



Santa Cruz County Regional Transportation Commission's
Elderly & Disabled Transportation Advisory Committee
(Also serves as the Social Service Transportation Advisory Council)

AGENDA

1:30pm - 3:30pm

Tuesday, April 14, 2020

NOTE: Teleconference

WEB: <https://us02web.zoom.us/j/669699479>

Dial-in number (US): +1 669 900 9128

Conference ID: 669 699 479

ADA accessible location will be: 1523 Pacific Ave., Santa Cruz

This meeting is being held in accordance with the Brown Act as currently in effect under the State Emergency Services Act, the Governor's Emergency Declaration related to COVID-19, and the Governor's Executive Order N-29-20 issued on March 17, 2020 that allows attendance by members of the City Council, City staff, and the public to participate and conduct the meeting by teleconference, videoconference, or both. The full executive order can be found [here](#).

- 1. 1:30pm — Call to Order**
- 2. 1:30pm — Introductions**
- 3. 1:35pm — Oral communications**
- 4. 1:40pm — Additions or deletions to the consent or regular agenda**

1:42pm- CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the E&D TAC or public wishes an item be removed and discussed on the regular agenda. Members of the E&D TAC may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other E&D TAC member objects to the change.

- 5. Approve Minutes from February 11, 2020 — pg. 5**
- 6. Receive Transportation Development Act Revenues Report — pg. 12**
- 7. Receive RTC Meeting Highlights — pg. 14**
- 8. Receive Information Items — pg. 18**

- a. The Senior & Disability Pedestrian Safety Workgroup of the San Francisco Vision Zero Coalition "Getting to the Curb A Guide to Building Protected Bike Lanes That Work for Pedestrians" (2019)

- b. Letter from Caltrans District 5 to RTC Regarding Purchase of Electric Vehicles as part of the FTA Section 5310 Program
- c. Elaine Ingalls, "Santa Cruz Metro in Crosshairs of Proposed Legislation" Santa Cruz Sentinel, March 1, 2020

9. Accept correspondence from the public — pg. 32

- a. Email from Rick Hyman regarding "Sidewalk Closed with No Place to Go", February 13, 2020

10. Pedestrian Hazard Reports — pg. 35

REGULAR AGENDA

11. 1:55 pm — Receive Program Updates — pg. 40

- a. Volunteer Center- Covid 19 Update
- b. Community Bridges- Covid 19 Update
- c. Santa Cruz Metro - Covid 19 Update
- d. SCCRTC
- e. Special Projects

12. 2:05 pm — Appointment of Chair — pg. 43

13. 2:10 pm — 2020 Unmet Paratransit and Transit Needs List — pg. 45

14. 2:20 pm — Transportation Development Act Claim for Volunteer Center — pg. 57

15. 2:35 pm — Transportation Development Act Claim for Community Bridges — pg. 72

16. 2:50 pm — Transportation Development Act Claim for Santa Cruz Metropolitan Transit District — pg. 100

17. 3:05 pm — Transportation Development Act Claim for the Health Services Agency for CTSC and Ride N Stride Program — pg. 123

18. 3:20 pm — Transit Corridor Alternatives Analysis – Alternatives Screening Results and Short List of Alternatives — pg. 149

19. 3:30 pm — Adjourn

Next meeting: 1:30 pm, June 9, 2020 @ Cabrillo College's Watsonville Center. NOTE: Teleconference may be necessary due to COVID-19.

HOW TO REACH US

*Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
Phone: (831) 460-3200 / fax (831) 460-3215
Email: info@sccrtc.org / website: www.sccrtc.org*

ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES

The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements. People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those person affected, please attend the meeting smoke and scent-free.

SERVICIOS DE TRADUCCIÓN/TRANSLATION SERVICES

Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis. Please make advance arrangements (at least three days in advance by calling (831) 460-3200.

TITLE VI NOTICE

The RTC operates its programs and services without regard to race, color and national origin in accordance with Title VI of the Civil Rights Act. Any person believing to have been aggrieved by the RTC under Title VI may file a complaint with RTC by contacting the RTC at (831) 460-3212 or 1523 Pacific Avenue, Santa Cruz, CA, 95060 or online at www.sccrtc.org. A complaint may also be filed directly with the Federal Transit Administration to the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

I:\E&DTAC\2020\2020-April-14\01_Agenda-20April14.docx

- BLANK PAGE -



**Santa Cruz County Regional Transportation Commission
Elderly & Disabled Transportation Advisory Committee**
(Also serves as the Social Service Transportation Advisory Council)

DRAFT MINUTES

Tuesday, February 11, 2019

**RTC Office
1523 Pacific Ave., Santa Cruz, CA 95062**

. Roll call

The meeting was called to order at 1:35 p.m.

Members present:

Kirk Ance, CTSA (Lift Line)

Deborah Benham, 5th District

Patricia Fohrman, 4th District Alternate

Janet Edwards, 1st District

Michael Pisano, Potential Transit User (60+)

Alex Weske, Social Service Provider - Disabled

Patty Talbot, Social Services Provider – Seniors

Ed Hutton, 5th District Alternate

Lisa Berkowitz, CTSA (Community Bridges)

Veronica Elsea, 3rd District

Tara Ireland, Social Service Provider – Persons of Limited Means

Caroline Lamb, Potential Transit User (Disabled)

Unexcused absences:

RTC staff present:

Grace Blakeslee

Amanda Marino

Amy Naranjo

Ginger Dykaar

Others present:

Russel Chen, Santa Cruz County

Wondimu Mengistu, Santa Cruz Metro

. Introductions

. Oral communications

Member Tara Ireland announced that member Clay Kempf, spoke on behalf of the Master Plan on Aging for the EngAGE California campaign. The webinars for the master plan on aging are available online at

<https://engagedaging.org/>.

Member Michael Pisano announced that he attended a very informative dual presentation given by the SCCRTC and the Santa Cruz County Friends of the Rail and Trail on the Rail Trail Project.

4. Additions or deletions to consent and regular agendas

None.

CONSENT AGENDA

5. Approved minutes from December 10, 2019

A motion (Berkowitz/Pisano) was made to approve minutes with the following corrections under Members Present: deletion of Metro Valley Committee reference and the correction of spelling of Patricia "Fohrman". The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Michael Pisano, Patricia Fohrman, Janet Edwards, Alex Weske, Patty Talbot, Ed Hutton, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor.

6. Received RTC Meeting Highlights
7. Received Transportation Development Act Revenues Report Received Pedestrian Hazard Reports
8. Received E&D TAC Membership Roster Accepted correspondence from the public
9. Accepted correspondence from the public
10. Received 2020 E&D TAC Meeting Schedule
11. Received FY20-21 TDA Claims Calendar
12. Received Pedestrian Hazard Reports
13. Received Information Items
 - a. Letter from E&D TAC to City of Santa Cruz, County of Santa Cruz, City of Watsonville, City of Capitola and City of Scotts Valley regarding Jump Bikes and other bike-share program parking.
 - b. Mallory Moench, "Seated Scooters for Disabled Riders Coming to SF and Oakland", Chronical, January 8, 2020

A motion (Lamb/Edwards) was made to add Item 13a. to the next agenda and to approve the consent agenda. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Michael Pisano, Patricia Fohrman, Janet Edwards, Alex Weske, Patty Talbot, Ed Hutton,

Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor.

REGULAR AGENDA

14. Received Program Updates

a. Volunteer Center – FY 18/19 TDA 3rd Quarter Report

Member Tara Ireland reported that the Volunteer Center completed the participant survey conducted twice a year. The results will be ready to share at the next E&D TAC meeting.

b. Community Bridges – FY 18/19 TDA 2nd Quarter Report

Member Kirk Ance announced that Lift Line received their third electric vehicle along with two charging stations as a result of the LCTOP grant. This vehicle will transport 6 ambulatory and 2 wheelchairs. One of the charging stations will be installed at the Mountain Community Resource Center and the other at Lift Line's new facility in Watsonville.

c. Santa Cruz Metro

d. SCCRTC

Grace Blakeslee, Senior Transportation Planner, announced that the RTC received the recommendations from Caltrans for the 5310 grant. Caltrans is recommending funding for Lift Line vehicle and equipment replacements; and Seniors Council Program Foster Grandparent Program. Caltrans is not recommending funding to the Mental Health Client Action Network, Community Bridges Operating Assistance System, or for Camping Unlimited for Developmentally Disabled.

e. Special Projects

Chair Veronica Elsea announced that the Pedestrian ad-hoc committee is discussing intersection design. They will then provide their findings and examples of intersections from different parts of the county to present to ITAC. An update on the work being done will be in the next report provided to the E&D TAC.

No action taken.

15. County of Santa Cruz TDA Claims for Pinehurst Dr & Greenbrier Dr Ped Improvements, Boulder Creek Elementary Ped Safety & Street Smarts

Russel Chen representing the County of Santa Cruz, provided an overview of the TDA Claims. Grace Blakeslee, Senior Transportation Planner, commented that sponsors of the Streets Campaign are aware that the E&D

TAC would like to provide input on the campaign messaging if the program is extended or expanded.

Chair Veronica Elsea then provided an overview of the process of approval of TDA claims for new members.

A motion (Benham/Lamb) was made to recommend approval of the TDA claims. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Michael Pisano, Patricia Fohrman, Janet Edwards, Alex Weske, Patty Talbot, Ed Hutton, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor.

- . (Moved to Item 17) Transit Corridor Alternatives Analysis – Goals/Screening Criteria/Performance Measures & Universe of Alternative

Ginger Dykaar, Senior Transportation Planner, provided a presentation on the milestone 1 first phase of the TCAA project. The RTC is seeking input on the goals, evaluation framework, alternatives, and station locations.

The committee members discussed the use of the reference to “transportation disadvantaged” and options for ensuring all ages, incomes and abilities were represented in the performance measure evaluation. Committee members also discussed aspects of transit systems that were essential to serve all ages and abilities.

A motion (Edwards/Lamb) was made to recommend that the RTC evaluation of transit options incorporate high carrying capacity for many mobility devices (at least 4 with flexible seating alternatives); level barrier free boarding and disembarking; zero emissions; easy fare structure and payment; the ability to add or subtract cars; and provide safe places to wait in shelters. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Michael Pisano, Patricia Fohrman, Janet Edwards, Alex Weske, Patty Talbot, Ed Hutton, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor.

- . (Moved to Item 16) 2045 Regional Transportation Plan Project List

Amy Naranjo, Transportation Planner, provided a presentation on the production of the Regional Transportation Plan. Amy communicated that the RTC is seeking input from advisory committees and the public to review projects on the previous 2040 RTP and to provide potential changes using the submission form located on the RTC website sccrtc.org/rtp, or to email project details to 2045rtp@sccrtc.org. The draft project list will be brought to the Transportation Commission in June for final approval. A draft preliminary project list will be brought to the next E&D TAC meeting in April. The public can send in comments by Friday, March 6th located on the RTC website. The committee members commented on the challenges of visually impaired individuals trying to navigate pedestrian facilities. Suggestions include a system where information about the street and pedestrian facilities geometry is available prior to taking a trip. Examples include a website

providing a map of signage for ADA accessible facilities, and standardization of infrastructure rather than designing intersection by intersection. Committee members also discussed concerns with traffic signal designs and lack of crosswalks.

No action taken.

18. Preliminary Draft 2020 Unmet Needs

Chair Veronica Elsea and Grace Blakeslee, Senior Transportation Planner, provided a background and importance of identifying Unmet Transit and Paratransit Needs. The Unmet Needs List is used to support recommendations for funding prioritization, and to provide input to service providers.

The committee provided input on the 2020 Preliminary Draft Unmet Needs List.

No action taken.

19. FY19/20 LCTOP Funding

Grace Blakeslee, Senior Transportation Planner, communicated that the RTC staff is recommending to designate 100% of the RTC's FY19/20 formula share of Low Carbon Transit Operations Program (LCTOP) funds to Santa Cruz METRO to serve as a match for an \$11 million application for a state Transit and Intercity Rail Capital Program (TIRCP) grant. The funding will provide fast-charging infrastructure to support battery electric bus operations at the Watsonville Transit Center.

Wondimu Mengistu from Santa Cruz Metro informed the committee that this funding will allow the purchase of 8 electric busses costing 1.25 million per bus and construction of fast charging infrastructure costing 1.3 million.

A motion (Pisano/Benham) was made to approve granting 100% funding to Santa Cruz Metro for LCTOP funding. The motion passed unanimously, with members Kirk Ance, Deborah Benham, Lisa Berkowitz, Michael Pisano, Patricia Fohrman, Janet Edwards, Alex Weske, Patty Talbot, Ed Hutton, Veronica Elsea, Tara Ireland, and Caroline Lamb voting in favor.

20. Notice Chair and Vice Chair election

Chair Veronica Elsea communicated that the election will take place at the next E&D TAC meeting in April and provided an overview of the Vice Chair duties. Members can send comments or questions to Grace Blakeslee or Chair Veronica Elsea. Nominations will take place at the April meeting.

No action taken.

Meeting adjourned at approximately 3:51 pm.

The next E&D TAC meeting is scheduled for Tuesday, April 14, 2020 at 1:30 p.m. at the RTC Office at 1523 Pacific Ave., Santa Cruz.

Respectfully submitted, Amanda Marino, Staff

- BLANK PAGE -

**SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY 2019/2020**

MONTH	FY18 - 19 ACTUAL REVENUE	FY19 - 20 ESTIMATE REVENUE	FY19 - 20 ACTUAL REVENUE	DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	908,365	910,174	1,060,892	150,718	16.56%	116.56%
AUGUST	670,376	671,711	645,861	-25,850	-3.85%	107.89%
SEPTEMBER	886,090	887,855	905,653	17,798	2.00%	105.78%
OCTOBER	1,276,595	1,279,137	1,069,443	-209,694	-16.39%	98.21%
NOVEMBER	577,500	578,651	711,628	132,977	22.98%	101.52%
DECEMBER	905,920	907,724	853,153	-54,570	-6.01%	100.22%
JANUARY	877,694	879,442	897,534	18,093	2.06%	100.48%
FEBRUARY	816,270	817,896	1,026,294	208,398	25.48%	103.43%
MARCH	861,435	863,150				
APRIL	847,201	848,888				
MAY	607,386	608,595				
JUNE	912,189	914,006				
TOTAL	10,147,019	10,167,228	7,170,459	237,870	2.34%	71%

Note:

I:\FISCAL\TDA\MonthlyReceipts\FY2020\[FY2020 TDA Receipts.xlsx]FY2019

- BLANK PAGE -



*Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 ~ fax: (831) 460-3215
email: info@sccrtc.org; website: www.sccrtc.org*

*CONTACTS: Shannon Munz, Communications Specialist (smunz@sccrtc.org)
Guy Preston, Executive Director
Luis Pavel Mendez, Deputy Director*

Santa Cruz County Regional Transportation Commission (RTC) March 5, 2020 Meeting Highlights

Funding Approved for Transit, Bike, and Pedestrian Projects

At its meeting today, the RTC approved funding for several projects in Santa Cruz County, including:

- Over \$500,000 of the region's share of state Low Carbon Transit Operations Program (LCTOP) funds to Santa Cruz Metropolitan Transit District (METRO) for fast charging infrastructure at the Watsonville Transit Center to support future electric buses (Item 10)
- Over \$636,000 in Transportation Development Act (TDA) funds to the County of Santa Cruz for bike lane maintenance on county roads, the Street Smarts/Vision Zero public education campaign, and pedestrian walkways and crosswalk improvements on Pinehurst Drive and Greenbrier Drive near Rio Del Mar Elementary School (Item 11)

Highway 1 Auxiliary Lanes and Bus on Shoulder Project from State Park Drive to Freedom Boulevard: The RTC approved Measure D and formula Senate Bill 1 - Local Partnership Program (LPP) funds and a contract with Kimley Horn & Associates, Inc in order to begin environmental review of the project. (Item 7)

Work on Santa Cruz Branch Rail Line Approved

The RTC awarded a contract to Durden Construction, Inc. for drainage culvert maintenance at locations in Aptos, Capitola and Santa Cruz. The RTC also approved plans for storm damage repair adjacent to Harkins Slough and Gallighan Slough to repair damage caused by the 2017 winter storms. With the approval of the plans the RTC will issue a request for bids soon for this work which is estimated to cost about \$1.4 million.

Commissioners Appointed to the Budget and Administration/Personnel Committee

The Budget and Administration/Personnel (BA/P) Committee provides oversight with respect to Commission administration, budget, policy, finance, audit, and personnel issues and makes recommendations to the Regional Transportation Commission (RTC) on these matters. The following Commissioners will continue their service on the committee: John Leopold, Zach Friend, Bruce McPherson, Greg Caput, Ryan Coonerty and Jacques Bertrand. The committee meets every other month as needed on the 2nd Thursday of the month, at 3:00 p.m. at the Santa Cruz County Building – 701 Ocean Street, Santa Cruz.

Transit Corridors Alternatives Analysis – Goals/Screening Criteria/Performance Measures and Initial List of Alternatives Approved

Following a successful stakeholder engagement period and the close of Milestone 1, the Regional Transportation Commission (RTC) approved the goals, screening criteria, and performance measures for the Transit Corridor Alternatives Analysis (TCAA). The RTC also approved the initial list of alternatives for high-capacity public transit for the Santa Cruz Branch Rail Line. Online outreach for Milestone 2 is scheduled to begin on March 15, 2020 and a short list of alternatives will be presented to the RTC for approval on May 7, 2020.

Approved the Addendum to the Final Environmental Impact Report for the North Coast Rail Trail Project

The RTC adopted a resolution approving an Addendum to the previously certified Final Environmental Impact Report for the North Coast Rail Trail. The Addendum incorporates provisions required by a June 7, 2019 settlement agreement with parties engaged in agricultural activities along the planned trail. The Addendum also provides clarity and addresses changes to design details that were identified during the final design phase. In addition, this resolution authorizes the Executive Director to amend the June 7, 2019 Settlement Agreement to reflect a revised request from the agreement's signatories.



*Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 ~ fax: (831) 460-3215
email: info@sccrtc.org; website: www.sccrtc.org*

*CONTACTS: Shannon Munz, Communications Specialist (smunz@sccrtc.org)
Guy Preston, Executive Director
Luis Pavel Mendez, Deputy Director*

Santa Cruz County Regional Transportation Commission (RTC) April 2, 2020 Meeting Highlights

Proposed Budget for Fiscal Year (FY) 2020-21 Approved

The RTC approved a preliminary FY20-21 budget. The Commission also accepted the Measure D Revenue Forecast for FY 2019-20 and FY 2020-21 provided by HDL services, the 30-year revenue projection which incorporates the HDL projection, and the 5-year revenue estimates for Measure D recipients.

The budget was drafted before the outbreak of COVID-19. In response to the outbreak, HDL modified the format of their April 2020 HDL Consensus Forecast. This information is helpful to provide a baseline to measure the effects of the National Emergency on the budget.

The RTC directed staff to return with updated revenue forecasts and amendments in May that consider the economic impacts of COVID-19. The budget includes Measure D and Transportation Development Act (TDA) sales tax revenue estimates, as well as estimates of the availability of those and other funding sources for regional, public transit, paratransit, and local jurisdiction projects and programs.

- BLANK PAGE -

Getting to the Curb

A Guide to Building Protected Bike Lanes That Work for Pedestrians



This report is dedicated to Joanna Fraguli, a passionate pedestrian safety advocate whose work made San Francisco a better place for everyone.

This report was created by the Senior & Disability Pedestrian Safety Workgroup of the San Francisco Vision Zero Coalition. Member organizations include:

- Independent Living Resource Center of San Francisco
- Senior & Disability Action
- Walk San Francisco
- Age & Disability Friendly SF
- San Francisco Mayor's Office on Disability

Primary author: *Natasha Opfell*, Walk San Francisco

Advisor/editor: *Cathy DeLuca*, Walk San Francisco

Illustrations: *Eric Tuvel*

For more information about the Workgroup, contact Walk SF at info@walksf.org.

Thank you to the San Francisco Department of Public Health for contributing to the success of this project through three years of funding through the Safe Streets for Seniors program.

A sincere thanks to everyone who attended our March 6, 2018 charette "*Designing Protected Bike Lanes That Are Safe and Accessible for Pedestrians*." This guide would not exist without your invaluable participation.

Finally, a special thanks to the following individuals and agencies who gave their time and resources to make our March 2018 charette such a great success:

- *Annette Williams*, San Francisco Municipal Transportation Agency
- *Jamie Parks*, San Francisco Municipal Transportation Agency
- *Kevin Jensen*, San Francisco Public Works
- *Arfaraz Khambatta*, San Francisco Mayor's Office on Disability

Table of Contents

1	Introduction
5	The Importance of Universal Design
7	Providing Safe and Plentiful Access to the Curb
11	Accessible Loading Islands
13	Building a Better Buffer
19	Staying Nimble: Temporary Design
21	A Word about Sidewalk-Level Bike Lanes
22	Conclusion
23	Appendix: Nine Essential Principles for Designing Protected Bike Lanes That Are Safe and Accessible for Pedestrians
27	Glossary

Introduction

Standard Protected Bike Lane Design Poses Safety and Accessibility Challenges for Seniors and People with Disabilities

Cities have been implementing “protected” bike lanes, also known as cycle tracks, to provide safer environments for bicyclists and to provide more comfortable spaces that can attract new cyclists to city streets.

Cycle tracks are bike lanes that are separated from traffic with infrastructure such as soft-hit posts, raised medians, planters, a transit island, or a lane of parked cars. On streets with parking, cycle tracks are usually located against the curb, with the parking “floating” on the other side of the cycle track.

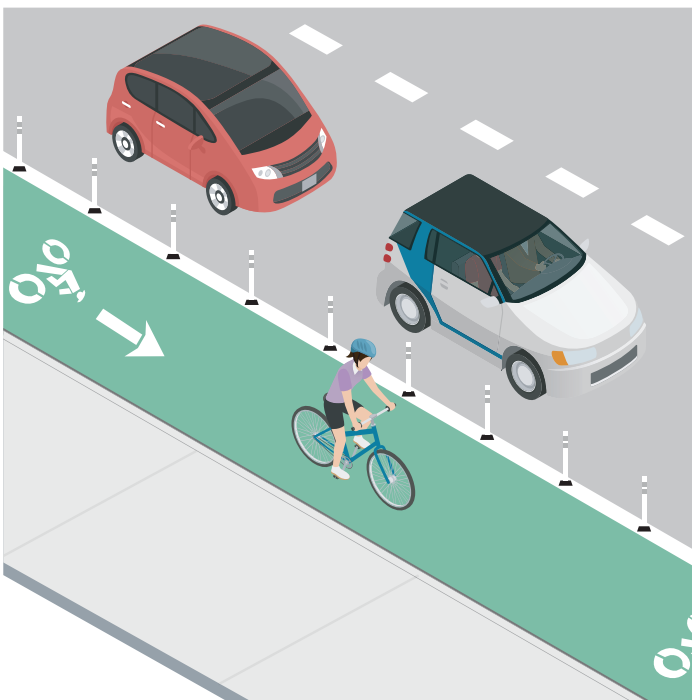


Figure 1. Cycle track protected by soft-hit posts.

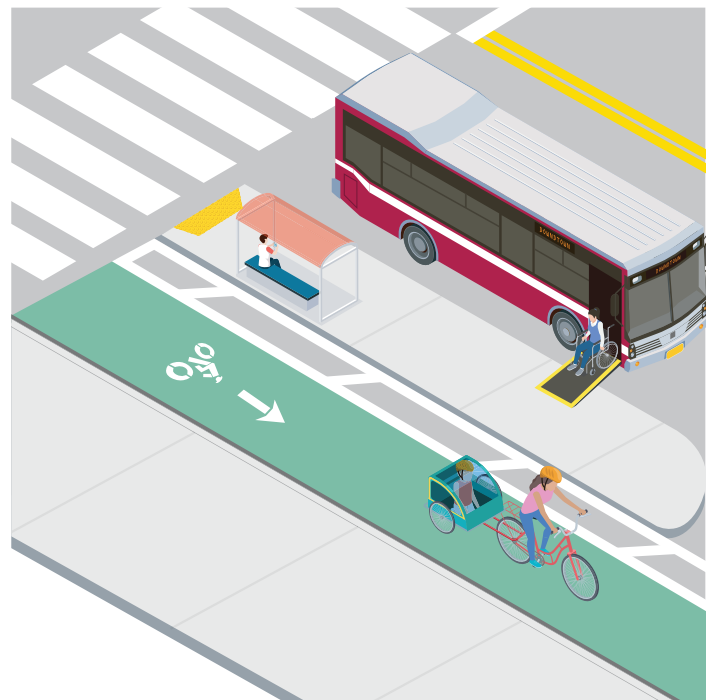


Figure 2. Cycle track protected by a transit island.

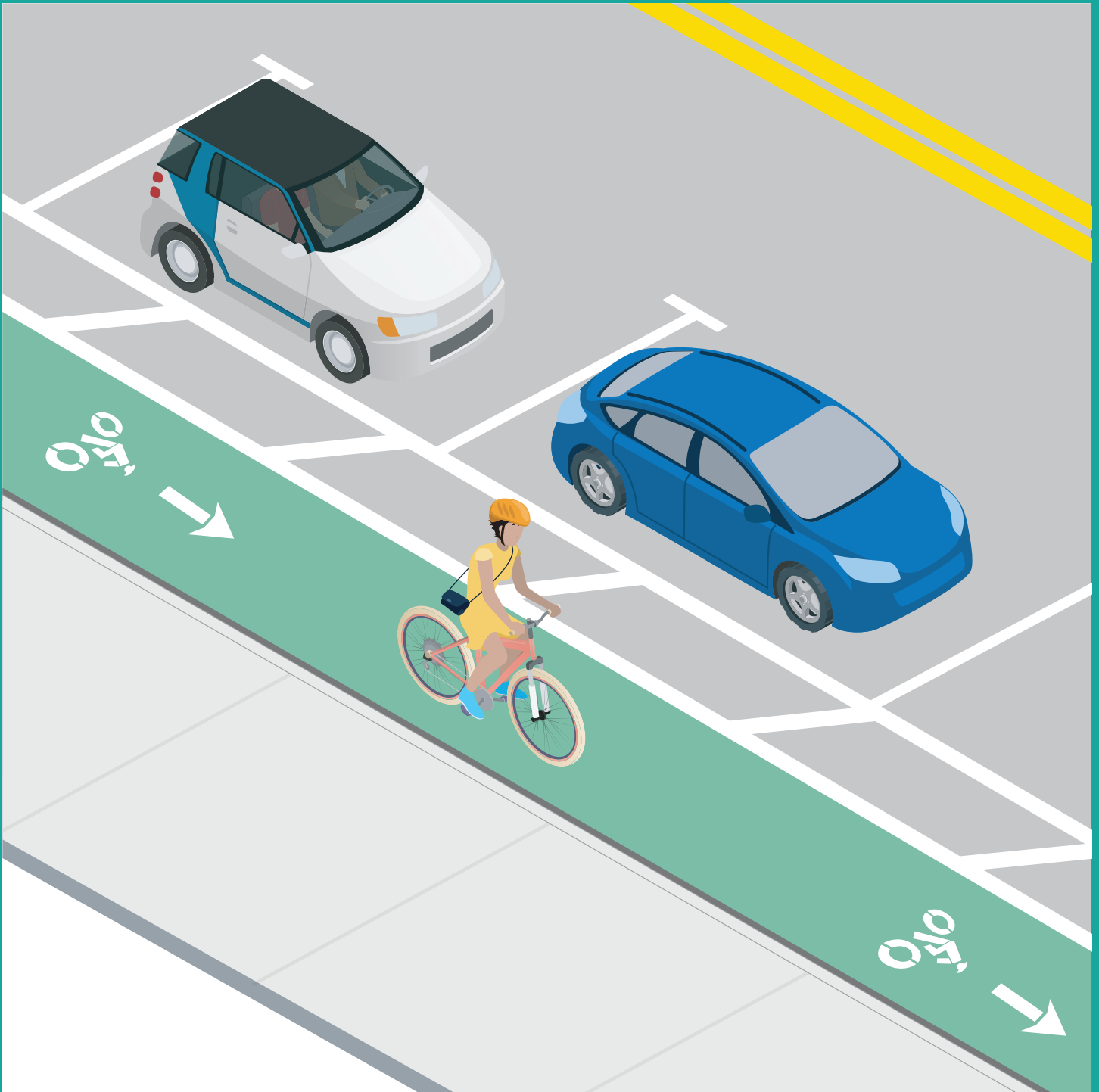


Figure 3. Cycle track protected by parking.



Figure 4. Cycle track protected by a median with plantings.

Safe bike infrastructure is imperative for protecting bicyclists and is one of the ways cities can get closer to Vision Zero, the goal to end all severe and fatal traffic crashes.

Although cycle tracks create safer conditions for bicyclists, their location next to the curb has two major impacts:

- 1 It eliminates direct access to the curb for people parking or being dropped off.**
- 2 It often results in pedestrians having to cross an active cycle track to access parking and transit islands.**

While these changes may only be a minor inconvenience for able-bodied individuals, **they are more problematic for people with disabilities or seniors who rely on easy access to the sidewalk.**

Sidewalks are not just ways to get from one end of the block to the other. They provide access from the curb to buildings and open space, they provide access to bus stops, and they provide a safe space to get pedestrians where they need to go. Access to the sidewalk needs to be safe, direct, and as plentiful as possible.

Cycle tracks must be designed to not only protect bicyclists, but also to not disadvantage or endanger pedestrians. Such a design is difficult, given constraints in right-of-way and funding, but it should be the goal.

This guide grew out of an effort to provide solutions to problems with early cycle track designs in San Francisco by the Senior and Disability Pedestrian Safety Workgroup of the San Francisco Vision Zero Coalition. The group came to these solutions over a series of meetings between City staff, advocates, and community-based organizations, which culminated in a three-hour charrette on March 6, 2018 called “Designing Protected Bike Lanes That Are Safe and Accessible for Pedestrians.”

Overview of this Guide

Every city has different engineering practices, and every street has different characteristics and needs. Therefore, this guide doesn't offer strict design guidelines, but rather larger considerations and specific design features that solve some of the challenges that cycle tracks pose for pedestrians.

- BLANK PAGE -

DEPARTMENT OF TRANSPORTATION

CALTRANS DISTRICT 5
50 HIGUERA STREET
SAN LUIS OBISPO, CA 93401-5415
PHONE (805) 549-3443
FAX (805) 549-3329
TTY 711
www.dot.ca.gov



*Making Conservation
a California Way of Life.*

February 27, 2020

Mr. Guy Preston
Executive Director
1523 Pacific Avenue
Santa Cruz, CA 95060

Dear Mr. Preston:

This letter responds to questions raised at the October 3, 2019 meeting of the Santa Cruz County Regional Transportation Commission (SCCRTC). During discussion of applications for Federal Transit Administration (FTA) Section 5310 Program, a question was raised from the public regarding purchase of Electric Vehicle (EV) instead of gas-powered vehicles.

RESPONSE: We appreciate your interest in advancing the State's initiatives to reduce greenhouse gas emissions through the expansion of EV transit options. Section 5310 is subject to federal procurement rules that include both Buy America and Altoona federal program testing. Currently there are no EV options for cutaway buses (the type used by the 5310 Program) that meet all requirements. While there are some vehicles that meet Buy America, none meet the requirements of both. The lack of available options and high costs restrict the purchase of EVs with federal funds at this time.

Please contact Mark Barry, Branch Chief of the FTA 5310 Program, at (916) 651-8243 for additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Timothy M. Gubbins".

TIMOTHY M. GUBBINS
District Director

Handwritten initials in blue ink, possibly "TG".

- BLANK PAGE -

NEWS > TRANSPORTATION

Santa Cruz Metro in crosshairs of proposed legislation

Board of Directors express concerns on fare-free transit bills

By **ELAINE INGALLS** | eingalls@santacruzsentinel.com | Santa Cruz Sentinel

PUBLISHED: March 1, 2020 at 4:00 p.m. | UPDATED: March 1, 2020 at 6:08 p.m.

SANTA CRUZ — Proposed state legislation threatens Santa Cruz Metro's existence with a potential of \$6 million worth of cuts. .

Metro's Board of Directors received an update at a board meeting Friday from two members of the Sacramento advocacy firm SYASL: Shaw Yoder Antwih Schmelzer and Lange. Firm partner Josh Shaw and Legislative and Regulatory Advocate Michael Pimentel briefed the board on Assembly Bill 1350, 2012 and 2176. AB 1350 would require free transit for people 18 years old and younger; AB 2012 would require free transit for people ages 65 and older and AB 2176 would require free transit for UC, CSU and California Community Colleges students.

"If these pass you can kiss Metro goodbye," said Director Bruce McPherson.

Jayne Ackemann, Metro's director of marketing, communications and customer service, said if all three bills were to pass, Santa Cruz Metro would lose about \$6 million [annually] in revenue. "It's a somewhat insurmountable loss of revenue that has to be addressed in some fashion if we were to move forward with any of these bills," she said.

"Do these legislatures have any idea that what they're doing is taking service away from the very people they think that they're helping?" said Director Mike Rotkin.

"Between a half and two-thirds of our riders are UCSC students."

Pimentel said they are working with transit agencies across the state to assess the impact of these bills, such as losing fare revenues, service impacts and increased operational pressures. He said the firm is trying to get the legislature to approach these bills in a way that is more understanding of their impacts on transportation agencies.

"We understand that for Santa Cruz Metro, a potential shortfall, if fares were to be waived for any segment of the population or in mass, would be close to \$10 million dollars," Pimentel said. "And from our knowledge of experiences during the Great Recession, we know that when Santa Cruz Metro was facing a \$6 million shortfall, that led to some severe service cuts, layoffs for dozens of your employees, and those are the things we want to avoid."

AB 1350 is now in the Senate and is expected to be heard in the Senate Transportation Committee in late spring/early summer, Pimentel said. AB 2012 and AB 2176 were recently introduced in the State Assembly and are expected to be referred to the Assembly Transportation Committee, he said.

The board also received a federal legislative update and news from Metro staff about a new grant and the agency's free fare program.

- Chris Giglio of the Washington, D.C. advocacy firm Capital Edge discussed the reauthorization of the 2015 Fixing America's Surface Transportation Act, or the FAST Act, to govern U.S. federal funding for surface transportation. Reauthorization requires at least \$100 billion in additional funds, he said.

- Earlier this month, Metro received a \$1.36 million discretionary grant from Caltrans' Federal Transit Administration. The grant award will allow Metro to replace two 1998 diesel-fueled buses with two new CNG-fueled buses. Wondimu Mengistu, Metro's grants/legislative analyst, said this grant is important to Metro because it will help the agency continue to reduce the number of obsolete buses

- The board adopted amendments to Metro’s free fare program for riders who are legally blind. These amendments are changing the name of the card provided to legally blind individuals to “Access Card”; to provide more information on obtaining the Access Card; to clarify that individuals with visual impairments are still eligible to apply for a discount fare; and to provide more information to out-of-service-area visitors.

Tags: [Newsletter](#)



Elaine Ingalls

Elaine Ingalls covers Santa Cruz business, housing, transportation, technology and healthcare. Elaine grew up on the east coast and graduated from Assumption College in Massachusetts with a BA in English: Writing and Mass Communications. Elaine started working as a journalist in 2019.

[Follow Elaine Ingalls @elaine_ingalls](#)

- BLANK PAGE -

From: [bikerick](#)
To: [Amanda Marino](#)
Cc: ["Theresa Rogerson"](#)
Subject: sidewalk closed with no place to go
Date: Thursday, February 13, 2020 10:08:48 PM

Hi: The sign in the photo isn't very honest, as there is no sidewalk on the other side of the street (Pacific) – one would have to cross back at the light to be on the other side of Front Street by the Post Office. The builders should have installed a bypass.

I see a lot of signs like this – “sidewalk closed” – but no bypass nor easy way to cross the street to use a sidewalk on the other side.

I figured that the E&DTAC would be interested in this.

Rick Hyman



Downtown
P ↑

**SIDEWALK CLOSED
PLEASE USE
OTHER SIDE**

- BLANK PAGE -

Date	First Name	Last Name	Location	Cross Street	City	Category	Additional Comments	Forwarded to	Forwarded Date	Response
03/25/20	Brett	Garrett	603 California St	Laurel St	Santa Cruz	Ped: Traffic signal problem	Trying to cross Laurel Street, "Push Button for Walk Signal" doesn't work. The walk light doesn't turn green unless someone comes from the other direction.	Jim Burr, Claire Gallogly	03/26/20	3/26/20 Jim Burr: Issue will be field checked and repaired. Thanks
03/22/20	Deborah	Benham	100 Kings Valley Rd	Mt Hermon Rd	Scotts Valley	Ped: Lack of sidewalk, Damaged sidewalk	The only two choices of priority were urgent or minor. I choose urgent in consideration of pedestrian safety, but, there are some who would choose minor. This is my 3rd request for completion of a sidewalk on Kings Village Rd, across from the Wells Fargo Bank. On March 3, 2020, at another transportation committee meeting we both attended, the Mayor of SV, Jack Dilles, told me that the City of Scotts Valley leased the land on that particular corner. And, that the lease is up for renewal. He also stated that because they leased this land, they did not have control of building a sidewalk. Question: Wouldn't it seem that if the City of Scotts Valley owned this land, it would be easier to complete a sidewalk? Since the control is the City's hands?	Trish McGrath, Kimarie Jones	03/26/20	4/2/20 Kimarie Jones: We will be looking into striping crosswalks- it's on the todo list
03/22/20	Deborah	Benham	246 Kings Valley Rd	N/A	Scotts Valley	Ped: No crosswalk or striping	Depends on your point of view if this hazard is urgent or minor (the only two options available). People cross the street from the overflow parking area on Kings Village Rd to (and from) the SV Transit Center. For the safety of the pedestrian and the safety of the driver in a vehicle, a crosswalk plus flashing light with button [see attached photo that shows this set-up across from the SV Postal Station] would be the best practice.	Trish McGrath, Kimarie Jones	03/26/20	4/2/20 Kimarie Jones: We will be looking into striping crosswalks- it's on the todo list
03/22/20	Deborah	Benham	246 Kings Valley Rd	N/A	Scotts Valley	Ped: No crosswalk or striping	The driveway entrance to the SV Library, along Kings Village Rd, has faded crosswalk striping. As there is pedestrian traffic along this walkway -- more so it seems these past few days -- it would allow for greater safety to have the crosswalk re-painted. [I have tried to download photos with this hazard, but, would not take "too large a file".]	Trish McGrath, Kimarie Jones	03/26/20	4/2/20 Kimarie Jones: We will be looking into striping crosswalks- it's on the todo list
03/22/20	Deborah	Benham	370 Kings Valley Rd	N/A	Scotts Valley	Ped: No crosswalk or striping	Crosswalk has faded in this exit driveway from the SV Library. There are more pedestrians walking around the library and Skypark; painting crosswalk lines would allow for safe crossing.	Trish McGrath, Kimarie Jones	03/26/20	4/2/20 Kimarie Jones: We will be looking into striping crosswalks- it's on the todo list

Date	First Name	Last Name	Location	Cross Street	City	Category	Additional Comments	Forwarded to	Forwarded Date	Response
03/19/20	Bob	Haber	240 Plymouth St	Button St	Santa Cruz	Ped: Other	There is a six inch in diameter empty hole in the middle of the sidewalk, a hazard to both pedestrians and their animals. Thank you for your attention.	Jim Burr, Claire Gallogly	03/20/20	3/20/20 Jim Burr: City crews will respond

Date	Location	Cross Street	City	Category	Additional Comments	Forwarded to	Forwarded Date	Response
03/08/20	429 May Ave	N/A	Santa Cruz	Ped: Rough pavement or potholes, Pavement cracks, Damaged sidewalk	sidewalk in front of 429 May Ave, Santa Cruz	Jim Burr, Claire Gallogly	03/09/20	3/9/20 Clair Gallogly: Thank you. Staff will field check this location.
03/08/20	444 May Ave	N/A	Santa Cruz	Ped: Rough pavement or potholes, Pavement cracks, Damaged sidewalk	sidewalk across street from 444 May Ave, Santa Cruz	Jim Burr, Claire Gallogly	03/09/20	3/9/20 Clair Gallogly: Thank you. Staff will field check this location.
02/23/20	605 Corcoran Ave	Alice St	Santa Cruz	Ped: Debris on sidewalk	Photo taken 2/14/20. There should be a third choice, in addition to Minor or Urgent, called moderately urgent. Otherwise the detritus will continue to accumulate, as it does every year. I have two separate photos but this e-form will accept only one.	DPW	02/24/20	2/24/20 Dorothy Morgan: Good Morning SSRTC, Thank you for your email about the road hazard on Corcoran Avenue. I have included our Road Maintenance Dispatch (831-477-3999) who will review and respond to you directly.
01/10/20	Arboretum Rd	Empire Grade	Santa Cruz	Ped: Lighting problem, Traffic signal problem, Debris on shoulder or bikeway, Lack of sidewalk, Lack of wheelchair access, No crosswalk or striping	A blinking crosswalk, in addition to pedestrian crossing signs preceding the crosswalk from both directions, would vastly improve the safety of pedestrians and increase accessibility for the Santa Cruz community.	DPW	01/10/20	1/10/19 Jana Vargas: Good afternoon, We are in receipt of your email concerning issues on Empire Grade. I will forward your requests to our Road Maintenance Department and our Traffic Division, for review and response.
01/06/20	Seabright Ave	Soquel Ave	Santa Cruz	Ped: Traffic signal problem	On this corner, there is no sound: no locator tone; no walk light information. This is the most difficult crossing at this intersection and since it has not functioned since at least mid November, it needs to be fixed asap.	Jim Burr, Claire Gallogly	01/06/20	1/6/19 Jim Burr: Report has been forwarded to field service technician for repair.
01/02/20	Seabright Ave	Effey St	Santa Cruz	Ped: Other	Drainage problem. See photo.	Jim Burr, Claire Gallogly	01/03/20	3/2/20: Jim Burr: Ramps have been reconstructed which may help. Ultimately, a storm drain mat need to be extended to this area, which is a much longer term project.

Date	Location	Cross Street	City	Category	Additional Comments	Forwarded to	Forwarded Date	Response
12/04/19	370 Kings Village Rd	N/A	Scotts Valley	Ped: Other	Crosswalk paint fading; autos ignore pedestrians crossing at fading crosswalk.	Trish McGrath, Frank Alvarez, Kimarie Jones	12/04/19	Sent follow-up email on 2/24/20

- BLANK PAGE -

AGENDA: April 14, 2020

TO: Elderly & Disabled Transportation Advisory Committee

FROM: Amanda Marino, Transportation Planner

RE: TDA Recipients Impacted by COVID-19

RECOMMENDATION

RTC Staff recommends that the E&D TAC review TDA funded transportation services impacted by COVID-19.

BACKGROUND

The Regional Transportation Commission (RTC) allocates Transportation Development Act (TDA) funds from the region's ¼ cent share of the state's 7.25 cent sales tax according to state law and established formulas in the Commission's Rules and Regulations. The RTC's FY 2020-21 draft budget was considered by the RTC Budget and Administration Personnel Committee (B&A/P) in March 2020 and includes TDA allocations based on the Santa Cruz County Auditor's estimates. The B&A/P recommends that the RTC adopt the RTC FY 2020-21 budget at the April 2, 2020 RTC meeting. In response to the state's declaration of a State of Emergency as a result of the threat of COVID-19, and other recent federal, state and county guidance, TDA funded transportation services have been impacted.

DISCUSSION

On March 16, 2020 the Santa Cruz County Health Services Agency directed all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services. TDA revenues are likely to be impacted by COVID-19 and the apportionments to recipients may need to be reduced. The RTC may use the TDA reserve fund as needed to minimize the impact to TDA funded recipients due to the reductions in revenues.

The following TDA funded transportation services are impacted by COVID-19:

Santa Cruz Metropolitan Transit District (METRO): Santa Cruz METRO is now on a Saturday - Sunday schedule all seven days of the week until further notice. This means fewer buses running less frequently with later start times and earlier end times. All School Term Service (ST) is suspended until further notice. ParaCruz is prioritizing customers requiring service to and from essential services such as

doctor's appointments and dialysis. All other trips will continue to be served, but not necessarily on the schedule requested by the customer. In compliance with the shelter in place order, travel in Santa Cruz County is prohibited except for essential activities and passengers must maintain six feet of social distancing at all times, both on the bus and off the bus.

Community Bridges: Lift Line expanded service; to provide essential trips to grocery stores, pharmacies and other locations. Lift Line temporarily removed the need for an application to schedule rides to remove barriers and access to rides until the end of the shelter in place order. The Meals on Wheels of Santa Cruz County congregate dining centers are closed until further notice. Participants who need food delivered are being added to home-delivered meals routes. Shelf stable meals are being made available to homeless seniors and distributed through local hotspots and shelter coordination. Elderday has been reduced to serving 2 clients but due to the lack of financial support to provide these services at home, Elderday is planning to shut down on April 2nd.

Volunteer Center of Santa Cruz County: The Volunteer Center had to cancel 118 rides for seniors using their transportation program services. To meet the needs of their most vulnerable seniors in the community, the Volunteer Center developed the Grocery Shopper Program as a fully vetted volunteer program to provide food, grocery and medication pickup services to the most at-risk group of the COVID-19 virus. The Volunteer Center is working to screen, recruit and train volunteers. They will receive grocery requests from participants and will attempt to purchase and deliver (using approved social-distancing guidelines) those grocery items and pharmacy medications to the individual. The goal is to serve low-income seniors age 60+ and older adults that are health compromised. First priority will be to serve those that do not have access to a computer to purchase groceries and those that do not currently have the support of family or friends. Americorps phone tech support will be available for seniors who have computers and need help navigating the various online shopping platforms. The Volunteer Center has already begun supporting their 135 clients with the new Grocery Shopper Program and began offering this to participants of the senior service provider network on April 1st.

SUMMARY

TDA funded transportation services provided by METRO, Community Bridges, and the Volunteer Center are impacted due to the state's declaration of a State of Emergency as a result of the threat of COVID-19. RTC staff will be able to provide additional information and/or clarification at the meeting.

I:\E&DTAC\2020\2020-APRIL-14\COVID-19 UPDATES\SR_COVID19_UPDATES.DOCX

- BLANK PAGE -

TO: Elderly and Disabled Transportation Advisory Committee (E&D TAC)
FROM: Grace Blakeslee and Amanda Marino, Transportation Planners
RE: Elect Committee Chair and Vice Chair

RECOMMENDATIONS

Staff recommends that the E&D TAC solicit nominations, then elect a chair and vice chair for the committee for a period of one or two years.

BACKGROUND

Below is an excerpt from the RTC/Committee's rules and regulations:

A Chairperson and Vice Chairperson for each Committee shall be elected to serve for a term of one year. The Committee shall elect its officers at the first meeting following the March SCCRTC meeting of every year. Election shall be by a roll call vote. The Chairperson shall preside at all meetings of the Committee. The Chairperson shall maintain order and decorum at the meetings, decide all questions of order, and announce the Committee's decisions. The Vice Chairperson shall perform the duties of the Chairperson in his or her absence. In the event both officers are absent from the Committee, the majority of quorum may appoint a presiding officer for that meeting. All officers shall continue in their respective offices until their successors have been elected and have assumed office.

DISCUSSION

At the April 14 meeting, nominations for chair and vice chair will be solicited. Members may self nominate. An election will be held, and the chair will begin presiding immediately.

Staff recommends that the E&D TAC solicit nominations, then elect a chair and vice chair for the committee for a period of one or two years.

- BLANK PAGE -

TO: Elderly & Disabled Transportation Advisory Committee
FROM: Amanda Marino, Transportation Planner
RE: Draft 2020 Unmet Paratransit and Transit Needs List

RECOMMENDATION

Staff recommends that the Elderly & Disabled Transportation Advisory Committee review the *Draft 2020 Unmet Paratransit and Transit Needs List* (Attachment 1), provide amendment as necessary and forward the list to the RTC for their consideration at an advertised public hearing on May 7, 2020.

BACKGROUND

Local sales taxes in the amount of ¼ cent per dollar are collected by the State and allocated to the region according to the Transportation Development Act (TDA). The Regional Transportation Commission (RTC) allocates these funds according to formula as adopted in its Rules and Regulations. The majority of TDA funding is apportioned to the Santa Cruz Metropolitan Transit District. Other amounts are apportioned to Community Bridges, the Volunteer Center and to local jurisdictions for bicycle and pedestrian projects.

TDA statutes require transportation planning agencies allocating TDA funds to local streets and roads, to implement a public process, including a public hearing, to identify unmet transit needs of transit dependent or disadvantaged persons, and determine if unmet transit needs can be reasonably met. TDA statutes also require transportation planning agencies to consult with their designated social services transportation advisory councils to annually identify transit needs. Although the RTC does not allocate TDA funds to local streets and roads, and therefore is not required to perform this analysis, the RTC endeavors to solicit regular input on unmet transit and paratransit needs to provide a useful tool to assess and prioritize needs in the region. The *Unmet Needs List* related to paratransit and transit needs is used to prioritize projects as funds become available.

DISCUSSION

Serving as the social services transportation advisory council, the E&D TAC regularly hears and considers unmet paratransit and transit needs in Santa Cruz County. Unmet paratransit and transit needs are those transportation requests which are not being met by the current public transit system, a transportation request that has community support, and transportation request that does not duplicate transit services provided publically or privately.

The E&D TAC considered the *Preliminary Draft 2020 Unmet Paratransit and Transit Needs List* at the February 11, 2020 meeting. The *Draft 2020 Unmet Paratransit and Transit Needs List* is included as Attachment 1. Revisions from the *Preliminary Draft* to the *Draft* are shown using underline and strikeout and reflect recommendations made by

the E&D TAC at their February 11, 2020 meeting, comments from Santa Cruz Metro and Community Bridges staff, and input from members of the public, and RTC staff.

Staff recommends that the Elderly & Disabled Transportation Advisory Committee (E&D TAC) provide input on the *Draft 2020 Unmet Paratransit and Transit Needs List (Attachment 1)* and recommends the Regional Transportation Commission adopt the *Final 2020 Unmet Paratransit and Transit Needs* list following a public hearing on May 7, 2020. RTC staff also recommends that the E&D TAC identify one or two areas to focus on addressing in 2020.

SUMMARY

TDA statutes require transportation planning agencies to consult with their designated social services transportation advisory councils to annually identify transit needs. Although the RTC does not allocate TDA funds to local streets and roads, and therefore is not required to perform an analysis of unmet transit needs, the RTC endeavors to solicit regular input on unmet paratransit and transit needs to provide a useful tool to prioritize needs in the region. RTC staff recommends that the E&D TAC provide input on the *Draft 2020 Unmet Paratransit and Transit Needs List* and recommends the Regional Transportation Commission adopt the *Final 2020 Unmet Paratransit and Transit Needs* list following a public hearing on May 7, 2020.

Attachment 1: *Draft 2020 Unmet Paratransit and Transit Needs List*

I:\E&DTAC\2020\2020-April-14\SR_UnmetDraft_E&D-April2020.docx

Final Draft

2020 Unmet Paratransit and Transit Needs

Prioritization of Need:

H - High priority items are those items that fill a gap or absence of ongoing of service.

M - Medium priority items that supplement existing service.

L - Low priority items should become more specific and then be planned for, as funds are available.

1-3 Graduated scale indicates to what extent the need, if addressed, would: increase the number of individuals who are within a 30-minute transit trip to key destinations; improve safety; support economic vitality by way of decreasing transportation costs; or, improve cost-effectiveness of transportation services.

Strategies:

- Proposals and suggestions to address need, including programs and projects.

General

1. **H1** - Safe travel paths between senior and/or disabled living areas, medical facilities, educational facilities, employment locations, retail centers, entertainment venues, bus stops, and/or railroad crossings.
 - Improve accessibility at and to bus stops - such as, but not limited to, sidewalk and crosswalk improvements connecting destinations frequented by senior and disabled individuals and transit stops such as, but not limited to, those identified in the RTC Safe Paths of Travel Final Report.
 - Secure funding assistance to make Safe Paths of Travel improvements.
 - Expand publicity regarding sidewalk maintenance.
2. **H1** - Transportation services to areas with high concentrations of seniors, disabled and low income individuals.
 - Support alternative transportation programs, such as vanpool programs, serving low income and senior housing areas outside of the transit service area in south county.
 - Explore pilot projects, such as regularly scheduled paratransit trips two-three times per week, to serve residents.
 - Secure funding for taxi voucher programs for senior and low income individuals.
 - Provide affordable and desirable housing for seniors and low income individuals within the existing transit service area.

- Provide incentives for senior and social services and medical and social services providers to be located in existing transit service areas.
 - Support programs that encourage ridesharing to destinations popular with seniors or high concentrations of seniors.
 - Seek volunteer drivers to provide transportation services.
 - Evaluate on-demand transit services.
3. **H3** - Transportation services for low-income families with children, including transportation for people transitioning from welfare to work.
- Support welfare to work programs and training programs.
 - Support transportation programs dedicated to serving low-income families with children.
 - Seek volunteer drivers for transportation family members to visits at detention facilities.
 - Provide taxi vouchers to low income families.
 - Reinstate ride to work programs.
 - Provide youth bus passes to low income households
4. **H1** - Transportation services for caregivers of senior and disabled clients.
- Support programs providing transportation for caregivers to clients.
 - Provide taxi voucher to caregivers.
 - Reinstate ride to work programs.

Paratransit/Specialized Transportation Services

5. **H1** - Coordinated and seamless-to-the-public system of specialized transportation with a Mobility Management Center (central information point, one stop shop).
- Assess feasibility and seek funds for development/start-up of the center, and assess entities already providing information and referral services).
 - Utilize information technology solutions to provide transit information that is accessible to all users.
6. **H1** - Wheel chair accessible vehicles for taxis and transportation network company services.
- Monitor the Transportation Network Company (TNC) Access for All program
 - Evaluate other comparable options to provide services (i.e new companies, subcontract with services equipped with wheelchair vehicles).
 - Provide on demand paratransit service.
7. **M1** - Paratransit service for the people who lost paratransit service due to changes in Santa Cruz Metro ParaCruz program in 2015.

- Support policies that expand ADA mandated paratransit service area.
 - Support programs providing specialized transportation to areas outside the ADA-mandated paratransit service area for a fee or at no cost.
 - Expand taxi voucher program.
8. **M1** – Access to paratransit services on all holidays.
- Extend existing paratransit services to holidays.
 - Support taxi voucher programs.
9. **H2** - Specialized transportation for areas outside the ADA-mandated paratransit service area for medical, non-medical trips.
- Secure funding for taxi voucher programs.
 - Provide affordable and desirable housing for seniors and disabled individuals within ADA paratransit service area.
 - Provide incentives for senior and social services to be located in transit service areas.
 - Support programs providing specialized transportation to areas outside the ADA-mandated paratransit service area for a fee or at no cost.
 - Support continuous funding for transportation to medical services.
 - Seek volunteer drivers to provide transportation services from areas not served by transit or ADA paratransit service.
 - Identify priority origins and destinations outside the ADA service area.
10. **M1** - Free or low-cost paratransit options
- Provide funding for programs that provide discounted and free paratransit rides
 - Support programs that provide on-demand ADA accessible rides.
11. **H2** - Direct paratransit and accessible transit connections with neighboring counties- including Monterey (Pajaro), San Benito, Santa Clara and other points north.
- Establish direct inter-regional fixed route accessible transit service.
 - Develop plan to coordinate between agencies providing specialized transportation services in neighboring counties.
 - Support programs providing inter-regional specialized transportation for a fee or at no cost.
 - Establish feeder services to inter-regional accessible transit services.

12. **M1** - Affordable transportation for dialysis and other medical appointments, including 'same day' specialized transportation services for medical trips, on a continuous basis.
 - Support continuous funding for 'same day' transportation to medical services.
 - Support continuous funding for no or low-cost specialized transportation to medical appointments.
 - Increase capacity of existing programs providing transportation to dialysis and other medical appointments.
 - Secure funding for taxi voucher programs.
13. **M2** - Transportation for programs that promote senior and disabled individuals health, safety and independence including, but not limited to, all senior meal sites in the county, the stroke centers, medical facilities, and senior activity centers.
 - Support continuous funding for transportation services to meal sites.
 - Provide transit and paratransit services to medical service centers.
 - Support volunteer drivers to provide transportation services.
14. **M2** - Conduct targeted outreach to seniors, people living with disabilities, and transportation service providers to provide information about transportation options and safety.
 - Provide safe driving and transit information at locations with concentrations of seniors.
 - Support field trips to events by bus ("Mobility Trainer" and "Bus by Choice" models)
 - Annual updates to transportation service providers including, but not limited to, providers included in the Guide for Specialized Transportation about paratransit service options.
15. **L2** - Publicity about existing specialized transportation services including ADA paratransit, non-ADA paratransit, taxi services, Medi-Cal rides and mobility training for people to use regular fixed route buses.
 - Streamline communication activities by establishing a central point of contact within health providers to disseminate information about specialized transportation services.
 - Support continuous funding for communication and outreach activities.
16. **H2** - Volunteer drivers in Santa Cruz County particularly in south-county and San Lorenzo Valley.
 - Expand outreach efforts to recruit drivers and promote services.
 - Support for the Volunteer Center Transportation Program.

17. **M2** - Affordable special care trips and gurney vehicle for medically fragile individuals and those needing "bed to bed" transportation.
 - Provide vouchers for specialized care trips.
 - Identify a service provider for gurney trips and assist in procurement of a vehicle for services.
 - Partner with assisted living and hospice care to provide services.
 - Publicize availability of services, if available.
18. **M3** - Ongoing provision of ADA Paratransit certification, provided by Santa Cruz Metro, at group facilities.
 - Provide on-site services to reach a greater number of individuals.
19. **M3** - Specialized transportation services for people living with a cognitive impairments, dementia or mental health diagnosis.
 - Provide on demand transportation services for people living with a mental health diagnosis.
 - Provide services designated to assisting people with mental illness navigate transit and paratransit eligibility requirements.
20. **L2** - Specialized transportation for 'same day' low cost non-medical trips.
 - Expand taxi voucher program.
 - Support "on-call" volunteer drive programs.
21. **L3** - Anticipate growing demand for services by projecting funding needs for specialized transportation (including fixed route, ADA and non-ADA Paratransit) to provide transportation services to the senior population expected to increase over the next 15 to 30 years.
 - Identify funding needs for paratransit over a 15-30 year horizon.
 - Designated funding source for paratransit service.

Paratransit/Specialized Transportation Capital

22. **H1** - ParaCruz operating facilities.
 - Acquire and develop permanent operations and maintenance facility for ParaCruz to reduce operating cost.
 - Increase funding opportunities for paratransit capital projects.
23. **MH2** - Consolidated Transportation Services Agency operating facilities.
 - Acquire and develop permanent operation and maintenance facilities for Consolidated Transportation Services Agency.
 - Increase funding opportunities for paratransit capital projects.
24. **H2** - Paratransit vehicle replacements.

- Increase funding opportunities for paratransit capital projects including funding for electric vehicles and/or zero emission vehicles.
- Take measures to include electric vehicles as option for purchase in the Section 5310 grant program.

25. **M1** – Electric Vehicle Charging Stations

- Support funding for electric vehicle charging infrastructure.

Transit Services

26. **H1** – Greater frequency and span of transit service in densely populated areas with a mix of land uses.

- Increase service level between downtown Santa Cruz and Capitola Mall Transit Center through the Live Oak corridor.
- Enhance service on Mission Street.
- Extend transit service hours later in the evening and early in the morning serving Cabrillo College and commercial centers of Santa Cruz/Live Oak/ Watsonville.
- Enhance service to employment entities.
- Enhance service on Scotts Valley Drive.

27. **H1** – Greater evening frequency and span of transit service in coverage-oriented areas, in keeping with METRO service standards.

- San Lorenzo Valley Route 35 variants (Mt. Store and Country Club)
- Local Watsonville services

28. **M1** – More transit service to UCSC.

- Increase weekend and weekday UCSC service.
- Increase service to UCSC campus.
- Increase service to the University of Santa Cruz employment center in Scotts Valley.

29. **HM1** - More interregional and cross county transit services.

- Increase Hwy 17 weekend service frequency.
- Provide transit service from Santa Cruz County to Los Gatos.
- Provide direct transit service to San Jose Airport.
- Enhance Monterey County to Santa Cruz County service.
- Support for an integrated transit network, which includes transit services on a dedicated transit facility on the rail right-of-way consistent with the Unified Corridor Investment Study.
- Provide transit service from San Lorenzo Valley to Los Gatos.

30. **M1** – Free and low-cost transportation options, including fixed-route transit services.
- Support programs that provide transportation services, including, but not limited to bus services, for a reduced or no fee.
 - Seek volunteer drivers to provide transportation services.
 - Support programs that allow seniors and disabled individuals to ride free during designated time periods.
31. **M2** – More transit service between primary destinations in Santa Cruz County.
- Provide service between Capitola Mall and Cabrillo.
 - Expand transit service to new residential and commercial areas in Watsonville.
 - Improve north - south transit connections (ex. Soquel Ave/Drive \ to coastal communities).
 - Support for an integrated transit network, which includes transit services on a dedicated transit facility on the rail right-of-way consistent with Unified Corridor Investment Study.
 - Provide single trip service.
32. **M2** - More transit service to facilities providing medical, health and other social services.
- Provide transit service to medical facilities.
 - Provide medical, health, and social services within the existing transit service area.
33. **M2** - Access to transportation services on all holidays.
- Provide regular Santa Cruz Metro service on holidays.
 - Support taxi voucher programs.
 - Support volunteer transportation services.
34. **M2** - Easier and faster transit trips system wide.
- Enhance connections through increasing the span and frequency of service.
35. **M2** - Faster run times on transit routes.
- Investigate opportunities for transit priority lanes and signal priority.
 - Pursue right turn pockets for bypass lanes for buses service and transit priority on Soquel Ave/Drive and Freedom consistent with the Unified Corridor Investment Study.
 - Consider direct services between more locations, reducing need for transfers.
36. **M2** - Intra-community service in Santa Cruz County communities.

- Develop San Lorenzo Valley circulator.
 - Develop Scotts Valley circulator.
 - Investigate need for intra-community and neighborhood transit services
 - Consider partnerships with ride-hail and/or taxi services for first/last mile connections.
37. **L2** - Transit service to major tourist destinations.
- Provide transit service to Waddell Creek and North Coast and Highway 17 direct service to Boardwalk on weekends.
38. **L2** - Commuter transit service.
- Extend Highway 17 service to Watsonville, or improve connections between Watsonville-Santa Cruz service and Highway 17 service.
 - Provide faster commute option for transit riders between SLV and Santa Cruz.
39. **L3** - Special event services.
- Establish program to coordinate with Santa Cruz Visitor Center and partner agencies to provide special event services.

Transit Capital

40. **M1** – ADA accessible bus stops.
- Provide ADA compliant bus stops.
 - Prioritize bus stop improvements and shelter replacement based on high usage by seniors and people with disabilities.
 - Install braille and raised numbers on bus signage at bus stops indicating which bus routes are being offered at each stop (or a technology-based way finding alternative).
 - Provide the ability to lower the height of braille for wheelchair access.
41. **M1** – Maintenance of existing transit facilities.
- Support funding for maintenance of bus stops, parking lots, transit centers, buildings.
42. **H1** – Bus replacement: Replace buses beyond useful life as needed including buses, including buses providing rural service.
- Support funding for transit capital improvements.
 - Support funding for electric vehicle bus replacements and electric vehicle charging stations.
43. **H1** - Transit station improvements.

- Investigate options for renovation or redevelopment of Santa Cruz Metro Center.
 - Coordinate improvements to Capitola Transit Center with Capitola Mall ownership.
44. **H2** - Faster transit travel times.
- Installation of transponders on all buses for signal priority on major corridors improving traffic flow, reducing travel time, and improving on-time performance.
 - Support and seek funding for bus on shoulder on Highway 1.
45. **H1** – Dedicated transit facilities.
- Right-of-way improvements and stations along Santa Cruz Branch Rail Line if a bus rapid transit (BRT) or rail service is developed consistent with the Unified Corridor Investment Study.
 - Multimodal transfer facilities at stations along the Santa Cruz Branch Rail Line if BRT or rail service is developed.
46. **H3** - New equipment to assist with real-time operations, security, scheduling and planning.
- Automated Vehicle Location (AVL) System to provide better monitoring of on-time performance and more accurate data reporting.
 - Automatic Passenger Counting (APC) system to make mandatory reporting more efficient and improve data for service planning.
 - Install audio and video surveillance system for all buses.
 - Install audio and video surveillance system for all buses
 - Electronic fare payment for more convenient payment options and to speed up boarding.
 - Modernize planning and scheduling software for more efficient service planning and better community outreach.
47. **M3** – More multimodal connections to transit.
- Construct park and ride lots in strategic locations along inter-city routes that lack adequate feeder service.
 - (MOVED) Bike lockers and/or bike share stations at key locations to facilitate first/last mile of travel.
48. **M3** - Wifi expansion on buses.
- Install wifi equipment at all facilities and on all buses.
 - Partner with private companies to provide wifi.

- BLANK PAGE -

AGENDA: April 14, 2020

TO: Elderly & Disabled Transportation Advisory Committee

FROM: Amanda Marino and Grace Blakeslee, Transportation Planners

RE: FY 2020-21 Transportation Development Act Funds for Volunteer Center

RECOMMENDATION

Staff recommends that the Elderly & Disabled Transportation Advisory Committee review the FY 2020-21 claim from the Volunteer Center in the amount of \$96,377 effective in May 2020, and recommend approval by the Regional Transportation Commission, contingent upon approval by the City of Santa Cruz to act as their claimant.

BACKGROUND

The Regional Transportation Commission (RTC) allocates Transportation Development Act (TDA) funds from the region's ¼ cent share of the state's 7.25 cent sales tax according to state law and established formulas in the Commission's Rules and Regulations. The RTC's FY 2020-21 draft budget was considered by the RTC Budget and Administration Personnel Committee (B&A/P) in March 2020 and includes TDA allocations based on the Santa Cruz County Auditor's estimates.

In response to the state's declaration of a State of Emergency as a result of the threat of COVID-19, on March 16, 2020 the Santa Cruz County Health Services Agency directed all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services. TDA revenues are likely to be impacted by COVID-19 and the apportionments to recipients may need to be reduced. The RTC may use the TDA reserve fund as needed to minimize the impact to TDA funded recipients due to the reductions in revenues.

DISCUSSION

The Regional Transportation Commission (RTC) drafted a FY 2020-21 budget including Transportation Development Act (TDA) allocations for the Volunteer Center in the amount of \$89,226 and \$7,151 in unallocated funds for a total of \$96,377. The Volunteer Center is requesting early allocation of FY 2020-21 funds and the unallocated balance in May 2020 due to an increased need to scale immediate program services.

The Volunteer Center's TDA Claim Form, scope of work and budget based on the RTC's approved budget are attached ([Attachment 1](#)). The Volunteer Center has a goal to use TDA funds to provide approximately 150 seniors with the new Grocery Shopper Program. The new program continues to serve the same specialized transportation population serviced by the Volunteer Center's Transportation Program in FY 19-20.

To meet the needs of their most vulnerable seniors in the community, the Volunteer Center developed the Grocery Shopper Program as a fully vetted volunteer program to provide food, grocery and medication pickup services to the most at-risk group of the COVID-19 virus. They will receive grocery requests from participants and will attempt to purchase and deliver (using approved social-distancing guidelines) those grocery items and pharmacy medications to the individual. The goal is to serve low-income seniors age 60+ and older adults that are health compromised. These services are no cost to the participants, and community volunteers use their own vehicles to grocery shop and pick up medications for seniors. This program offers volunteers additional insurance and a small mileage allowance. The service covers all of Santa Cruz County including some of the remote areas in San Lorenzo Valley and South County. Should the COVID-19 shelter in place order be lifted and it is safe for seniors to enter the community, the Volunteer Center will resume their regular Transportation Program.

Volunteer Center staff will provide an overview of their TDA funded transportation services at the meeting and will be available to answer questions. The Volunteer Center will request that the City of Santa Cruz, as a local jurisdiction, act as the claimant.

Staff recommends that the E&D TAC review the TDA claim for the Volunteer Center, and recommend approval by the Regional Transportation Commission, contingent upon approval by the City of Santa Cruz to act as the claimant meeting.

SUMMARY

The E&D TAC annually reviews Transportation Development claims for the Volunteer Center, Community Bridges and the Santa Cruz Metro, to ensure that these funds are allocated in accordance with TDA requirements and community needs, and makes recommendations regarding approval of the claims to the Regional Transportation Commission.

Attachment 1: FY 2020-21 Volunteer Center TDA Claim and operation/budget

I:\E&DTAC\TDA\VOLUNTEER CENTER\2021\SR_TDA_VOLUNTEERCENTER_ED0420.DOCX



April 3, 2020

Guy Preston
Executive Director
Santa Cruz County RTC
1523 Pacific Ave.
Santa Cruz, CA 95060-3911

Dear Mr. Preston,

I am submitting a TDA funding claim on behalf of the Volunteer Center of Santa Cruz County. As an agency we have moved quickly over the last few weeks in response to COVID 19 to redesign, develop new safety guidelines and implement and scale our current Transportation Program to include a new Senior Grocery Shopping Program. We recognize the need for this service with our own participants and would like to also help out additional seniors in our community. If we are able to return to driving seniors in the future we will do this. For now, our goal will be to support seniors with picking up and delivering groceries and medications.

We are honored to be a part of the Regional Transportation E&D TAC commission and serve as one of the agencies of specialized transportation services for seniors and people with disabilities in Santa Cruz County.

I attest to the accuracy of the claim and all of its accompanying documentation. If you have any question or concern please feel free to contact me directly at 831.427.5070.

Attached is our TDA funding claim for 2020-21. In addition, we are requesting \$7,151 of unallocated funds from prior years.

Warm Regards,
Tara E. Ireland

Tara Ireland
Senior Programs Director
Volunteer Center of Santa Cruz County
rsvpvol@scvolunteercenter.org
831.427.5070 x105



Exhibit C

April 3, 2020

Ms. Natalia Duarte
Finance Department
809 Center Street Room 8
Santa Cruz, CA 95060

Dear Ms. Duarte,

This letter serves as our request that the City of Santa Cruz act as the Transportation Development Act (TDA) claimant for the Volunteer Center of Santa Cruz Transportation Program through the Santa Cruz County Regional Transportation Commission.

Our agency remains committed to serving the senior and disabled population of Santa Cruz County. In response to COVID 19 our Transportation Program has designed and developed a Senior Grocery Shopping Program in order to keep vulnerable seniors safe and able to shelter in place.

I have enclosed a copy of our Program Responsibilities and Budget for fiscal year 2020-21.

We request to make one claim for an advance of the full \$89,226 effective in May 2020. In addition, we are requesting \$7,151 of unallocated funds from prior years.

Thank you for your continued support of the Volunteer Center Transportation Program.

Warm Regards,
Tara C. Ireland

Tara Ireland
Senior Programs Director
Volunteer Center of Santa Cruz County

Enclosure

CC: Grace Blakeslee, Regional Transportation Commission

Transportation Development Act (TDA) – Local Transportation Funds CLAIM FORM

Submit a separate form for each project.

This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.

If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: Transportation Program
2. Implementing Agency: Volunteer Center of Santa Cruz
3. Sponsoring Agency (if different) Must be a TDA Eligible Claimant:
4. Funding requested this claim: TDA \$ 96,377 (\$89,226 + \$7,151 unallocated fund balance)
STA (transit only)
5. Fiscal Year (FY) for which funds are claimed: FY 2020-2021
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:

<input type="checkbox"/> Article 8 Bicycle and/or Pedestrian Facility	<input checked="" type="checkbox"/> Article 8 Specialized Transportation
<input type="checkbox"/> Article 4 Public Transportation	<input type="checkbox"/> Article 3 & 8 TDA Admin or Planning
7. Contact Person/Project Manager
Name: Tara Ireland
Telephone Number: 831-427-5070 E-mail: rsvpvol@scvolunteercenter.org
Secondary Contact (in event primary not available) Alicia Dayton
Telephone Number: 831-427-5070 E-mail: scruc@scvolunteercenter.org
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks. See attached scope of work
9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names):
All of Santa Cruz County
10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)
In response to COVID 19, the Volunteer Center Transportation Team designed and developed the Grocery Shopper Program that provides grocery and medication delivery services to members of the Santa Cruz community most at-risk of contracting the COVID-19 virus. As part of this program, the Volunteer Center has recruited volunteers who have agreed to receive grocery and medication requests from individual clients. The volunteer will purchase the requested items from local grocery stores using money provided by the client and then will deliver those purchased grocery items and pharmacy medications to the client using social distancing guidelines.

Our aim is to serve seniors age 60+ and older adults that are health compromised. Our first priority will be to serve those that do not have access to a computer to purchase groceries and those that do not currently have the support of family or friends to shop for them. We will provide these services at no cost to the participants by mobilizing community volunteers that use their own vehicles to grocery shop and pick up medications for seniors. The program offers volunteers additional insurance and a small mileage allowance. The Service covers all of Santa Cruz County including some of the remote areas in San Lorenzo Valley and South County.

Our services are available to elderly, health compromised and disabled persons who cannot use public transit because of shelter in place orders due to COVID 19.

Participants and volunteer grocery shopping drivers are actively recruited in several ways. The Volunteer Center community network, AmeriCorps and SeniorCorps volunteers, our website and local senior service providers.

Should the COVID 19 shelter in place order be lifted and it is safe for seniors to enter the community, we will resume our regular Transportation Program.

11. Project Productivity Goals for this fiscal year:

- a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.): The number of senior clients served will measure performance. Clients register with the program and individual records are kept on each client with their personal information, emergency contacts and rides and deliveries received. The number of groceries delivered is evaluated through reports compiled on each service provided that details client, date and time of ride and or groceries delivered, destination and volunteer providing ride/delivery. These records are entered into our transportation computer application.
- b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided): Our goal is to serve 150 seniors with the new Grocery Shopper Program. Participants are limited to one deliver per week due to the availability and number of drivers/shoppers. Participants are asked to give an advance 2-3 days for shopping requests to be filled. Our priority for filling requests is as follows:

- | | |
|----------------|----------------------------------------------------------------------------|
| 1st Priority - | Shopping trips for low-income persons |
| 2nd Priority - | Medical/Medication pick up for low-income persons |
| 3rd Priority - | Shopping trips for other persons |
| 4th Priority - | Medical/Medication pick up for other persons |
| 5th Priority - | “Other” eligible destinations (include banking, doctor prescribed therapy) |

These trips will be targeted for the below areas:

Service Area
Santa Cruz/Mid-County/Aptos/Capitola
San Lorenzo/Scotts Valley
Watsonville/ Freedom

Our program will attempt to serve all of Santa Cruz County. We will have several Spanish Speaking volunteers and staff ready to assist individuals in Watsonville/South County.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?

The Volunteer Center of Santa Cruz County has been receiving TDA funds for over 35 years and are active members of the Elderly & Disabled Transportation Advisory Committee. The program is listed in the Specialized Transportation Guide and is included in the draft Coordinated Public Transit-Human Services Transportation Plan providing all services listed in the plan.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): This project will have no impact on other modes of travel.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized Transportation Claims require 10% local match. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services many NOT apply toward the local match.*

What is the total project cost? \$89,226 + \$7,151 in unallocated funds=\$96,377

Is project fully funded? Yes

What will TDA (and STA) funds be used on (ex. administration, brochures, engineering, construction)? Funds are used for Personnel Cost, Audit fees, Supplies, Telephone, Occupancy, Printing, Postage, Volunteer mileage, Background Checks, Administration, Computer Software and Recruitment/Marketing.

15. Preferred Method and Schedule for TDA fund distribution *(see RTC Rules and Regulations for details):*

a. Bike/Ped: ☐ Up to 90% upon initiation of work OR ☐ 100% upon project completion

b. CTSA: ☐ Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount;
OR ☐ Quarterly disbursement

c. Volunteer Center: ☒ Full approved claim amount in the first quarter

d. SCMTD: ☐ Quarterly disbursement

16. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Form of approval <u>work plans and budget</u> (eg resolution, work program, budget, other document) If "NO," provide the approximate date approval is anticipated. _____	Yes
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	NA
D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Yes
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	NA

SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF

17. Improving Program Efficiency/Productivity Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage.

Last year we launched a custom computer application we call “Transportation Hub” that allows us to enter our ride requests and match them with drivers based on distance and availability. We have adapted this application to accommodate our Volunteer Senior Grocery Shopper Program (GSP) and will use it to match participants to volunteers who will shop and deliver groceries to them.

Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership: We will continue to use our custom transportation application to scale our Senior Grocery Shopping Program that delivers goods to home bound seniors.

18. What is different from last year’s program/claim? We developed a Grocery Shopper Program in response to COVID 19.

19. Schedule of regular progress reports including an evaluation at the end of the year:

☐ SCMD – April each year

☒ Specialized Transportation: Quarterly to E/D TAC, RTC

☐ CTSA: Bicycle Committee _____ (Month, year); RTC _____ (Month, year)

☐ B2W: Bicycle Committee _____ (Month, year); RTC _____ (Month, year)

CTSA and Volunteer Center (Article 8) Only

20. Are these transportation services responding to transportation needs not otherwise being met within the community or jurisdiction of the claimant? Describe.

The Volunteer Center's Transportation Program/GSP is a volunteer program providing free delivery and rides to people who, through age, physical limitations and shelter in place orders are unable to safely shop in the community. This is the only fully vetted volunteer program offering a free delivery service to seniors in Santa Cruz County.

Where appropriate, are these specialized transportation services coordinated with other transportation services? Describe. When possible, the Volunteer Center will refer those callers whose requests cannot be accommodated through our program to other transportation programs. We often refer to Lifeline and Metro ParaCruz.

Provide performance information, as pertinent, such as: verification of the operating cost per passenger, operating cost per vehicle service hour, passengers per vehicle service hour, passengers per vehicle service mile, and vehicle service hours per employee for last fiscal year (definitions available in Section 99247 of TDA Guidelines). (99246)

The program has no owned service vehicles or employee drivers. Volunteer drivers use private vehicles. It is estimated that each ride (from start to finish) is 17.9 miles, with approximately 4,600 rides provided in the last fiscal year. This is about 82,340 projected service miles per year. Each ride (from start to finish) is an average of 3.5 hours or a total of 16,100 service hours. Volunteers have the option of being paid mileage at a cost of \$.31/ mile.

Discuss the needs and types of the passengers being served and the employment of part-time drivers and the contracting with common carriers of persons operating under a franchise or license to provide services during peak hours.

The Volunteer Center Transportation Program works in conjunction with the Santa Cruz County Regional Transportation Commission's Elderly & Disabled Transportation Advisory Committee to help assure that transportation needs for the elderly and disabled persons are represented. We know from local needs assessments that low or free transportation for elderly, health compromised and disabled persons are in desperate need of grocery delivery to to shelter in place mandates. Many of our clients have little or no family to assist them and are living on a fixed income. These factors demonstrate why our transportation program and new GSP is so vital to our community. In many cases, our volunteers go beyond just providing transportation to doctor appointments, grocery shopping and other necessary appointments. Starting in April 2020 volunteers will be delivering groceries and will also pick up medications. Volunteer drivers provide this personalized service free of charge to individuals through out Santa Cruz County.

SCMTD, CTSC, Volunteer Center & RTC Only

21. List the recommendations provided in the last TDA Triennial Performance Audit and your progress toward meeting them.

- Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
- For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.

One recommendation in the last 2019 TDA Audit was that we come up with an alternate measure of service efficiency in lieu of a 10 percent local match. RTC staff and Volunteer Center staff came up with a 1,000 minimum number of rides per quarter. In addition, it was recommended that volunteer drivers track actual time spent on trips with participants. Volunteer Center will continue to encourage volunteers to track time in addition to mileage each month.

22. Farebox Recovery Ratio: (split out=urbanized service vs. non-urban service farebox ratios for prior year and year-to-date)

<i>Funds</i>	<i>Urbanized Service</i>	<i>Rural/Non-Urban Service (Could use FTA 5311 application)</i>
Fare Revenue:	\$	\$
Local Support Revenues:	\$	\$
Operation costs:	\$	\$
Ratio Fare Rev ÷ Op Cost: (minimum required=15%)	____%	____%
Cost per ride being subsidized for different services/funds	\$	\$

Note: Exemptions for calculating operating costs – spell out in your operating budget summary.

- Service extensions are exempt until two years after the end of the fiscal year during which they were established (PUC Sec. 99268.8). This exemption applies only if the new service was not provided nor was funded by

LTF/STA during any of the prior three fiscal years.

- *The additional operating costs to a transit operator of providing comparable complementary paratransit services, pursuant to the Americans with Disabilities Act, that exceed operator's prior year costs as adjusted by the CPI are excluded from operating cost.*

23. Current fare & local support revenue to operating cost ratio versus FY1978-79 ratio (for services to the general public).

- Current ratio ((sum of fare revenues + local support) ÷ operating cost):
- FY1978-79 Ratio: _____

24. Did the SCMTD operating budget increase over 15% from the prior fiscal year?

If the answer is yes, please provide a statement identifying and substantiating the reason or need for the increase in the transit operating budget in excess of 15% above the preceding year, and identify substantial increases or decreases in the scope of operations or capital provisions for major new service - (transit claimants only, if applicable).

25. Operating statistics (compare current fiscal year to date to last three full fiscal years; *TDA required performance indicators), submit items from the following list.

- *Annual passengers*
 - *Rides/passenger trips provided by type (student, senior, adult, pass holders, etc, or however stat's kept) and amount of TDA \$ used for each type of ride*
- *Annual service hours*
- *Passengers per vehicle service hour**
- *Annual service miles*
- *# of fixed-route miles*
- *Service Area – square miles*
- *Service Area Population*
- *Passengers per vehicle service mile**
- *Average passengers per weekday*
- *Total operating costs in budget*
- *Operating cost per vehicle service hour**
- *Total operating cost per passenger**
- *Average Farebox Revenue per passenger (describe what is included)*
- *# of FTE employees (all employees, not just drivers)*
- *Vehicle Service hours/Employee**
- *# of routes*
- *Average route length*
- *Average travel times/rider*
- *# of bus stops*
- *# of vehicles in operation*
- *# of monthly bus passes in circulation*
- *Max vehicles in service at any time:*
- *Hours of service:*
- *Approximate # of unduplicated passengers*
- *Cost per unit of service plus text about long range plans to make/keep this low*
- *Funds and percentage spent on administration/overhead/grantee allocation/etc*
- *Actual financials compared with budget*

- *Actual number of rides provided compared with goal and text about whether goal was met and why/why not*

Documentation to Include with Your Claim:

All Claims

- ☐ **A letter of transmittal** addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☐ **Statement from the TDA Eligible Claimant** indicating its role and responsibilities.

Article 8 Bicycle/Pedestrian Claims

- ☐ Evidence of environmental review for capital projects

All Transit and Specialized Transportation Claims (*SCMTD, CTSA, and Volunteer Center*)

- ☐ **A copy of the operating and capital budgets for the coming fiscal year**
- ☐ **Description of capital projects**, including time frame over which project will be funded and implemented
- ☐ **Operating Plan** for current and upcoming activities – can be within project description

Article 4 Transit Claims

- ☐ **A certification from the California Highway Patrol** (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.
- ☐ **Other Certifications**

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature Tara E. Ireland Title: Senior Programs Director Date: 3/30/2020

Document 1

Exhibit B

PROGRAM NAME:

Volunteer Center/ Transportation

FISCAL YEAR:

2020-2021 2019-2020

REVENUES

Budget Unit Name			
Budget Unit Number			
4000	PUBLIC SUPPORT		
4008	Unallocated Funds	7,151	
4295	Transportation Commission	89,226	88,093
TOTAL CURRENT YEAR REVENUES		96,377	89,193
5001	Hourly Wages	63,503	60,636
SUBTOTAL BENEFITS & TAXES		63,503	60,636
6012	Auditing Expense	500	500
6018	Copies	300	225
6032	Equipment	1,600	1,500
6151	Background Checks	550	250
6039	Facility Maintenance	200	175
6040	Insurance, General	600	400
6042	Insurance, Volunteer	1,900	1,800
6050	Postage	500	170
6009	Recruitment/Marketing	2,500	-
6061	Rent, Watsonville	2,000	4,500
6078	Office Supplies	500	300
6081	Computer Software & Fees	600	400
6098	Mileage, Volunteers	3,500	2,000
6100	Telecommunication	3,157	2,850
6125	Utilities	575	600
6150	Volunteer Recognition	400	400
6160	Admin Fees	13,492	12,487
TOTAL CURRENT EXPENSES		96,377	89,193

Exhibit A
VOLUNTEER CENTER OF SANTA CRUZ COUNTY
1740 17th Avenue Santa Cruz, CA 95062 427-5070

PROGRAM DESCRIPTION/SCOPE OF WORK
VOLUNTEER CENTER'S TRANSPORTATION
PROGRAM Fiscal Year 2020-21

A. TARGET POPULATION

Our target population is seniors age 60+ and older adults that are health compromised.

B. SERVICE GOALS

Our goal is to provide 4,000 one-way trips to eligible clients. Clients will be limited to a maximum of two rides per week. Our priority for filling requests is as follows:

1st Priority	Shopping trips for low-income persons
2nd Priority	Shopping for other persons
3rd Priority	Medical trips for other persons
4th Priority	Medical for other persons
5th Priority	Other eligible destinations

These trips will be targeted for geographic distribution as follows:

		% of Rides	#Clients
Santa Cruz/Mid-County/Aptos/Capitola	2400	60%	100
San Lorenzo/Scotts Valley	600	15%	15
Watsonville/ Freedom	1000	25%	20

These figures are based on population data derived from the latest census and available transit services for each area of operations. In considering geographic distribution of services, our goal is to provide extra support in those areas which are outside the boundaries of Lifeline services, or which receive limited Lifeline service and have limited public transit services.

C. PROGRAM ACTIVITIES

1. The Volunteer Center will maintain volunteers Monday- Friday 10:00 a.m. to 2:00 p.m.
2. When possible, the Volunteer Center will refer those callers whose requests cannot be accommodated through our program to other programs.
3. The Volunteer Center will continue its intensive campaign to recruit new drivers and GSP volunteers

4. Volunteer Center staff will attend all meetings of the Elderly and Disabled Transportation Advisory Committee of the Santa Cruz County Regional Transportation Commission.

D. QUARTERLY REPORTS

Volunteer Center of Santa Cruz Transportation Program TDA Funding Quarterly Reports and Final Activities Report are due to the Transportation Commission and the City of Santa Cruz according to this schedule:

Prior Year Annual Report:	September 6, 2020
Quarterly Activities Report 1:	October 25, 2020
Quarterly Activities Report 2:	February 8, 2021
Quarterly Activities Report 3:	April 26, 2021
Quarterly Activities Report 4:	July 26, 2021

The reports will contain the following information for each center and total:

1. Number of rides/deliveries provided
2. Trip destinations
3. Mileage claimed
4. Estimated total mileage
5. Average length of trip
6. Number of unduplicated passengers
7. Number of requests for service
8. Number of turndowns
9. Reason for turndowns
10. Number of active volunteers
11. Geographic distribution of clients

E. INSURANCE

Comprehensive auto and general liability insurance over and above that held by the driver will be maintained by the Volunteer Center in the amount of \$1,000,000 per occurrence.

F. CLAIMS

One claim will be submitted for advance payment for the year:

Annual Advance - July, 2019 \$96,377

- BLANK PAGE -

AGENDA: April 14, 2020

TO: Elderly & Disabled Transportation Advisory Committee

FROM: Amanda Marino and Grace Blakeslee, Transportation Planners

RE: FY 2020-21 Transportation Development Act Funds for Community Bridges

RECOMMENDATION

Staff recommends that the Elderly & Disabled Transportation Advisory Committee:

1. Review the FY 2020-21 claim for TDA funds from Community Bridges in the amount of \$749,501 and recommend approval by the Regional Transportation Commission; and,
 2. Review the FY 2020-21 claim for State Transit Assistance Funds (STA) funds from Community Bridges in the amount of \$100,000 contingent upon approval by the City of Santa Cruz to act as their claimant.
-

BACKGROUND

The Regional Transportation Commission (RTC) allocates Transportation Development Act (TDA) funds from the region's ¼ cent share of the state's 7.25 cent sales tax according to state law and established formulas in the Commission's Rules and Regulations. The RTC's FY 2020-21 draft budget was considered by the RTC Budget and Administration Personnel Committee (B&A/P) in March 2020 and includes TDA allocations based on the Santa Cruz County Auditor's estimates. At its September 5, 2019 meeting, the RTC took action to hold in abeyance for three years the 2017 RTC policy that would have made some STA and SGR funds available to community transportation projects and services, and instead indicated its intent to allocate \$100,000 per year of the RTC's population shares (PUC 99313) of FY19/20-FY21/22 State Transit Assistance (STA) funds to Community Bridges Lift Line and to allocate the balance of the RTC's FY19/20-FY21/22 shares of State Transit Assistance (STA) and 100% of the region's population shares (PUC 99313) of FY19/20-FY21/22 SB1-transit State of Good Repair funds to Santa Cruz METRO.

In response to the state's declaration of a State of Emergency as a result of the threat of COVID-19, on March 16, 2020 the Santa Cruz County Health Services Agency directed all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services. TDA revenues are likely to be impacted by COVID-19 and the apportionments to recipients may need to be reduced. The RTC may use the TDA reserve fund as needed to minimize the impact to TDA funded recipients due to the reductions in revenues.

DISCUSSION

Transportation Development Act (TDA)

The Regional Transportation Commission (RTC) drafted a FY 2020-21 budget including Transportation Development Act (TDA) allocations for Community Bridges in the amount of \$749,501. Community Bridge's TDA Claim Form, scope of work and budget based on the RTC's approved budget is included as Attachment 1. Community Bridges has a goal to use TDA funds to provide approximately 23,217 one-way trips using their Taxi Scrip, Medical TDA, Meals on Wheels, and Elderday programs to eligible clients over FY 2020-21. Community Bridges staff will provide an overview of their TDA and STA funded transportation services at the meeting and will be available to answer questions. Community Bridges will request that the City of Santa Cruz, as a local jurisdiction, act as the claimant.

State Transit Assistance Funds (STA)

State Transit Assistance (STA) funds include population-based formula funds (PUC Section 99313) which are available for projects approved by the RTC, as well as Santa Cruz Metropolitan Transit District's (METRO) estimated revenue-based formula share (PUC Section 99314). Both the METRO and the RTC-formula allocations of STA funds pass through the RTC budget. Historically the RTC allocated 100% of the region's shares of STA to METRO, as the only public transit operator in Santa Cruz County. However with clarification by the State of eligible entities and with Senate Bill 1 (SB1) nearly doubling funding for the STA program, in December 2017, the RTC approved a policy to make some of the region's population-formula shares (PUC Section 99313) of STA and State of Good Repair (SGR) funds available for eligible community transportation projects and services, in addition to METRO projects and services.

At the RTC September 5, 2019 meeting, the RTC took action indicating its intent to allocate \$100,000 per year of the RTC's population shares (PUC 99313) of FY19/20-FY21/22 State Transit Assistance (STA) funds to Community Bridges Lift Line and to allocate the balance of the RTC's FY19/20-FY21/22 shares of State Transit Assistance (STA) and 100% of the region's population shares (PUC 99313) of FY19/20-FY21/22 SB1-transit State of Good Repair funds to Santa Cruz METRO, thereby holding in abeyance for three years the December 2017 RTC policy.

By utilizing \$100,000 in FY 20-21 STA funds and FTA Section 5310 funding, Lift Line will continue the following services through February 2021; Out of County Medical Rides, Veteran's Transportation, Veterans' Shuttle Watsonville, Same Day Medical Transportation, and the Downtown Seniors center. STA funding will allow Lift Line to continue the level of same day and out of county services. These funds will ensure that Lift Line will not have to reduce services due to the originally planned driver layoff in January 2020. These funds will allow for the continuation of these programs through FY 2021.

Staff recommends that the E&D TAC review the FY 2020-21 TDA claim for

Community Bridges and review the FY 2020-21 claim for State Transit Assistance funds and recommend approval by the Regional Transportation Commission, contingent upon approval by the City of Santa Cruz to act as the claimant.

SUMMARY

The E&D TAC annually reviews Transportation Development Act claims for Community Bridges, the Volunteer Center and Santa Cruz Metro, to ensure that these funds are allocated in accordance with TDA requirements and community needs, and makes recommendations regarding their approval to the Regional Transportation Commission.

Attachment 1: FY 2020-21 Community Bridges TDA/STA Claim and operation/budget pages.

I:\E&DTAC\TDA\CTSA\2021\SR_TDA_COMMUNITYBRIDGES.DOCX



March 31, 2020

Mr. Guy Preston, Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

RE: CTSA/City of Santa Cruz Claim for FY 2020/2021 TDA/STA Revenues

Dear Mr. Preston:

The City of Santa Cruz has been asked to act as claimant for the 2020/2021 fiscal year Transportation Development Act (TDA) and State Transit Assistance (STA) funds allocated to the consolidated Transportation Services Agency (CTSA). Please accept this letter that Community Bridges' Lift Line attests to the accuracy of the claim and all its accompanying documentation.

The City of Santa Cruz will be asked to request \$749,501 in TDA funds for the CTSA as well as \$100,000 in STA funding. The proposed payment schedule shown in Exhibit D includes an initial payment to cover annually remitted expenses, including a substantial insurance premium due in July. The three remaining quarters are adjusted to reflect the balance.

These funds will allow Community Bridges' Lift Line to continue to operate a variety of vital specialized transportation programs serving low income seniors and disabled individuals who are unable to utilize traditional public transit. TDA funds will be used for the Taxi Scrip programs operating in South and North County, non-emergency medical transportation, and transportation to Meals on Wheels Senior Dining Centers and Elderday Adult Day Health Center. The STA funds will be used for expanded 5310 Same Day and Out of County program through the whole FY20-21, helping connect seniors, veterans and medically complex children and individuals to need medical services.

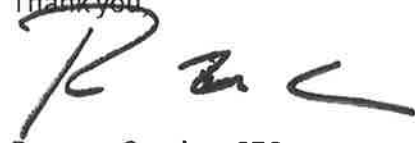
Enclosed are documents comprising our claim for TDA and STA funds:

1. 2020/2021 TDA Claim Form, Written Report of Activities, and CHP Inspection Report
2. 2020/2021 Operating & Capital Budget (Exhibit A, pages 1-2)
3. CTSA Five Year Capital Improvement Plan (Exhibit B)
4. Operating Plan (Exhibit C-1, pages 1-2 & C-2, page 1)
5. Schedule of Payments Requested (Exhibit D)
6. Statement of Role and Responsibility (Exhibit E)
7. CTSA Reporting Period & Performance Measures (Exhibit F)

C:\Users\mariah\Desktop\Maria's File\03.31.20 CTSA TDA STA Claim to SC- LL 1920 CvrLtr SM.docx

On behalf of Lift Line clients and Community Bridges, I thank the Commission and staff for your continued support of these programs.

Thank you

A handwritten signature in black ink, appearing to read 'R. Cancino', written over the 'Thank you' text.

Raymon Cancino, CEO

Cc: K. Ance, Lift Line Program Director
D. Underhill, CFO
S. McGibben, CAO
R. Iskandarova, GA

Transportation Development Act (TDA) – Local Transportation Funds STA CLAIM FORM

Submit a separate form for each project.

This form has been developed in an effort to standardize information required from TDA recipients, based on TDA Statute, RTC Rules and Regulations, and/or RTC board requests.

If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: Lift Line / CTSA Specialized Paratransit Service for Santa Cruz County
2. Implementing Agency: Community Bridges
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant:
The City of Santa Cruz acts as the eligible TDA claimant for Lift Line.
Lift Line receives the TDA funds through a contract with the City of Santa Cruz.
4. Funding requested this claim: TDA \$749,501
 STA (transit only) \$100,000
5. Fiscal Year (FY) for which funds are claimed: FY 19/20
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:

<input type="checkbox"/> Article 8 Bicycle and/or Pedestrian Facility	<input checked="" type="checkbox"/> Article 8 Specialized Transportation
<input type="checkbox"/> Article 4 Public Transportation Article 3 & 8	<input type="checkbox"/> TDA Admin or Planning
7. Contact Person/Project Manager
Name: Kirk Ance
Telephone Number: 831-688-8840 ext. 238 E-mail: kirka@cbridges.org

Secondary Contact (in event primary not available): Raymon Cancino
Telephone Number: 831-688-8840 ext. 201 E-mail: raymonc@cbridges.org
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks. *Please see Exhibit C-1 and C-2 attached.*
9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names):
The TDA and STA funding for CTSA is to coordinate and provide social service transportation with existing fixed-route of public and private transportation providers for low-income elderly and disabled Santa Cruz County residents, in accordance with the requirements of the Social Services Transportation Improvement Act.
10. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)

Community Bridges has been the designated Consolidated Transportation Services Agency (CTSA) since 1982. CTSA's are authorized under California Government Code Sections 15975 and 15950-15952, which were enacted pursuant to the Social Service Transportation Improvement Act. The purpose of the CTSA is to improve transportation required by social service recipients by promoting the consolidation and coordinating of social service transportation. As the Consolidated Transportation Service Agency, Lift Line coordinates transportation services with other transportation providers and human service agencies in order to provide the most efficient transportation possible. These agencies include Human Services Department of the County of Santa Cruz, County Office of Education, Veterans Service Offices in Santa Cruz and Palo Alto, and other hospitals and medical facilities.

Lift Line services provide clients with greater access to same day and out of county medical transportation improving health outcomes. The Seniors Count report by the Area Agency of Aging, identifies transportation as a critical part of helping seniors remain in their homes longer and reduces the risk of isolation for homebound seniors.

Additionally, Lift Line works closely with several other non-profit organizations and other counties to continue to identify unmet needs and define effective responses to meet those needs through coordinated efforts through various partnerships and commissions. The ultimate goal of these efforts is to mobilize disabled, low-income and senior residents of Santa Cruz County to critical medical needs. Lift Line maintains a vital lifeline for eligible participants to access healthcare providers that are unavailable in our region, including destinations in Monterey County and the San Francisco Bay Area for medically complex patients needing specialized care. This is consistent with the Association of Monterey Bay Area Governments (AMBAG) Coordinated Public Transit Plan to provide comprehensive coordination.

The benefits to having CTSA coordination is to improve and identify the needs for specialized transportation equipment and services, if the equipment is funded through Caltrans 5310 and isn't reaching its proposed requirements, as the CTSA, the equipment can be coordinated for use to other identified paratransit services.

Pursuant to the CTSA designation for Santa Cruz County, Community Bridges operates the Lift Line transportation program, which works in identifying unmet transportation needs, coordinates and provides social service transportation services to low-income seniors, disabled residents, underserved populations and other persons in Santa Cruz County. Lift Line directly addresses the issues identified through the unmet needs process by providing rides to medical appointments (including dialysis), alternative care, mental health, drug rehabilitation centers, dental appointments, pharmacies, and various therapy appointments.

11. Project Productivity Goals for this fiscal year:

- a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.):

The majority of our scheduling is automated with Mobile Data Computers and Automatic Vehicle Locaters (AVL) that integrate with Trapeze, making changes if needed and track rides as they occur. As rides are completed, the MDTs tag completed rides with real pickup and drop-off times and highlights these times in blue, making it easier for our dispatchers to monitor all rides. Likewise, uncompleted or unassigned rides (such as will-call returns) are highlighted in red to inform the dispatcher of the priority of pending trips. The addition of the AVLs in the fleet allows Lift Line to monitor and track vehicles at any moment. These systems allow Lift Line to provide accurate monthly encounter data to satisfy data requirements.

We will continue to provide our quarterly TDA/STA reports, with the RTC reporting requirements, which are generated directly from the actual rides performed and documented through these systems. Lift Line's dispatch and scheduling system still has some manual components, to be used in the case of a power loss or technical difficulties. Since we cannot determine in advance when a power or technical problem should arise, we give all drivers a paper manifest to work from daily so as to not lose any information. Drivers daily fill out paperwork to let us know if they have any incidents, accidents or mechanical failures. In order to track

turndowns and referrals, schedulers and dispatchers keep a dispatch log. Also any turndown is offered an option of being placed on a waiting list in case there becomes an opening with a driver's schedule.

Performance Measures to be included in Quarterly Reports

The quarterly reports are to include the following:

1.	Unduplicated passengers per month
2.	Total passenger trips (units of service) per month
3.	Incidents per month
4.	Accidents per month
5.	Mechanical failures* (including lift failure) per month
6.	No-shows per month
7.	Turndowns or referrals per month
8.	Cancels per month
9.	Donations per month
10.	Total operating cost per passenger
11.	Total operating cost per vehicle service hour
12.	Total passengers per vehicle service hour
13.	Total passengers per vehicle service mile
14.	Van mileage per program

*Mechanical failure means any problem which results in a delay of one hour or longer, or cancellation of service.

- b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):

Lift Line is projecting to provide transportation services to nearly 780 Santa Cruz County residents who will use specialized wheel-chair accessible vans. We are projecting to provide and coordinate 65,000 rides in the 20/21 fiscal year. *Please see Exhibit C-1 and C-2 Operating Plan for details.*

Lift Line will continue to provide responsive, non-emergency health and medical paratransit services for low-income seniors and disabled residents of Santa Cruz County. Trips are provided to health and medical destinations such as hospitals, medical centers and clinics, doctors' offices, dental offices, pharmacies, dialysis centers, human services, and various mental health and physical therapy appointments. In partnership with Central Coast Alliance for Health, rides to medical destinations will be provided for qualified members. Lift Line continues to work with Satellite Dialysis in Santa Cruz County to provide flexible services for its clients who are unable to use fixed route transit or METRO ParaCruz services to meet their needs.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?

The Lift Line programs are consistent with 2040 RTP goals 1 and 3 and advance:

- Target #3c of the 2040 RTP: Reduce travel times and increase travel options for people who are considered transportation disadvantaged, due to income, age, race, disability or limited English

proficiency by increasing the percentage that are within a 30-minute walk, bike or transit trip to key destinations (Lift Line included as transit in this instance).

- Target #3d: Ensure transportation services (and impacts) are equitably distributed to all segments of the population.

The Lift Line program also support the following RTP policies:

- Improve multimodal access to and within key destinations.
- Ensure network connectivity by closing gaps in the bicycle, pedestrian and transit networks.
- Support projects that provide access to emergency services.
- Improve coordination between agencies in a manner improves efficiencies, and reduces duplication.
- Demonstrate that planned investments will reduce disparities in safety and access for transportation disadvantaged populations.
- Support land use decisions that locate new facilities close to existing services, particularly those that service transportation disadvantaged populations.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):

Lift Line is a complementary service to the ADA-mandated METRO ParaCruz service. In addition, Lift Line provides a flexible specialized transportation service for ongoing identified unmet immediate service needs. Due to the diverse nature of our services, Lift Line is able to group riders in various service categories, which ultimately reduces the number of vehicles needed to perform rides and in turn cuts down on traffic and emissions. Lift Line recent implementation of Electric Vehicle (EV) fleet we will continue to provide increased positive impact by reducing emissions. Lift Line continues to optimize our service by scheduling rides in the most efficient manner and ultimately reducing the duplication of rides by grouping ride types for long distance and cross county rides.

Furthermore, Lift Line provides residents with specialized transportation needs who do not qualify for ParaCruz rides because they live outside the service area (more than ¾ mile from fixed transit route), unable to afford the cost of transportation, do not have family or friends to assist them, and/or they may need same day service. For people who are low-income or who face health/physical challenges, these services are crucial.

Lift Line has also been awarded Section 5310 grant funding for operating in 2018-2021 to support same day and out of county medical transportation service, as identified in the AMBAG unmet needs plan. This new service was implemented in 2013 and we have been awarded 5310 funds to continue the project through February 2021. Since we were funded at 80% of our request, these funds will most likely be expended out by early 2021. However, we did not receive a renewal for Section 5310 to continue this service after February 2021. STA funding will fill in the gap and allow us to continue the same day and out of county service at the current levels without any reductions for FY20/21.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized Transportation Claims require 10% local match. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services many NOT apply toward the local match.*

What is the total project cost? Total CTSA Transportation Budget = \$2,317,116 (of which \$749,501 are TDA funds and \$100,000 STA funds) Is project fully funded? YES

What will TDA (and STA) funds be used on (ex. administration, brochures, engineering, construction)? These funds will be used for administration, all cost related to provision of paratransit rides.

This is clearly identified in our Operating Plan Exhibit C-2. *Please see TDA Operating Plan, Exhibit C-2.*

15. Preferred Method and Schedule for TDA fund distribution (*see RTC Rules and Regulations for details*): CTSA: Quarterly disbursement, with up to 35% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount; OR Quarterly disbursement.

16. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Form of approval <u>Community Bridges Board Resolution</u> . (eg resolution, work program, budget, other document) If "NO," provide the approximate date approval is anticipated. _____	YES
B. Has this project previously received TDA funding?	YES
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	N/A
D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval). <u>April 14, 2020 E&D TAC meeting</u>	NO
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A

SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF

17. Improving Program Efficiency/Productivity

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.

Lift Line routes are continually assessed and re-structured to increase productivity, we group rides when possible so that vehicles and staff time are serving at capacity. This keeps the cost of operating down and helps keep the cost per service unit as low as possible. Failing to re-structure and maximize productivity would lead to increased cost per service unit. In the case of taxi subcontractors, we have paid special attention to maximizing the benefit of working with these outside partners only when we have reached our internal existing capacity. We continue to work with physicians and participants to improve efficiency through group rides. Our experienced drivers, schedulers, and dispatch staff, with the use of computerized scheduling equipment, continue to serve as valuable assets toward achieving these goals.

Lift Line continues to work with the SMART Union to address ways to lower the economic issues impacting the operations of the budget. We also continue to work on reducing our worker's compensation costs and exposures in order to reduce our premiums. Lift Line also maintained optimum fleet size for the services provided, and we continually seek to update our vehicles and equipment through grants.

We have increased our outreach by working with the County Health Services Department's programs, such as In Home Health Services, as well as local medical facilities and the Senior Network Services, to ensure their clients are filling out the TDA Medical Transportation Application as well as faxing the application with required supporting documents to our office, on a regular basis. We have also increased our coordination with the Central Coast Alliance to coordinate medical rides for Medi-Cal eligible participants.

Lift Line has participated in several outreach forums in the community that are addressing the transportation needs of the local senior and disabled population, including veterans, as well as conducted presentations to local service organizations and senior living facilities. Lift Line participates annually in local business and health fairs to increase community awareness about local paratransit transportation service and have dedicated a portion of an administration staff position to work on increased outreach. Last year, we were able to use our opportunity in being awarded CARB grant dollars to also specifically target a Watsonville and CARB

disadvantaged community to promote Lift Line and EV usage helping us promote our services and increase ridership.

Lift Line continues these outreach efforts and more that were made possible with braided funding that included Measure D, STA, TDA, CARB and LCTOP funds. This has allowed us to continue to build our outreach program and get information about our service out to participants and medical providers.

Last year, Lift Line was awarded a grant through the Monterey Peninsula Foundation to operate its new north Monterey County transportation program and provided an additional 276 one-way trips to north Monterey County residents. Most of the trips were to medical appointments in Santa Cruz County. This grant also met some of the RTC 2019 unmet paratransit needs, such as “direct paratransit and accessible transit connections with neighboring counties- including Monterey”, which was listed as a high priority.

■ Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

Lift Line will continue to assess the cost and demand for our services on a regular basis, and structure our routes and staffing accordingly. Lift Line staff will continue to participate in outreach efforts to identify emerging needs in the community, and we will coordinate with service providers to meet the transportation needs of low-income elderly and disabled residents, including our area veterans. Our outreach program will continue to increase our client base and educate clients about all of our services with an internal goal of 5%.

To increase productivity, our driver trainer will work to get drivers trained and Commercial Class C certified in a quick and efficient manner. The driver trainer can work as a backup driver when needed, which will help fill in the gaps as well as help put drivers on the road sooner.

The driver trainer is working on a new training module. Part of this plan is to increase efficiencies and identify areas for improvement. The plan will also educate drivers more on our clients' needs and awareness of how to better serve our clients.

Lift Line as a program of Community Bridges is participating in a 10 program agency wide data migration program that will allow the agency as a whole to identify all program services that an applicant well qualify for. For example, if a client is applying for Elderday or Meals on Wheels services we will be able to identify if that applicant also qualifies for Lift Line services. As a result, they will be referred to Lift Line.

18. What is different from last year's program/claim?

Community Bridges/Lift Line is requesting TDA and STA funds to assist with the comprehensive list of ride types as last year but we hope to extend the use to funding to out of county transportation that is critically needed to serve the medical needs of our community.

We are therefore requesting funding for: Medical TDA Rides, Meals on Wheels, Elderday, and the Taxi Scrip programs.

Using STA funds to match with 5310 funding to prolong the duration of same day and out of county transportation program and add an additional 1,414 rides through FY 20/21.

19. Schedule of regular progress reports including an evaluation at the end of the year:

☒ CTSA: Specialized Transportation: Quarterly to E&D TAC, RTC: Nov 2020, Jan 2021, Apr 2021, Jul 2021 and year-end report 20/21

CTSA and Volunteer Center (Article 8) Only

20. Are these transportation services responding to transportation needs not otherwise being met within the community or jurisdiction of the claimant? Describe.

Yes. We provide transportation that is otherwise not available to our target population.

Lift Line paratransit services are offered to low-income seniors and people with disabilities that cannot drive or are not able or eligible to use METRO ParaCruz services (do not have the financial resources, have origins/destinations outside the service area, or need same day service.)

Residents using our out of county medical ride service for critical care treatment are often those who have no other resources, particularly due to financial restraints, to get to critical care treatment or require specialized care that is unavailable in our community. An example is the veterans we are currently providing paratransit services through the FTA Section 5310 grants program funds. This grant has been awarded through February 2021, and were very proud to be able to maintain this service that allows current and former service member's access to their healthcare system, we have seen a demand for service for this specific population has continued to grow. Even though the 5310 funds for this service came to an end, Lift Line/CTSA continues to seek other funding sources to support this service, which is an unmet need in the coordinated plan. STA funding will allow us to match 5310 funds and prolong this program and provide additional transportation for the same day and out of county program.

21. Where appropriate, are these specialized transportation services coordinated with other transportation services? Describe.

Lift Line, as the CTSA, acts as the safety net transportation service for low-income seniors and disabled individuals unable to secure mobility through other programs or means. We coordinate and refer people regularly to other services more suited to their specialized transportation requirements, such as: METRO fixed route or METRO ParaCruz; local taxi services through the taxi scrip program as well as volunteer led programs such as the Volunteer Center; Veterans Services and our in house "Out of County" medical ride service.

We constantly work with local health care providers such as Satellite Dialysis throughout the region, CCAH, Elderday and primary healthcare providers to provide flexible service for their clients. We help identify an individual's specific need for specialized transportation service and help coordinate not only services in our County, but also for rides to neighboring counties of San Benito, Monterey and Santa Clara. This extends itself to other calls which Lift Line continues to assist from other parts of our region and state looking for other public and specialized transportation in their area.

Lift Line's staff will continue to participate with local and statewide transportation groups to develop coordinated processes and keep current on transportation systems for seniors and disabled residents.

22. Provide performance information, as pertinent, such as: verification of the operating cost per passenger, operating cost per vehicle service hour, passengers per vehicle service hour, passengers per vehicle service mile, and vehicle service hours per employee for last fiscal year (definitions available in Section 99247 of TDA Guidelines). (99246) (99246d, per 2010 Performance Audit)

All TDA reports, quarterly and annual are sent directly to the RTPA within the scheduled time. These reports are included in the above listed performance measures.

23. Discuss the needs and types of the passengers being served and the employment of part-time drivers and the contracting with common carriers of persons operating under a franchise or license to provide services during peak hours, as defined in subdivision (a) of Section 99260.2. (99246d, per 2010 Performance Audit)

There are times during the day when it is more cost effective or necessary to use taxi to provide some of the TDA Medical rides, especially when they are short rides and more on an individual need basis, while Lift Line buses provided more of the grouped rides. At times due to the hours of return or pickup we might need to provide this option to ensure we are providing a greater flexibility for clients and to help us prioritize group rides whenever possible. Lift Line has two on-call drivers to assist with paratransit services as needed during peak hours.

24. **SCMTD, CTSA, Volunteer Center & RTC Only** List the recommendations provided in the last TDA Triennial Performance Audit and your progress toward meeting them.
- Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.
 - For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.
 - Describe any problems encountered in implementing individual recommendations.

TDA Triennial Performance Audit Recommendations:

The last TDA Triennial Performance Audit covers FYs 2016-2018.

There were two recommendation noted which states the following,

- 1) “Community Bridges should conduct survey of taxi scrip riders to determine service needs”. A survey will go out calendar year 2020 to all enrolled Taxi Script clients to assess the taxi scrip service needs.
- 2) “Community Bridges should report on-time performance in the TDA Quarterly Performance Report”.
On-time performance is closely associated with fixed route where there are regular scheduled stops at a bus stop. It’s not a good fit for paratransit as the rides are often grouped rides of up to 14 passengers and tracking the pickup times would be challenging. We also have instituted a 30 minutes pick up window following the ADA guidelines. Lift Line is in talks with the RTC as how to proceed and we have been informed by the RTC for FY20/21, that they are not requiring Lift Line report on-time performance. Further the RTC has made a commitment to work with Lift Line on a solution or response concerning on-time performance. We anticipate using the 30 minute pick-up window as the benchmark for this measure.

Documentation to Include with Your Claim:

All Claims

- ☒ **A letter of transmittal** addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☒ **Statement from the TDA Eligible Claimant** indicating its role and responsibilities.

Article 8 Bicycle/Pedestrian Claims

- ☐ Evidence of environmental review for capital projects

All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)

- ☒ **A copy of the operating and capital budgets for the coming fiscal year**
- ☐ **Description of capital projects**, including time frame over which project will be funded and implemented
- ☒ **Operating Plan** for current and upcoming activities – can be within project description

Article 4 Transit Claims

- ☒ **A certification from the California Highway Patrol** (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code. ☐ **Other Certifications**
- ☒ **Written report** of current and upcoming activities. (*per RTC Rules and Regulations*)

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature  Title: Chief Executive Officer Date: March 31, 2020

\\Rtcserv2\shared\GRANTS\TDA\TDAClaimFormMaster.doc

Lift Line 2019-20 TDA Claim Form Article 4

Written Report of Current and Upcoming Activities

Community Bridges Lift Line is designated as the Consolidated Transportation Services Agency (CTSA) of Santa Cruz County. Community Bridges has operated transportation under this designation since 1982.

Lift Line provides and coordinates the most accessible, reliable and safe transportation possible. We provided more than 65,500 rides in the past fiscal year to frail, elderly, and disabled county residents at no cost to the passengers. Lift Line now operates daily from 8:00 a.m. until 4:00 p.m.

Hours of operation are extended in the case of emergencies, special occasion, and special requests. Lift Line also coordinates and schedules taxi rides provided outside of business hours.

With a current fleet of 18 vehicles, Lift Line provides a variety of services to assist seniors and people with disabilities in getting to where they need to go.

Lift Line has been approved through the SCCRTC for LCTOP funds to expand our emissions reduction goals even further. The funding awarded helped purchase a small 9-passenger fully electric paratransit bus and two level-3 charging station. The chargers will be located at our fleet facility in Watsonville and the other in Felton at the Mountain Community Resources Center located at 6134 Highway 9 . These stations will allow quick charging 80% in 20 minutes. They will also be open to other transit operations such as Metro and MST. We hope to help build a clean energy grid that helps accelerate the transition to ZEV (Zero Emission Vehicle) for all operations. Installation, planning and permitting of the charger has been delayed due to local planning departments. The bus is currently in operation providing rides. There are no problems charging the small bus as we have two existing EV chargers currently operating at our operations facility located at 545 Ohlone Parkway in Watsonville.

We are working with the City of Watsonville on permitting to pave an additional parking lot, drainage, and install two additional level-three chargers at Ohlone parkway. The remaining five staff will move to the new Lift Line facility in early 2020, once drainage and paving is completed.

Current Services Offered Include:

Medi-Cal: In partnership with the Central Coast Alliance for Health, rides to medical destinations are fully covered for qualified members who have been determined to need above ADA METRO Para Cruz services.

TDA Medical Transportation: Transportation Development Act funds are used to provide medical rides (two round-trips per week) to persons qualified as low-income disabled or elderly.

Senior Dining Centers: Lift Line provides transportation to four senior dining centers throughout the County five days per week.

Taxi Scrip: Taxi Scrip is available for persons who are disabled and/or age 60 and over. Depending on income \$30 of Scrip can be purchased for \$16 or \$30 worth of Scrip for \$8 (limited amounts of Scrip available). Due to Taxi Scrip rides being down FY 19/20 Lift Line is going to temporarily lift the limit in attempts to gauge actual demands. We have had requests from some clients wanting more than the allowed limit. The current maximum amount is \$180 worth of scrip per quarter. The cost of that Scrip would either be \$96 or \$48 depending on income.

Elderday Adult Day Health Care Transportation: Transportation is provided to the Elderday program that provides outpatient day health care to the most medically complex seniors and people

with medically complex histories who are in need of constant care, and/or are diagnosed with dementia.

Outside Contracts: Lift Line is available for community events for groups needing specialized transportation that requires accessibility for the elderly and disabled.

Non-Emergency Medical Transportation: Available within Santa Cruz County for private pay.

Lift Line was able to secure FTA Section 5310 funding to continue the following services through February 2021. Lift Line will continue to provide these services and with STA funding we will be able to provide the same level of service and will not have to reduce services through the originally planned driver layoff in January 2020, and will ensure continuation through FY2021.

- **Out of County Medical rides:** Lift Line provides door-to-door specialized transportation to low-income residents who have no other way to get to medical facilities for appointments that are in Santa Clara, San Mateo, and San Francisco Counties.
- **Veterans' Transportation:** Lift Line coordinates and provides transportation for local veterans to out of county VA outpatient medical facilities in Monterey and Palo Alto.
- **Veterans' Shuttle Watsonville:** Lift Line coordinates and provides transportation for local veteran's form CVS located at 490 Rodriquez Street Watsonville on Wednesdays at 9:15am to Veterans Memorial Building located at 846 Front St. Santa Cruz. The return to CVS is at 2:00pm.
- **Same Day Medical Transportation:** First come, first serve same day rides for eligible riders to medical appointments including dentist, prescription drugs, and other medical related needs.
- **Downtown Seniors Center:** At the beginning of FY18/19 Lift Line expanded its service to provide transportation to the Loudon Nelson Community Center for seniors to take classes and participate in activities. Transportation is provided during activity times Monday through Saturday.

Due to COVID-19 here are some temporary program impacts:

Elderday

Temporarily did a partial shut-down and were serving 25 of their most vulnerable clients. Due to restrictions in place by the California Department of Aging and lack of financial support the center will temporarily shut its doors on April 2, 2020. This impacts Lift Line by reducing daily one-way trips by about 120 Monday through Friday.

Meals on Wheels of Santa Cruz County

All congregate dining centers are closed until further notice. This impacts Lift Line by reducing daily one-way trips by about 44.

Lift Line

Shifted its resources and expanded services on 3/23/20 to provide essential trips to grocery stores, pharmacies, banks, and other locations that are recognized by the County of Santa Cruz as essential services under the shelter in place order. We temporarily removed the need for an application to schedule rides in order to remove barriers to access. Lift Line is also supporting Meals on Wheels by utilizing our drivers and buses to deliver meals to participants. These special expanded service will remain operating until the shelter in place order has ended or for other reasons that Lift Line needs to end the services.

Challenges

The immediate challenge now is dealing with COVID-19 as a paratransit operation and being on the front lines. Several additional safety measures have been put in place to help protect staff as well as clients. Even though we have temporarily lost some service, we have expanded services in other areas. We are taking this step-by-step and will adjust accordingly.

Additionally, Lift Line has been having challenges with our third party subcontractor, Santa Cruz Yellow Cab, who performs overflow/backup transportation as well as provides transportation for the Taxi Script program. They have become unreliable; therefore, we are actively looking for alternatives for overflow/backup transportation to help expand our service reach and delivery.

COMMUNITY BRIDGES - LIFT LINE / CTSA
TDA 2020-21 BUDGET

EXHIBIT A, Page 1 of 2

ACCOUNT TITLE	TDA 2020-21 BUDGET	STA 2020-21 BUDGET	Non-TDA 2020-21 BUDGET	CTSA 2020-21 BUDGET	TDA 2019-20 BUDGET	STA 2019-20 BUDGET	Non-TDA 2019-20 BUDGET	CTSA 2019-20 BUDGET
PERSONNEL:								
Salaries & Wages	338,117	69,465	608,524	1,016,106	330,765	64,015	598,677	993,457
Fringe Ben Unemployment	2,641	609	4,371	7,621	1,896	480	4,279	6,655
Workers Comp	14,130	1,655	24,990	40,776	10,472	3,218	28,199	41,889
Health Insurance	45,518	8,075	92,188	145,781	43,656	12,602	80,167	136,425
FICA	25,866	5,314	46,552	77,732	25,304	4,897	45,720	75,921
401K Plan	2,526	350	5,855	8,731	1,886	256	3,357	5,499
TOTAL PERSONNEL COSTS:	428,799	85,469	782,480	1,296,747	413,979	85,468	760,399	1,259,846
SERVICES & SUPPLIES:								
OPERATING:								
Vehicle Operations-Fuel	37,169		71,192	108,361	38,420		62,299	100,719
Vehicle Licenses	3,384		6,483	9,867	4,331		8,295	12,626
Vehicle Repair & Maintenance	10,126		22,309	32,435	13,883		20,761	34,644
Vehicle Insurance	25,548		28,526	54,074	22,168		31,906	54,074
Communications-Radio	18,315		26,333	44,648	17,377		24,926	42,303
TOTAL VEH. OPERATING COSTS:	94,541		154,844	249,385	96,178		148,188	244,366
OTHER OPERATING & ADMINISTRATION COSTS:								
Professional Services	0		38,856	38,856	2,524		119,327	121,851
Janitorial Services/Supplies	1,873		3,587	5,460	1,403		2,686	4,089
Legal services/Audit	0		15,797	15,797	0		21,129	21,129
Publicity/Media	0		9,091	9,091	0		9,103	9,103
Special Events	0		718	718	0		700	700
Staff travel	914		0	914	891		0	891
Minor Equipment	853		1,633	2,486	1,230		5,713	6,943
Equip Maintenance/Repair	2,888		3,313	6,201	3,467		8,217	11,684
Office Supplies	934		1,786	2,720	1,313		1,341	2,654
Program Supplies	2,072		3,889	5,961	2,059		4,057	6,116
Vehicle Maintenance Supplies	38		74	112	39		70	109
Computer Supplies/Related	555		1,062	1,617	541		1,037	1,578
Postage	258		493	751	265		468	733
Space Rental	0		0	0	6,512		11,488	18,000
Utilities	3,725		7,135	10,860	6,423		13,634	20,057
Space Maintenance	2,951		5,651	8,602	905		16,878	17,783
Telephone	836		1,600	2,436	1,553		2,742	4,295
Misc Fees	1,934		3,704	5,638	1,990		3,510	5,500
Staff Training	2,025		0	2,025	2,000		660	2,660
Insurance-General Liability & Fidelity	5,065		15,531	20,596	4,694		14,081	18,775
Memberships/Subscriptions	665		0	665	690		300	990
Printing & Copying	271		524	795	115		3,937	4,052
Advertising (Recruitment)	63		120	183	65		114	179
Interest Expense	0		121,250	121,250	0		121,250	121,250
Subsidized Taxi - Elderday Rides	0		257	257	0		251	251
Subsidized Taxi - MOW Rides	0		5,708	5,708	0		5,569	5,569
Subsidized Taxi - LL Rides	28,327		0	28,327	27,636		0	27,636
Subsidized Taxi - Scrip	29,158		0	29,158	27,447		0	27,447
Nonsubsidized Taxi-Measure D Svcs	0		18,018	18,018	0		19,866	19,866
Trxfer to/from Equip Reserve	37,261		0	37,261	42,960		0	42,960
300 Facility Reserve	0				0		15,793	15,793
Major Equipment - 5310	0		0	0	0		402,927	402,927
Major Equipment - Non-5310	0		0	0	27,855		0	27,855
Major Equipment CARB	0		0	0	0		0	0
Major Equipment LCTOP	0		0	0	0		182,306	182,306
300 Property Fixed Asset	0		98,742	98,742	0		82,363	82,363
Leasehold Improvements	0		20,000	20,000	0		20,000	20,000
Depreciation Equipment	0		3,840	3,840	0		3,840	3,840
Agency Overhead	103,498	14,531	147,909	265,939	102,679	14,531	159,299	276,509
TOTAL ADMINISTRATION COSTS:	226,161	14,531	530,291	770,984	267,257	14,531	1,254,655	1,536,443
TOTAL EXPENDITURES	749,501	100,000	1,467,615	2,317,116	777,414	100,000	2,163,241	3,040,655
TOTAL REVENUES	749,501	100,000	1,467,615	2,317,116	777,414		2,163,241	3,040,655
NET GAIN (LOSS)	(0)	0	0	0	0		(0)	0

COMMUNITY BRIDGES - LIFT LINE / CTSA
TDA 2020-21 BUDGET

EXHIBIT A, Page 2 of 2

ACCOUNT TITLE	TDA 2020-21 BUDGET	STA 2020-21 BUDGET	Non-TDA 2020-21 BUDGET	CTSA 2020-21 BUDGET	TDA 2019-20 BUDGET	STA 2019-20 BUDGET	Non-TDA 2019-20 BUDGET	CTSA 2019-20 BUDGET
REVENUE:								
TDA	749,501		0	\$749,501	777,414		0	777,414
STA		100,000	0	100,000		100,000	0	100,000
City of Capitola			30,600	30,600			30,600	30,600
City of Scotts Valley			3,316	3,316			3,316	3,316
City of Watsonville			3,500	3,500			3,500	3,500
County of Santa Cruz			15,000	15,000			15,000	15,000
Additional TDA Vehicle Reserve							20,961	20,961
County of SC-Measure D Sales Tax			844,325	844,325			833,490	833,490
Transfer From Measure D Reserve			0	0			0	0
Area Agency on Aging-Title IIIB			38,124	38,124			38,124	38,124
FTA Section 5310-Traditional			0	0			402,927	402,927
FTA Section 5310-Expanded			122,446	122,446			112,175	112,175
Monterey Peninsula Foundation			40,000	40,000			40,000	40,000
Calif Air Resources Board (CARB)			0	0			10,114	10,114
LCTOP			0	0			258,427	258,427
Outside Contracts-Other			24,604	24,604			21,907	21,907
Scrip - Client Payments			8,426	8,426			8,426	8,426
MOW Intra-Program Charges			15,000	15,000			45,000	45,000
Elderday Intra-Program Charges			299,508	299,508			299,508	299,508
Donations			1,500	1,500			1,500	1,500
Program Income-Other			2,600	2,600			2,600	2,600
Vehicle Maintenance Intra-Program Charges			12,666	12,666			12,666	12,666
Vehicle Sales			6,000	6,000			3,000	3,000
TOTAL REVENUES	749,501	100,000	1,467,615	2,317,116	777,414		2,163,241	3,040,655

COMMUNITY BRIDGES - LIFT LINE / CTSA
TDA 2020-21 BUDGET

OPERATING FUND SOURCES	CTSA FINAL FY 18-19	CTSA BUDGET FY 19-20	CTSA BUDGET FY 20-21
TDA	695,074	777,414	749,501
STA	0	100,000	100,000
City of Capitola	30,600	30,600	30,600
City of Scotts Valley	3,245	3,316	3,316
City of Watsonville	2,500	3,500	3,500
County of Santa Cruz	15,000	15,000	15,000
Additional TDA Vehicle Reserve	0	20,961	0
County of SC-Measure D Sales Tax	933,068	833,490	844,325
Transfer From Measure D Reserve	142,102	0	0
CARB	219,521	10,114	0
LCTOP	17,296	258,427	0
Area Agency on Aging-Title IIIB	39,267	38,124	38,124
FTA Section 5310-Expanded	199,083	112,175	122,446
Monterey Peninsula Foundation	40,000	40,000	40,000
Community Fdn of SC	0	0	0
Medi-Cal (Central Coast Alliance for Health)	1,422	0	0
Outside Contracts-Other	12,000	21,907	24,604
Scrip - Client Payments	8,245	8,426	8,426
Scrip - Health Project Center	0	0	0
MOW Intra-Program Charges	42,500	45,000	15,000
Elderday Intra-Program Charges	277,140	299,508	299,508
Donations	2,546	1,500	1,500
Vehicle Maintenance Intra-Program Charges	12,666	12,666	12,666
Vehicle Sales	0	3,000	6,000
Misc Income	0	2,600	2,600
SUBTOTAL REVENUES	2,693,275	2,637,728	2,317,116
SECTION 5310 - PASS THRU		402,927	0
TOTAL REVENUES	2,693,275	3,040,655	2,317,116

EXHIBIT B

CTSA FIVE YEAR CAPITAL IMPROVEMENT PLAN 20/21 FISCAL YEARS: 20/21 THROUGH 24/25

CAPITAL REVENUE					
	Projected 2020-2021	Projected 2021-2022	Projected 2022-2023	Projected 2023-2024	Projected 2024-2025
Fund Balance	\$71,333	\$108,603	\$108,614	\$108,624	\$318,635
FTA Section 5310		\$192,000		\$210,000	\$0
Addition to Fund	\$37,261			\$0	\$0
Fund Interest	\$9	\$11	\$11	\$11	\$32
Total	\$108,603	\$300,614	\$108,624	\$318,635	\$318,667
CAPITAL EXPENDITURES					
	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Equipment Purchase	\$0	\$192,000			\$0
Major Maintenance	\$0	\$0	\$0	\$0	\$0
Total	\$0	\$192,000	\$0	\$0	\$0
Year-End Balance	\$108,603	\$108,614	\$108,624	\$318,635	\$318,667

Notes:

- 1 As capital grants are indefinite, and as capital equipment arrival dates vary, projected figures may require adjustment.
- 2 In FY 19/20 Lift Line purchased a vehicle with a 27000 lb. capacity for \$27,855.
- 3 \$37,261 of TDA funds are being put into equipment reserve 20/21 to be used as matching funds or non-supported 5310 equipment.
- 4 5 buses that were received in the beginning of the FY 19/20
- 5 \$192,000 equipment funding was approved by FTA for two minivans, computers, and communications equipment. for purchase in FY 21-22.
- 6 \$210,000 for 2 buses, computers, and communications equipment projected for FY 23/24

EXHIBIT C-1
Lift Line / CTSA
FY20/21 OPERATING PLAN

The Lift Line program provides demand-responsive, specialized non-emergency health and medical transportation for low-income seniors and disabled residents of Santa Cruz County. Riders are not charged a fare for the service. Service is generally provided from 8:00 AM to 4:00 PM, seven days a week (with the exception of published holidays), while Lift Line also coordinates additional services on behalf of its clients outside these hours.

Service is focused on individuals that live outside the METRO ParaCruz service area, those who are unable to afford the METRO ParaCruz fare, those that do not meet the ADA complementary paratransit eligibility requirements, those needing same day service, and those that need a higher level of service than can be provided by METRO ParaCruz. Lift Line operates a fleet of 19 wheelchair accessible vans. Transportation is provided to destinations such as doctors' offices, pharmacies, Elderday Adult Day Health Care, Senior Dining Centers, out of county medical destinations, dialysis sites, and various medical therapy appointments. Clients are generally asked to book their medical rides between 8:30am and 3:30pm.

Lift Line is seeking to continue TDA Medical Rides service and ensure this service reaches those with the most need. Lift Line projecting 5,500 TDA Medical Rides for FY 20/21. The TDA Medical Rides program serves as a safety net service for medical rides outside the ADA-mandated METRO paratransit service areas. Eligible individuals may schedule rides to medical destinations as late as one day in advance, with no fares collected. Currently all of the residents that receive medical rides are low income and below the federal 200% poverty level. Lift Line staff continue to update participant applications to reflect the new Federal Government poverty level guidelines to ensure income and disability eligibility is maintained by participants.

Lift Line also coordinates with the local taxi companies to offer the Taxi Scrip (TS) program. Lift Line is projecting 3,200 Taxi Scrip rides in FY 20/21. The Taxi Scrip program serves as a safety net service for medical rides and non-medical rides needed outside the ADA-mandated METRO paratransit service areas. Individuals may purchase subsidized taxi scrip so that they can directly schedule taxi rides. Taxi companies own and operate vehicles that are fully accessible for mobility devices such as wheelchairs. Currently all residents that receive Taxi Scrip at a discount are low income and below the federal 200% poverty level. Lift Line staff continue to update the TDA applications to reflect the new Federal Government poverty level guidelines. Area taxi service providers include: Courtesy Cab, and Santa Cruz Cab. Lift Line provides ongoing monitoring and assessment of the program to ensure that eligibility criteria are met, safety criteria are met by subcontractors, and to ensure there is no abuse of this vital program. Currently clients can purchase three \$10.00 books, for a total of \$30.00 worth of scrip, for \$8.00 which would give them approximately one (1) or two (2) rides per book. There is currently a limit to purchase six books per person per quarter.

Lift Line is projecting 9,300 Meals on Wheels rides for FY 20/21, 4,203 of which will be funded with TDA funds. We are on track to meet our projected goal for the current fiscal year. Lift Line will continue to coordinate with the Meals on Wheels program to help them meet any attendance demands at all of the senior dining centers. Lift Line continues to meet with the Meals on Wheels Program Director and site managers to review unmet transportation service needs.

Lift Line is projecting 22,345 Elderday rides in FY 20/21, of which 8,900 are funded by TDA. The Elderday program provides outpatient adult day health care to seniors and community residents who need constant care, and/or are diagnosed with dementia or Alzheimer's disease. Almost all of these participants use wheelchairs or walkers, and require vans with lifts. Generally, these clients are very frail and need personal, door-to-door assistance. Elderday rides are reflective of the level of client service that Lift Line drivers provide to patients with critical needs.

Lift Line staff will continue to work with the Santa Cruz County Regional Transportation Commission's Elderly and Disabled Transportation Advisory Committee (E&D TAC) in identifying and addressing unmet needs. Lift Line continues to work with the E&D TAC in meeting the Unmet Transit and Paratransit Needs as well as the recommendations of the Paratransit Coordination Task Force. For those who don't qualify for METRO ParaCruz or MediCal assistance, we will continue to help them complete the required paperwork to make it easier for them to use the current TDA programs that meet their specific needs. In our role as the Consolidated Transportation Service Agency, Lift Line will continue working with other transportation providers to ensure maximum efficiency and coordination of rides for all residents.

Lift Line will continue to focus its resources on transportation needs that are not being met by other paratransit services, such as ADA-mandated METRO ParaCruz. Through TDA funding, Lift Line will continue to serve those not eligible for METRO ParaCruz service, specifically low income individuals who cannot afford the \$8.00 to \$12.00 round-trip METRO ParaCruz fare, those who don't meet the strict ADA qualifications, and those with origins/destinations outside of the METRO ParaCruz service area. Because Lift Line provides safety net services to those ineligible or unable to use other services, its goal is to provide flexible programs, scheduling, and dispatching that can respond to the changing needs of all participants. Community Bridges maintains comprehensive auto and general liability coverage, including the City of Santa Cruz and SCCRTC as additional insured parties. A copy of each insurance certificate shall be filed with the City and with SCCRTC.

**OPERATION PLAN SERVICE OF UNITS
EXHIBIT C-2
2020 /2021**

TABLE 1 - TDA/STA PROPOSED SERVICE UNITS

	TAXI SCRIP	MEDICAL TDA	MEALS ON WHEELS	ELDERDAY	STA FUNDING	TOTAL UNITS	TOTAL
FUNDS ALLOCATED	\$70,148	\$358,040	\$80,725	\$203,328	\$100,000	23,217	\$812,240
OPERATING COST	\$13.40	\$38.79	\$11.12	\$12.45	\$42.31		
A. PROGRAM MANAGEMENT i.e., Mgmt Personnel: Director, Fleet Mgr, Admin Asst, Info Mgr, Rent, Liability Insur., Phone, Supplies, etc.	\$5.35	\$18.75	\$6.79	\$7.08	\$18.13		
B. ADMINISTRATION 14,5314% of total cost per unit.	\$3.18	\$7.55	\$1.29	\$3.32	\$10.28		
TOTAL COST PER SERVICE UNIT	\$21.92	\$65.10	\$19.21	\$22.85	\$70.72		
20/21 PROJECTED TDA/STA UNITS OF SERVICE	3,200	5,500	4,203	8,900	1,414	23,217	
EQUIPMENT PURCHASE MATCH							\$37,261
TOTAL TDA/STA CLAIM REQUEST							\$849,501

NON-TDA SUPPORTED

TABLE 2 - OTHER CTSA SERVICE UNITS

	Meals on Wheels	Elderday Services	Section 5310 Medical	Measure D Paratransit	Dialysis	Total Units	Total
Funds Allocated	\$97,890	\$307,158	\$122,446	\$466,701	\$0		\$994,195
Revenue per Service Unit	\$19.21	\$22.85	\$70.72	\$93.34	\$0.00		
20/21 Projected Units of Service	5,097	13,446	1,732	5,000	0	25,273	
Other Income							\$95,796
Total Operating Income							\$1,089,991
CARB and LCTOP Grants							\$0
Measure D Facility/Equip/Project Funds							\$377,624
FTA Section 5310-Capital Equipment							\$0
TDA/ STA Claim							\$849,501
Grand Total							\$2,317,116

ROLLUP OF ALL RIDES

TABLE 3 - ALL SERVICE UNITS TOTALED (Total tables 1 and 2, units of service, to equal table 3 totals)

	Taxi Scrip	TDA Medical	Meals on Wheels	Elderday Services	Section 5310 Medical	Measure D Paratransit	Total Units
20/21 Total Ride Projections	3,200	5,500	9,300	22,345	3,146	5,000	48,490

Exhibit D
Schedule of Payment
FY: 2020-2021 TDA and STA
Claim Lift Line CTSA

TDA	
July 15, 2020	\$247335.50
October 15, 2020	\$167388.50
January 15, 2021	\$167388.50
April 15, 2021	\$167388.50
Total	\$749501.00

STA	
1st Quarter	\$25,000
2 nd Quarter	\$25,000
3 rd Quarter	\$25,000
4 th Quarter	\$25,000
Total	\$100,000

Preferred Method and Schedule for TDA fund distribution: Quarterly disbursement, with up to 33% in first quarter, and the remaining quarterly payments being one-third of the remaining claim amount.

EXHIBIT E Lift Line / CTSA

20/21 Statement of Role and Responsibility

Community Bridges has been the designated Consolidated Transportation Services Agency (CTSA) since 1982. CTSAs are authorized under California Government Code Sections 15975 and 15950-15952 which were enacted pursuant to the Social Service Transportation Improvement Act. The purpose of the CTSA is to improve transportation required by social service recipients by promoting the consolidation and coordinating of social service transportation. As the Consolidated Transportation Service Agency, Community Bridges Lift Line will continue to coordinate and consolidate transportation services with other transportation and human service agencies in order to provide the most efficient transportation possible. Lift Line will continue to work with Santa Cruz County School Districts, Human Services Department of the County of Santa Cruz, County Office of Education, Veterans Service Offices in Santa Cruz and Palo Alto, Hospice of Santa Cruz County, as well as hospitals and other medical facilities. Community Bridges Lift Line will also continue working closely with the RTPA and to help with the unmet needs identified in the Tri-County AMBAG Coordinated Plan. Community Bridges Lift Line will also continue working with local non-profit organizations and other human service and medical facilities in neighboring counties to continue to define and create an effective mobility management center to help mobilize resident with various disabilities, low income and senior populations to travel easily throughout our County as well as to travel seamlessly throughout our tri-county Monterey Bay region and the San Francisco Bay Area.

As the CTSA, Community Bridges Lift Line will continue coordination to improve and identify the need for specialized transportation equipment. If the equipment funded through Caltrans 5310 isn't reaching its proposed requirements through their contract, the equipment can be recaptured and its use coordinated through other identified paratransit service needs. We will continue to offer training to ensure that not only Lift Line staff operates in a safe and sensitive manner, but will continue to offer expertise and training for other transportation providers in the County.

Pursuant to the CTSA designation for Santa Cruz County, Community Bridges operates the Lift Line transportation program, which will continue to take a lead, and work closely with the RTPA, to continue to help identify unmet transportation needs, coordinate and provide social service transportation services to low-income seniors, disabled residents, underserved populations and other identified individuals in Santa Cruz County. Lift Line will continue to directly address the issues identified through the unmet needs process by providing rides to medical appointments (including dialysis), alternative care, mental health and various medical transportation needs.

Exhibit F
Reporting Period and Performance Measures
FY: 2020-2021 TDA Claim
Community Bridges' Lift Line CTSA

	Reporting Period	Due
1.	Fiscal Year: 2019/20	11/15/20
2.	1 st Quarter, 7/1/20 through 9/30/20	01/15/21
3.	2 nd Quarter, 10/1/20 through 12/31/20	04/15/21
4.	3 rd Quarter, 1/1/21 through 3/31/21	07/15/21
5.	4 th Quarter, 4/1/21 through 6/30/21	11/15/21
6.	Annual Evaluation, Fiscal Year 2020/2021	11/15/21

Performance Measures to be included in Quarterly Reports

The quarterly reports are to include the following:

1.	Unduplicated passengers per month
2.	Total passenger trips (units of service) per month
3.	Incidents per month
4.	Accidents per month
5.	Mechanical failures* (including lift failure) per month
6.	No-shows per month
7.	Turndowns or referrals per month
8.	Cancels per month
9.	Donations per month
10.	Total operating cost per passenger
11.	Total operating cost per vehicle service hour
12.	Total passengers per vehicle service hour
13.	Total passengers per vehicle service mile
14.	Van mileage per program

*Mechanical failure means any problem which results in a delay of one hour or longer, or cancellation of service.



Agency Board Resolution
RESOLUTION # 2020-03-02

RESOLUTION AUTHORIZING COMMUNITY BRIDGES/LIFT LINE TO MAKE A CLAIM FOR FY20/21 TDA FUNDS FROM THE REGIONAL TRANSPORTATION COMMISSION THROUGH THE CITY OF SANTA CRUZ

WHEREAS, the Transportation Development Act (TDA) of 1971 provides that the applicant may file an Article 8 claim for monies from the Local Transportation Fund; and

WHEREAS, the Regional Transportation Commission (RTC) has identified a process for TDA claims in their Rules and Regulations ; and

WHEREAS, Community Bridges desires to apply for said financial assistance to permit operation of paratransit service in Santa Cruz County; and

WHEREAS, the Community Bridges has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Community Bridges does hereby authorize Raymon Cancino, CEO, to file and execute applications on behalf of Community Bridges with the Department to aid in the financing of capital projects pursuant to TDA claim, as amended.

That **Raymon Cancino, CEO; Seth McGibben, CAO; Doug Underhill, CFO** is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

That **Raymon Cancino, CEO; Seth McGibben, CAO; Doug Underhill, CFO** is authorized to provide additional information as the RTC may require in connection with the application for the TDA claim.

That **Raymon Cancino, CEO; Seth McGibben, CAO; Doug Underhill, CFO** is authorized to submit and approve request for reimbursement of funds from the RTC for the TDA claim.

PASSED AND ADOPTED by the **Governance Committee of the Community Bridges Board of Directors** of the *Santa Cruz County*, State of California, by electronic vote of said Commission or Board Meeting held on March 28, 2020 by the following vote:

AYES: 4 NAYS: 0 ABSENT: 0


Jack Jacobson, Secretary

- BLANK PAGE -

AGENDA: April 14, 2020

TO: Elderly & Disabled Transportation Advisory Committee

FROM: Amanda Marino and Grace Blakeslee, Transportation Planners

RE: FY 2020-21 Transportation Development Act Funds for the Santa Cruz Metropolitan Transit District

RECOMMENDATION

Staff recommends that the Elderly & Disabled Transportation Advisory Committee:

1. Review the FY 2020-21 claim for TDA funds from the Santa Cruz Metropolitan Transit District in the amount of \$7,628,850 and recommend approval by the Regional Transportation Commission; and,
 2. Review the FY 2020-21 claim for State Transit Assistance Funds (STA) funds from the Santa Cruz Metropolitan Transit District in the amount of \$4,494,411.
-

BACKGROUND

The Regional Transportation Commission (RTC) allocates Transportation Development Act (TDA) funds from the region's ¼ cent share of the state's 7.25 cent sales tax according to state law and established formulas in the Commission's Rules and Regulations. State Transit Assistance (STA) funds are generated from the sales tax on diesel fuel and the amount of funds available varies from year to year with the change in diesel fuel prices. Annually the State Controller's Office (SCO) provides an estimate of STA funds for all counties and transit agencies in the state. The RTC's FY 2020-21 draft budget was considered by the RTC Budget and Administration Personnel Committee (B&A/P) in March 2020 and includes TDA and STA apportionments based on the Santa Cruz County Auditor's and State Controller's Office estimates.

In response to the state's declaration of a State of Emergency as a result of the threat of COVID-19, on March 16, 2020 the Santa Cruz County Health Services Agency directed all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services. TDA revenues are likely to be impacted by COVID-19 and the apportionments to recipients may need to be reduced. The RTC may use the TDA reserve fund as needed to minimize the impact to TDA funded recipients due to the reductions in revenues.

DISCUSSION

Transportation Development Act (TDA)

The Regional Transportation Commission (RTC) drafted a FY 2020-21 budget including Transportation Development Act (TDA) allocations for the Santa Cruz Metropolitan Transit District (Metro) in the amount of \$7,628,850. Metro will use FY 2020-21 TDA funding and State Transit Assistance (STA) funding to support Metro's fixed-route public transit operations which requires 76 vehicles and serves 26 routes throughout Santa Cruz County. Metro projects 5,118,277 fixed-route and ParaCruz passenger trips in FY 2020-21. ParaCruz is Metro's complementary paratransit service, which operates 32 accessible vans. Metro projects 74,785 trips paratransit one-way trips in FY 2020-21.

State Transit Assistance Funds (STA)

State Transit Assistance (STA) funds are generated from the sales tax on diesel fuel and the amount of funds available statewide varies from year to year with the change in diesel fuel prices. Annually the State Controller's Office (SCO) provides an estimate of STA funds for all counties and transit agencies in the state. This includes RTC's population-based formula funds (PUC Section 99313) and Santa Cruz Metropolitan Transit District's (METRO) estimated revenue-based formula share (PUC Section 99314). Both the METRO and the RTC-formula allocations of STA funds pass through the RTC budget. METRO's STA Claim is typically combined with its TDA Claim. A total of \$5,331,920 in STA funds are estimated to be available in FY 2020-21 including: \$2,382,834 in RTC's population-based formula funds, \$2,211,577 in METRO's revenue-based formula share, \$381,203 in State of Good Repair (SGR) program funds allocated to RTC and \$353,806 in SGR program funds allocated to METRO.

At its September 5, 2019 meeting, the RTC took action to hold in abeyance for three years the December 2017 RTC policy that would have made some STA and SGR funds available to community transportation projects and services, and instead indicated its intent to allocate \$100,000 per year of the RTC's population shares (PUC 99313) of FY19/20-FY21/22 State Transit Assistance (STA) funds to Community Bridges Lift Line and to allocate the balance of the RTC's FY19/20-FY21/22 shares of State Transit Assistance (STA) and 100% of the region's population shares (PUC 99313) of FY19/20-FY21/22 SB1-Transit State of Good Repair funds to Santa Cruz METRO. As shown in METRO's draft TDA/STA claim ([Attachment 1](#)), METRO proposes to use most of the \$4,494,411 STA funds allocated to METRO on operations, with \$162,058 designated for capital projects.

Staff recommends that the E&D TAC review the FY 2020-21 claim for TDA funds from the Santa Cruz Metropolitan Transit District and recommend approval by the Regional Transportation Commission; and, review the FY 2020-21 claim for State Transit Assistance funds from the Santa Cruz Metropolitan Transit District.

SUMMARY

The E&D TAC annually reviews Transportation Development Act (TDA) claims for the Santa Cruz Metro, as well as Community Bridges and the Volunteer Center, to ensure that these funds are allocated in accordance with TDA requirements and community needs, and makes recommendations regarding approval of the claims to the Regional Transportation Commission. The Santa Cruz Metro TDA claim also serves as the Santa Cruz Metro State Transit Assistance (STA) fund claim.

Attachment 1: FY 20-21 Santa Cruz Metro TDA and STA Claim

I:\E&DTAC\TDA\METRO\2021\SR_TDA_METRO.DOCX

March 29, 2020

Guy Preston, Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060

Dear Mr. Preston:

The Santa Cruz Metropolitan Transit District's FY21 Transportation Development Act (TDA) Claim Form is enclosed. METRO is the single fixed-route and ADA-mandated complementary paratransit provider in Santa Cruz County and is responsible for all operations, maintenance and administration, including civil rights compliance, in accordance with federal, state and local requirements. METRO will allocate all of the FY21 TDA-Local Transportation Fund (TDA-LTF) revenue to the operating budget and its FY21 TDA-State Transit Assistance (TDA-STA) revenue to the operating and capital budgets. The respective TDA-LTF and TDA-STA allocations are shown in the *Santa Cruz Metropolitan Transit District FY21 & FY22 Preliminary Operating Budget* and the *FY21 Preliminary Capital Budget* attached to the Claim form.

Santa Cruz METRO requests a total of \$12,858,270 in TDA-LTF and TDA-STA funds allocated in the Santa Cruz County Regional Transportation Commission's FY21 Work Program and Budget as summarized below:

TDA – LTF FY21 Transit Operations	\$7,628,850
TDA – STA FY21 \$100,000 less of Sec 99313 Operations and Capital	\$2,282,834
TDA – STA FY21 99314 Operations and Capital	\$2,211,577
STA-SGR FY21 85% of 99313 Vehicle Replacements	\$381,203
STA-SGR FY21 99314 Vehicle Replacements	\$353,806
Total	\$12,858,270

If TDA funding levels vary from the budgeted amount during FY21, the SCCRTC will revise the TDA allocations to METRO in accordance with an amended FY21 SCCRTC Work Program and will pay METRO the revised amount of TDA funds without further action from METRO.

The FY21 TDA Claim has been prepared with the most recently available budget and system performance data in accordance with the SCCRTC's guidance and Caltrans TDA Statutes. Please call me if you need additional information.

Sincerely,

Alex Clifford
CEO/General Manager

cc: Maura F. Twomey, AMBAG

DATE: March 29, 2020

TO: Executive Director, SCCRTC

FROM: CEO/General Manager, Santa Cruz METRO

SUBJECT: FY21 TDA FUNDS DISBURSEMENT REQUIREMENT

METRO requests disbursement of the Santa Cruz Metropolitan Transit District's FY201 TDA claim for \$7,628,850 in TDA-LTF funds, \$4,494,411 in TDA-STA funds, and \$735,009 in STA-SGR funds as follows:

TDA-LTF FUNDING FOR FY21

<u>Disbursement Schedule</u>	<u>Operating Funds</u>	<u>Total Disbursement</u>
First Quarter	\$1,907,212.50	\$1,907,212.50
Second Quarter	\$1,907,212.50	\$1,907,212.50
Third Quarter	\$1,907,212.50	\$1,907,212.50
Fourth Quarter	\$1,907,212.50	\$1,907,212.50
	<u>\$ 7,628,850.00</u>	<u>\$ 7,628,850.00</u>

TDA-STA FUNDING FOR FY21 (Sec. \$100,000 less of 99313 and 100% 99314 STA)

<u>Disbursement Schedule</u>	<u>Operating Funds</u>	<u>Capital Funds</u>	<u>Total Disbursement</u>
First Quarter	\$ 1,083,088.25	\$ 40,514.50	\$ 1,123,602.75
Second Quarter	\$ 1,083,088.25	\$ 40,514.50	\$ 1,123,602.75
Third Quarter	\$ 1,083,088.25	\$ 40,514.50	\$ 1,123,602.75
Fourth Quarter	\$ 1,083,088.25	\$ 40,514.50	\$ 1,123,602.75
	<u>\$ 4,332,353.00</u>	<u>\$ 162,058.00</u>	<u>\$ 4,494,411 .00</u>

STA-SGR FUNDING FOR FY21 (Sec. 100% of 99313 and 99314 SGR)

<u>SGR Disbursement Schedule</u>	<u>Capital</u>
First Quarter	\$ 183,752.25
Second Quarter	\$ 183,752.25
Third Quarter	\$ 183,752.25
Fourth Quarter	\$ 183,752.25
	<u>\$ 735,009.00</u>

FY21 TDA funds will be used for fixed-route and paratransit operating, capital and administrative costs as shown on the FY21 TDA Claim Form and in the *Santa Cruz Metropolitan Transit District FY21 & FY22 Preliminary Operating Budget* and the *FY20 Preliminary Capital Budget*, which the Board is anticipated to approve on 4/24/20. SGR funds will be used for bus replacements.

**Transportation Development Act (TDA) – Local Transportation Funds and
State Transit Assistance (STA)
FY21 CLAIM FORM**

Project Information

1. Project Title: FY21 Santa Cruz METRO Operating and Capital Assistance
2. Implementing Agency: Santa Cruz Metropolitan Transit District (METRO)
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant:
4. Funding requested this claim:

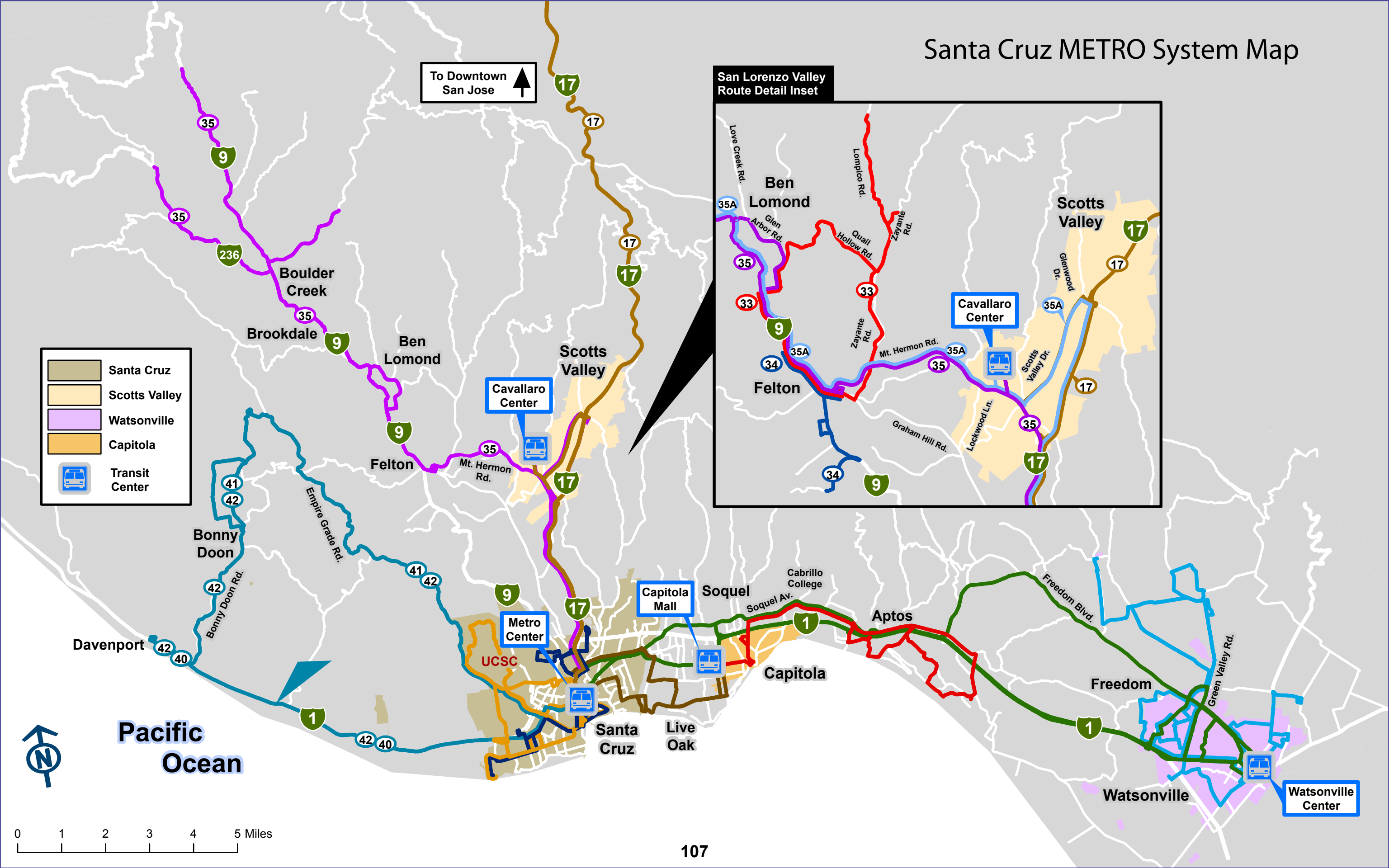
TDA-LTF (FY20/21)	\$ 7,628,850
TDA-STA 99313	\$ 2,282,834
TDA-STA 99314	\$ 2,211,577
SGR 99313	\$ 381,203
SGR 99314	\$ 353,806

5. Fiscal Year (FY) for which funds are claimed: FY21
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims:
 - ☐ Article 8 Bicycle and/or Pedestrian Facility
 - ☒ Article 4 Public Transportation
 - ☐ Article 8 Specialized Transportation
 - ☐ Article 3 & 8 TDA Admin or Planning
7. Contact Person/Project Manager
 - a. Name: Alex Clifford, CEO/General Manager
Telephone Number: (831) 426-6080. Email: Aclifford@scmtd.com
 - b. Secondary Contact (in event primary not available): Wondimu Mengistu,
Grants/Legislative Analyst Telephone Number: (831) 420-2580. Email: Wmengistu@scmtd.com
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks.

This project provides \$11,961,203 for fixed-route public transit and ADA complementary paratransit operations in Santa Cruz County and \$897,067 for capital improvements. Fixed-route public transit operations require a maximum fleet of 76 buses serving 26 routes throughout Santa Cruz County, including the Highway 17 Express AMTRAK feeder service between Santa Cruz and San Jose (Diridon Station). ParaCruz, METRO's complementary paratransit service, operates 32 accessible vans in demand-response service for persons who, due to disability, cannot access the fixed-route system. FY21 SGR Capital funds (\$735,009) and \$162,058 in STA funds transferred to the capital budget contribute \$897,067 of \$3,000,000 in capital funding to procure replacement buses.

9. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): METRO Service Area.

Santa Cruz METRO System Map



10. Justification for the project: (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)

This project provides financial support for fixed-route public transit and paratransit service in Santa Cruz County and critical capital improvement funds to replace and/or refurbish buses that are beyond their useful lifespan. Public transit is lifeline transportation for residents who do not have access to a privately owned vehicle and offers an alternative transportation mode choice for others. Increasing public transit ridership is a goal of the 2040 RTP, and TDA/STA financial assistance is required to sustain current levels of transit service, which will support ridership growth in subsequent years.

While METRO has been successful in obtaining capital grants to replace some of its aging fleet, it still needs additional capital funds to replace the backlog of old buses which need to be replaced. METRO continues to operate buses, which are beyond their useful life, and is purchasing new, low and no-emission buses to transition to a 100% zero-emission fleet by 2040. METRO also needs to develop and implement charging infrastructure to support electric bus operations and battery storage to allow METRO to avoid purchasing power from the grid at peak price times.

11. Project Productivity Goals for this fiscal year:

- a. Measures of performance, success or completion to be used to evaluate project/program (ex. increase use of facility/service, decrease collisions, etc.):
 - Total Annual passenger trips
 - Operating Cost/Hour
 - Farebox Recovery Ratio
- b. Number of people to be served/anticipated number of users of project/program (ex. number of new or maintained bike miles; number of people served/rides provided):

For FY21, METRO projects 5,118,277 fixed-route and ParaCruz passenger trips based upon a FY19 actual ridership reduction by 0.05% in fixed-route and 1.9% increase in ParaCruz passenger trips. The FY21 ParaCruz ridership estimate is 74,785 trips, 1.9% higher than the 73,497 actual trips carried in FY19. The FY21 ParaCruz ridership estimate is based upon current trends to adjust the previous year's actual ridership.

12. Consistency and relationship with the Regional Transportation Plan (RTP) - Is program/project listed in the RTP and/or consistent with a specific RTP Goal/Policy?

Yes, METRO's FY21 TDA/STA project conforms to these goals and targets in the *2040 RTP, Transportation Goals, Policies and Targets*:

Goal 1: Improve people's ability to meet most of their daily needs without having to drive. Improve access and proximity to employment centers (Attachment 3, p. 1).

Targets:

1A. Increase the percentage of people that can travel to key destinations within a 30-minute walk, bike or transit trip by 20 percent by 2020 and 47 percent by 2040 (Attachment 3, p. 1).

1B. Reduce per capita fuel consumption and greenhouse gas emissions by 1 percent by 2020 and 5 percent by 2035 and 6 percent by 2040. (Attachment 3, p. 1).

1E. Increase the number of active transportation trips by 5 percent of total trips by 2020 and by 20% of all trips by 2040 . (Attachment 3, p. 2).

Goal 3: Deliver access and safety improvements cost effectively, within available revenues, equitably and responsive to the needs of all users of the transportation system, and beneficially for the natural environment.

Targets:

3C. Reduce travel times and increase travel options for people who are transportation disadvantaged due to income, age, race, disability or of limited English proficiency by increasing the percentage that are within a 30-minute walk, bike or transit trip to key destinations by 20% by 2020 and 47% by 2040.

13. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):

- Reduce congestion on local streets and roads by providing alternatives to the private automobile.
- Increase range of travel for bicycles by accommodating bikes on buses.
- Provide feeder service to intercity bus, rail and airline network at San Jose.

14. Estimated Project Cost/Budget, including other funding sources, and Schedule: *(attach project budget). Specialized Transportation Claims require 10% local match. Local match can take the form of fares, donations, agency charges, grants, revenue sharing and other non-restricted sources. In kind services may NOT apply toward the local match.*

METRO will contribute \$11,538,007 in farebox revenue together with sufficient advertising, rental and interest income to meet the 50% match for operating funds.

What is the total project cost?

\$54,906,933 for FY21 operations and \$3,000,000 for capital improvements as published in the *Santa Cruz Metropolitan Transit District FY21 & FY22 Preliminary Operating Budget and FY21 Preliminary Capital Budget*, Attachment A. Revenue sources for capital improvements (replacement buses) are \$162,058 FY21 STA transferred from operating budget; \$735,009 SGR capital; \$2,102,933 FY21 Measure D transferred from operating budget.

15. Is project fully funded? Yes.

16. What will TDA (and STA) funds be used on (ex. administration, brochures, engineering, construction)?

Public transit operations; administration; capital improvements.

17. Preferred Method and Schedule for TDA fund distribution (*see RTC Rules and Regulations for details*):

SCMTD: ☒ Quarterly disbursement

18. TDA Eligibility:	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Form of approval (e.g. resolution, work program, budget, and other document) NO. However, on 3/12/19, the METRO Finance, Budget and Audit Standing Committee adopted the <u>FY20 & FY21 Preliminary Operating Budget for the purpose of submitting the TDA claim in the amounts requested with this claim.</u> If "NO," provide the approximate date approval is anticipated. <u>4/24/2020</u>	No
B. Has this project previously received TDA funding? (This Project is defined as FY21 operations.)	No
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	Yes
D. Bike, Ped, and Specialized Transportation Claims: Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	NA
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	NA

SCMTD, CTSA, Bike to Work, CTSC Only – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency/Productivity

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.
 - New Single-Ride tickets were introduced in October, to help shorten wait times while boarding the Highway17 Express and local routes.
 - In April 2019, METRO conducted an on-board survey and ridecheck, METRO's first since 2012, to enhance its understanding of its riders, demographics, travel patterns,

satisfaction with METRO services, and preferences in the use of various technologies including fare payment methods.

- Downtown Employee Bus Pass Program Pilot – In an effort to increase mobility options and reduce single occupant vehicle travel in downtown Santa Cruz, METRO collaborated with the City of Santa Cruz by issuing 4,000 “Go Santa Cruz” bus passes to provide to every downtown employee for a one year pilot project to test the appeal of public transportation for new users who work in the downtown area. These passes provide unlimited rides on Santa Cruz METRO’s local service for the pilot project period.
 - Highway 17 Express Mobile Ticketing Program Pilot - METRO will use the Highway 17 Express route to test a mobile ticketing system using a one-year pilot. METRO is employing Masabi to implement this pilot program in March of 2020. The intent of this pilot is to minimize boarding times and simplify the ticket purchase process. Upon completion of the pilot, METRO will decide whether to continue this service and expand to the rest of the system. Purchase of on-board validators will likely be necessary to provide mobile ticketing to METRO’s entire system.
 - METRO has proposed a new contract services with Cabrillo College, which will run for three school years (2018-2019 through 2020-21) and includes an option for two additional school years (2021-22 and 2022-23). In return, all Cabrillo students can ride METRO’s local fixed-route service with no out-of-pocket costs, a significant incentive to increase countywide transit ridership. METRO has also renewed a contractual service with the University of California Santa Cruz to support transit operations serving their campuses
 - METRO is continuously fine-tuning the time of its route and considering route modification to improve efficiency.
- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale, planned productivity improvements). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:
- Purchase two electric buses to implement the FY16, FY17 and FY18 Low Carbon Transit Operations Program for expanded Watsonville service.
 - Develop electric charging infrastructure and battery storage plan for electric buses serving Watsonville area.
 - Refurbishing existing buses to extend their useful life.
 - Begin rebuilding service from the FY17 service restructuring.
 - Improve on-time performance.
 - Continue pursuit of discretionary grants in state and federal programs.
 - Deploy Automatic Vehicle Locators to provide real-time travel information to customers and improve vehicle dispatch response.

20. What is different from last year’s program/claim?

- a. This year’s TDA claim is less than last year’s amended claim, \$7,912,960 vs \$7,628,850.
- b. At its September 5, 2019 meeting, the RTC approved METRO’s request to allocate \$100,000 per year of the RTC’s (PUC 99313) FY19/20-FY21/22 State Transit Assistance (STA) allocation to Community Bridges Lift Line and to allocate the balance of the RTC’s

FY19/20-FY21/22 share of STA and 100% of the RTC's (PUC 99313) of FY19/20-FY21/22 SB1-State Transit Assistance State of Good Repair (SGR) funds to METRO.

21. Schedule of regular progress reports including an evaluation at the end of the year:

☒ SCMD – April each year

SDMTD & RTC Only

22. List the recommendations provided in your last Triennial Performance Audit and your progress toward meeting them.

- *Describe the work your agency has undertaken to implement each performance audit recommendation and the steps it will take to fully implement the recommendation.*
- *For any recommendations that have not been implemented, explain why the recommendation has not been implemented and describe the work your agency will undertake to implement each performance audit recommendation.*
- *Describe any problems encountered in implementing individual recommendations.*

1. Santa Cruz METRO should prioritize the addition of on-board cameras.

METRO installed on-board cameras on all its buses. Each bus is outfitted with 13 cameras at different angles. The cameras monitor driver performance and are used to investigate customer service complaints. Camera footage is recorded and stored for future reference and training. Local law enforcement has been able to request footage from the camera feed. METRO has established protocols and policies for the use of the on-board cameras.

2. Santa Cruz METRO should prioritize technology investment to continuously track on-time performance.

METRO recognizes that installing an automatic vehicle locator (AVL) system to help track on-time performance is one of its highest priorities. METRO has been working on implementation of the Syncromatics intelligent transportation systems infrastructure, which includes real-time tracking via an AVL system, automated passenger counters, and voice annunciators.

AVL system will improve operational efficiency, data gathering and analysis, and provide a customer facing Predictive Arrival and departure System (PADS). This technology will provide METRO with much needed data that will be used to improve the accuracy of on-time performance, making for better system service. AVL will also significantly enhance the customer's experience by providing up to date information on bus arrival and system disruptions. The system has been deployed on half of the revenue fleet to date and is in the testing phase.

AVAS provides automatic audio announcement and visual displays of destination and stop information for passengers with disabilities utilizing GPS to obtain vehicle's location on a path of travel. METRO's current AVAS is no longer supported and is faced

with dwindling parts availability. Therefore, an updated AVAS is deemed an essential element to this project.

3. Santa Cruz METRO should strengthen its marketing program.

METRO has implemented a series of measures designed to boost its marketing outreach. METRO hired a marketing director in May 2019 and has been developing a marketing plan based on an on-board survey conducted in June 2019. Other initiatives undertaken by the agency include an upgrade of the website's content management system, the opening of the Watsonville Transit Center, mobile ticketing pilot program for the Highway 17 Express Route, and increased social media engagement. Service-specific marketing campaigns were initiated, such as for the Watsonville Circulator. Social media optimization resulted in a significant increase in post reach on Facebook. Social media platforms are used for service alerts and to drive users to the website.

SCMTD Only

23. Farebox Recovery Ratio: (split out=urbanized service vs. non-urban service farebox ratios for prior year and year-to-date).

Note: Exemptions for calculating operating costs – spell out in your operating budget summary.

- *Service extensions are exempt until two years after the end of the fiscal year during which they were established (PUC Sec. 99268.8). This exemption applies only if the new service was not provided nor was funded by LTF/STA during any of the prior three fiscal years.*
- *The additional operating costs to a transit operator of providing comparable complementary paratransit services, pursuant to the Americans with Disabilities Act, that exceed operator's prior year costs as adjusted by the CPI are excluded from operating cost.*

The following table shows the project Urban vs. Rural Farebox recovery ratio for FY21. The allocation of fare revenue to rural service is calculated from the ratio of FY19 rural operating cost/total cost multiplied by the budgeted FY21 fare revenue. Urban revenue is the difference of FY21 budgeted revenue less the allocation to rural revenue. Costs are allocated by the FY19 ratio of rural operating hours/total operating hours times the FY21 budgeted total cost.

Farebox Recovery Ratio: Urban vs. Rural FY21 est.		
Funds	Urbanized	Rural ¹
Fare Revenue	\$ 10,210,001	\$ 134,968
Local support Revenues ²	\$ 34,675,997	\$ 1,558,065
Operation Costs	54,263,218	\$ 643,715
Fare Ratio ³	18.8%	21.0%
Passengers/Year ⁴	5,036,711	81,566
Cost/Ride	\$ 10.77	\$ 7.89
Highway 17 performance factors included in all calculations		
¹ FY21 Preliminary Budget all Fares* FY19 rural fares/total fares		
2 Support Revenue Allocated Rural/Urban by FY19 rural operating hours/total hours		
3 Excludes, 2016 Net Sales Tax (Measure D), 1979 Gross Sales Tax (1/2 cent), advertising, and other Misc. revenues.		
4 FY19 Actual Ridership less 0.024%		

The projected FY20 cost per ride in the urbanized area is \$10.77 and \$7.89 in the rural area. These differences reflect the much lower ridership per hour in the rural areas vs. the urban areas. Highway 17 Express performance measures are included in all calculations.

24. FY21 budgeted fare & local support revenue to operating cost ratio versus FY1978-79 ratio (for services to the general public):

- Current ratio ((sum of fare revenues + local support) ÷ operating cost): 70.6%
- FY1978-79 Ratio: 56.9%

Did the SCMTD operating budget increase over 15% from the prior fiscal year? NO, the FY21 preliminary operating budget shows an increase of 6.2% % over the final FY20 budget.

If the answer is yes, please provide a statement identifying and substantiating the reason or need for the increase in the transit operating budget in excess of 15% above the preceding year, and identify substantial increases or decreases in the scope of operations or capital provisions for major new service - (transit claimants only, if applicable).

25. Operating statistics (*compare current fiscal year to date to last three full fiscal years; *TDA required performance indicators*), submit items from the following list.

Please see METRO Performance Indicators FY15– FY19 Following

- *Annual passengers*
 - *Rides/passenger trips provided by type (student, senior, adult, pass holders, etc, or however stat's kept) and amount of TDA \$ used for each type of ride.*

For FY21, TDA funds will contribute an estimated \$2.15 per fixed-route passenger trip and \$15.78 per ParaCruz passenger trip.

- *Annual service hours*- Please see Transit Fact Sheet, attached
- *Passengers per vehicle service hour**- Please see Transit Fact Sheet, attached
- *Annual service miles*- Please see Transit Fact Sheet, attached
- *# of fixed-route miles*- Please see Transit Fact Sheet, attached
- *Passengers per vehicle service mile**- Please see Transit Fact Sheet, attached
- *Average passengers per weekday*
- *Total operating costs in budget*- Please see Transit Fact Sheet, attached
- *Operating cost per vehicle service hour**- Please see Transit Fact Sheet, attached
- *Total operating cost per passenger**- Please see Transit Fact Sheet, attached
- *Average Farebox Revenue per passenger (describe what is included)*- Please see Transit Fact Sheet, attached
- *# of FTE employees (all employees, not just drivers)* Please see Transit Fact Sheet, attached
- *Vehicle Service hours/Employee**- Please see Transit Fact Sheet, attached
- *# of routes*- Please see Transit Fact Sheet, attached
- *Average route length*-
- *Average travel times/rider*
- *# of bus stops*- Please see Transit Fact Sheet, attached
- *# of vehicles in operation*- Please see Transit Fact Sheet, attached
- *# of monthly bus passes in circulation*
- *Max vehicles in service at any time*: Please see Transit Fact Sheet, attached
- *Hours of service*: Please see Transit Fact Sheet, attached
- *Approximate # of unduplicated passengers*
- *Cost per unit of service plus text about long range plans to make/keep this low*- Please see Transit Fact Sheet, attached.
METRO will continue to provide transit service that balances the needs of the community in a cost efficient manner, including high ridership corridors, geographic coverage, and equitability.
- *Funds and percentage spent on administration/overhead/grantee allocation/etc*
- *Actual financials compared with budget*
- *Actual number of rides provided compared with goal and text about whether goal was met and why/why not*

Documentation to Include with your Claim:

All Claims

- ☐ **YES. A letter of transmittal** addressed to the SCCRTC Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- ☐ **YES. Statement from the TDA Eligible Claimant** indicating its role and responsibilities.

Article 8 Bicycle/Pedestrian Claims

- ☐ Evidence of environmental review for capital projects

All Transit and Specialized Transportation Claims (SCMTD, CTSA, and Volunteer Center)

- ☐ **YES. A copy of the operating and capital budgets for the coming fiscal year**
- ☐ **YES. Description of capital projects**, including time frame over which project will be funded and implemented
- ☐ **YES. Operating Plan** for current and upcoming activities – can be within project description

Article 4 Transit Claims

- ☐ **YES. A certification from the California Highway Patrol** (completed within the last 13 months) indicating that the operator is in compliance with Section 1808.1 of the Vehicle Code.
- ☐ **Other Certifications**

Local Agency Certification:

This TDA Claim has been prepared in accordance with the SCCRTC's Budget, SCCRTC's Rules and Regulations, and Caltrans TDA Guidebook (<http://www.dot.ca.gov/hq/MassTrans/State-TDA.html>). I certify that the information provided in this form is accurate and correct. I understand that if the required information has not been provided this form may be returned and the funding allocation may be delayed.

Signature _____

Title: CEO/General Manager

Date: March 29, 2020

Santa Cruz METRO Operating Financials					
Operating Expenses	FY15	FY16	FY17 - Restated	FY18	FY19
Local Fixed-Route Expenses	\$ 35,413,642.35	\$ 36,313,495.00	\$ 35,789,455.00	\$ 36,986,119.00	\$ 39,026,374.87
Highway 17	\$ 4,198,933.00	\$ 4,898,213.00	\$ 4,415,938.00	\$ 4,673,012.00	\$ 4,932,146.00
Paratransit	\$ 5,515,933.65	\$ 5,495,018.00	\$ 4,904,633.00	\$ 5,020,672.00	\$ 5,150,526.00
TOTAL Operating Expenses*	\$ 45,128,509.00	\$ 46,706,726.00	\$ 45,110,026.00	\$ 46,679,803.00	\$ 49,109,046.87
Operating Revenue	FY15	FY16	FY17 - Restated	FY18	FY19
Fixed-Route Fares	\$ 3,759,724.00	\$ 3,641,890.00	\$ 2,849,064.00	\$ 2,631,707.00	\$ 2,546,822.81
Fares-Contracts	\$ 3,647,730.00	\$ 3,726,200.00	\$ 4,424,951.00	\$ 5,273,571.00	\$ 5,330,372.73
Highway 17 Fares	\$ 1,547,791.00	\$ 1,816,162.00	\$ 1,644,388.00	\$ 1,564,281.00	\$ 1,549,495.90
Highway 17 Payments	\$ 511,729.00	\$ 411,842.00	\$ 503,961.00	\$ 523,636.00	\$ 526,429.80
ParaCruz Fares	\$ 329,050.00	\$ 327,768.00	\$ 298,506.00	\$ 287,363.00	\$ 285,840.50
Sales Tax	\$ 16,405,582.00	\$ 18,871,648.00	\$ 20,869,028.00	\$ 24,889,095.00	\$ 25,965,463.57
Federal Transit Administration (FTA)	\$ 5,690,364.00	\$ 5,626,562.00	\$ 6,454,874.00	\$ 6,738,883.00	\$ 6,969,093.00
Transit Development Act (TDA)	\$ 6,444,515.00	\$ 6,377,491.00	\$ 6,804,838.00	\$ 6,767,933.00	\$ 7,288,209.00
State Transit Assistance (STA)	\$ 5,075,779.00	\$ 2,636,432.00	\$ 2,041,333.00	\$ 3,196,463.00	\$ 4,253,929.00
Misc. Revenue	\$ 1,207,514.00	\$ 1,593,273.00	\$ 903,922.00	\$ 1,081,108.00	\$ 987,623.68
Transfers From/(To) Reserves	\$ 508,731.00	\$ 1,677,458.00	\$ (1,684,839.00)	\$ (6,274,237.00)	\$ (6,594,233.13)
TOTAL Operating Revenue	\$ 45,128,509.00	\$ 46,706,726.00	\$ 45,110,026.00	\$ 46,679,803.00	\$ 49,109,046.86
Santa Cruz METRO Operating Statistics					
System Information	FY15	FY16	FY17	FY18	FY19
Directional Route Miles	430.59	479	398.37	398.65	381.96
Number of Bus Stops	936	936	931	845	824
Number of Routes	36	35	25	26	24
Total Active Fleet	108	98	98	100	101
Maximum Bus In-Svc	83	82	75	76	74
Total METRO Employees	318	329	311	319	303
Revenue Hour Per Employee	709	687	671	651	684
Local Fixed-Route Performance	FY15	FY16	FY17	FY18	FY19
Ridership	5,274,631	5,164,160	4,787,727	4,758,093	4,760,464
Revenue Hours	201,462	202,112	186,066	184,384	184,077
Revenue Miles	2,642,511	2,650,889	2,283,490	2,255,120	2,262,484
Passengers Per Hour	26.18	25.55	25.73	25.81	25.86
Passengers Per Mile	2.00	1.95	2.10	2.11	2.10
Passengers Per Capita	22.23	21.77	20.18	20.06	20.07
Revenue Hours Per Capita	0.85	0.85	0.78	0.78	0.78
Revenue Miles Per Capita	11.14	11.17	9.63	9.51	9.54
Total Cost Per Passenger	\$6.71	\$7.03	\$7.48	\$7.77	\$8.20
Revenue Per Passenger	\$1.40	\$1.43	\$1.52	\$1.66	\$1.65
Farebox Recovery	20.92%	20.29%	20.32%	21.37%	20.18%
Highway 17 Performance	FY15	FY16	FY17	FY18	FY19
Ridership	379,181	336,809	303,667	290,419	285,508
Revenue Hours	23,893	24,021	22,731	23,296	23,271
Revenue Miles	683,260	686,891	611,805	603,288	606,029
Passengers Per Hour	15.87	14.02	13.36	12.47	12.27
Passengers Per Mile	0.55	0.49	0.50	0.48	0.47
Passengers Per Capita	1.60	1.42	1.28	1.22	1.20
Revenue Hours Per Capita	0.10	0.10	0.10	0.10	0.10
Revenue Miles Per Capita	2.88	2.90	2.58	2.54	2.55
Total Cost Per Passenger	\$11.07	\$14.54	\$14.54	\$16.09	\$17.27
Revenue Per Passenger	\$5.43	\$6.62	\$7.07	\$7.19	\$7.27
Farebox Recovery	49.05% **	37.08%	37.24%	33.47%	31.42%
Fixed-Route Total Performance	FY15	FY16	FY17	FY18	FY19
Ridership	5,653,812	5,500,969	5,091,394	5,048,512	5,045,972
Revenue Hours	225,355	226,135	208,797	207,680	207,348
Revenue Miles	3,325,771	3,337,779	2,895,295	2,858,408	2,868,513
Passengers Per Hour	25.09	24.33	24.38	24.31	24.34
Passengers Per Mile	1.70	1.65	1.76	1.77	1.76
Passengers Per Capita	25.43	24.61	22.74	22.50	22.47
Revenue Hours Per Capita	1.05	1.05	0.98	0.97	0.97
Revenue Miles Per Capita	14.02	14.07	12.20	12.05	12.09
Total Cost Per Passenger	\$ 7.01	\$ 7.49	\$ 7.90	\$ 8.25	\$ 8.71
Revenue Per Passenger	\$ 1.67	\$ 1.74	\$ 1.85	\$ 1.98	\$ 1.97
Farebox Recovery	23.90%	22.29%	22.18%	22.73%	21.44%
Subsidy Per Passenger	\$ 5.33	\$ 5.75	\$ 6.05	\$ 6.27	\$ 6.74
Cost Per Revenue Hour	\$ 175.78	\$ 182.24	\$ 192.56	\$ 200.59	\$ 212.00
ParaCruz Performance	FY15	FY16	FY17	FY18	FY19
Ridership	98,096	85,768	75,116	72,209	73,497
Revenue Hours	48,995	44,918	39,474	38,779	44,804
Revenue Miles	531,250	488,017	456,208	451,985	464,816
Passengers Per Hour	2.00	1.91	1.90	1.86	1.64
Passengers Per Mile	0.18	0.18	0.16	0.16	0.16
Passengers Per Capita	0.41	0.36	0.32	0.30	0.31
Revenue Hours Per Capita	0.21	0.19	0.17	0.16	0.19
Revenue Miles Per Capita	2.24	2.06	1.92	1.91	1.96
Total Cost Per Passenger	\$ 56.23	\$ 64.07	\$ 65.29	\$ 69.53	\$ 70.08
Revenue Per Passenger	\$ 3.35	\$ 3.82	\$ 3.97	\$ 3.98	\$ 3.89
Farebox Recovery	5.97%	5.96%	6.09%	5.72%	5.55%
Subsidy Per Passenger	\$ 52.88	\$ 60.25	\$ 61.32	\$ 65.55	\$ 66.19
Cost Per Revenue Hour	\$ 112.58	\$ 122.33	\$ 124.25	\$ 129.47	\$ 114.96

* Expenses do not include year-end Depreciation, W/C IBNR, GASB 45 OPEB adjustments, or GASB 68 Pension adjustments

** Highway 17 Farebox Recovery including Highway 17 Payments

**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 & FY22 PRELIMINARY OPERATING BUDGET
REVENUE SOURCES**

REVENUE SOURCE		Jun-19 BUDGET FY20	Mar-20 BUDGET FY21	% CHANGE BUDG FY20 BUDG FY21	Mar-20 BUDGET FY22	% CHANGE BUDG FY21 BUDG FY22
1	Passenger Fares	2,425,337	2,371,000	-2.2%	2,371,000	0.0%
2	Special Transit Fares	5,632,252	5,675,000	0.8%	5,767,001	1.6%
3	Paratransit Fares	291,566	291,566	0.0%	291,566	0.0%
4	Highway 17 Fares	1,487,489	1,489,600	0.1%	1,459,808	-2.0%
5	Highway 17 Payments	536,491	517,803	-3.5%	522,769	1.0%
6	Commissions	2,500	2,500	0.0%	2,500	0.0%
7	Advertising Income	275,000	343,750	25.0%	429,688	25.0%
8	Rent Income	180,000	165,000	-8.3%	165,000	0.0%
9	Interest Income	100,000	275,000	175.0%	200,000	-27.3%
10	Other Non-Transp Revenue	30,000	175,200	484.0%	30,000	-82.9%
11	1979 Gross Sales Tax (1/2 cent)	22,617,238	22,388,476	-1.0%	22,612,361	1.0%
12	2016 Net Sales Tax (Measure D)	3,358,289	3,500,617	4.2%	3,535,623	1.0%
13	Transp Dev Act (TDA - LTF) Funds	7,531,910	8,167,962	8.4%	8,413,001	3.0%
14*	FTA Sec 5307 - Op Assistance	4,441,297	4,582,912	3.2%	4,683,278	2.2%
15	FTA Sec 5311 - Rural Op Asst	178,139	191,234	7.4%	195,422	2.2%
16	AMBAG/Misc. Grant Funding	205,000	205,000	0.0%	5,000	-97.6%
17	STIC	2,619,113	2,702,626	3.2%	2,761,814	2.2%
18	TDA - STA - Operating (Includes SB1)	4,530,969	4,494,411	-0.8%	4,494,411	0.0%
19	Fuel Tax Credit	313,126	351,000	12.1%	-	-100.0%
20	Medicare Subsidy	550	550	0.0%	550	0.0%
TOTAL REVENUE		56,756,266	57,891,208	2.0%	57,940,791	0.1%
TRANSFERS		(5,038,620)	(2,984,276)	-40.8%	(1,198,948)	-59.8%
TOTAL OPERATING REVENUE		51,717,646	54,906,933	6.2%	56,741,843	3.3%

* FTA funding is used solely to fund labor expense

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 PRELIMINARY CAPITAL BUDGET

AS OF MARCH 13, 2020

[illegible]

SANTA CRUZ METROPOLITAN TRANSIT DISTRICT
FY21 PRELIMINARY CAPITAL BUDGET

AS OF MARCH 13, 2020

[illegible]

- BLANK PAGE -

AGENDA: April 14, 2020

TO: Elderly & Disabled Transportation Advisory Committee

FROM: Amanda Marino and Grace Blakeslee, Transportation Planners

RE: FY 20/21 TDA Funding Request and Review of Work Plans for the Community Traffic Safety Coalition and the Ride N Stride Program

RECOMMENDATIONS

Staff recommends that the Elderly & Disabled Transportation Advisory Committee:

1. Review the attached FY 20/21 Community Traffic Safety Coalition (CTSC) and Ride N Stride Bicycle and Pedestrian School Education Program funding requests, work plans and budgets from the HSA; and
2. Recommend that the Regional Transportation Commission approve \$130,000 in FY 20/21 Transportation Development Act funds.

BACKGROUND

Since FY 98/99, the Regional Transportation Commission has included \$50,000 in Transportation Development Act (TDA) funding for the Community Traffic Safety Coalition (CTSC), operated by HSA.

Since FY 01-02, the Commission has also funded HSA's Ride N Stride Bicycle and Pedestrian School Education Program with TDA funds. In prior years, funding for this program came from the Congestion Mitigation and Air Quality (CMAQ) Improvement Program and Commission reserves. In 2001, the Commission committed to approving up to \$100,000 in TDA funds in future fiscal years for the HSA and its related programs. In 2017, the Commission increased that amount to \$130,000 annually.

Per the agreement between the Commission and HSA for receipt of TDA funds, the Commission and Elderly & Disabled Transportation Advisory Committee have the opportunity to provide input or contingencies on funding or the work plan as part of any funding approval.

In response to the state's declaration of a State of Emergency as a result of the threat of COVID-19, on March 16, 2020 the Santa Cruz County Health Services Agency directed all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and government services. TDA revenues are likely to be impacted by COVID-19 and the apportionments to recipients may need to be reduced. The RTC may use the TDA reserve fund as needed to minimize the impact to TDA funded recipients due to the reductions in revenue

DISCUSSION

The County HSA submitted a cover letter ([Attachment 1](#)) and two sets of FY 20/21 TDA claim forms, work plans and budgets for the E&D TAC and Commission review and approval. The first work plan, claim form, and budget are for the ongoing work of the Ride N Stride Bicycle and Pedestrian School Education Program ([Attachment 2](#)). This project includes staff costs to present lessons on bicycle and pedestrian safety to elementary school students. The FY 20/21 funding request for this program is \$65,000. The second work plan, claim form, and budget are for continuation of the CTSC including Vision Zero coordination ([Attachment 3](#)). The CTSC serves Santa Cruz County residents through efforts to prevent bicycle and pedestrian injuries and fatalities and increase the use of safe alternative modes of transportation. The CTSC coordinated the Vision Zero Implementation Plan for Watsonville and has developed a Vision Zero Work Plan for coordination with other jurisdictions for future plans.

In total, the amount requested for the two programs does not exceed the \$130,000 currently available and does not include an increase over the last TDA allocation. HSA and other Coalition members will provide a total of \$179,500 in matching funds to the requested allocation. Funding the programs will be accomplished in three steps: 1) Inclusion in RTC budget for next fiscal year which occurred at the April 3, 2020 RTC meeting, 2) Bicycle Advisory Committee and the Elderly & Disabled Transportation Advisory Committee review and recommendation, and 3) RTC review and approval typically scheduled for the May RTC meeting. The agreement between the RTC and County HSA for the CTSC and Ride N Stride programs includes annual review, feedback and comment by the Commission on their respective work plans as part of the funding review and approval process.

Theresa Rogerson will be able to communicate information on the programs, including the attached Vision Zero Work Plan as well as program changes due to COVID-19 this fiscal year ([Attachment 4](#)) and next fiscal year at the meeting.

Staff recommends that the Elderly & Disabled Transportation Advisory Committee review the FY 2020-21 claim for TDA funds from the Health Services Agency for TDA funding for the CTSC and the Ride N Stride Program and recommend approval by the Regional Transportation Commission.

SUMMARY

The E&D TAC annually reviews Transportation Development Act (TDA) claims to ensure that these funds are allocated in accordance with TDA requirements and community needs and makes recommendations regarding approval of the claims to the Regional Transportation Commission.

Attachments:

1. Letter from Corrine Hyland, Health Services Manager
2. RnS claim form, scope of work, FY 20/21 budget, and July-Dec 2019 summary
3. CTSC claim form, scope of work/Vision Zero Work Plan, FY 20/21 budget, and

July-Dec 2019 summary
4. RnS revision to FY 19/20 TDA-funded program changes due to COVID-19

COMMUNITY TRAFFIC SAFETY COALITION



April 2, 2020

Guy Preston
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

Regarding: FY 2020-2021 TDA Request for the Community Traffic Safety Coalition (CTSC) and Ride n' Stride programs

Dear Mr. Preston:

The Santa Cruz County Health Services Agency (HSA) provides Safe & Active Transportation programming through its CTSC and Ride n' Stride programs. CTSC's mission is to prevent traffic-related injuries and fatalities for all road users, with a focus on people bicycling and walking. The CTSC and its South County Bicycle and Pedestrian Work Group have developed a new two-year work plan for fiscal years 2020-2022 supporting strategies to bring Vision Zero to each jurisdiction in the county and aiming to eliminate all traffic related fatalities and serious injuries.

The Ride n' Stride program provides bicycle and pedestrian safety education to over 2,000 elementary school students a year. In addition, Ride 'n Stride staff collaborate with Ecology Action's Walk Smart program to deliver critical pedestrian safety education in the schools. CTSC and Ride n' Stride program staff also work with school districts and agency partners to conduct outreach efforts and provide safety education and equipment, such as bicycle helmets, to low-income residents.

HSA is requesting \$65,000 to support staffing and project implementation for CTSC and the Vision Zero Work Plan and \$65,000 to support the Ride n' Stride school education program. HSA will provide \$179,500 in match through other grant funding, HSA program management, fiscal and administrative support, and community in-kind contributions, for a total CTSC/Ride n' Stride budget of \$309,500 for FY 2020/21.

Enclosed you will find the Transportation Development Act (TDA) Local Transportation Funds Claim forms, work plans and budgets for each program. I attest to the accuracy of this claim and all its accompanying documentation. Every effort has been made to ensure that the CTSC and Ride n' Stride work plans reflect the needs and concerns of the community. Thank you for your consideration and continued support of our vision for safe, accessible and equitable transportation for all.

Sincerely,

Corinne Hyland, MPH
Health Services Manager
Community Health Education
County of Santa Cruz Health Services Agency
(831) 454-7558
corinne.hyland@santacruzcounty.us

**Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Pedestrian Projects**

Submit a separate form for each project.

*If you have any questions about this claim form or would like an electronic copy of the form,
please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

Project Information

1. Project Title: **Ride n’ Stride** (Bike & Pedestrian Safety school-based education program of CTSC)
2. Implementing Agency: County of Santa Cruz Health Services Agency
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission
4. TDA funding requested this claim: **\$65,000**
5. Fiscal Year (FY) for which funds are claimed: **FY 2020-21**
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims (ex. Article 8 Bicycle project): Article 8 Bike/Pedestrian Project
7. Contact Person/Project Manager: Theresia Rogerson
Telephone Number: (831) 454-4312
E-mail: theresia.rogerson@santacruzcounty.us

Secondary Contact (in event primary not available): Corinne Hyland
Telephone Number: (831) 454-7558 E-mail: corinne.hyland@santacruzcounty.us
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): See attached **Ride n’ Stride Education Work Plan for FY 2020-21**
9. Number of people to be served/anticipated number of users of project/program: The primary work plan objective is to reach at least 2,500 elementary and pre-school students to teach them basic bicycle and pedestrian safety practices. In addition, it is anticipated that parent/caregiver presentations and staff participation in community events, Bike/Walk to School activities and distribution of properly fitted bike helmets will reach hundreds more children, parents/caregivers and teachers throughout the county.
10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All projects are countywide and education presentations are offered to every elementary school.
11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community):

The Ride n’ Stride program provides school-based education and encouragement with the goal of increased bike and pedestrian safety practices among youth. Through its partnership with Ecology Action’s Walk Smart program, there is a greater reach into the schools. Both Ride n’ Stride and Walk Smart increase students’ confidence in using active modes of transportation in the community. Program staff are bilingual, enabling the program to be effective in reaching the county’s diverse

population of students and parents with key messages promoting the benefits of riding and walking. Program evaluations consistently show an increase in bike safety knowledge among students and high satisfaction levels among teachers.

12. Consistency and relationship with the Regional Transportation Plan (RTP) – please reference Project or Policy number: Programmed into the RTP under project #CO50.
13. Measures of performance, success or completion to be used to evaluate project/program: Please see attached Ride n’ Stride Work Plan for evaluation measures.
14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): Through road safety education, biking and walking encouragement, and provision of bicycle helmets, more students and parents will gain confidence and motivation as cyclists and pedestrians, thereby reducing the numbers of vehicle mode trips to and from school sites, as well as for other local trips.
15. Project Cost/Budget, including other funding sources, and Schedule: *(complete “15a” or “15b”)* N/A

15a. Capital Projects

	Planning	Environ- mental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
SCHEDULE (Month/Yr)								
Total Cost/Phase								
\$TDA requested								
Source 2:								
Source 3:								
Source 4:								

**Please describe what is included in “Other”:*

15b. Non- Capital Projects – Cost/Schedule: List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.

See attached Ride n’ Stride Safety Program Budget for FY 2020-21.

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion): 100% after completion, county transfer fund (journal)
17. Proposed schedule of regular progress reports including an evaluation of prior year’s activities: Biannual progress reports to be submitted by January 31, 2021 and final report to be submitted by July 31, 2021.

18. TDA Eligibility:	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	Yes, on file
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years? (If an agency other than the Claimant is to maintain the facility provide its name:	N/A

D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Bicycle Committee review April 13, 2020
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual?	N/A

Documentation to Include with Your Claim:

All Claims

- **A letter of transmittal** to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- **Resolution from** TDA eligible claimants indicating their roles and responsibilities; and, if applicable, commitment to maintain facilities as indicated in the submitted plans for a period of 20 years.

Ride n' Stride education program – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.
- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

The Walk Smart partnership with Ecology Action has enabled more children to receive critical safety information and real-world pedestrian safety practice. Efforts were made to utilize existing or low-cost/no-cost educational materials that reflect current best practices and are developmentally appropriate. The program will continue distribution of supplemental classroom materials developed by HSA from other traffic safety funding. In addition, the program utilizes in-kind donations of teacher and volunteer time and secures competitive pricing for bike helmets and other program supplies. CTSC/Ride n' Stride staff have worked with partner agencies to implement the Train-the-Trainer Bike Helmet Fitting and Distribution program based at local schools and community service organizations, which saves program staff time. HSA will continue to secure matching funds through grants and other funding sources to maintain an adequate level of staffing for these programs to ensure continuing success and benefits to the community.

20. What is different from last year's program/claim?

Staff concluded participation in two Complete Streets to Schools Planning projects in partnership with Ecology Action, the City of Watsonville, City of Scotts Valley and County Public Works. These plans will assist jurisdictions in securing funding for future improvements around schools. Ride n' Stride staff shortages this past year led to full review and new development of grade level curriculum in both bicycle and pedestrian safety education. In addition, due to shifting of Public Health staff time to the corona virus pandemic, HSA staff discussed online and virtual ideas to supplement distance learning while schools were closed due to the shelter in place orders. Both the new curriculum development and online resources have been included in this year's work plan.

Community Traffic Safety Coalition (CTSC) Ride n' Stride Education Work Plan FY 2020-2021

The Ride n' Stride program aims to increase safe bicycling and walking among children and youth in Santa Cruz County. Classroom bicycle and pedestrian safety curriculum developed teaches basic traffic safety to young students. The program encourages safe riding and walking and encourages participants to be role models for their friends, siblings and parents. Interactive classroom education sessions on bicycle and pedestrian safety (including other wheeled sports, such as scooters and skateboards) are designed to be age, language and culturally appropriate.

The Ride 'n Stride program also collaborates with Ecology Action in the provision of Walk Smart, a program that builds on the classroom presentations with the practical experience of a walking fieldtrip. This partnership has been ongoing for a number of years and has expanded the reach of both agencies in providing Safe Routes to Schools programming. Both agencies collaborate to schedule and deliver this program in schools throughout the county.

As a supplement to classroom programming, activity packets for teachers were developed to reinforce traffic safety messages. The packets are geared for 2nd/3rd grade and 5th grade classrooms. Easy to follow lesson plans align with California Common Core standards and provide another opportunity for children to hear important traffic safety messages.

FY 2020/21 Objectives and Activities Work Plan:

- ❑ Conduct bicycle and pedestrian safety education sessions for at least 2,500 elementary school and pre-school students in Santa Cruz County school districts, including distribution of supplemental resources, such as activity packets/books.
- ❑ Conduct at least 4 traffic safety presentations to parents and caregivers through schools, community agencies and neighborhood groups to promote safe bicycling and walking in Santa Cruz County.
- ❑ Participate in at least 4 school or community events to provide traffic safety information and promote safe bicycling and walking in Santa Cruz County.
- ❑ Work with CTSC and community partners to coordinate distribution and proper fitting of at least 100 bike helmets to students and other community members.
- ❑ Develop multi-grade level curriculum, online and virtual resources, and/or child-to-adult interventions.
- ❑ Participate in the fall and spring Bike/Walk to School/Work events, bike rodeos and other bike/pedestrian safety activities, as staff time permits.
- ❑ Participate in traffic safety meetings, such as CTSC, South County Bike/Pedestrian Work Group, Vision Zero, and planning grant meetings as staffing capacity and other program priorities allow.
- ❑ Conduct program evaluation, including pre/post-testing of students, teacher evaluations, and reporting of bike and pedestrian observational surveys among children and youth.

CTSC
Ride n' Stride Bicycle and Pedestrian Education Program
TDA/RnS Budget, FY 2020/21

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary + Benefits)			
Bilingual Health Program Specialist, 1 FTE	62,500	71,000	133,500
Program Director/Support Staff		20,000	20,000
Subtotal Personnel	62,500	91,000	153,500
Travel/Mileage	300		300
Direct Costs			
Education Materials, Incentives, Supplies	2,200		2,200
In Kind		3,500	3,500
Totals	\$65,000	\$94,500	\$159,500

BIANNUAL PROGRESS REPORT

TRANSPORTATION DEVELOPMENT ACT FUNDS

FIRST BIANNUAL PERIOD
July 1, 2019 – December 31, 2019

Project Title: Ride n' Stride Bicycle and Pedestrian Education Program
Agency: Santa Cruz County Health Services Agency
Project Contact: Theresia Rogerson 831-454-4312 theresia.rogerson@santacruzcounty.us

Briefly describe the work completed during this biannual period.

- 1. Conduct bicycle and pedestrian traffic safety education sessions for at least 2,500 elementary school and pre-school students in Santa Cruz County school districts.**

During the first biannual period, pedestrian safety presentations were conducted at 11 elementary schools across Santa Cruz county school districts reaching a total of 658 students. No bike safety sessions were conducted this period.

- 2. Conduct at least 4 traffic safety presentations to parents/caregivers through schools, community agencies and neighborhood groups to promote safe bicycling and walking in Santa Cruz County.**

No parent/caregiver presentations were conducted this period. Ride n'Stride/HSA staff began reaching out to several agencies and groups to schedule presentations in the winter and spring.

- 3. Participate in 4 school or community events to provide traffic safety information and promote safe bicycling and walking in Santa Cruz County.**

Ride n'Stride/HSA staff participated in 5 community events this biannual period. In the Watsonville Plaza, traffic safety booths with interactive games reached 151 participants at National Night Out on 8/6 and 64 community members on 8/17 at the Family Fun Fest. A first of its kind pop-up bike safety event at the Clifford Manor apartment complex in Watsonville served approximately 35 low-income family members on 10/29. Prizes and incentives were given to participants as well as educational pamphlets and handouts. A traffic safety booth with interactive games reached 55 Migrant Head Start family members with bike/ped safety information at the Buena Vista Children's Center Health Fair on 10/30. Watsonville Project Connect served 116 members of the homeless and home insecure community on 11/13. Safety equipment, such as bicycle helmets and light sets were distributed to those in need. A total of 421 community members were reached through events this biannual period.

- 4. Collaborate with CTSC, HSA staff and community partners to collect bike and pedestrian safety data.**

Through other grant funding sources, Ride n' Stride staff assisted in a helmet usage survey in November with observation locations in Watsonville, Santa Cruz and Live Oak.

5. **Work with CTSC, HSA and community partners to coordinate distribution and proper fitting of at least 100 bike helmets to students and other community members.**

During this biannual period, a total of 131 helmets were fitted and distributed through Helmet Fit Sites, partner agencies, and community events.

6. **Participate in the fall and spring Bike/Walk to School/Work events, bike rodeos and other bike/pedestrian safety activities, as staff time permits.**

Ride n' Stride/HSA staff assisted Ecology Action with the fall Bike/Walk to School/Work Day breakfast sites in South County on 10/4 at the following locations; Freedom Elementary, MacQuiddy Elementary and Downtown Watsonville Public site.

7. **Participate in traffic safety meetings, such as CTSC, SCBPWG and Complete Streets to Schools planning meetings, as staffing capacity and other program priorities allow.**

Ride n'Stride staff attended the bi-monthly South County Bike/Pedestrian Work Group (SCBPWG) meetings in the months of July, September, and November. Staff also attended the Watsonville Complete Streets to School monthly planning meetings.

8. **Conduct program evaluation including pre/post-testing of student samples, teacher evaluations and reporting of bike and pedestrian observational surveys among children and youth.**

During this biannual period, pre/post-tests were administered to students. Results showed a 21.7% increase in knowledge of pedestrian safety, based on a 6-question written quiz. Overall, teacher evaluations rated very high at 4.78, based on a scale of 1(Ineffective) to 5 (Excellent).

Briefly describe the work to be done next TDA biannual period.

- ☐ Focus on coordinating, scheduling and conducting bicycle and pedestrian safety education presentations at schools and to parents/caregivers.

The primary Ride n'Stride staff was out on part time leave in this first biannual period, so the number of presentations completed was lower than in past reports. Additional staff have now been trained to provide back up, and additional presentations will be scheduled in the next biannual period.

The invoice and supporting documentation for TDA funds for the period indicated are attached.

Corinne Hyland, Health Services Manager
Project Director Name and Title

Corinne Hyland
Signature

January 31, 2020
Date

**Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Pedestrian Projects**

Submit a separate form for each project.

*If you have any questions about this claim form or would like an electronic copy of the form,
please contact the Santa Cruz County Regional Transportation Commission at 460-3200.*

Project Information

1. Project Title: **Community Traffic Safety Coalition (CTSC)**
2. Implementing Agency: County of Santa Cruz Health Services Agency
3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission
4. TDA funding requested this claim: **\$ 65,000**
5. Fiscal Year (FY) for which funds are claimed: **FY 2020-2021**
6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims (ex. Article 8 Bicycle project): **Article 8 Bike/Pedestrian Project**
7. Contact Person/Project Manager: Theresia Rogerson
Telephone Number: (831) 454-4312 E-mail: theresia.rogerson@santacruzcounty.us

Secondary Contact (in event primary not available): Corinne Hyland
Telephone Number: (831) 454-7558 E-mail: corinne.hyland@santacruzcounty.us
8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): See attachment - **CTSC Vision Zero Work Plan for FY 2020-22**
9. Number of people to be served/anticipated number of users of project/program: The target audience for policy adoption in this work plan is community stakeholders and decision makers in each jurisdiction while also engaging a broad spectrum of community members throughout the county in identifying issues and developing solutions.
10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): The Vision Zero work plan has a countywide focus engaging all jurisdictions. As needs and opportunities arise in the work plan period, specific jurisdictions or populations may be targeted for traffic safety activities.
11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community): The mission of CTSC is to prevent traffic-related injuries and fatalities for all road users, with a focus on people biking and walking. CTSC and the South County Bike and Pedestrian Work Group provide a forum for various agencies and individuals to share information, address community issues, collaborate on solutions, and act as a resource for its members and the community.

The Vision Zero work plan also focuses on the collection and dissemination of traffic safety data. With a rise in traffic related injuries and fatalities both locally and nationwide, CTSC is strengthening its data collection, analysis and reporting activities and bringing a wider audience into the discussion

of traffic safety to find data-driven solutions. As individuals and communities find active transportation benefits in their lives, the CTSC envisions a safe, accessible and equitable system for everyone to use.

12. Consistency and relationship with the Regional Transportation Plan (RTP) – please reference Project or Policy number: Programmed into the RTP under project #CO50
13. Measures of performance, success or completion to be used to evaluate project/program: See attached work plan.
14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):CTSC works to promote safe and active transportation by conducting community-based activities such as participating in Bike/Walk to School/Work Days and Open Streets events, distributing bike helmets to low-income youth and adults, and utilizing both traditional and social media messaging to reach all age groups. A goal of the new two-year Vision Zero work plan is to develop policies and systems that put safety first.
15. Project Cost/Budget, including other funding sources, and Schedule: *(complete "15a" or "15b") N/A*

15a. Capital Projects

	Planning	Environmental	Design/ Engineering	ROW	Construction	Other *	Contingency	Total
SCHEDULE (Month/Yr)								
Total Cost/Phase								
\$TDA requested								
Source 4:								

**Please describe what is included in "Other":*

15b. Non- Capital Projects – Cost/Schedule: List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.

See attached Community Traffic Safety Coalition Budget for FY 2020-2021.

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion): 100% after completion, county transfer fund (journal)
17. Proposed schedule of regular progress reports including an evaluation of prior year's activities: Biannual progress report to be submitted by January 31, 2021 and final report to be submitted by July 31, 2021.

18. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	Yes, on file
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years? (If an agency other than the Claimant is to maintain the facility provide its name:	N/A
D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Bicycle Committee to

	review April 13, 2020
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A

Documentation to Include with Your Claim:

All Claims

- **A letter of transmittal** to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- **Resolution from** TDA eligible claimants indicating their roles and responsibilities; and, if applicable, commitment to maintain facilities as indicated in the submitted plans for a period of 20 years.

Bike to Work, Community Traffic Safety Coalition/Ride 'n Stride – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.
- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

The primary goal of the CTSC is to bring together local groups and individuals to support traffic safety in our communities. CTSC activities are supported with a combination of funding, partnerships and volunteer contributions. In 2019, CTSC worked on two planning projects that assessed barriers to walking and biking at over 30 elementary schools. These projects leveraged grant funding to enhance and expand the reach of the Coalition and their work plan. HSA will continue to secure matching funds through grants and other funding sources to maintain an adequate level of staffing for these programs to ensure continuing success and benefits to the community.

20. What is different from last year's program/claim?

With two new Vision Zero cities in Watsonville and Santa Cruz, the CTSC will continue to provide leadership for needs assessment, data collection & analysis, action plan development, task force creation, and project implementation with city staff and leadership. Our aim will also be to promote Vision Zero policy in remaining jurisdictions. TDA funded resources will focus on these goals as well as educating the community about Vision Zero concepts and convening stakeholders around strategies and systems changes.

CTSC Work Plan: Vision Zero

Fiscal Years 2020- 2022

CTSC Vision and Mission

The mission of the Community Traffic Safety Coalition (CTSC) of the Santa Cruz County Health Services Agency, and its South County Bicycle and Pedestrian Work Group (SCBPWG), is to prevent traffic-related injuries and fatalities for all road users, with a focus on people bicycling and walking. The CTSC and SCBPWG envision safe, accessible, and equitable transportation for all.

Vision Zero Needs Statement

Vision Zero is a world-wide traffic safety program that aims to eliminate all traffic fatalities and severe injuries while increasing safe, healthy, and equitable mobility for all. The mission, goals, and activities of the CTSC align with this aim. The CTSC recently completed their second two-year Vision Zero work plan in the 2018–2020 fiscal years and proposes to continue Vision Zero work into 2022.

In 2017, the state Office of Traffic Safety (OTS) ranked the County of Santa Cruz as the 4th worst for bicyclists killed and injured and 1st for bicyclists under 15 years of age compared to 58 California counties. The City of Santa Cruz was ranked 1st for the number of bicyclist injuries/fatalities and 2nd for pedestrians compared to 106 similar sized cities. The City of Watsonville was ranked 3rd for pedestrian injuries/fatalities for those under 15 years of age.

The number of bicyclists and pedestrians injured and killed in the 3-year period from 2015 to 2017 has increased compared to the previous three years in Santa Cruz County. Numbers for bicyclists and pedestrians injured under 15 years of age has increased each year from 2015 to 2017. According to more recent local police records, 4 people were killed in traffic collisions in Watsonville in 2016, 3 in 2017, and 5 in 2018, almost all pedestrians.

The serious bike and pedestrian safety problem in our county led us to Vision Zero. From our data analysis and community engagement as part of launching Vision Zero, we know that traffic violence has taken a disproportionate toll on Santa Cruz County bicyclists and pedestrians. With vulnerable road users increasingly becoming the collateral in our transportation system, our two most populous cities, Watsonville and Santa Cruz, recently passed Vision Zero policies to eliminate traffic related fatalities and severe injuries by 2030.

Vision Zero Core Principles

The principles below are adapted from the Vision Zero Network, a national organization helping communities reach their goal of achieving zero traffic fatalities and severe injuries. These principles align with a safe systems approach, considered to be best practice in road safety.

1. Human life and health are prioritized above speed and convenience within all aspects of the transportation system.
2. People have the right to move about their communities safely.
3. Traffic deaths and severe injuries are preventable.
4. Speed is the fundamental factor in crash severity.
5. Safety work should focus on systems-level changes, particularly the built environment, policies, and technologies.
6. Responsibility for safety is shared by transportation system designers and road users.

Vision Zero Work Plan for Fiscal Year's 2020-2022

Primary Objectives:

1. Continue to assist the City of Watsonville in Vision Zero policy implementation.
2. Assist the City of Santa Cruz in developing a Vision Zero Action Plan.
3. Promote Vision Zero adoption and implementation in all other jurisdictions.
4. Develop and maintain countywide Vision Zero collaboration and support.

Proposed activities are listed below under each objective and organized by jurisdiction. A framework originally developed by the Safe Routes to School movement and adapted here to better align with a safe systems approach, the E's (Education, Engineering, Enforcement, Encouragement, and Evaluation, and now including Equity and Engagement) will be utilized in this plan and are highlighted under the Countywide section below. Jurisdictions could become eligible for certain project funding, such as Highway Safety Improvement Project (HSIP) funds, once a Vision Zero policy is adopted.

1) City of Watsonville

Continue assisting in Vision Zero Action Plan implementation.

- Assist in creating a Vision Zero Task Force (the South County Bicycle and Pedestrian Work Group will transition into this task force in Watsonville).
- Advocate for continued community engagement and equity prioritization.
- Provide technical assistance in tracking and measuring progress, as well as evaluating programs.
- Encourage accountability and transparency throughout plan implementation.
- Help in identifying funding sources for implementation and sustainability of projects.

2) City of Santa Cruz

Assist in community engagement, data collection, and developing a Santa Cruz Vision Zero Task Force and Action Plan.

- Collaborate on collecting qualitative data from participants at community outreach events, especially in marginalized communities.
- Share Vision Zero Network resources as appropriate with City Staff.
- Provide a public health perspective into strategies and policy objectives.

Assist in Vision Zero Action Plan implementation once adopted by City Council.

- Support implementation of Vision Zero Action Plan once adopted as noted above for City of Watsonville.

3) County of Santa Cruz, Capitola, Scotts Valley, UCSC

Advocate for Vision Zero policy adoption and implementation in all jurisdictions.

- Invite communication between local elected officials and those from other Vision Zero communities.
- Convene city/county staff to discuss Vision Zero policy adoption and implementation.
- Create traffic violence data summaries for jurisdictions considering Vision Zero.
- Support implementation of Vision Zero Action Plans once adopted as noted above for City of Watsonville.

4) Countywide

Develop and maintain countywide Vision Zero collaboration and implementation through the following E's and proposed activities:

All efforts will incorporate Equity – Prioritizing safety and access for communities who are most impacted by traffic violence.

Education – Equipping people with knowledge, skills, and confidence to use the roads safely and respectfully.

- Participate in the regional Street Smarts campaign.
- Post Vision Zero information on social media and the CTSC website.
- Increase safety education in local bike share programs.
- Provide education about micro-mobility devices.
- Develop violation-specific education through diversion programs for drivers.
- Pursue implementing a crossing guard training for school districts.

Engineering – Designing and building a transportation system that creates safe, convenient, and comfortable places to drive, bike and walk.

- Advocate for engineering to reduce speeds, such as narrowing travel lanes.
- Develop opportunities to implement pop-up infrastructure demonstrations.
- Promote protected or separated bicycle and pedestrian facilities.

- Conduct a countywide SWITRS data analysis focused on arterials for each jurisdiction.

Enforcement – Ensuring that all road users understand and follow traffic laws and regulations.

- Advocate for state modernization of speed-setting practices.
- Work with law enforcement agencies to share local crash data and report on traffic citations.
- Partner with the Police Departments to apply for grant funding to increase staff hours.
- Present evidence-based information to law enforcement agencies on the use of red-light cameras and automated speed enforcement.
- Collaborate with County Substance Use Disorders Services (SUDS) on DUI/impaired driving prevention.
- Assist jurisdictions in developing a plan to respond to fatal and severe injury crashes.

Encouragement – Promoting a culture that recognizes drivers, cyclists, and pedestrians as road users who all share the responsibility for safety.

- Promote press articles, columns, letters to the editor, alerts, etc. through TV, radio, and print media.
- Communicate with reporters/anchors/editors about using Vision Zero language.
- Attend and share knowledge from Vision Zero trainings and webinars.
- Develop and disseminate success stories from local jurisdictions and other cities.

Evaluation – Using data to measure progress and plan for success.

- Maintain a database of crashes reported by the media and community.
- Obtain a crowdsourcing platform to collect qualitative community data.
- Enhance data collection, tracking, and reporting in all jurisdictions.
- Collaborate with agencies and jurisdictions receiving traffic safety funding.
- Monitor successful strategies implemented by jurisdictions outside Santa Cruz County.
- Identify interjurisdictional areas of collaboration, shared interest, and cross jurisdictional projects.

Engagement – Intentionally involving individuals and communities to build relationships, develop meaningful solutions to their needs, and influence policy making.

- Track grant objectives that support Vision Zero and report progress.
- Participate in World Day of Remembrance or another annual memorial event.
- Develop resources to support families who have lost and lose loved ones in traffic violence.
- Post online acknowledgement and response to lives lost and severe injuries.
- Present Vision Zero information to stakeholder and community groups.
- Mobilize youth through development of a Youth Vision Zero program.

CTSC/SCBPWG Roles and Responsibilities

The coalition staff is employed by the County of Santa Cruz Health Services Agency (HSA) and is responsible for assisting the coalition in managing its operations, including coalition meetings, member communication, and community engagement, as well as work plan development, implementation and evaluation.

The coalition members and partner agencies actively participate in meetings and play an advisory role in fiscal management and strategic planning. Members and partner agencies take on specific work plan tasks as appropriate.

Two coalition leaders (Co-Chairs) are elected by coalition members for two-year terms, and are also responsible for facilitating coalition meetings, providing expertise and guidance to coalition staff, and signing coalition letters.

CTSC/SCBPWG will provide support, technical assistance, and resources to jurisdictions and the community to implement Vision Zero, as well as develop and maintain collaborative relationships for other grant funded traffic safety programs that support Vision Zero. The Coalition and staff are committed to providing traffic safety programming that the community has relied on for many years, such as the Ride n' Stride education program, the Bicycle Traffic School diversion program, Bicycle Helmet Fit and Distribution Sites, participation in Bike/Walk to School and other community outreach events, Pace Car and Trash Can Sticker traffic calming programs, maintenance of the CTSC website at www.sctrafficsafety.org and Facebook page, and traffic injury surveillance.

**Community Traffic Safety Coalition
TDA/CTSC Budget, FY 2020/21**

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary +Benefits)			
Bilingual Health Educator , 1 FTE	62,500	60,000	122,500
Program Director/Support Staff		20,000	20,000
Subtotal Personnel	62,500	80,000	142,500
Travel/Mileage	300		300
Direct Costs			
Project Implementation	2,200		2,200
In Kind		5,000	5,000
Totals	\$65,000	\$85,000	\$150,000

**BIANNUAL PROGRESS REPORT
TRANSPORTATION DEVELOPMENT ACT FUNDS**

**FY 19-20 FIRST BIANNUAL PERIOD
July 1, 2019- December 31, 2019**

Project Title: Community Traffic Safety Coalition
Agency: Santa Cruz County Health Services Agency
Project Contact: Theresia Rogerson 831-454-4312 theresia.rogerson@santacruzcounty.us
Project Staff: Lauren Freeman 831-454-5477 lauren.freeman@santacruzcounty.us

Vision Zero Work Plan Activities Progress (FY 19-20)

Watsonville - Phase I Work Continued

Assist City in community engagement and data collection.

- In August 2019, CTSC staff participated in a Family Fun Festival hosted by Ecology Action. At this event, CTSC staff distributed flyers that encouraged Watsonville community members to leave online comments on the draft Vision Zero Action Plan.
- CTSC and City Public Works staff met in August 2019 with Numetric (www.numetric.com), a company that provides traffic data analytics solutions, to learn about how their services might support Vision Zero in Watsonville.
- CTSC staff participated in a conversation with Jovenos SANOS high school youth to discuss traffic safety concerns and Vision Zero in December 2019.
- CTSC's South County Bicycle and Pedestrian Work Group (SCBPWG) continues to meet bimonthly to provide input on continued community engagement and data collection in Watsonville's Vision Zero effort.

Assist in writing a Watsonville Vision Zero Action Plan

- The CTSC staff worked with City Public Works staff to ensure accountability and transparency throughout the action plan development process by way of multiple draft edits, reviews, and opportunities for public comment. In addition, every action plan draft was posted online for public comment and sent electronically to all SCBPWG members through a MailChimp email distribution list through December 2019.
- The final Watsonville Vision Zero Action Plan is scheduled to go to City Council for approval on February 25, 2020.

Watsonville – Phase II Work Continued

Support implementation of Vision Zero Action Plan

- Prior to final adoption of the action plan, CTSC staff have supported City of Watsonville in beginning to implement the Street Smarts traffic safety media campaign and continuing bicycle and pedestrian education programming in the schools.

Countywide Work Continued

Promote Vision Zero policy adoption in each jurisdiction.

- At their August 27, 2019 meeting, the Santa Cruz City Council unanimously adopted a Vision Zero policy with plans to begin work in January 2020.
- CTSC staff are working with Transportation & Public Works Commissioners and City staff to begin supporting their efforts in rolling out Vision Zero in the City of Santa Cruz Council.

Organize a community education campaign.

- CTSC staff provide a public health presence at the countywide Street Smarts Regional Campaign collaborative formed to support consistent traffic safety media messaging throughout the county. CTSC staff support local jurisdictions in incorporating the media campaign into Vision Zero efforts.
- On August 24, 2019 CTSC staff joined the City of Santa Cruz Mayor and Street Smarts program on a community bike ride. This ride focused on safety and promoted bicyclists awareness of the Street Smarts campaign.
- CTSC staff tabled with the Street Smarts program on October 21, 2019 at an Open House event hosted by the City of Santa Cruz Public Works Department. Street Smarts and CTSC staff distributed surveys to community members to gauge their awareness of the campaign.

Document and respond to traffic-related fatalities and injuries.

- CTSC staff continue to track traffic-related fatalities and severe injuries and discuss these incidents as part of each CTSC/SCBPWG meeting agenda.
- Local law enforcement agencies are invited regularly to report traffic-related fatalities and injuries to the two groups.

Develop potential countywide Vision Zero goals and strategies.

- CTSC staff and will be utilized to develop potential countywide Vision Zero goals and strategies.

Assist jurisdictions as they adopt and implement Vision Zero policies.

- CTSC will continue to approach the remaining jurisdictions to encourage adoption and implementation of Vision Zero.
- In continuing to seek grant funding to support Vision Zero efforts, the Santa Cruz County Health Services Agency recently received three grant awards from the California Office of Traffic Safety to implement a year of programming for traffic safety totaling almost \$400K. The grant will be used for bicycle and pedestrian safety, impaired driving, and child passenger safety. (See link to Sentinel coverage below).

CTSC Media Coverage

Santa Cruz Sentinel – July 11, 2019

Vision Zero: Watsonville releases draft of plan to end serious traffic injuries, deaths

City has ranked among state's most dangerous for pedestrians

<https://www.santacruzsentinel.com/2019/07/10/vision-zero-watsonville-releases-draft-of-plan-to-end-serious-traffic-injuries-deaths/>

KSBW News – August 20, 2019

Santa Cruz schools, law enforcement prepare for back to school safety

<https://www.ksbw.com/article/santa-cruz-schools-law-enforcement-prepare-for-back-to-school-safety/28765383>

Santa Cruz Sentinel – August 21, 2019

Street Smarts: Traffic safety campaign rolls out across Santa Cruz County

<https://www.santacruzsentinel.com/2019/08/20/street-smarts-traffic-safety-campaign-rolls-out-across-santa-cruz-county/>

KSBW News – September 19, 2019

SCPD go undercover, crackdown on drivers and pedestrians for traffic violations

<https://www.ksbw.com/article/scpd-go-undercover-crackdown-on-drivers-and-pedestrians-for-traffic-violations-santa-cruz/29136439>

Good Times- November 19, 2019

NUZ: Wheel See

<https://goodtimes.sc/santa-cruz-news/news/nuz-found-guy-whos-actually-helping-homeless/>

Santa Cruz Sentinel – November 24, 2019

County receives grants for traffic safety programs.

<https://www.santacruzsentinel.com/2019/11/24/county-receives-grants-for-traffic-safety-programs/?fbclid=IwAR0GbCHCoC-l4-ad4SYQEQhPASbVJA4pg85ER6yF2Jt03DSvSdKtJU01hks>

Ongoing CTSC Programs

South County Bicycle and Pedestrian Work Group (SCBPWG) - This work group serves as a subcommittee of the CTSC and implements activities that address the unique strengths and needs of the Watsonville area. Activities implemented by the SCBPWG or specific to South County are reported in the work plan project areas listed above.

Bicycle Traffic School (BTS) – BTS two-hour classes are offered quarterly and are taught by CTSC staff who is a League Cycling Instructor (LCI), which is a certification from the League of American Bicyclists (LAB). CTSC staff continues to promote this diversion program to local law enforcement agencies and provide resources to them on citing cyclists based on laws and safety. In addition, media outreach is conducted regularly to promote BTS classes to the public through the CTSC website and Facebook page.

CTSC Website, Facebook Page and YouTube Channel – CTSC maintains an active social media presence through its website, Facebook page, and YouTube channel. The Facebook page at www.facebook.com/sctrafficsafety is used to share timely traffic safety related news and events, promote safe traffic behaviors, and air targeted PSAs. The YouTube channel at www.youtube.com/sctrafficsafety includes video playlists for bike safety, distracted driving, and cycling resources in Santa Cruz County.

Traffic Calming Programs:

Trash Can Stickers – In an effort to slow traffic on residential streets, CTSC developed a sticker that says ‘Please Drive Slowly’ to be placed on curbside waste collection bins. This traffic calming program is currently operating in the City of Santa Cruz only. The Santa Cruz County Cycling Club (SCCCC) awarded funding for initial development and production of the stickers. Other waste management agencies in the county will be approached in the future to offer the program in other jurisdictions.

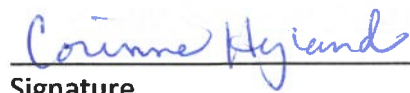
PACE Car – This program also aims to reduce speeds in neighborhoods and has been ongoing for many years. Pace car community members sign a pledge to drive within the speed limit, stop for pedestrians, drive courteously, and display a Pace Car Sticker on their vehicles. Pace car drivers act as “mobile speed bumps,” slowing any speeding drivers behind them. The more Pace car drivers in a neighborhood, the more effectively the program works to slow traffic.

Anyone who is interested in requesting a Traffic Calming or Pace Car sticker can go to the Order/Comment Form of the CTSC website at www.sctrafficsafety.org.

The invoice and supporting documentation for TDA funds for the period indicated are attached.

Project Director Name and Title

Corinne Hyland, Health Services Manager



Signature

January 31, 2020
Date

Ride N Stride Revised Work – FY19/20

In regard to program changes due to our staffing shortage since October and Covid-19 since February, I've listed alternative workplan ideas below for Ride N Stride (RnS) while schools are closed. The biggest restriction we are facing now is that most staff have been pulled into Covid-19 work. Between March and June, we likely will not be able to bill our usual level of staff time to these programs due to this shift. I'll have a better sense in a month as to how Covid will affect our billing for TDA.

RnS alternative work plan objectives:

- Curriculum development by grade level
- Distance learning resources
- Video and livestream lessons and PSA's
- Educational material development

Theresia Rogerson
Santa Cruz County Health Services Agency

- BLANK PAGE -

AGENDA: April, 2020

TO: Regional Transportation Commission Advisory Committees

FROM: Ginger Dykaar, Sr Transportation Planner, Brianna Goodman, Transportation Planner, and Luis Mendez, Deputy Director

RE: Transit Corridor Alternatives Analysis – Alternatives Screening Results and Short List of Alternatives

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission Advisory Committee review and provide input on the alternatives screening results and draft short list of alternatives for the Transit Corridor Alternatives Analysis of high-capacity public transit for the Santa Cruz Branch Rail Line.

BACKGROUND

The Santa Cruz County Regional Transportation Commission (RTC), in cooperation with METRO, is developing the Transit Corridor Alternatives Analysis (TCAA) to evaluate transit investment options that provide an integrated transit network for Santa Cruz County utilizing all or part of the length of the Santa Cruz Branch Rail Line as a dedicated transit facility. Transit alternatives will be compared to define a viable project that will provide the greatest benefit to the Santa Cruz County residents, businesses and visitors in terms of equity, environment, and economy. Proposed future intercounty and interregional connections to the Bay Area, Monterey, Gilroy, and beyond will be considered.

Key Milestones for stakeholder engagement are as follows:

- 1. Goals/Screening Criteria/Performance Measures & Initial List of Alternatives** – RTC Approval received on March 6, 2020
- 2. Screening Results and Short List of Alternatives –**
Purpose: Present screening results that led to short list of transit alternatives. Gather input on short list of transit alternatives to be considered for further analysis.
- 3. Performance Analysis Results and Locally Preferred Alternative**
Purpose: Present performance measure results on short list of alternatives and seek input on identified locally preferred alternative.

DISCUSSION

The Transit Corridor Alternatives Analysis project team composed of RTC and METRO staff and HDR consultants seek input from the RTC Advisory Committees on Milestone 2 - the draft Screening Results ([Attachment 1](#)) and Short List of

Alternatives (Attachment 2). Input has already been provided by the Alternative Analysis Ad Hoc Committee.

Milestone 2

The Initial List of Alternatives were evaluated based on a triple bottom line screening criteria of economy, equity and the environment. Results are presented under each triple bottom line goal with a 3-level rating where A=most desirable, B=moderately desirable and C=least desirable (Attachment 1). Data was collected from best available information including national data sets on the various alternatives as well as information from previous local studies. The four alternatives that are the draft recommendations to move forward to a quantitative analysis are the following:

1. Arterial and Right-of-Way Bus Rapid Transit

Benefits:

- Capital costs relatively lower than other alternatives
- Level boarding is typical component of system allowing independent accessibility for people with mobility devices and bicycles
- Ability to easily integrate with overall transportation system
- Greater ability to adapt to new technologies
- Depending on permanence of design, could support Transit Oriented Development

2. Autonomous Road "Train" (on pavement with rubber tires)

Benefits:

- Strong transit ridership potential
- Level boarding is typical component of system allowing independent accessibility for people with mobility devices and more space for bicycles
- Supportive of greenhouse gas emission reduction goals
- Travel time is likely to be more reliable
- Supports Transit Oriented Development

3. Light Rail/Electric Multiple Unit

Benefits:

- Strong transit ridership potential
- Travel time is likely to be more reliable
- Corridor has least risk of losing continuity of corridor from loss of easements
- Level boarding is typical component of system allowing independent accessibility for people with mobility devices and more space for bicycles
- Compatible with freight rail if temporally separated
- Supportive of greenhouse gas emission reduction goals
- Supports Transit Oriented Development

4. Commuter Rail/Electric Multiple Unit

Benefits:

- Faster and more reliable travel times
- Strong transit ridership potential
- Vehicles can comingle with freight in shared-use corridor
- Corridor has least risk of losing continuity of corridor from loss of easements
- Level boarding is typical component of system allowing independent accessibility for people with mobility devices and more space for bicycles
- Supportive of greenhouse gas emission reduction goals
- Supports Transit Oriented Development

Input will also be sought on Milestone 2 from the public and community organizations, through an online open house available on the RTC TCAA webpage from April 13 to May 11, as well as a partner agencies meeting prior to seeking input and approval from the RTC at the June 4, 2020 commission meeting. The outreach timeframe as well as the RTC meeting date for seeking approval of Milestone 2 was revised to increase the length of time for public input due to the coronavirus pandemic.

NEXT STEPS

April 13 - May 11: Online public outreach for Milestone 2 – Screened Alternatives

June 4, 2020: Short List of Alternatives presented to the RTC for potential approval

May - September, 2020: Performance measure analysis on Short List of Alternatives

September 2020: Outreach on Milestone 3 – Analysis Results and Draft Locally Preferred Alternative

October 2020: Presentation to the RTC on the Analysis Results and Locally Preferred Alternative

November 2020: Locally Preferred Alternative presented to the RTC for potential approval

January 2021: TCAA Report and Business Plan presented to the RTC for potential approval

SUMMARY

The Transit Corridor Alternatives Analysis is using a triple bottom line framework for evaluating transit investment options that provide an integrated transit network for Santa Cruz County utilizing all or part of the length of the Santa Cruz Branch Rail Line as a dedicated transit facility. The TCAA project team requests that the RTC Advisory Committees review and provide input on Milestone 2 – the screening results and short list of alternatives to be considered for further analysis.

Attachments:

1. TCAA Screening Results
2. TCAA Draft Short List of Alternatives with definitions

I:\RAIL\Alternatives Analysis-2019\Staff Reports\Advisory Committees\202004\00-SR 202004-TCAA-M2.docx

Alternative	Is Fiscally Feasible			Results in a well-integrated transportation system that supports economic vitality			
	Capital Costs	Operations & Maintenance Costs	Funding	Transit Oriented Development (TOD)	JOBS	Freight & other rail businesses	Transportation corridor utilization & preservation
	A	A	A	A	A	A	A
	Capital cost/mi less than \$20M/mi	O&M less than \$1/passenger mi		Transit service with fixed infrastructure or infrastructure that suggests permanence.	High capital expenditures and a high likelihood of TOD.	Co-mingling with freight allowed.	Rail has least risk of losing continuity of corridor from loss of rail easements.
	B	B	B	B	B	B	B
	Capital cost/mi - \$20M/mi to \$40 M/mi	O&M is \$1.01-\$2.00/passenger mi	Traditional transit core services implemented nationally in numerous communities. Funding available through variety of public and private sources	Transit service that may or may not be designed to suggest permanence.	Moderate capital expenditures and/or likelihood of TOD.	Temporal separation from Freight allowed. Elevated alternative, may be compatible with freight rail but will be dependent upon design.	Alternative uses entire corridor but is not rail.
	C	C	C	C	C	C	C
	Capital cost/mi greater than \$40 M/mi and/or technology uncertain	O&M is greater than \$2.00/passenger mi	Non-traditional core not implemented nationally in variety of communities. Funding may or may not be available to support these alternatives	Transit service with non-fixed infrastructure that does not suggest permanence or alternatives with limited capacity	Low capital expenditures and low likelihood of TOD.	Incompatible with freight.	Alternative other than rail and uses less of the right of way as is likely with bus/shuttle options.
Local & Right of Way Bus	A	B	B	C	B	C	C
Arterial & Right of Way Bus Rapid Transit (BRT)	A	B	B	B	A/B	C	C
Dual Rail and Bus Vehicles	B/C	B/C	B/C	A/B	A/B	C	B
Commuter Express Bus	A	A	B	C	B	C	C
Autonomous Road "Train" on pavement	B	C	B/C	A	A/B	C	B
Micro-shuttles	A	B	B	C	B	C	C
Shuttles (Light Duty, Van, Electric Vehicle)	A	A	B	C	B	C	C
Intercity Rail	C	A	B	A	B	A	A
Light Rail/Electric Multiple Unit (EMU)	B	A	B	A	A/B	B	A
Monorail / Automated People Mover (APM)	C	C	C	B	B/C	B	A
Commuter Rail/Electric Multiple Unit (EMU)	B	A	B	A	A/B	A	A
Light Rail / Diesel Multiple Unit (DMU)	B	A	B	A	A/B	B	A
Tram/ Trolley / Streetcar	B	B	B	A	A/B	B	A
Personal Rapid Transit (PRT)	C	C	C	C	C	C	B
Inverted (or Elevated) PRT	C	C	C	C	C	B	B
Hyperloop	C	C	C	C	C	C	B
Gondola	B	C	C	C	B/C	B	B
String Rail	C	C	C	C	C	B	B

SOCIAL EQUITY					
Alternative	Promotes Active Transportation	Supports Safer Transportation for all modes	Provides accessible and equitable transportation system that is responsive to needs of all users	Offers reliable and efficient transportation choices that serve the most people	Offers reliable and efficient transportation choices that serve the most people
	A	A	A	A	A
	Alternative can transport relatively more bicycles	National statistics report fatalities and inquiries per 100 million miles traveled with collision costs of < \$100 million	Level boarding is typically a component of system allowing independent accessibility for most users	Less than 45 minutes in travel time	Alternative primarily remains on rail corridor as a dedicated facility for greater reliability
	B	B	B	B	B
	Can transport a minimal number of bicycles, depending on space	National statistics report fatalities and inquiries per 100 million miles traveled with collision costs between \$100 - \$200 million	Level boarding is typically a component of system but access point is elevated requiring use of elevator	Between 45-70	Alternative remains on only a portion of the rail corridor as a dedicated facility for relatively less reliability
	C	C	C	C	C
	Bicycles cannot be transported on vehicle and/or vehicle is relatively small. Elevated systems are less desirable as access requires elevator	National statistics report fatalities and injuries per 100 million miles traveled with collision costs greater than \$200 million	Level boarding is not typical component of system and not likely to have independent accessibility	Greater than 70 minutes in travel time	Alternative is not on a significant portion of the rail corridor as a dedicated facility and thus is the least reliable
Local & Right of Way Bus	B	A	C	C	B
Arterial & Right of Way Bus Rapid Transit (BRT)	A/B	A	A	B	B
Dual Rail and Bus Vehicles	B/C	A	C	B	B
Commuter Express Bus	B/C	A	C	B	B
Autonomous Road "Train" on pavement	A	A/B	A	B	A
Micro-shuttles	C	A/B	C	C	B
Shuttles (Light Duty, Van, Electric Vehicle)	C	A	C	C	B
Intercity Rail	A	A	A	A	A
Light Rail/Electric Multiple Unit (EMU)	A	B	A	B	A
Monorail / Automated People Mover (APM)	B/C	A	B	B	A
Commuter Rail/Electric Multiple Unit (EMU)	A	A	A	A	A
Light Rail / Diesel Multiple Unit (DMU)	A	B	A	B	A
Tram/ Trolley / Streetcar	A/B	B	A	C	A
Personal Rapid Transit (PRT)	C	A	A	A	A
Inverted (or Elevated) PRT	C	A	B	A	A
Hyperloop	C	A	B	A	A
Gondola	C	A	B	C	B
String Rail	C	A	B	A	A

ENVIRONMENT

Alternative	Promotes a healthier Environment				
	Transit ridership	Emissions reduction	Climate adaptation	Biological, visual, noise, and vibration	Energy usage
	A	A	A	A	A
	Estimated daily ridership relatively high	Significant ability to reduce GHG emissions because alternative is expected to moderately divert drivers from automobiles	Alternative is elevated and not prone to sea level rise/climate impacts	Not elevated so not visually obstructive, least noisy, least likely to cause vibration	BTUs/passenger-mile less than 1,500
	B	B	B	B	B
	Estimated daily ridership relatively moderate	Moderately able to reduce GHG emissions because alternative is expected to moderately divert drivers from automobiles	Alternative may use flood-prone ROW but can divert. Trivial time would increase but alter	Alternative may be elevated and visually obstructed, may be relatively noisy or cause vibration, but not all three	BTUs/passenger-mile <1,500 and <= 3,500 or alternative is rail-like but energy usage is uncertain
	C	C	C	C	C
	Estimated daily ridership relatively low	Least able to reduce GHG emissions because alternative is not expected to significantly divert drivers from automobiles.	Alternative is at ground-level and fixed and without adapting design may be prone to sea level rise/climate impacts with no ability to divert	Alternative is elevated and visually obstructive, is noisy and causes relatively greater vibration than other modes	BTUs/passenger - mile > 3,500
Local & Right of Way Bus	C	C	B	B	B
Arterial & Right of Way Bus Rapid Transit (BRT)	B	B	B	B	B
Dual Rail and Bus Vehicles	C	C	B	B	B
Commuter Express Bus	C	C	B	B	A
Autonomous Road Train	A	A	C	B	B
Micro-shuttles	C	C	B/C	A	BA
Shuttles (Light Duty, Van, Electric Vehicle)	C	C	B	A	B
Intercity Rail	C	C	C	B/C	B
Light Rail/Electric Multiple Unit (EMU)	A	A	C	A/B	B
Monorail / Automated People Mover (APM)	A	A	A	B/C	B
Commuter Rail/Electric Multiple Unit (EMU)	A	A	C	B/C	B/C
Light Rail / Diesel Multiple Unit (DMU)	A	A	C	B/C	A
Tram/ Trolley / Streetcar	B	B	C	A/B	B
Personal Rapid Transit (PRT)	B	C	C	A/B	B
Inverted (or Elevated) PRT	B	C	A	B	B
Hyperloop	C	C	C	A	B
Gondola	C	C	A	B/C	B
String Rail	B	A	A	B/C	B

OTHER GOALS						
Alternative	Address other project specific goals					
	Technical feasibility	Consistent with other planning Efforts	Consistent w/ regulatory requirements	Integration	Ability to Adapt to New Technology	Right-of-way
	A	A	A	A	A	A
	Tested technology, traditional and technically feasible	Consistent with greatest number of plans, including SCCRTC Regional Transportation Plan, AMBAG Metropolitan Transportation Plan/Sustainable Communities Strategy, METRO Plans, Unified Corridor Study, CA State Rail Plan	Consistent with regulations, including GHG, Coastal Commission, Proposition 116	Traditional bus or rail transit that has shown to easily integrate into the overall transportation system	More flexible infrastructure and lower vehicle purchase cost/shorter useful life therefore more flexibility to adapt to new technologies	ROW supports two-way service with single lane and sidings or one-way travel in the ROW with reverse on parallel local road network
	B	B	B	B	B	B
	Infrastructure exists and has been tested but is not a traditional transit option and may be less technically feasible/is more uncertain	Consistent with some plans, including those listed above	Consistent with some regulations, listed above	Elevated alternative/non-traditional which may be integrated into the overall transportation system but few examples exist	Infrastructure is less flexible and vehicles are relatively more costly/relatively longer useful life therefore less flexibility to adapt to new technologies	Elevated systems may accommodate two-way transit travel on the ROW
	C	C	C	C	C	C
	Alternative has either not been build or there are limited examples for distances of 20 miles	Not consistent with any plans listed	Not consistent with any regulations, listed above	Uncertain how alternative will interact with overall transportation system	Infrastructure and vehicles are often proprietary therefore least flexible to adapt to new technologies	Accommodating two-way travel on ROW may be problematic
Local & Right of Way Bus	A	A	C	A	A	A/B
Arterial & Right of Way Bus Rapid Transit (BRT)	A	A	C	A	A	A/B
Dual Rail and Bus Vehicles	B	C	B	A	B/C	A/B
Commuter Express Bus	A	A	B	A	A	A/B
Autonomous Road "Train" on pavement	B	C	B	A	B	A
Micro-shuttles	B	C	B	A	A	A/B
Shuttles (Light Duty, Van, Electric Vehicle)	A	C	B	A	A	A/B
Intercity Rail	A	C	B	A	B	A
Light Rail/Electric Multiple Unit (EMU)	A	A	A	A	B	A
Monorail / Automated People Mover (APM)	B	C	B	B	C	B
Commuter Rail/Electric Multiple Unit (EMU)	A	A	A	A	B	A
Light Rail / Diesel Multiple Unit (DMU)	A	A	B	A	B	A
Tram/ Trolley / Streetcar	A	C	A	A	B	A/B
Personal Rapid Transit (PRT)	C	C	A	C	C	C
Inverted (or Elevated) PRT	C	C	B	B	C	B
Hyperloop	C	C	C	C	C	C
Gondola	B/C	C	C	B	C	B
String Rail	C	C	B	B	C	B

Transit Corridors Alternatives Analysis – Short List of Alternatives

Bus Rapid Transit (BRT)

A fixed-route bus system that could operate primarily on the Santa Cruz Branch Line as a dedicated right of way as well as on Highway 1 bus on shoulders/auxiliary lanes and the local roadway network. BRT systems typically provide an urban or interurban service. These systems also have defined passenger stations, short headway bidirectional services for a substantial part of weekdays and weekend days; and separate branding of the service. Agencies typically use off-board fare collection as well to reduce travel times. BRT operations on the Santa Cruz Branch Line could be a combination of two-way and one-way with reverse direction on parallel local streets.

Typical Characteristics:

- Vehicle speeds up to 65 mph maximum
- BRT is incompatible with freight on the same corridor, but BRT could be moved off corridor to preserve freight in Watsonville
- Transit signal priority at roadway crossings
- Frequency of peak period service
 - 8 – 20 minute headways
- Level-platform boarding and non-level boarding at on-street stops
- Propulsion type
 - Electric –hydrogen fuel cell, battery

Autonomous Road “Train” (on pavement with rubber tires)

An emerging transit mode that combines the benefits of bus rapid transit and light rail with advanced autonomous driving features, providing an urban or interurban service. The system uses rubber tires running on pavement within a dedicated running way. The vehicles resemble light rail vehicles with a similar passenger capacity. The system would use similar infrastructure to a BRT system, including permanent stations, transit signal priority, and offering frequent service. The autonomous road “train” will run solely on the Santa Cruz Branch Line. Operations on a single lane with sidings allows for two-way travel. An autonomous road “train” system has recently been deployed in the city of Yibin, China.

Typical Characteristics:

- Vehicle speeds capable of 40-45 mph maximum
- System runs on pavement and thus is incompatible with freight on the same corridor.
- Transit signal priority at roadway crossings
- Frequency of peak period service
 - 10 - 30 minute headways
- Level or non-level platform boarding
- Propulsion type
 - Electric – Overhead, hydrogen fuel cell, battery

Light Rail/Electric Multiple Unit

Passenger rail service operating on fixed rails with single or multiple individually-propelled cars typically providing an urban or interurban service with a lighter volume ridership capacity compared to commuter rail. Operations on a single track with sidings allows for two-way travel.

Typical Characteristics:

- Vehicle speeds capable of 30 to 60 mph maximum
- Vehicle can operate with freight in shared-use corridors only if temporally separated
- Centralized Traffic Control or similar signal system only as light rail is temporally separated from freight operations
- Frequency of peak period service
 - 10 - 30 minute headways
- Level or non-level platform boarding
- Propulsion type
 - Electric – Overhead, hydrogen fuel cell, battery

Commuter Rail/Electric Multiple Unit

Passenger rail service operating on fixed rails with multiple individually-propelled cars typically providing an interurban or regional service. Commuter rail typically has a higher volume ridership capacity and relatively longer distance between stops compared to light rail. Operations on a single track with sidings allows for two-way travel.

Typical Characteristics:

- Vehicle speeds capable of 30-60 mph maximum
- Vehicles can comingle with freight in shared-use corridors
- Centralized Traffic Control (CTC) and Positive Train Control (PTC) is required
- Frequency of peak period service
 - 20-30 minute headways
- Level or non-level platform boarding
- Propulsion type
 - Electric – Overhead, hydrogen fuel cell, battery

- BLANK PAGE -