

City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL MEETING STANCOG BOARD ROOM 1111 I STREET, SUITE 308 MODESTO, CA JANUARY 2, 2013 (WEDNESDAY) 8:30 AM

Committee Agendas and Minutes: Committee agendas, minutes and copies of items to be considered by the StanCOG Committee are available at least 72 hours prior to the meeting at the StanCOG offices located at 1111 "I" Street, Suite 308, Modesto, CA during normal business hours. The documents are also available on StanCOG's website at www.stancog.org/committees.shtm.

Materials related to an item on this Agenda submitted to the Committee after distribution of the agenda packet are available for public inspection at the address listed above during normal business hours. These documents are also available on StanCOG's website, subject to staff's ability to post the documents before the meeting.

<u>Public Comment Period</u>: Matters under the jurisdiction of the Committee, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any off-agenda matters before the Committee for consideration. However, California law prohibits the Committee from taking action on any matter which is not on the posted agenda unless it is determined to be an emergency by the Committee. Any member of the public wishing to address the Committee during the "Public Comment" period will be limited to 5 minutes unless the Chair of the Committee grants a longer period of time. At a Special Meeting, members of the public may address the Board on any item on the Agenda at the time the item is considered by the Board.

<u>Public Participation on a Matter on the Agenda</u>: Please step to the podium at the time the agenda item is announced by the Chairperson. In order to ensure that interested parties have an opportunity to speak, any person addressing the Committee will be limited to a maximum of 5 minutes unless the Chair of the Committee grants a longer period of time.

Reasonable Accommodations: This Agenda shall be made available upon request in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact Cindy Malekos at (209) 525-4600 during regular business hours at least 72 hours prior to the time of the meeting to enable StanCOG to make reasonable arrangements to ensure accessibility to this meeting.

Notice Regarding Non-English Speakers: StanCOG Committee meetings are conducted in English and translations to other languages is not provided. Anyone wishing to address the Committee is advised to have an interpreter or to contact Cindy Malekos at (209) 525-4600 during regular business hours at least 72 hours prior to the time of the meeting so that StanCOG can provide an interpreter.

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<u>AGENDA</u>

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. PUBLIC COMMENTS

The public may comment on each item on the agenda as it arises.

4. PRESENTATIONS - None

5. DISCUSSION/ACTION ITEMS

- **A.** Motion to Approve SSTAC Minutes of 11-27-12
- **B.** Discussion of Unmet Transit Needs Assessment Meetings/Future Outreach Update

6. INFORMATION

- **A.** FFY 2012 Call for Projects for FTA 5310 Elderly and Disabled Specialized Transit, FTA 5316 Jobs Access and Reverse Commute (JARC) Small Urban/Non Urbanized (Rural), and FTA 5317 New Freedom Small Urban/Non Urbanized (Rural) Grant Programs
- 7. TRANSIT MANAGER'S/CTSA REPORT
- 8. CALTRANS REPORT
- 9. EXECUTIVE DIRECTOR'S REPORT
- 10. COMMENTS FROM COUNCIL MEMBERS
- 11. ADJOURNMENT

Next Regularly Scheduled SSTAC Meeting: February 5, 2013 (Tuesday) @ 8:30 am StanCOG Board Room 1111 I Street, Suite 308 Modesto, CA



Item 5A

City of Ceres • City of Hughson • City of Modesto • City of Newman • City of Oakdale • City of Patterson City of Riverbank • City of Turlock • City of Waterford • County of Stanislaus

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC) MEETING StanCOG Board Room 1111 I Street, Suite 308 Modesto, CA

Minutes of November 27, 2012 (Tuesday) 8:30 am

MEMBERS PRESENT:

Fred Cavanah (City of Modesto); Jean Foletta (CTSA); Margie Palomino

(Department of Aging Veterans); Christina Ulloa (DMC Foundation)

ALSO PRESENT:

Kay Dunkel (City of Ceres); Eunice Lovi, Stacie Morales (Stanislaus County);

Barbara Hempstead (Caltrans); Carlos Yamzon, Rosa Park, Mike Costa, Debbie

Trujillo, (StanCOG)

1. CALL TO ORDER

Vice Chair Jean Foletta called the meeting to order at 8:40 AM.

- 2. ROLL CALL
- 3. PUBLIC COMMENTS None
- 4. PRESENTATIONS None

5. DISCUSSION/ACTION ITEMS

A. Motion to Approve SSTAC Minutes of 10-30-12

By Motion (Christina Ulloa/Margie Palomino), and unanimous vote, the Council approved the minutes of 10-30-12.

B. Discussion of San Joaquin Joint Exercise of Powers Agreement

Rosa Park briefly discussed the next steps required to form the regional governance of the San Joaquin rail service. She said that staff was bringing this item to the Policy Board for their approval and execution of the San Joaquin Joint Exercise of Powers Agreement (JEPA), and appointment of a Policy Board member and an alternate member to the San Joaquin Joint Powers Authority Board. Eleven members would be required for the JEPA to take effect.

C. Discussion of Management and Finance Subcommittee Amendments to the StanCOG Transit Cost Sharing Procedures

Mike Costa updated members regarding amendments that were adopted by the Policy Board in April 2012. He mentioned that staff and the subcommittee of the Management and Finance Committee met numerous times to collaboratively establish clear and relevant procedures that would address pending items that needed to be resolved regarding the procedures. He discussed those items in question and the new amendments that were proposed for the Transit Cost Sharing Procedures. He said that the specific language pertinent to these amendments was still in the final process of being reviewed and accepted by the Management and Finance Subcommittee. Once completed, it was anticipated that the final Transit Cost Sharing Procedures document would be brought to the Policy Board for adoption in February 2013.

D. Discussion of Unmet Transit Needs Assessment Meetings/Future Outreach

Mike Costa mentioned that staff would be holding public meetings for the annual Unmet Transit Needs Assessment process beginning in January 2013. The areas of outreach being considered were Patterson/Newman, Waterford, Riverbank/Oakdale, and Turlock. He asked members for input regarding venues to hold the public meetings and outreach methods to maximize the public involvement and input in this year's process. Members suggested community centers, senior centers, libraries, veterans advisory committee meetings, and local buses.

6. INFORMATION - None

7. TRANSIT MANAGER'S/CTSA REPORT

Fred Cavanah reported that ridership was currently up 2% year compared to last year. He also said there were over 300,000 riders on MAX for the month of October. He mentioned that Melissa Molina had been hired as the new Transit Analyst replacing Bill Latham.

Eunice Lovi reported that ridership was up 4% over the same period as last year, with significant ridership increases on Routes 10 and 70. She mentioned that the Board of Supervisors had approved the merger with the Riverbank/Oakdale Transit Authority (ROTA), and that StaRT would provide services in the Riverbank/Oakdale area, effective January 2013. She said installation of new fare boxes and cameras would take place as well as painting the buses to reflect the new logos. Additionally, advertising and outreach would begin in both Riverbank and Oakdale at libraries, senior centers, on the radio, and linking the ROTA website to the StaRT website.

Kay Dunkel reported that CAT ridership continued to increase and revenues for CAT and Ceres Dial-A-Ride had increased as well.

Jean Foletta reported that coordination continued between the Area Agency on Aging and the Veterans Commission regarding a pilot program for the Veterans to operate a door-through-door escort service from Stanislaus County to the Bay Area. She mentioned that the CTSA was providing the RSVP match for FY 12/13. She said ridership was up on the volunteer driver program which continued to grow and last month there were 356 one way trips at \$5.66 per trip. The demand for travel training had increased.

8. CALTRANS REPORT

Barbara Hempstead passed out an updated report of Status of Projects in Stanislaus County. She also suggested a way to keep track of public participation at public meetings. One would be by form that the individual participating in the meeting could fill out; or another would be by visual tally.

9. INTERIM EXECUTIVE DIRECTOR'S REPORT

Carlos Yamzon expressed his appreciation to the members for their commitment to serve on the SSTAC.

10. COMMENTS FROM COUNCIL MEMBERS

Margie Palomino mentioned that she is selling tickets for the Stanislaus Senior Foundation Fundraiser on December 4, 2012. The Senior Foundation was formed to help seniors with their utility bills.

11. ADJOURNMENT

Vice Chair Jean Foletta adjourned the meeting at 9:53 a.m.

Next Regularly Scheduled SSTAC Meeting:

January 2, 2013 (Wednesday) @ 8:30 am StanCOG Board Room 1111 I Street, Suite 308 Modesto, CA

Minutes Prepared By:

Debbie Trujillo, Administrative Technician





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TO:

Social Services Transportation Advisory Council

(SSTAC)

Staff Report Information

THROUGH:

Carlos Yamzon, Executive Director

FROM:

Rosa De León Park, Transit/Programming Manager

Mike Costa Associate Di

Mike Costa, Associate Planner

DATE:

December 17, 2012

SUBJECT:

FFY 2012 Call for Projects for FTA 5310 Elderly and Disabled Specialized Transit, FTA 5316 Jobs Access and Reverse Commute (JARC) Small Urban/Non Urbanized (Rural), and FTA 5317 New Freedom Small Urban/Non Urbanized (Rural) Grant **Programs**

Caltrans Division of Mass Transportation has announced a new funding cycle (Cycle 7 - Federal Fiscal Year 2012) for the following Federal Transit Administration (FTA) grant programs:

1. FTA 5310 Elderly and Disabled Specialized Transit

- a. \$13 million available for statewide competitive grant
- b. 100% Federally funded, toll credits available
- c. Grant applications due to StanCOG for scoring/evaluation on or before March 11, 2013
- d. Grant application instructions and program guidelines can be found via the following link: http://www.dot.ca.gov/hg/MassTrans/5310.html

2. FTA 5316 Jobs Access and Reverse Commute (JARC) Small Urban and Non Urbanized (Rural)

- a. \$1.08 million available for small urban areas (Turlock) for statewide competitive grant, \$795,000 available for non urbanized (rural) areas for statewide competitive grant
- b. 100% Federally funded, toll credits available
- c. Grant applications for small urban areas are due to StanCOG for scoring/evaluation on or before March 29, 2013, non urbanized (rural) grant applications are due to Caltrans on or before April 19, 2013
- d. Grant application instructions and program guidelines can be found via the following link: http://www.dot.ca.gov/hg/MassTrans/5316.html

3. FTA 5317 New Freedom Small Urban and Non Urbanized (Rural)

- a. \$950,000 available for small urban areas (Turlock) for statewide competitive grant, \$481,000 available for non-urbanized (rural) areas for statewide competitive grant
- b. 100% Federally funded, toll credits available
- c. Grant applications for small urban areas are due to StanCOG for scoring/evaluation on or before March 29, 2013, non urbanized (rural) grant applications are due to Caltrans on or before April 19, 2013
- d. Grant application instructions and program guidelines can be found via the following link: http://www.dot.ca.gov/hg/MassTrans/5317.html

More detailed fact sheets for each of the grant programs, identified above, are attached to this staff report.

Caltrans will be hosting a successful grant application workshop at the StanCOG Office/Board Room, located at 1111 I Street, Suite 308, Modesto, Ca 95354, from 1:00 p.m. to 5:00 p.m. on Thursday, January 24, 2013. All agencies wishing to participate in this grant funding cycle's application process are highly encouraged to attend this meeting.

For more information regarding this staff report, please contact Mike Costa at 209.525.4644 / mcosta@stancog.org, or Rosa Park at 209.525.4600 / rpark@stancog.org.

Attachments:

- 1. FTA 5310 Elderly and Disabled Specialized Transit Fact Sheet
- 2. FTA 5316 Jobs Access and Reverse Commute (JARC) Small Urban/Non Urbanized (Rural) Fact Sheet
- 3. FTA 5317 New Freedom Small Urban/Non Urbanized (Rural) Fact Sheet

mcosta@stancog.org

FTA Section 5310 Elderly and Disabled Specialized Transit Program Federal Fiscal Year 2012

PROGRAM FACT SHEET AND TIMELINE

Program Purpose: Provide capital grants for projects that meet the transportation needs of elderly persons and persons with disabilities where public mass transportation services are otherwise unavailable, insufficient or inappropriate.

Program History: Since the program's inception in 1975, approximately 500 agencies have received over 4000 vehicles statewide, serving a variety of client groups and programs ranging from small agencies with specific clientele (e.g. dialysis and AIDS patients) to large providers serving an entire community. The average cost for yearly maintenance for a vehicle is estimated at \$8,500.

Funds Available

- Approximately \$13 million in Federal funds are available for this cycle;
- * 100 % in federal funds upon FTA approval of Transportation Development Credits.

Eligible Applicants:

- Private non-profit corporations;
- Public agencies where no private non-profits are readily available to provide the proposed service;
- Public agencies that have been approved by the State to coordinate services.

Eligible Equipment:

- * Accessible vans and buses;
- * Mobile radios and communication equipment;
- Computer hardware and software

Service Eligibility: Services to be provided must serve the transportation needs of elderly persons and/or persons with disabilities. Public service must be "incidental" per FTA C 9070.1F.

Project Eligibility: Applicants must have management oversight and control over the operations and service of the equipment. Applicants are required to provide sufficient justification and provide documentation that alternative transportation services are unavailable, insufficient or inappropriate to meet the agency's transportation needs.

Selected project vehicle(s) must provide a minimum of 20 hours of service per week per vehicle or in coordination with other agencies.

All projects selected for funding must be derived from a Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) as required by FTA C 9070.1F.

Vehicle Replacement Eligibility: Vehicle(s) must be in active service. Active service is defined as a vehicle providing service throughout the agency's normal days and hours of operation. A van(s) proposed for replacement must have been in service for four years or have at least 100,000 miles at the time of application. A replacement bus(s) must meet or exceed useful life at the time of application.

Service Expansion Eligibility: Applicants must be able to document that the proposed transportation service will provide:

- * Services to additional persons; or
- * Expand the service area or hours; or
- * Increase the number and/or frequency of trips.

Funding Selection Process:

- 1. The Regional Transportation Planning Agency (RTPA) scores the applications using established evaluation criteria and completes a prioritized list for their region.
- 2. The State Review Committee reviews the RTPA scores, and scores a statewide-prioritized list of projects based on available funding.
- 3. The California Transportation Commission (CTC) holds a public hearing to review and adopt the final list of projects.
- 4. Caltrans submits approved projects to the FTA.

Program Requirements: Once approved by FTA, successful applicants enter into a Standard Agreement with Caltrans. The agreement remains in effect until the project's useful life. Grantees are responsible for the proper use, operating costs, and maintenance of all project equipment. Grantees must be prepared to comply with the requirements of Caltrans, the Department of Motor Vehicle and the regulations of the California Highway Patrol.

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PROGRAM NOTE:

FTA Section 5310 vehicles are purchased by Caltrans using a State procurement process. Upon Caltrans approval, public agencies can follow their own local procurement process. However, the grantee must comply with state and federal procurement procedures when purchasing with local funds. Upon project completion, the grantee requests reimbursement from Caltrans for the Federal Share.

5310 PROGRAM TIMELINE

November 15, 2012	Call for ProjectsBegin Schedule for Public Hearings (Public Transit Only)
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January 21, -31, 2013 - Grant Application Workshops

March 11, 2013 - Regional applications due to RTPA by 5:00 p.m. March 11, 2013. RTPA scores applications and conducts appropriate public hearings.

May 13, 2013 - RTPA forwards (electronically) regional prioritized list with scores and copies of applications with approved Certification and Assurances to Caltrans by 5:00 p.m. May 13, 2013.

June 6, 2013 - Regional scores are merged into a statewide-prioritized list of projects.
 State Review Committee reviews and verifies scores submitted by the RTPAs.

August 2013 to - Submit draft list to CTC for book item at the upcoming CTC meeting September 2013 - CTC distributes public draft Program of Projects (POP)

- CTC conducts staff level conference for the review committee to hear any filed appeals

- CTC conducts public hearing to adopt final POP

- Final POP distributed publicly

- Projects are programmed in the FTIP

October/November 2013 - Schedule Successful Applicant Workshops, verify new agency information

- After verification that all projects have been programmed, approved POP submitted to FTA for funding approval

- After FTA's final approval, Standard Agreement process initiated

- Procurement process begins.

January/February 2014 - Write Standard Agreements

For additional information call our toll free number (1.888.472.6816) or visit our website at: http://www.dot.ca.gov/hq/MassTrans/5310.html

11/16/2012

FTA Section 5316 Jobs Access Reverse Commute (JARC) Transit Program Federal Fiscal Year 2012

PROGRAM FACT SHEET AND TIMELINE

Program Purpose: To improve access to transportation services to employment-related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and nonurbanized areas to suburban employment opportunities.

Funds Available

- Approximately \$1.08 million in federal funds (including Toll Credits) are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population;
- Approximately \$795 thousand in federal funds (including Toll Credits) are available for this cycle for non-urbanized areas less than 50,000 in population.

Eligible Applicants:

- * Private non-profit corporations;
- State or local government authority;
- Operators of public transportation services, including private operators of public transportation services.

Local Match Requirements: This grant cycle will not require a minimum local match, as 100% in federal funds will be made available upon FTA approval of Toll Credits to be used for local match requirement.

Coordinated Plans: All projects selected for funding must be derived from a coordinated public transit-human services transportation plan as required by federal guidance. Grant applications must include a Coordinated Plan Certification.

Project Eligibility: Funds from the JARC program are available for capital, planning, and operating expenses that support the development and maintenance of transportation services designed to

transport low-income individuals to and from jobs and activities related to their employment, and to support reverse commute projects.

Applicants may apply for up to three (3) years of funding per project with a maximum of \$400,000 per year. Eligible projects may include, but are not limited to capital, planning, and operating assistance to support activities such as:

- * Late-night weekend service
- * Guaranteed ride home service
- Shuttle service
- * Demand-responsive service
- Supporting the administration and expenses related to voucher programs
- Subsidizing the costs associated with adding reverse commute bus, train, carpool van routes or service from urbanized areas and nonurbanized areas to suburban work places
- * Intelligent Transportation Systems (ITS)
- * Transit vehicles
- Mobility management activities

Planning Requirements: To be eligible for funding, JARC projects in urbanized areas must be included in the Metropolitan
Transportation Plan prepared and approved by the metropolitan planning organization (MPO), the Transportation Improvement Program (TIP), and the Statewide Transportation
Improvement Program (STIP) developed by the State, and jointly approved by the Federal
Highway Administration and the Federal
Transit Administration.

Projects outside the urbanized areas must be included in, or consistent with, a long-range transportation plan and be included in the STIP.

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PROGRAM NOTE:

JARC project applications will be evaluated in accordance with the scoring criteria published in the Application Instructions to determine the extent to which the proposed project meets the overall program goals and objectives. Applicants in small-urban areas which have an MPO/RTPA who are MOU participants, will submit their application to the Small Urban Area Local Agency (see Grant Application Instruction for list of MOU Participants.) Caltrans DMT will conduct the entire JARC/NF competitive selection process for non-MOU small urbanized areas and all rural (non-urban) areas.

FTA 5316 PROGRAM TIMELINE

November 15, 2012	Call for projects
January 21-31, 2013	Grant application workshops
March 29, 2013	Applications due to Small Urban Area Local Agency (MOU participants only)
April 19, 2013	ALL applications due to Caltrans DMT (must be postmarked by this date)
June 2013	Completion of state review, evaluation, and program of projects selection
June/July 2013	Tentative Award Announcement Initiate transfers of small urban projects to Section 5307 Project programming
July/August 2013	Submission of FTA grant for approval
September 2013	FTA grant approval
October 2013	Schedule successful applicant workshops
December 2013	Final award announcement Issuance of standard agreements to subrecipients

For more information please visit our website at: http://www.dot.ca.gov/hq/MassTrans/5316.html

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FTA Section 5317 New Freedom Transit Program Federal Fiscal Year 2012

PROGRAM FACT SHEET AND TIMELINE

Program Purpose: To provide additional tools to overcome existing barriers facing Americans with disabilities seeking integration into the work force and full participation in society. The New Freedom formula grant program seeks to reduce barriers to transportation services and expands the transportation mobility options available to people with disabilities beyond the requirements of the Americans with Disabilities Act (ADA) of 1990.

Funds Available

- * Approximately \$950 thousand in federal funds (including Toll Credits) are available for this cycle to be applied to urbanized areas 50,000 to 199,999 in population;
- Approximately \$481 thousand in federal funds (including Toll Credits) are available for this cycle for non-urbanized areas less than 50,000 in population.

Eligible Applicants:

- * Private non-profit corporations;
- * State or local government authority;
- Operators of public transportation services, including private operators of public transportation services.

Local Match Requirements: This grant cycle will not require a minimum local match, as 100% in federal funds will be made available upon FTA approval of Toll Credits to be used for local match requirement.

Coordinated Plans: All projects selected for funding must be derived from a coordinated public transit-human services transportation plan as required by federal guidance. Grant applications must include a Coordinated Plan Certification.

Project Eligibility: For the purpose of the New Freedom Program, "new" service is any service or activity that was not operational and did not have an identified funding source as of August 10, 2005, as evidenced by inclusion in the Transportation Improvement Plan (TIP) or the State Transportation Improvement Program (STIP).

Applicants may apply for up to three (3) years of funding per project with a maximum of \$200,000 per year. Eligible projects may include, but are not limited to, capital, planning, and operating assistance to support the following activities meeting the definition of new public transportation:

- * Expansion of paratransit service parameters beyond the three-fourths (3/4) mile required by the ADA
- * Expansion of current hours of operation for ADA paratransit services that are beyond those provided on the fixed-route services
- Feeder service for intercity travel for which paratransit service is not required
- The incremental costs of providing same day service
- * Supporting the administration and expenses related to voucher programs
- * Acquisition of accessibility equipment beyond ADA requirements
- Accessibility improvement to non-key stations (Project engineers and/or sponsorship by a Governmental Lead Agency is required)
- * Accessible vehicles to support taxi, vanpooling, ridesharing
- * Mobility management activities

Planning Requirements: To be eligible for funding, JARC projects in urbanized areas must be included in the Metropolitan Transportation Plan prepared and approved by the metropolitan planning organization (MPO), the Transportation Improvement Program (TIP), and the Statewide Transportation Improvement Program (STIP) developed by the State, and jointly approved by the Federal Highway Administration and the Federal Transit Administration.

Projects outside the urbanized areas must be included in, or consistent with, a long-range transportation plan and be included in the STIP.

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PROGRAM NOTE:

New Freedom project applications will be evaluated in accordance with the scoring criteria published in the Application Instructions to determine the extent to which the proposed project meets the overall program goals and objectives. Applicants in small-urban areas which have an MPO/RTPA who are MOU participants, will submit their application to the Small Urban Area Local Agency (see Grant Application Instruction for list of MOU Participants.) Caltrans DMT will conduct the entire JARC/NF competitive selection process for non-MOU small urbanized areas and all rural (non-urban) areas.

FTA 5317 PROGRAM TIMELINE

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