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Transit - Paratransit Coordinating Committee

AGENDA

Tuesday March 21, 2006 2:00 – 3:30 p.m.
PRMD Conference Room 2550 Ventura Avenue
Santa Rosa

ITEM

- I. Introductions
- II. Public comment on items not on agenda
- III. Consent Items – DISCUSSION/ACTION
 - A. Approval of the agenda
 - B. Approval of January 17, 2006 Minutes
- IV. Reports – INFORMATION
 - A. Transit Agencies
 - B. SCTA Report
- V. Section 5310 Projects – Discussion
- VI. FY 06/07 Coordinated Claims - Discussion/Action
- VII. Adjourn – ACTION

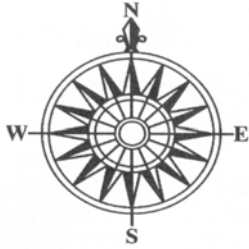
The next **SCTA** meeting is April 10, 2006
The next **TPCC** meeting is May 16, 2006

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Please note that TPCC agendas are available online at the SCTA website:
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The TPCC agenda is available in pdf format and in MS Word.

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SCTA Sonoma
County
Transportation
Authority

Keeping Sonoma County Moving

**TRANSIT-PARATRANSIT COORDINATING COMMITTEE
MINUTES
January 17, 2006**

ATTENDEES

Mona Babauta	City of Santa Rosa
Steve Birdlebough	Friends of SMART
Beryl Brown	Earl Baum Center of the Blind
Robert Cuneo	Citizen
Dan Dionne	Pride Industries
Sonja Drown	Healdsburg Transit
Janice Duarter-Cordova	Southwest Adult Day Services
Sara Fuller	Senate District 2
MaryAnne Gustafson	WSCHUHSD-TPP
Larry Hall	Earl Baum Center of the Blind
David Harris	Citizen
Larry Henzerling	Community Resources for Independence
Joan Murray	Pride Industries
Cynthia Peterson	GGBHTD
Linda R. Picton	Pedestrians First!
James Ryan	City of Petaluma
Katherine Taylor	Volunteer Wheels
River Tierra	Becoming Independent
Elizabeth Tipton	Area Agency on Aging
Van Tipton	Advisory Council
Jim Wagner	Sonoma County Transit

SCTA Staff Present: Chris Barney, Nina Donofrio, Janet Spilman

Chair Battenberg called the meeting to order at 2:00 p.m.:

- I. Introductions and public comment on items not on agenda

Introductions were made.

Beryl Brown of the Earl Baum Center of the Blind presented a news article from the CNN web site regarding the Independent Transportation Network, a program that provides transportation for seniors. The program utilizes the concept of a reverse mortgage – seniors trade in their automobile and then have an account from which to draw to receive rides.

Linda Picton of Pedestrian's First! expressed her frustration over the fact that those most in need of transportation services are often not in attendance at public meetings addressing transportation issues that concern them, either because they are not notified or the meeting is not accessible to them, as evidenced by the meeting of the Parking and Transit Committee at the Santa Rosa Junior College.

David Harris observed that there are not adequate bus shelters along Mendocino, particularly in the Junior College area and at the parking garage.

Jim Wagner of Sonoma County Transit responded that the only time bus shelters are installed within the City are on routes that the City shares.

Mr. Harris stated that he understood that the City has many bus shelters that are being revamped. Mr. Battenberg recommended addressing this issue to Santa Rosa City Bus and, if there is no satisfactory response, address this issue at the City Council meeting.

II. Consent Items – DISCUSSION/ACTION

A. Approval of the agenda

The agenda was approved as submitted.

B. Approval of November 22, 2005 Minutes

The minutes were approved as submitted.

III. Reports – INFORMATION

A. Transit Agencies

City of Petaluma:

Jim Ryan reported that two of their buses have been retrofitted with 60-gallon gas tanks, but unfortunately, are inoperable, and are being checked to determine the cause of the problem. The initial payment is being made for two transit vehicles being purchased through a State grant. Petaluma Transit aided in the evacuation of over 200 people out of four mobile home parks during the New Year's weekend floods. Three of the mobile home parks had never flooded before.

Sonoma County Transit:

Jim Wagner reported that the County was called upon to assist in evacuating flood victims during the New Year's weekend. Five buses were sent to Guerneville on New Year's Eve, and also to Airport Drive to assist in the evacuation. They provided shuttle service for several days afterward. Paratransit was on standby during this period of time in case of need. Both paratransit and fixed route services are prepared to help in evacuations. Five buses were expected to be delivered in December; the first bus is anticipated to be delivered next week (these are 40 ft. CNG buses). Once these buses are in service, the County will retire their last two 40 ft. diesel buses. Two vans are scheduled for delivery in late spring. The Petaluma Transit Center is scheduled to go out to bid at the end of January or February. This will result in re-routing of three bus routes; 40, 41 and 40E.

City of Santa Rosa:

Mona Babauta of the City of Santa Rosa reported that the Emergency Operations Center was activated and two buses were on standby over the New Year's holiday

weekend due to flooding. The City has also been at work on the closures along Highway 101. Some routes will be heavily impacted due to the Highway 101 widening. New paratransit buses are expected to be delivered in the near future. The City will be issuing a request for proposals within the next 1½ months for. In response to a question from Steve Birdlebough, Ms. Babauta responded that one of the City's priorities is to install bus shelters at those bus shelters with the highest ridership. This would include Mendocino Avenue. Mr. Birdlebough asked if there were any way that east-west buses could maintain their schedules while Highway 101 widening is underway. Ms. Babauta replied that the City is looking at the ability to bump the queue and will find out what they will do at the end of February.

Linda Picton asked if there was a group that was examining access for the disabled and mentally ill. Ms. Spilman responded that, given limited revenues transit providers are challenged just to meet ADA requirements. All transit providers are looking at increasing service to the extent possible. Cynthia Peterson of the GGBHTD noted that this is a local issue; that the local transit providers have jurisdiction over the right-of-way.

Golden Gate Transit:

Ms. Peterson of the GGBHTD reported the agency had been trying to establish a flat rate fare for the East Bay. They learned through outreach that bus passengers boarding in San Francisco or Sonoma County could say they were traveling to the East Bay, pay one flat fare of \$3.45, and then travel anywhere in the service area. Fares from the Petaluma area had been \$6.90, and fares from Sonoma and San Francisco to the East Bay they had been \$7.60. The GGBHTD established a flat rate of \$6.00. An emergency public hearing was conducted, additional outreach was conducted, and the change went into effect January 15, 2006. The flat rate for paratransit is \$5.35 for now. The GGBHTD is also advertising for their outreach process for their July 1 cost-of-living changes. This is a five-year program. The first public hearing is scheduled for February 15 in Rohnert Park at the City Council Chambers at 7:00 p.m. The next will be held March 8 in San Francisco, and in Marin County on March 9. More details about these public hearings will be available at their website at www.goldengate.org. Information will include dates, times, and locations of meetings, as well as fare charts. Mr. Birdlebough asked, since this is a five-year program, what kind of payment medium is being used on buses. Ms. Peterson responded that they are working on equipping buses with card readers – these are on a sampling of buses right now. This system is called TransLink, a Bay-area-wide fare program. Long-term plans are for all passengers to be able to use one card for any kind of transit service in the Bay area. The GGBHTD is in the process of changing over all buses to have these card readers. Ms. Peterson noted that it would be some time before paratransit providers would be on this system. A summary of this program can be viewed at the MTC web site.

Volunteer Wheels:

Katherine Taylor reported that this agency also was on standby for disaster relief. Some rides were cancelled because there was no access to clients due to flooding. They are back on schedule, and have been meeting the demand.

Healdsburg Transit:

Healdsburg:

Sonja Drown reported that this transit provider's fixed route buses were likewise on standby due to the recent floods; however, fortunately the river did not go over its banks. Healdsburg has received a new paratransit bus, which will replace one of their buses, and will be ready in February after seat configuration on it is completed. This will result in retiring one of their backup buses. 28 bus stops are all scheduled to be signed within approximately the next month. Two bus shelters are also scheduled to be installed at the two stops with the highest ridership. They are updating their brochure and the MTC website. Ms. Drown noted that, while Healdsburg Transit is meeting the needs of citizens, they also have a parking problem.

B. SCTA Report

Ms. Spilman announced the kickoff of the Community Based Transportation Plan, which is a project implemented by MTC to analyze transit gaps in low income areas. In Sonoma County this has been identified as the Roseland area. A consultant will be selected soon to conduct this study. More information will be forthcoming. Mr. Battenberg noted that there is probably more information on this at the MTC web site.

Ms. Spilman reviewed SCTA committees, as follows: Transit Advisory Committee (TAC), Citizens Advisory Committee (CAC), Countywide Bicycle Pedestrian Advisory Committee (CBPAC), Planning Advisory Committee (PAC), and the Transit-Paratransit Coordinating Committee (TPCC). The Transit-TAC meets on an ad-hoc basis as needed. The T-Plus Committee is temporarily on hiatus.

Steve Birdleough asked if representatives from the Roseland area would be involved in the CBTP study. Ms. Spilman explained that the consultant would assign a task force for the project. It is hoped that some of these findings can be funded through the Lifeline Transportation Network.

Ms. Spilman announced the election of Robert Jehn as the new Chair for the SCTA Board. The new Vice-Chair is Mike Kerns, and Mike Reilly is a new Board member.

IV. Bylaws update

Ms. Spilman reported that the SCTA had been attempting to address bylaws of the Committee. The SCTA administrative code dictates that all Committees and the Board hold elections the first meeting of the year. In order for this Committee to comply, the bylaws need to be changed. In order to change the bylaws, additional notification would be required beyond the usual action items on the agenda. There was not sufficient time to make these changes and include them in this agenda as an action item. Ms. Spilman presented proposed changes. This will be addressed at the next agenda. She briefly summarized suggested changes, to include the name change (now Transit Paratransit Coordinating Committee). She also noted that the Committee has not conducted a review of Sonoma County Five-Year Transportation Plan for Elderly and Disabled Persons since 2001, and recommended striking this bylaw. Election of officers should be changed to take place the first meeting of the year. She also struck wording referring to publishing notice of the meeting to the public in the newspaper, and added that such notices are posted on the SCTA website and in known public spaces. Under Article 9, Subcommittees, Ms. Spilman stated that the Accessibility/Unmet Transit Needs Subcommittee does not exist because there is not an Unmet Needs hearing; therefore,

this was struck from the Articles. The Committee has not been using Roberts' "Rules of Order;" if meetings are governed by Roberts' "Rules of Order" that will significantly change the meeting proceedings.

In response to a question by Beryl Brown, Ms. Spilman explained that the Committee does not have an Unmet Needs meeting because this had been established for a specific need, using TDA Article 3 funds for streets and roads (such as pot holes, road repair, etc.). If transit money is ever used for these purposes, a hearing is required, and it is hosted by MTC. The annual Transit Forum now serves in this capacity.

V. FTA Section 5310

Ms. Spilman explained that this is a grant program for non-profit and public agencies that provide transportation. This committee is required to serve substantially as the coordination for this program. Final applications are due to Caltrans, MTC County PCC's February 24; therefore, these should be in progress. A coordination letter is required from the SCTA. Ms. Spilman offered the SCTA's assistance in scoring applications so long as they are received by February 15. Mr. Battenberg highly recommended that applicants take advantage of this offer.

Ms. Spilman referred to the work sheet, and noted that it will let applicants know if they are in the range for grant approval. She stressed that it is important to account for all points possible in order to have the best opportunity for a successful application. Applications are due in multiple copies by February 24. Ms. Spilman then requested receipt of applications by February 14 if applicants want her assistance in scoring.

Mr. Battenberg asked how many funding sources are available. Discussion ensued concerning various funding programs, including 5307 and 5311.

Ms. Babauta asked who of the members are planning to submit a 5310 application. These include River Tierra (Becoming Independent), Dan Dionne (Pride Industries), and MaryAnne Gustafson (WSCUHSD-TPP). She noted that the City of Santa Rosa may want to submit an application, but would need to hold a public hearing. She asked to coordinate this with Ms. Spilman. Each vehicle requested requires a separate application; the Committee responded with a total of five.

Ms. Spilman called for volunteers to set up a scoring committee. Janice Duarte-Cordova of Southwest Adult Day Services, Sara Fuller of Wes Chesbro's office, and Larry Henzerling of Community Resources for Independence volunteered to be on the scoring committee. Ms. Spilman noted that Chris Barney, SCTA Transportation Planner would be contacting the volunteers to schedule a day to do this some time between January 27 and February 10.

SCTA Bicycle & Pedestrian Plan Update

Ms. Spilman reported that the Countywide Bicycle and Pedestrian Advisory Committee is charged with updating this Plan every three years. The SCTA learned at the last meeting of the CBPAC that several jurisdictions are in the process of updating their bicycle plans. Rather than have a different Countywide Bicycle plan than the Cities' plans, the SCTA looks to these jurisdictions to put the Countywide plan in place. There is a question as to whether to wait to do the Countywide update until the jurisdictions have completed their bicycle plan updates.

Mr. Birdlebough suggested a rolling update instead of trying to update the entire plan at once. Ms. Spilman responded that the Countywide Bicycle and Pedestrian Plan is integrated into the Comprehensive Transportation Plan, and, therefore, needs to be finalized at some point. Projects will be updated as they progress. The deadline for plans is this summer. The deadline had been 2007; possibly 2008 (this has not yet been determined); as the CTP project is due every four years the SCTA is endeavoring to be current with the Bicycle and Pedestrian Plan.

VI. TPCC Work Plan

Ms. Spilman noted that this lists important dates with projects/issues to be addressed, and will be in the next agenda also. Items to be addressed during the course of this Work Plan include meeting dates for 2006, administrative and planning tasks. Mr. Birdlebough identified the importance of integration between the train, buses, and paratransit, to include the coordination of fares and the medium of fares, scheduling, and advertising. Mr. Wagner of Sonoma County Transit noted that many of the railroad stations are multi-modal, and already have several transit providers.

Adjourn – ACTION

There being no further business, the meeting was adjourned at 3:40 p.m.

Respectfully submitted,

Nina Donofrio

Sonoma County Transportation Authority Transit-Paratransit Coordinating Committee Membership Roster

Name	Representing	Membership
Dennis Battenberg, Chair		Transit user of limited means
Beryl Brown	Earl Baum Center	Disable Transit User
Van Tipton (Carol Rex alt.)		One Transit user of over 60 years of age
vacant	Council on Aging	Two Representing Local Social Service Providers for Seniors
Janice Duarte-Cordova (Susan Beer alt.)	Friends House	
Larry Henzerling, V. Chair	Community Resources For Independence	Two Representing Social Service Providers for Disabled Persons
River Tierra	Becoming Independent	Transit Operators
Sonja Drown	Healdsburg Transit	
James Ryan	Petaluma Transit	
Gail Burge	Petaluma Peoples Services	
Michael Ivory (Mona Babauta alt.)	Santa Rosa City Bus	
Peter Edwards	MV Transoprtation	
Jim Wagner (Jodi Probst alt.)	Sonoma County Transit	
Katherine Taylor	Volunteer Wheels	
Cynthia Petersen (Nina Rannells alt.)	Golden Gate, Bridge, Highway & Transit District	
Carol Giovanatto	City of Sonoma	



Staff Report

To: Sonoma County Transportation Authority
From: Chris Barney, Transportation Planner
Re: **Item V:** FTA Section 5310 Grant Applications
Date: April 10, 2006

Issue:

What is the status of FY 2006/2007 FTA Section 5310 grant applications for Sonoma County?

Background:

Federal Transit Act Section 5310 provides funds to non-profits and public agencies for the purchase of paratransit vans and related equipment for the disabled and elderly. This is an annual process that involves project sponsors, the Transit Paratransit Coordinating Committee, MTC and Caltrans.

Projects were submitted by February 24. A scoring committee made of staff and TPCC members read applications and scored the projects.

MTC is scheduled to adopt the final listing on April 27, 2006. The approved list will be forwarded to the CTC, which will review the applications this summer.

FTA Section 5310 FY 2006/2007 Applicants

Three agencies submitted projects: Becoming Independent, North Bay Industries, and Santa Rosa CityBus. Two of them: Becoming Independent and Santa Rosa CityBus are applying for replacement vehicles. North Bay Industries is applying for a vehicle to provide new service.

Scoring Applications

There are five sections in the Quantitative Scoring Criteria and Project Rating Form. Section 1 assesses Project Need – with points awarded based on the age and mileage of the vehicles to be replaced, or effectiveness of the fleet for service expansion. Section 2 asks about Project Need in terms of the need in the community for these services. Who is the target population? What services are already available? Why is your service necessary? Section 3, Service Effectiveness evaluates the efficiency of the fleet. How many hours per week, how many passenger trips, how many miles traveled? Section 4 addresses the Ability of the Applicant to provide the service and requires details about their operations. Section 5, Coordination awards points based on coordination with other transportation providers (e.g. shared use of vehicles, training, scheduling, maintenance of vehicles).

FTA Section 5310 Application Scores

			Project	Section 5310	Total
			Score	Funding Rqst	Project
Applicant	Project	Type	(Max=100)	(80% of Cost)	Cost
Becoming Independent	Small Bus with Radio Equipment	R	83	46,000	57,500
Becoming Independent	Small Bus with Radio Equipment	R	83	46,000	57,500
North Bay Industries	Modified Van	SE	70	40,000	50,000
Santa Rosa CityBus	Cameras and GPS	OE	71	62,606	78,257
Santa Rosa CityBus	Small Bus	R	56	38,400	48,000
Santa Rosa CityBus	Small Bus	R	56	38,400	48,000
Santa Rosa CityBus	Small Bus	R	56	38,400	48,000
Santa Rosa CityBus	Small Bus	R	56	38,400	48,000
Santa Rosa CityBus	Small Bus	R	56	38,400	48,000

Next Steps

Projects are also scored by Caltrans with the same criteria. Caltrans will then compile a statewide list of projects in order of score, and will fund projects from the top of the list down. The results of this process will be known in late summer.

Policy Impacts:

None

Fiscal Impacts:

None although transit services provided through non profit agencies helps to relieve demand on public transportation systems.

Staff Recommendation:

This item is for information only. No action is required.



DATE: March 21, 2006
TO: Transit - Paratransit Coordinating Committee (TPCC)
FROM: Janet Spilman
SUBJECT: ITEM VI: TDA/STA Coordinated Claim for FY 2005/2006

ISSUE:

Should the TPCC recommend the SCTA to adopt the TDA/STA Coordinated Claim for FY 2005/2006? The Transit Technical Advisory Committee recommends adoption of the 05/06 Coordinated Claim.

BACKGROUND:

Each year a Coordinated Claim for Transportation Development Act (TDA) and State Transit Assistance (STA) funds is developed by the jurisdictions of Sonoma County. These funds are the **primary source of operating revenue** for all of Sonoma County's transit operators. Because the service areas of transit operators in Sonoma County cross jurisdictional boundaries, MTC requires that a Coordinated Claim for these funds be prepared and adopted annually by each jurisdiction in Sonoma County and by the Sonoma County Transportation Authority.

The Coordinated Claim documents existing inter-jurisdictional funding agreements for transit services in Sonoma County as they relate to the distribution of TDA and STA funds. The process of developing the Coordinated Claim each year is the primary mechanism for establishing contribution agreements for services provided by transit operators to local jurisdictions.

The Coordinated Claim has been reviewed by the Transit Technical Advisory Committee.

Fiscal Year 2006/2007 Revenues:

Transportation Development Act (TDA) Funds: TDA revenues are derived from sales tax receipts (one quarter of 1% of the state sales tax) and are, therefore affected by changes in the economy. In FY 2006/2007 \$19.950 million in TDA funds are projected to be disbursed in Sonoma County. Previous year TDA distribution:

FY 2006/2007, \$19,950,000
FY 2005/2006, \$17,900,000
FY 2004/2005, \$17,000,000
FY 2003/2004, \$17,500,000

In addition, 2005/2006 TDA actual revenues were over the estimate, creating an excess generation of over \$1 million. This must be distributed to all of the jurisdictions by the same formula that TDA funds are distributed.

Measure M funds: Measure M revenues are also derived from sales tax receipts (one quarter of 1%) with bus transit receiving 10% of the incoming revenue.

State Transit Assistance (STA) Funds: State Transit Assistance Funds are allocated from three subcategories; (1) STA Population Formula Funds, (2) STA Regional Paratransit Funds, and (3) STA Revenue Based Funds. Each category has a slightly different set of requirements for its distribution.

The three categories are described in brief as follows:

Population Formula Funds are allocated to local jurisdictions on a population basis and can only be used on transit projects. Entities may claim from current year and prior year funds and may borrow against the fund as long as the fund, as a whole, maintains a positive balance.

Regional Paratransit Funds are available at MTC's discretion for paratransit projects submitted through this coordinated process. Eligible claimants are Sonoma County Transit, Petaluma Transit and Santa Rosa Transit. As in prior years, 10% of FY 2006/2007 Regional Paratransit funds have been dedicated to Golden Gate to support its regional ADA paratransit services.

Revenue Based Funds are allocated only to eligible TDA Article 4 transit operators. In Sonoma County, the cities of Healdsburg, Cloverdale, Santa Rosa, and the County are eligible for these funds.

Fiscal Year 2006/2007 Coordinated Claim:

In general, most jurisdictions provide TDA funding to Sonoma County Transit for a variety of contract transit services. For a complete listing of all contracted services, please refer to the Coordinated Claim.

Based on a contribution formula established in FY 1996/1997, all Sonoma County entities contribute to Golden Gate Transit (GGT). Collectively, as required by MTC resolution 2858, these contributions provide an amount equal to 25% of Sonoma County's FY 2006/2007 TDA funds.

In an effort to fund complementary paratransit services required by the Americans with Disabilities Act (ADA) of 1990, each entity that contracts with Sonoma County Transit contributes an additional 20% of their fixed-route contributions to support ADA required paratransit services. Currently, Sonoma County contracts with Volunteer Wheels, Petaluma contracts with Petaluma People Service Center and the city of Santa Rosa contracts with MV Transportation to provide paratransit services within their respective service areas.

TDA funds can also be used for non-transit purposes if MTC makes a finding that "all transit needs which are reasonable to meet are being met" in those jurisdictions claiming funds for other purposes. Recognizing the increased need for paratransit services and continuing unmet transit needs, the SCTA determined that use of TDA funds for non-transit purposes be phased out by 2002 (Resolution 2001-008).

REQUESTED ACTION;

The PCC should review the enclosed 2006/2007 Coordinated Claim for TDA, STA and Measure M Funds and make a recommendation to the SCTA.