



PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC)

1:00 p.m., Thursday, July 16, 2020

Join Zoom Meeting

<https://us02web.zoom.us/j/87193294527?pwd=SU9laFpEUeYwTHZDWWEwTnRiRFB3Zz09>

To Join by Telephone

Dial: 1(408)-638-0968 Meeting ID: 871 9329 4527# Password: 153339

Click here for [Zoom Instructions](#)

MEETING AGENDA

<u>ITEM</u>	<u>STAFF PERSON</u>
1. CALL TO ORDER/CONFIRM QUORUM/INTRODUCTIONS (1:00 – 1:05 p.m.)	Ernest Rogers, Chair
2. APPROVAL OF AGENDA (1:05 – 1:10 p.m.)	Members
3. OPPORTUNITY FOR PUBLIC COMMENT (1:10 – 1:15 p.m.)	
4. PRESENTATIONS (1:15 – 2:00 p.m.)	
A. Update to the Bay Area’s Coordinated Public Transit-Human Services Transportation Plan	Drennen Shelton, MTC
B. Solano Mobility Study Plan for Older Adults and People with Disabilities	Elizabeth Richards, STA Consultant
C. Solano County Transit (SolTrans) Update	Mandi Renshaw, SolTrans
5. CONSENT CALENDAR <u>Recommendation:</u> Approve the following consent item. (2:00 – 2:05 p.m.)	
A. Minutes of the PCC Meeting of May 21, 2020 <u>Recommendation:</u> Approve the Minutes for the Meeting of May 21, 2020 Pg. 5	Cecilia de Leon, STA

PCC MEMBERS

<u>Heather Barlow</u> Social Services Provider	<u>Richard Burnett</u> MTC Policy Advisory Council Representative	<u>Cindy Hayes</u> Social Services Provider	<u>Lisa Hooks, Vice-Chair</u> Social Services Provider	<u>Brian McLaughlin</u> Member at Large	<u>Judy Nash</u> Public Agency -Education
<u>Katherine Richter</u> Transit User	<u>Ernest Rogers, Chair</u> Transit User	<u>Teri Ruggiero</u> Public Agency- Health & Social Services	<u>Cynthia Tanksley</u> Transit User	<u>James Williams</u> Member at Large	

6. ACTION ITEMS – DISCUSSION

A. Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Matrix – July 2020 – City of Vacaville (City Coach) and City of Fairfield (FAST)

Ron Grassi, STA

Recommendation:

Forward a recommendation to MTC to allocate funds based on the approved July 2020 TDA Matrix for FY 2020-21 which includes the TDA Claim for the City of Vacaville (City Coach) and the City of Fairfield (FAST) as shown in Attachment B; and Authorize the Executive Director to request that MTC shift \$150,000 in RM2 Funds from the Green Express to the Red Line for FY 2020-21 and FY 2021-22.

(2:05 – 2:10 p.m.)

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7. INFORMATIONAL ITEMS – DISCUSSION

A. Development of SolanoExpress COVID-19 Safety Protocols

Brandon Thomson, STA

(2:10 – 2:15 p.m.)

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8. TRANSIT OPERATOR UPDATES

Group

- A. Dixon Redit-Ride**
- B. Fairfield and Suisun Transit (FAST)**
- C. Rio Vista Delta Breeze**
- D. Solano County Transit (SolTrans)**
- E. Vacaville City Coach**

(2:15 – 2:40 p.m.)

9. COMMENTS FROM STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES

Group

(2:40 – 2:50 p.m.)

10. FUTURE AGENDA ITEMS

- A. Solano Mobility Programs Quarterly Update**
- B. Transportation Accessibility in the Evening**
- C. Status Update on Outstanding Grant Applications**
- D. Power Wheelchair Chargers in Transit**
- E. Amtrak Platform Wayfinding at Vacaville Station**

11. ADJOURNMENT

The next regular meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, September 17, 2020** at the **SolTrans Operations and Maintenance Facility, 1850 Broadway Street, Vallejo, California.**

Meeting Schedule for the Calendar Year 2020

Thursday, November 19, 2020, Suisun Senior Center, 318 Merganser Drive, #3401, Suisun City

For questions regarding this agenda:

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

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(707) 399-3239

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PCC

SOLANO PARATRANSIT COORDINATING COUNCIL (PCC) DRAFT PCC Meeting Minutes for Virtual Meeting of May 21, 2020

1. CALL TO ORDER/ CONFIRM QUORUM/INTRODUCTIONS

Chair Ernest Rogers called the virtual PCC Meeting to order at 1:07 p.m. Pursuant to Governor Newsom’s Executive Order N-29-20 and the Shelter at Home order issued by Solano County Public Health, the PCC members and other invited participants attended the meeting via Zoom.

A quorum was confirmed via roll call by Debbie McQuilkin, STA’s Transit Mobility Coordinator.

PCC Members Present: *In Alphabetical Order by Last Name*

Heather Barlow	Social Services Provider
Richard Burnett	MTC Policy Advisory Council (PAC) Representative
Lisa Hooks	PCC Vice Chair/Social Services Provider
Brian McLaughlin	Member at Large
Katherine Richter	Transit User
Ernest Rogers	PCC Chair/Transit User
Teri Ruggiero	Public Agency - Health & Social Services
Cynthia Tanksley	Transit User
James Williams	Member at Large

PCC Members Absent: *In Alphabetical Order by Last Name*

Cindy Hayes	Social Services Provider
Judy Nash	Public Agency – Education

Others Present: *In Alphabetical Order by Last Name*

Amy Antunano	STA
April Cobb	Fairfield and Suisun Transit (FAST)
Cecilia de Leon	STA
Ron Grassi	STA
Vicki Jacobs	Dixon Read-Ride
Debbie McQuilkin	STA
Mandi Renshaw	SolTrans
John Sanderson	SolTrans
Brandon Thomson	STA
Debbie Whitbeck	Vacaville City Coach

2. APPROVAL OF AGENDA

During the approval of the agenda, Ron Grassi requested to amend the Agenda, specifically Item 5.A to include Solano County Transit (SolTrans) Transportation Demand Act (TDA) claim with Exhibit C and to reflect the correct requested TDA funds for Solano Transportation Authority.

On a motion by Lisa Hooks and a second by Richard Burnett, the PCC approved the agenda with the requested modifications to Agenda Item 5.A. (9 Ayes)

3. OPPORTUNITY FOR PUBLIC COMMENT

None.

4. CONSENT CALENDAR

A. Minutes of the PCC Meeting of January 16, 2020

Recommendation:

Approve PCC meeting minutes of January 16, 2020.

On a motion by Teri Ruggiero and a second by Richard Burnett, the PCC unanimously approved the recommendation. (9 Ayes for Action Item 6.A / 8 Ayes, 1 Abstention for Item 7.B)

5. ACTION ITEMS – DISCUSSION

A. Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Matrix – *DRAFT* June 2020 – Solano County Transit (SolTrans) and Solano Transportation Authority (STA)

Ron Grassi reviewed and discussed the TDA claims for Solano County Transit (SolTrans) and Solano Transportation Authority, and identified the purpose of the requested TDA funds.

James Williams requested clarification regarding the discrepancy noted on his PCC packet. Staff clarified that there was a last-minute change to the agenda Item 5.A staff report to reflect SolTrans TDA Summary and the correct TDA funds for STA on the amended agenda.

Recommendation:

Review and forward a recommendation to STA Board *and* MTC to approve a TDA claim for *SolTrans in the amount of \$5,050,498 and* Solano Transportation Authority (STA) in the amount of *\$1,648,435*.

On a motion by Cynthia Tanksley and a second by Lisa Hooks, the PCC unanimously approved the recommendation as amended shown above in *bold italics*. (9 Ayes)

B. Paratransit Coordinating Council (PCC) Membership Update

Debbie McQuilkin reviewed the PCC membership roster. Ms. McQuilkin discussed the term for Cindy Hayes has expired and mentioned that Ms. Hayes expressed interest in serving another term. She also discussed Ernest Rogers’ PCC membership to expire in September and confirmed that Mr. Rogers was interested in reappointing his position to the council.

Recommendation:

Forward a recommendation to the STA Board to re-appoint Cindy Hayes as Social Services Provider for another 3-year term and Ernest Rogers as Transit User for another 3-year term upon his PCC membership term expiration in September, 2020.

On a motion by Lisa Hooks and a second by Cynthia Tanksley, the PCC unanimously approved the recommendation. (9 Ayes)

6. INFORMATIONAL ITEMS – DISCUSSION

A. Update of Community Based Transportation Plan (CBTP) - Vallejo

Ron Grassi reviewed the projects selected through the Participatory Budgeting (PB) Process reflecting community input. Mr. Grassi discussed the formation of a CBTP Ad Hoc Review Committee comprising Vallejo Mayor Bob Sampayan, Vallejo Council Member Katy Miessner, and SolTrans Member Lori Wilson. He stated the CBTP Ad Hoc Committee reviewed the list of priority projects and recommended PB funding for six projects, and mentioned that the projects that were not selected for funding through this process will remain in the CBTP along with additional projects to address the transportation challenges raised by the community.

James Williams expressed concern about the cost for landscaping specified on the project list. Staff explained the expense would fund new landscaping at approximately 20 bus stops and the intent is landscaping requiring minimal maintenance.

B. SolanoExpress Service Plan for Fiscal year (FY 2020-21)

Brandon Thomson provided an overall summary of the SolanoExpress operator pandemic service cuts and reviewed the development of a proposed Partial Service Restoration Plan. Mr. Thomson noted that if approved, STA staff along with SolTrans and FAST staff, will implement the service changes as soon as possible in order to restore service span that is vital for essential employees for peak periods. In addition, STA staff will monitor implementation and performance, will report back to the STA Board and funding partners, and make proposals to adjust as more information about resources and travel demands become available.

C. Solano Mobility Programs Update

Debbie McQuilkin provided a pre-/post COVID-19 update for the Solano Mobility Programs. Ms. McQuilkin reviewed the Programs Matrix which included comparisons from Fiscal Year (FY) 2018-19 and through March 2020 of FY 2019-20.

7. TRANSIT OPERATOR UPDATES

- A.** Dixon Redit-Ride: Vicki Jacobs
- B.** Fairfield and Suisun Transit (FAST): April Cobb
- C.** Rio Vista Delta Breeze: Brandon Thomson
- D.** Solano County Transit (SolTrans): Mandi Renshaw
- E.** Vacaville City Coach: Debbie Whitbeck

8. COMMENTS FROM MEMBERS, STAFF AND REPRESENTATIVES FROM ADVISORY COMMITTEES

Members and Staff shared the following comments/concerns:

- Appreciation extended to SolTrans and City of Fairfield for the free rides during the COVID-19 pandemic.
- SCDD has disposable face masks and hand sanitizer available for distribution, and possibly face shields will be available for distribution as well.
- Better signage for buses.
- Proposal to install additional lighting at bus stops in case of a power outage. SolTrans working on projects to provide solar lights as part of their safety plan should there be a blackout at the Vallejo Transit Center.
- SolanoExpress to resume fares around June 15th.
- Process for sanitizing paratransit buses between trips.

9. FUTURE AGENDA ITEMS PCC COMMENTS

- A. Solano Mobility Study Plan**
- B. Community Based Transportation Plan Update**
- C. Transportation Accessibility in the Evening**
- D. Power Wheelchair Chargers on Paratransit**
- E. Amtrak Platform Wayfinding at Vacaville Station**

10. ADJOURNMENT

The meeting adjourned at 2:17 p.m. The next regular meeting of the PCC is scheduled to meet at **1:00 p.m., Thursday, September 17, 2020** at the **SolTrans Operations and Maintenance Facility, 1850 Broadway Street, Vallejo, California.**

PCC

DATE: June 30, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Ron Grassi, Director of Programs
Mary Pryor, Transit Finance Consultant
RE: Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Matrix –
July 2020 – City of Vacaville (City Coach) and City of Fairfield (FAST)

Background:

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties. The Solano FY 2020-21 TDA fund estimates from February 2020 by jurisdiction are shown on the attached MTC Fund Estimate (Attachment A).

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Card Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims.

The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The intercity funding formula is based on 20% of the costs shared on population and 80% of the costs shared and on ridership by residency. Population estimates are updated annually using the Department of Finance population estimates and ridership by residency is based on on-board surveys conducted in October 2018. The intercity funding process includes a reconciliation of planned (budgeted) intercity revenues and expenditures to actual revenues and expenditures. In this cycle, FY 2018-19 actual amounts were reconciled to the estimated amounts for FY 2018-19. The reconciliation amounts and the estimated amounts for FY 2020-21 are merged to determine the cost per funding partner.

Discussion:

For FY 2020-21, the following TDA claims are being brought forward for review:

City of Vacaville (City Coach) TDA Summary

The City of Vacaville is requesting \$2,309,318 in TDA funds for FY 2020-21. \$1,314,318 is requested for the transit operations of Vacaville, City Coach and \$995,000 is requested for capital expenditures. The following is the breakdown of capital expenditures:

- \$135,000 to maintain and make upgrades to Transits Compressed Natural Gas (CNG) station;
- \$500,000 for Fixed Route transit bus fleet upgrades including CNG part upgrades to improve fleet vehicle Compressed Natural Gas (CNG) fuel systems;
- \$135,000 for transit amenities and related ongoing COVID-19 sanitation services and protocols;
- \$225,000 for planning and administration of transit operations

City of Fairfield (Fairfield and Suisun Transit) TDA Summary

The City of Fairfield is requesting \$4,209,497 in TDA funds for FY 2020-21 transit operations. \$1,842,367 is requested from the City of Fairfield’s TDA to operate local Transit service which includes Paratransit and Local Taxi Scrip. \$912,621 is requested from the City of Suisun City for the operation of Local Transit Service. \$1,381,535 in TDA funds pursuant to the July TDA Matrix to operate SolanoExpress Blue Line and Green Express. \$72,974 is requested from the City of Vacaville to operate the Fairfield-Vacaville Hannigan Station.

The City of Fairfield is also requesting State Transit Assistance Funds in the amount of \$97,143 from Fairfield’s Revenue Base and \$279,887 in STA’s Population Base Funds to operate Solano Express Blue Line and Green Express.

The City of Fairfield is requesting \$625,900 in Regional Measure 2 funds (RM2) which is comprised of \$327,097 for the Blue Line and \$298,803 for the Green Express. The amount for the Green Line reflects a requested shift of \$150,000 in RM2 funds from the Green Express to the Red Line. In the fall STA will bring back an updated SolanoExpress Intercity Funding Agreement to reflect updates in revenue projections based on the adopted State Budget and Federal Cares Act Funding.

Based on the Governor’s May Revise for FY 2020-21 TDA revenues are estimated to be reduced by 25%. The TDA apportionment for FY 2020-21 includes revenue estimates and projected carryover. The proposed claim from the City of Vacaville and the City of Fairfield are within the parameters of available TDA funds.

At their meetings of June 23rd and 24th, the Consortium and TAC members unanimously voted to forward the recommended action to the STA Board for approval.

Fiscal Impact:

No additional financial impact to STA. The STA Board’s approval of the July 2020 TDA matrix provides the guidance needed by MTC to process the TDA claim submitted by the City of

Vacaville from the local operators TDA funds.

Recommendation:

Forward a recommendation to MTC to allocate funds based on the approved July 2020 TDA Matrix for FY 2020-21 which includes the TDA Claim for the City of Vacaville (City Coach) and the City of Fairfield (FAST) as shown in Attachment B; and Authorize the Executive Director to request that MTC shift \$150,000 in RM2 Funds from the Green Express to the Red Line for FY 2020-21 and FY 2021-22.

Attachments:

- A. FY 2020-21 TDA Fund Estimate for Solano County dated February 26, 2020
- B. FY 2020-21 Solano TDA Matrix for July 2020 – City of Vacaville (City Coach)

**FY 2020-21 FUND ESTIMATE
TRANSPORTATION DEVELOPMENT ACT FUNDS
SOLANO COUNTY**

Attachment A
Res No. 4402
Page 9 of 20
2/26/2020

FY2019-20 TDA Revenue Estimate			FY2020-21 TDA Revenue Estimate		
FY2019-20 Generation Estimate Adjustment			FY2020-21 County Auditor's Generation Estimate		
1. Original County Auditor Estimate (Feb, 19)	21,239,810		13. County Auditor Estimate	22,251,809	
2. Revised Revenue (Feb, 20)	22,251,809		FY2020-21 Planning and Administration Charges		
3. Revenue Adjustment (Lines 2-1)		1,011,999	14. MTC Administration (0.5% of Line 13)	111,259	
FY2019-20 Planning and Administration Charges Adjustment			15. County Administration (0.5% of Line 13)	111,259	
4. MTC Administration (0.5% of Line 3)	5,060		16. MTC Planning (3.0% of Line 13)	667,554	
5. County Administration (Up to 0.5% of Line 3)	5,060		17. Total Charges (Lines 14+15+16)	890,072	
6. MTC Planning (3.0% of Line 3)	30,360		18. TDA Generations Less Charges (Lines 13-17)	21,361,737	
7. Total Charges (Lines 4+5+6)		40,480	FY2020-21 TDA Apportionment By Article		
8. Adjusted Generations Less Charges (Lines 3-7)		971,519	19. Article 3.0 (2.0% of Line 18)	427,235	
FY2019-20 TDA Adjustment By Article			20. Funds Remaining (Lines 18-19)	20,934,502	
9. Article 3 Adjustment (2.0% of line 8)	19,430		21. Article 4.5 (5.0% of Line 20)	0	
10. Funds Remaining (Lines 8-9)		952,089	22. TDA Article 4 (Lines 20-21)	20,934,502	
11. Article 4.5 Adjustment (5.0% of Line 10)	0				
12. Article 4 Adjustment (Lines 10-11)		952,089			

TDA APPORTIONMENT BY JURISDICTION

Column	A	B	C=Sum(A:B)	D	E	F	G	H=Sum(C:G)	I	J=Sum(H:I)
	6/30/2019	FY2018-19	6/30/2019	FY2018-20	FY2019-20	FY2019-20	FY2019-20	6/30/2020	FY2020-21	FY2020-21
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	964,815	20,287	985,103	(1,355,968)	0	407,804	19,430	56,369	427,235	483,604
Article 4.5										
SUBTOTAL	964,815	20,287	985,103	(1,355,968)	0	407,804	19,430	56,369	427,235	483,604
Article 4/8										
Dixon	1,278,184	25,136	1,303,320	(1,431,732)	0	903,994	43,072	818,653	938,978	1,757,631
Fairfield	5,969,565	126,454	6,096,018	(9,066,136)	0	5,277,659	251,461	2,559,002	5,557,256	8,116,258
Rio Vista	627,857	13,684	641,541	(418,055)	0	417,466	19,891	660,842	446,672	1,107,514
Solano County	1,888,628	35,339	1,923,968	(840,480)	0	892,044	42,503	2,018,034	928,826	2,946,860
Suisun City	47,248	4,505	51,754	(1,373,612)	0	1,326,366	63,197	67,705	1,396,892	1,464,597
Vacaville	9,400,831	208,238	9,609,069	(4,647,361)	0	4,497,114	214,271	9,673,094	4,687,157	14,360,251
Vallejo/Benicia	5,379,599	120,873	5,500,472	(7,116,757)	3,821,134	6,667,772	317,695	9,190,315	6,978,721	16,169,036
SUBTOTAL	24,591,913	534,229	25,126,142	(24,894,133)	3,821,134	19,982,414	952,089	24,987,645	20,934,502	45,922,147
GRAND TOTAL	\$25,556,728	\$554,516	\$26,111,245	(\$26,250,101)	\$3,821,134	\$20,390,218	\$971,519	\$25,044,014	\$21,361,737	\$46,405,751

1. Balance as of 6/30/19 is from the MTC FY2018-19 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 6/30/19, and FY2019-20 allocations as of 1/31/20.
3. Where applicable by local agreement, contributions from each jurisdiction will be made to support the Intercity Transit Funding Agreement.

FY 2020-21 TDA Matrix

WORKING DRAFT

Date Prepared 18-Jun-20
 STA Board Action

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
TDA Revenue Available									
FY20-21 TDA Revenue Estimate from MTC	1	\$ 938,978	\$ 5,557,256	\$ 446,672	\$ 1,396,892	\$ 4,687,157	\$ 6,978,721	\$ 928,826	\$ 20,934,502
FY20-21 25% Reduction per MTC	1	\$ (234,745)	\$(1,389,314)	\$ (111,668)	\$ (349,223)	\$ (1,171,789)	\$ (1,744,680)	\$ (232,207)	\$ (5,233,626)
Projected Carryover from MTC	1	\$ 818,653	\$ 2,559,002	\$ 660,842	\$ 67,705	\$ 9,673,094	\$ 9,190,315	\$2,018,034	\$ 24,987,645
Available for Allocation per MTC	1	\$ 1,522,887	\$ 6,726,944	\$ 995,846	\$ 1,115,374	\$ 13,188,462	\$ 14,424,356	\$ 2,714,654	\$ 40,688,522
FY19-20 Allocations / Returns	1								\$ -
Total TDA Revenue Available for Allocation		\$ 1,522,887	\$ 6,726,944	\$ 995,846	\$ 1,115,374	\$ 13,188,462	\$ 14,424,356	\$ 2,714,654	\$ 40,688,522

USES

Paratransit									
Intercity Taxi Scrip	2	\$ 12,850	\$ 25,397	\$ 650		\$ 51,300	\$ 65,375	\$ 569,428	\$ 725,000
Paratransit	3		\$ 274,959		\$ 100,000	\$ 172,919	\$ 691,061	\$ 316,561	\$ 1,555,500
Local Taxi Scrip	3		\$ 176,111		\$ 25,000	\$ 95,249	\$ 80,000		\$ 376,360
<i>Subtotal Paratransit</i>		<i>\$ 12,850</i>	<i>\$ 476,467</i>	<i>\$ 650</i>	<i>\$ 125,000</i>	<i>\$ 319,468</i>	<i>\$ 836,436</i>	<i>\$ 885,989</i>	<i>\$ 2,656,860</i>

Local Transit Service	3		\$ 1,391,297		\$ 787,621	\$ 1,046,150	\$ 3,188,939		\$ 6,414,007
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SolanoExpress Intercity Bus									
To FAST	4	\$ 78,594	\$ 528,686	\$ -	\$ 95,126	\$ 476,039	\$ 112,925	\$ 90,164	\$ 1,381,535
To SolTrans	4	\$ 9,732	\$ 104,786	\$ -	\$ 24,381	\$ 53,416	\$ 812,833	\$ 85,350	\$ 1,090,497
<i>Subtotal SolanoExpress Intercity Bus</i>		<i>\$ 88,326</i>	<i>\$ 633,472</i>	<i>\$ -</i>	<i>\$ 119,507</i>	<i>\$ 529,455</i>	<i>\$ 925,758</i>	<i>\$ 175,514</i>	<i>\$ 2,472,032</i>

Transit Capital	Claimed by each agency	3				\$ 995,000	\$ 404,500		\$ 1,399,500
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STA Planning	Claimed by STA	6	\$ 22,659	\$ 132,288	\$ 10,464	\$ 33,246	\$ 112,723	\$ 167,132	\$ 22,360	\$ 500,872
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FY 2020-21 TDA Matrix

WORKING DRAFT

Date Prepared 18-Jun-20
 STA Board Action

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
Swaps / Other									
LCTOP swap: Dixon to claim from FAST for FY19-20 funding shares	7		\$ 1,552						\$ 1,552
LCTOP swap: Rio Vista to claim from SolTrans for FY19-20 funding shares	8						\$ 1,564		\$ 1,564
LCTOP swap: Vacaville to claim from FAST for FY19-20 funding shares	9		\$ 6,142						\$ 6,142
Intercity Bus Replacement Plan, Claimed by FAST	10								\$ -
Intercity Bus Replacement Plan, Claimed by SolTrans	10								\$ -
Fairfield-Vacaville Train Station claimed by FAST	12					\$ 72,974			\$ 72,974
Suisun City Train Station, claimed by STA	13				\$ 50,000				\$ 50,000
Faith in Action, claimed by STA	14							\$ 56,000	\$ 56,000
<i>Subtotal Swaps</i>		\$ -	\$ 7,694	\$ -	\$ 50,000	\$ 72,974	\$ 1,564	\$ 56,000	\$ 188,232
Total To Be Claimed by All Agencies		\$ 123,835	\$ 2,641,218	\$ 11,114	\$ 1,115,374	\$ 3,075,770	\$ 5,524,329	\$ 1,139,863	\$ 13,631,503
Balance		\$ 1,399,052	\$ 4,085,726	\$ 984,732	\$ 0	\$ 10,112,691	\$ 8,900,027	\$ 1,574,791	\$ 27,057,019

Notes

- (1) MTC February 26, 2020 Fund Estimate; Reso 4220; columns I, H, J; Allocations>Returns in matrix are those not yet included in MTC's fund estimate; 25% reduction per MTC guidance
- (2) STA will be claimant. Amounts subject to change.
- (3) From each agency's annual TDA claim. County amount claimed by STA for Countywide In Person ADA Assessments.
- (4) Based on FY 2018-19 reconciliation and FY 2020-21 Intercity Transit Funding Agreement forecast
- (5) (Not used)
- (6) Claimed by STA from all agencies per formula; Amount in matrix is \$2 less due to rounding.
- (7) Dixon to claim from FAST per February 27, 2020 swap letters
- (8) Rio Vista to claim from SolTrans per February 28, 2020 swap letter
- (9) Vacaville to claim from FAST per February 27, 2020 swap letter
- (10) From Intercity Bus Replacement Plan approved by STA Board on September 11, 2019.
- (11) Not used
- (12) FAST to claim from Vacaville based on 2002 agreement for operation of Fairfield - Vacaville Train Station. Amount covers November 2017 to June 30, 2019 costs.
- (13) To be claimed by STA for Suisun Amtrak station maintenance
- (14) To be claimed by STA for Faith in Action

PCC

DATE: July 1, 2020
TO: Paratransit Coordinating Council (PCC)
FROM: Brandon Thomson, Transit Mobility Coordinator
RE: Development of SolanoExpress COVID-19 Safety Protocols

Background:

During the Coronavirus (COVID-19) public health emergency, transit agencies across the country are continuing to provide millions of trips a day to lifeline services and to carry healthcare and other essential workers to critical jobs. The Federal Transit Administration's (FTA) Safety Advisory recommends that transit agencies develop and implement procedures and practices consistent with all applicable guidance and information provided by the Centers for Disease Control and Prevention (CDC) and the Occupational Safety and Health Administration (OSHA) to ensure the continued safety of transit passengers and employees during this national emergency.

Discussion:

STA staff is recommending following FTA recommendations to reduce the likelihood that transit employees, contractors, and members of the public, contract or spread the coronavirus. These recommendations do require policies and procedures be written and followed. The FTA recommends transit agencies take the following five actions:

1. Establish and implement policies and procedures for transit agency employees and passengers to use face coverings and Personal Protective Equipment (PPEs) to reduce the risk of COVID-19 among employees and passengers.
2. Establish and implement policies and procedures for routine cleaning and disinfection of surfaces frequently touched by employees and passengers, including equipment, digital interfaces such as touchscreens and fingerprint scanners, vehicles, and facilities to reduce the risk of COVID-19 among employees and passengers.
3. Establish and implement measures to create physical separation greater than 6 feet between transit facility employees, transit operators, and passengers.
4. Establish and implement policies and procedures that reinforce healthy hygiene practices, including policies to provide sufficient opportunities for employees to practice healthy hygiene and to ensure transit vehicles and facilities are appropriately cleaned.

5. Revise policies, procedures and measures developed and implemented pursuant to the FTA's Safety Advisory as new or revised CDC and OSHA guidance becomes available.

In order to meet the FTA's recommendations, staff from FAST, SolTrans, and STA convened a working group to develop draft policies for review by the Consortium and review and adoption by the STA Board for SolanoExpress. The working group met on May 19, 2020. The working group's recommendations that were discussed and unanimously approved by the Intercity Transit Consortium at their meeting of May 27th and approved by the STA Board on June 10, 2020. The SolanoExpress Safety Protocols can be found in Attachment A.

Fiscal Impacts:

None.

Recommendation:

Informational

Attachment:

- A. COVID -19 SolanoExpress Safety Protocols

SolanoExpress Safety Protocols

1. Install driver partitions, which will prevent patrons from having direct contact with the driver.
2. Require riders to wear facial coverings, effective June 15th.
3. Limit seating on SolanoExpress to no more than 20 riders so that patrons are adhering to social distancing.
4. Promote cashless payment.
5. Enhanced cleaning protocols on buses and transit facilities.