Project](#), a consensus was reached on a regional definition of mobility management, minimum functions to be included under Bay Area county-based mobility management, and the process to be followed when designating mobility managers. The definition, geographic designation, functions, and designation process have been re-confirmed and updated through the 2018 and 2024 updates to the Coordinated Plan.

Although all counties in the Bay Area have some mobility management services (Attachment B), not all counties have an officially recognized mobility manager. Further, existing functions are not provided countywide in all cases and may not be fully coordinated with existing transportation services. The goal of implementing mobility management under Action 21 is to fill the gaps in mobility management coverage where they exist, to adopt a universal set of best practices for county-based mobility management, and to develop roadmaps for each county to bolster its existing mobility management operations to meet the best practice recommendations where necessary.

Proposed Action 21 Mobility Management Definition, Geographic Designation, Functions, and Designation Process

The following mobility management definition, geographic designation, functions, and designation process are proposed to be used under Action 21.

Regional Definition of Mobility Management

“Mobility management is a strategic, cost-effective approach to encourage the development of services and best practices in the coordination of transportation services connecting people needing transportation to available transportation resources within a community. Its focus is the person — the individual with specific needs — rather than a particular transportation mode.

Through partnerships with many transportation service providers, mobility management enables individuals to use a travel method that meets their specific needs, is appropriate for their situation and trip, and is cost-efficient.”

Geographic Designation

While mobility management can operate in many ways (e.g., organized by city, county, subregion, etc.), Bay Area mobility management is county-based. The designation of

mobility management entities by county not only provides clear, understandable boundaries for both riders and transportation providers, it is also compatible with existing revenue streams. Transportation tax revenues and other county-based funding streams such as health and human services funding is easily accessed by county-based mobility management, while still allowing for access to transportation funds available through city, state, or federal programs.

The county-based mobility management approach is right-sized to stay updated with ever-changing local circumstances (like non-profit agency-provided service and staff changes) while still being responsive to the nuances of local physical and political conditions. A county-based approach should not result in ignoring the realities of intercounty travel needs or result in more siloing but rather is effective for building relationships locally and regionally. Mobility managers should become familiar with basic information about transportation options in adjacent counties and coordinate with one another to facilitate cross-county travel and information sharing. A regional mobility management system would be far less effective and efficient at building the necessary relationships with local stakeholders responding quickly to changing conditions on the ground.

Minimum Required Functions of Mobility Management

Bay Area mobility managers ensure that a range of related activities are carried out, including but not limited to the following three functions:

1. Information and Referral Services:

- Outreach to riders and service providers
- Referrals to transportation services and programs, including public transit services, travel training, and complementary transportation services such as volunteer driver programs, taxi voucher programs, and other community-based services
- Provide a centralized “one call/one click” resource center for riders seeking specialized information about local transportation
- A user-friendly, up-to-date transportation resources database that is available to the public online and in print
- Translations must be available to comply with a county-based Title VI Limited English Proficiency (LEP) four factor analysis
- Information and Referral Services may also include services ranging from a website and database listing resources to a fully customized trip planner, and program eligibility verification

2. Travel Training:

- Services that instruct transportation-disadvantaged populations (people with disabilities, older adults, youth, veterans, and low-income

populations) countywide to travel safely and independently on fixed-route and other transportation services in their community.

- Travel training may also include instructions on web- and app-based transportation services
- Mobility managers do not need to operate travel training services directly but should coordinate with travel training services in their county so that eligible individuals are effectively referred to travel training

3. Coordination and Integration with ADA Paratransit Eligibility Evaluations:

- Work within the ADA paratransit eligibility process to support and encourage applicants and users of ADA paratransit to make use of all transportation resources and not rely solely on paratransit
- Mobility management principals are specifically included in the ADA paratransit eligibility process to ensure that paratransit riders and applicants are made aware of and referred to other transportation services available to them
- Mobility managers do not oversee eligibility functions but instead, is a step within the ADA eligibility process
- This component is consistent with recommendations under agreement preceded by the Transformation Action Plan Action 25: “Adopt Standardized Eligibility Practices for Programs that Benefit People with Disabilities”

Designation Process for a Mobility Manager

MTC will use the following framework to reach consensus on and subsequently designate a mobility manager in each county. The initial period of designation for new mobility managers will be up to three years or longer for renewal designation periods.

MTC will host a countywide forum that will include all applicable and relevant stakeholders, including transit agency staff and board members, county transportation authorities, paratransit coordinating councils (Attachment C), boards of supervisors, non-profit organizations (including federal transportation funding recipients), city departments, county agencies, independent living centers, relevant policy advisory committee members, and MTC Commissioners. Stakeholder lists (Attachment D) will be circulated for input to transit agency partners, paratransit coordinating council chairs, and other leading entities that currently perform or utilize mobility management functions. These leading entities will be invited to collaborate on forum planning.

The forum will:

- Provide background on this planning effort (MTC)

- Provide an overview of past and current mobility management functions within the county (MTC and applicable agencies/organizations)
- Provide an overview of planned mobility management functions for the future (applicable agencies/organizations)
- Facilitate a discussion of possible entities to take the lead as mobility manager (MTC)

Once there is broad agreement on the candidate entity in each county, MTC will use the follow process to designate a mobility manager¹:

- Applicant entity makes the request for designation as the county's mobility manager with the relevant endorsement of and letters of support from partner agencies within the county.
- MTC notifies the applicable stakeholders (transit agencies, county board of supervisors, paratransit coordinating council, and the county transportation authority) of its intent to designate the applicant as the mobility manager in the county and provide a 30-day period of public comment.
- After the period of public comment, MTC staff evaluates the candidate and its request for consistency with mobility management activities as outlined in the Coordinated Plan.
- MTC's evaluation of mobility manager candidates will consider various factors, including but not limited to:
 - Past mobility manager designations and performance and relevance of activities to the current coordination objectives.
 - The scale of geography covered by designation request.
 - Extent to which the applicant was identified as the result of a countywide process involving relevant stakeholders aimed at improving mobility and transportation coordination for transportation-disadvantaged populations.
 - The applicant's existing and potential capacity and intended plan for carrying out mobility management functions described in the Coordinated Plan.
 - Institutional relationships and support, both financial and in-kind, including evidence of collaboration and coordination efforts with other public and private transportation and human services providers.
- MTC staff develop designation recommendations for review by the Regional Network Management Customer Advisory Group, the Regional Network Management Council, and the Regional Network Management Committee. Recommendations also include a period of designation with the general guidance

¹ This process replicates the process for designating Consolidated Transportation Service Agencies (MTC Resolution 4097).

of three years for an initial designation for new mobility managers and five years or longer for subsequent designation periods.

- Commission considers the designation.
- MTC notifies the applicable transit agencies, county board of supervisors, paratransit coordinating council, the county transportation authority, and the Caltrans Section 5310 office of designation.

Key Considerations for Implementing Mobility Management

There are several key considerations when considering the implementation of mobility management, including but not limited to:

- The extent to which mobility management activities and future plans are based on local planning efforts and gaps analysis that incorporates input from relevant stakeholder partner agencies, and the relative likelihood of success in improving mobility for transportation-disadvantaged populations
- The relevance, scale, and effectiveness of current mobility management activities
- The extent to which functions and planning involves relevant stakeholder agencies who are aiming to improve mobility and coordination for transportation disadvantaged populations
- The extent to which plans and proposals are focused on improving mobility and coordination for transportation-disadvantaged populations
- Institutional relationships with and support from local partner agencies for the mobility manager, both financial and in-kind
- Existing and potential institutional capacity for ensuring that mobility management functions are accomplished

Roles and Responsibilities of Mobility Managers

Once officially designated, mobility managers will advance at least the three minimum required functions countywide: information and referral services, travel training, and coordination and integration of mobility management activities with ADA paratransit eligibility evaluations. The designated mobility manager need not be the entity performing all the functions but should be able to verify that each function is operational and effectively coordinated countywide.

The mobility manager will adhere to and advance key goals and principles for mobility management. These include the following:

- Focus on the individual: Provide services that respond to individual mobility needs and gaps in the county.
- Strengthen coordination: Establish and enhance connections between service providers within the county and neighboring counties.

- Improve accessibility and livability: Create a navigable function for riders to understand transit options available to them.
- Maintain diverse perspectives: Sustain and support services that serve different populations and address various mobility and equity challenges and needs, as well as the needs of partner agencies.
- Continuous engagement: Listen and learn from riders and potential riders of their mobility needs and provide educate and awareness of available services.
- Promote financial sustainability: Improve efficiency and efficacy of services through coordination.
- Ensure safety, security, and satisfaction: Instill confidence in riders to use services safely, regardless of mobility challenges and assist in improving interactions between customers and service providers.

Assessment of Mobility Manager

Because mobility management is wide-ranging and encompasses diverse responsibilities, performance will be assessed based on reports prepared by the mobility manager, which will include both qualitative and quantitative metrics. Potential requirements and metrics are listed below.

1. Mobility managers will prepare reports semiannually summarizing activities performed and their relation to the goals of mobility management.
2. Mobility managers will attend paratransit coordinating council and transit agency advisory committee meetings, make reports, and respond to requests for information.
3. Mobility managers will participate in the Bay Area Regional Mobility Management Group, a regional working group of mobility managers, to share program and service inventories and information, share best practices, and to coordinate across counties.
4. Mobility managers will coordinate with paratransit coordinating councils, transit agencies, and human services transportation providers to inventory existing transportation services and study gaps analysis and prioritizations for future services to better serve transportation-disadvantaged populations.
5. Mobility managers will collect and report the number and disposition of information and referral contacts for information and referral services and for coordinating with ADA paratransit eligibility.
6. Mobility managers will collect and report all relevant data regarding travel training programs within the county, including but not limited to the quantity of trainings, post-training surveys, outreach, and other relevant data.
7. Mobility managers will provide a resources report that describes in detail the budget, funding sources, operating partnerships, staff resources allocated,

services performed, and equipment used in mobility management activities and an analysis of how the expenditure of these resources benefit riders. If the functions are provided by another entity, the mobility manager should work with that entity in collection and reporting.

8. In addition to objective metrics regarding the performance and cost effectiveness of mobility management programs, mobility managers will provide community testimonials in the form of feedback from riders on the impact of mobility management services on their transportation experiences.

As the period of designation ends, MTC and the paratransit coordinating council will evaluate the performance of the mobility manager using the designation criteria. If a re-designation is sought, the same process of designation will be used.

Attachment A

2013 Regional Mobility Management Summit participants

Participant	Affiliation
Adrienne Tissier	MTC/SamTrans
Amy Worth	MTC/County Connection
Annette Williams	SFMTA
Corinne Goodrich	SamTrans
Daryl Halls	Solano Transportation Authority
Dave Cortese	MTC
David Rzepinski	Marin Transit
Dolly Sandoval	MTC Policy Advisory Council
Federico Lopez	MTC Policy Advisory Council
Gillian Gillett	SF Mayor's Office
James Shorter	Golden Gate Regional Center
Jim Spering	MTC/Solano Transportation Authority
Katie Heatley	Outreach and Escort, Inc.
Lee Pullen	Santa Clara SSA Dept. Aging /Adult Services
Marie Marchese	Golden Gate Regional Center
Naomi Armenta	Alameda County Transportation Commission
Pamela Fadem	AC Transit Accessibility Committee
Paul Branson	Marin Transit
Phil McGuire	Paratransit Inc. (Sacramento)
Rick Ramacier	County Connection
Tom Roberts/Matthew Wilcox	NVTA (formerly NCTPA)
Tyler Hewitt	Becoming Independent
Ben McMullan	Center for Independent Living

Attachment B

Current Mobility Management Activities by County

Alameda County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Ride-On Tri-City!	Ride-On Tri-City!	Ride-On Tri-City! (assist with setting up ADA applications and in-person interviews)
Access Alameda	Center for Independent Living	Access Alameda (all three ADA applications in one place)
Eden I&R (2-1-1)	Community Resources for Independent Living	CIL Community Connections (navigate ADA paratransit application process)
Aging & Disability Resource Connection	LightHouse for the Blind and Visually Impaired	
	City of San Leandro FLEX RIDES	
	Through the Looking Glass	
	United Seniors of Oakland and Alameda County	
	East Bay Paratransit	
	Livermore Amador Valley Transit Authority	

Contra Costa County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
CCTA One-Call One-Click (in progress)	Independent Living Resources	
Way to Go, Contra Costa! booklet and website (Mobility Matters)		
Contra Costa Crisis Center (2-1-1)		
Contra Costa County's Employment & Human Services Department's		

Information & Assistance Helpline		
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Marin County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Marin Access	Marin Access	Marin Access Travel Navigations (assist with ADA applications)
Aging & Disability Resource Connection		
2-1-1 Bay Area		
Aging & Adult Information and Assistance Line and Community Resource Guide		
One Door Marin		

Napa County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
VineGo	Vine Transit Ambassador Program	Molly's Angels (assist with ADA application process)
Molly's Angels		
2-1-1 Bay Area		

San Francisco

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
San Francisco Paratransit Mobility Management Center	San Francisco Paratransit Mobility Management Center	San Francisco Paratransit Mobility Management Center
Aging & Disability Resource Connection		
3-1-1		
2-1-1 Bay Area		

San Mateo County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Peninsula Rides	Peninsula Rides	
Senior Mobility Guide	San Mateo Mobility Ambassadors	

Aging & Disability Resource Connection		
2-1-1 Bay Area		
CID San Mateo Information & Referral		

Santa Clara County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Mobility Assistance Program	Mobility Assistance Program	
VTA Senior Mobility Guide		
2-1-1 Santa Clara		

Solano County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Mobility Call Center	Mobility Call Center	ADA Paratransit Eligibility Center For Solano County; Intercity Taxi Card Program
Aging & Disability Resource Connection		
2-1-1 Bay Area		

Sonoma County

Information and Referral	Travel Training	Coordination with ADA Paratransit Eligibility
Sonoma Access	Santa Rose City Bus Travel Training Program	
Aging & Disability Resource Hub		
United Way Wine Country (2-1-1)		
Accessing Coordinated Care and Empowering Self-Sufficiency (ACCESS)		

Attachment C

Bay Area County Paratransit Coordinating Councils and Host Agencies

County	Committee Name (Host Agency)
Alameda	Paratransit Advisory and Planning Committee (PAPCO) <i>(Alameda County Transportation Commission)</i>
Contra Costa	Contra Costa Paratransit Coordinating Council <i>(Contra Costa Transportation Authority)</i>
Marin	Marin Paratransit Coordinating Council <i>(Marin Transit)</i>
Napa	Napa Paratransit Coordinating Council <i>(Napa Valley Transportation Authority)</i>
San Francisco	San Francisco Paratransit Coordinating Council <i>(San Francisco Municipal Transportation Agency)</i>
San Mateo	San Mateo County Paratransit Advisory Council <i>(SamTrans)</i>
Santa Clara	Committee for Transportation Mobility & Accessibility <i>(Santa Clara Valley Transportation Authority)</i>
Solano	Solano Paratransit Coordinating Council <i>(Solano Transportation Authority)</i>
Sonoma	Transit Paratransit Coordinating Committee <i>(Sonoma County Transportation Authority)</i>

Attachment D

Action 21 Stakeholder Lists by County

Alameda County

Stakeholder Agencies/Organizations	Roles
Alameda County Board of Supervisors	County Supervisors
Alameda County Transportation Commission	Commissioners, Executive Director, and relevant staff
Paratransit Advisory and Planning Committee (PAPCO)(Paratransit Coordinating Council)	Members
Paratransit Technical Advisory Committee (ParaTAC)	Members
East Bay Paratransit Access Committee Advisory Committee	Members
East Bay Service Review Advisory Committee	Members
AC Transit	Board members, General Manager, and relevant staff
BART	Board members, General Manager, and relevant staff
LAVTA	Board members, General Manager, and relevant staff
Union City Transit	City Council, Transit Manager, and relevant staff
BART Accessibility Task Force	Members representing Alameda County
MTC	Commissioners and Policy Advisory Council members representing Alameda County
Community Resources for Independent Living (CRIL)	Executive Director and relevant staff
Center for Independent Living (CIL)	Executive Director and relevant staff
Center for Elders' Independence	Executive directors and relevant staff
Family Bridges, Inc.	Executive directors and relevant staff
Satellite Affordable Housing Associates	Executive directors and relevant staff
Friends of Children with Special Needs	Executive directors and relevant staff

Contra Costa County

Stakeholder Agencies/Organizations	Roles
Contra Costa County Board of Supervisors	County Supervisors
Contra Costa Transportation Authority	Board members, Executive Director, and relevant staff

Contra Costa Paratransit Coordinating Council	Members
East Bay Paratransit Access Committee Advisory Committee	Members
East Bay Service Review Advisory Committee	Members
AC Transit	Board members, General Manager, and relevant staff
BART	Board members, General Manager, and relevant staff
County Connection	Board members, General Manager, and relevant staff
Tri Delta Transit	Board members, General Manager, and relevant staff
WestCAT	Board members, General Manager, and relevant staff
BART Accessibility Task Force	Members representing Contra Costa County
MTC	Commissioners and Policy Advisory Council members representing Contra Costa County
Independent Living Resources of Solano & Contra Costa Counties (ILRSCC)	Executive Directors and relevant staff
Choice in Aging	Executive Director and relevant staff
City of Lafayette Lamorinda Spirit Van Program	Program Director and relevant staff
Mobility Matters	Executive Director and relevant staff
VistAbility	Executive Director and relevant staff
Milestones of Development, Inc.	Executive Director and relevant staff

Marin County

Stakeholder Agencies/Organizations	Roles
Marin County Board of Supervisors	County Supervisors
Transportation Authority of Marin	Commissioners, General Manager, and relevant staff
Marin Paratransit Coordinating Council	Members
Golden Gate Transit Advisory Committee on Accessibility	Members
Marin Mobility Consortium	Members
Marin Transit	Board members, General Manager, and relevant staff
Golden Gate Transit	Board members, General Manager, and relevant staff
MTC	Commissioners and Policy Advisory Council members representing Marin County

Marin Center for Independent Living	Executive Director and relevant staff
Vivalon	Executive Director and relevant staff

Napa County

Stakeholder Agencies/Organizations	Roles
Napa County Board of Supervisors	County Supervisors
Napa Valley Transportation Authority	Board members, General Manager, and relevant staff
Napa Paratransit Coordinating Council	Members
MTC	Commissioners and Policy Advisory Council members representing Napa County
Disability Services & Legal Center (DSLCL)	Executive Director and relevant staff
Molly's Angels	Executive Director and relevant staff
United Cerebral Palsy of the North Bay	Executive Director and relevant staff
Milestones of Development, Inc.	Executive Director and relevant staff

San Francisco

Stakeholder Agencies/Organizations	Roles
San Francisco County Board of Supervisors	County Supervisors
San Francisco County Transportation Authority	Board members, Executive Director, and relevant staff
SFMTA Paratransit Coordinating Council	Members
SFMTA Multimodal Accessibility Advisory Committee	Members
SFMTA	Board members, General Manager, and relevant staff
BART	Board members, General Manager, and relevant staff
BART Accessibility Task Force	Members
MTC	Commissioners and Policy Advisory Council members representing San Francisco
Independent Living Resource Center San Francisco (ILRCSF)	Executive Director and relevant staff
On Lok Senior Health Services	Executive Director and relevant staff
Self-Help for the Elderly	Executive Director and relevant staff

San Mateo County

Stakeholder Agencies/Organizations	Roles
San Mateo County Board of Supervisors	County Supervisors
City/County Association of	Board members, Executive Director,

Governments of San Mateo County	and relevant staff
San Mateo County Transportation Authority	Board members, Executive Director, and relevant staff
San Mateo County Paratransit Advisory Council (Paratransit Coordinating Council)	Members
SamTrans	Board members, General Manager, and relevant staff
BART Accessibility Task Force	Members representing San Mateo County
MTC	Commissioners and Policy Advisory Council members representing San Mateo County
Center for Independence of Individuals with Disabilities (CID)	Executive Director and relevant staff
Peninsula Family Service	Executive Director and relevant staff
Peninsula Jewish Community Center	Executive Director and relevant staff

Santa Clara County

Stakeholder Agencies/Organizations	Roles
Santa Clara County Board of Supervisors	County Supervisors
Santa Clara Valley Transportation Authority	Board members, General Manager, and relevant staff
MTA Committee for Transportation Mobility and Accessibility (Paratransit Coordinating Council)	Members
BART	Board members, General Manager, and relevant staff
BART Accessibility Task Force	Members representing Santa Clara County
MTC	Commissioners and Policy Advisory Council members representing Santa Clara County
Silicon Valley Independent Living Center (SVILC)	Executive Director and relevant staff
Friends of Children with Special Needs	Executive Director and relevant staff
Avenidas	Executive Director and relevant staff
Outreach & Escort, Inc.	Executive Director and relevant staff
Santa Clara County Social Services Agency	Director and relevant staff
West Valley Community Services	Executive Director and relevant staff

Solano County

Stakeholder Agencies/Organizations	Roles
Solano County Board of Supervisors	County Supervisors
Solano Transportation Authority	Board members, Executive Director, and relevant staff
Solano Paratransit Coordinating Council	Members
Solano Consolidated Transportation Services Agency (CTSA) Advisory Committee	Members
Solano County Transit	Board members, Executive Director, and relevant staff
Vacaville City Coach	City Council, Transit Manager, and relevant staff
FAST (City of Fairfield Transit)	City Council, Transportation Manager, and relevant staff
Dixon Redit-Ride	City Council, Transit Manager, and relevant staff
Rio Vista Delta Breeze	City Council, Transit Manager, and relevant staff
MTC	Commissioners and Policy Advisory Council members representing Solano County
Independent Living Resources of Solano & Contra Costa Counties (ILRSCC)	Executive Director and relevant staff
Faith in Action Interfaith Volunteer Caregivers of Solano County	Executive Director and relevant staff
Pace Solano	
Milestones of Development, Inc.	

Sonoma County

Stakeholder Agencies/Organizations	Roles
Sonoma County Board of Supervisors	County Supervisors
Sonoma Transportation Authority	Board members, Executive Director, and relevant staff
Sonoma Transit-Paratransit Coordinating Committee (Paratransit Coordinating Council)	Members
Sonoma County Transit	Transit Manager and relevant staff
Petaluma Transit	City Council, Transit Manager, and relevant staff
Santa Rosa CityBus	City Council, Deputy Director, and relevant staff
Santa Rosa CityBus Paratransit Users Group	Members

MTC	Commissioners and Policy Advisory Council members representing Sonoma County
Disability Services & Legal Center (DSLCL)	Executive Director and relevant staff
AgeWell PACE	Executive Director and relevant staff
Becoming Independent	Executive Director and relevant staff
Catholic Charities of the Diocese of Santa Rosa	Program Director and relevant staff
County of Sonoma, Human Services Department Adult and Aging Division	Director and relevant staff
Vintage House Senior Multi-purpose Center of Sonoma Valley	Executive Director and relevant staff
United Cerebral Palsy of the North Bay	Executive Director and relevant staff