



## SACOG Unmet Transit Needs Finding Process and Definitions

The Transportation Development Act (TDA) is a state law, which provides funding for public transportation from a portion of sales tax collected from each county. The Sacramento Area Council of Governments has TDA administration responsibilities for Sacramento, Sutter, Yolo and Yuba Counties. The annual Unmet Transit Needs Finding process and definitions as described below is required by TDA law to identify transit service needs. TDA Local Transportation Fund (LTF) revenues can be used for streets and roads projects in some jurisdictions after “reasonable to meet” transit services have been provided.

### 1. Unmet Transit Needs Finding Process Requirements

TDA statutes require that SACOG follow a specific process in making an unmet transit needs finding for each jurisdiction in the region. The process includes the following actions:

- a. Establish a Social Service Transportation Advisory Council (SSTAC) for each County to participate in the unmet transit needs finding process.

The Social Service Transportation Advisory Council - Each county’s SSTAC participates in the identification of unmet transit needs and the determination whether those needs are reasonable to meet. Advisory Council members preside, along with a SACOG Board member, at unmet transit needs public hearings in each county. Hearings are only held in jurisdictions if all TDA LTF funds are not currently used for transit purposes, though some entities, such as the Sacramento Regional Transit District, are required by statute to hold hearings regardless of the TDA LTF use.

The composition of the SSTAC is set forth in statute and consists of representatives of (number in parenthesis denote number of required representatives): potential transit users who are 60 years of age or older (1); physically disabled (1); social service provider for seniors, including a transportation provider (2); social service provider for people with disabilities, including a transportation provider (2); social service provider for persons of limited means (1); and, representatives of the Consolidated Transportation Services Agency (CTSA), including a transit operator (2). Where possible, SACOG also seeks the participation of at least one current or potential public transit rider in order to obtain input on transit service needs.

- b. Identify transit service needs which have been considered as part of the transportation planning process through Short Range Transit Planning, Comprehensive Operational Analysis, and other studies; as well as the MTP/SCS.
- c. Members of the SSTAC and at least one representative of the SACOG Board of Directors, when available, conduct public hearings in Sacramento and Yolo counties and a joint hearing in Sutter and Yuba counties to receive public comments regarding unmet transit service needs. A minimum of five hearings are held yearly within the four counties in jurisdictions where all TDA LTF funds are not currently used for transit purposes, including the SRTD.

- d. During a regularly scheduled Board meeting, the SACOG Board holds a sixth and final public hearing to receive any additional testimony regarding transit service needs that may be reasonable to meet.
- e. SACOG staff compiles a list of unmet transit service needs for each transit operator for SSTAC consideration to determine whether the Unmet Transit Needs are reasonable to meet. SACOG staff and SSTAC members meet to review potential unmet transit needs using Board adopted definitions of “unmet transit needs” and “reasonable to meet.” (See the following section) An important consideration of whether a need is reasonable to meet is the ability of an operator to maintain the farebox recovery ratio required under the TDA statutes or established by SACOG.

SACOG staff and the SSTAC, including transit agency staff, make unmet transit needs findings recommendations to the SACOG Board. The SSTAC may formulate an independent recommendation to the SACOG Board. Generally, both the SSTAC and the SACOG staff present a joint recommendation to the SACOG Board.

- f. During a regularly scheduled Board meeting, the SACOG Board receives reports from staff on the public input results and the joint recommendation. The Board will make one of the following three possible findings affecting the next fiscal year (one for each county, for the cities within, and for the Sacramento Regional Transit District):
  - 1) there are no unmet transit needs, or
  - 2) there are no unmet transit needs that are reasonable to meet, or
  - 3) there are unmet transit needs that are reasonable to meet.

If it is determined there are unmet transit needs that are reasonable to meet within the service area of a transit agency, then the transit agency must meet the needs before any TDA LTF funds can be released for streets and roads projects.

## **2. Definitions of “Unmet Transit Needs” and “Reasonable to Meet”**

TDA regulations require SACOG to adopt definitions of "unmet transit needs" and "reasonable to meet" to guide staff and SSTAC analysis as to whether an identified need is an "unmet transit need that is reasonable to meet". **On August 20, 2015**, the Board adopted the following definitions:

- a. Unmet Transit Needs - Are defined as:

Existing transit services or service variants, including services where transfers may be necessary to complete a trip, that are not adequately meeting the identified transportation needs of residents of the SACOG four-county Regional Transportation Planning Area (Sacramento, Sutter, Yolo and Yuba counties) who are likely to use public transportation. This includes, but is not limited to: trips for education and training (excluding exclusive school bus transportation), employment, healthcare services, personal business, recreation, and social services.

Per the TDA law operational comments cannot be considered unmet transit needs. All operational

comments received during the annual Unmet Transit Needs Process are noted and shared with the applicable transit operator(s), allowing the operator(s) to discuss and address any significant operational issues with their staffs and governing bodies.

b. Reasonable to Meet – Is defined as:

An unmet transit need that meets the definition above and meets **all** of the following criteria shall be considered reasonable to meet:

1. **Community Acceptance** - There needs to be demonstrated interest of citizens in the new or additional transit service (i.e. multiple comments, petitions etc.).
2. **Equity** - The proposed new or additional service will benefit, the general public, residents who use or would use public transportation regularly, the senior population, and persons with disabilities; including assessments based on Title VI or other similar information where available.
3. **Potential Ridership** - The proposed transit service will not reduce the agency's ability to maintain the current transit service, including safety, security and maintenance, and will meet new service ridership performance standards established for the transit operator in their agency planning documents. Ridership performance standards include passengers per hour and passengers per mile.
4. **Cost Effectiveness** - The proposed new or additional transit service will not affect the ability of the overall system to meet the state mandated farebox recovery ratio requirement after the two-year exemption period for new services, if the service is eligible for the exemption. The overall system service must meet minimum farebox return requirements as stated in the TDA statutes or established by SACOG.
5. **Funding** - The proposed new or additional transit service will not cause the claimant to incur expenses in excess of the maximum allocation of TDA LTF funds.
6. **Feasibility** - The proposed new or additional transit service can be implemented safely and in accordance with local, state, and federal laws and regulations.



**SACRAMENTO AREA COUNCIL OF GOVERNMENTS**

**RESOLUTION NO. 41 – 2015**

**APPROVING THE TRANSPORTATION DEVELOPMENT ACT UNMET TRANSIT  
NEEDS PUBLIC HEARING PROCESS AND DEFINITIONS**

**WHEREAS**, SACOG is the Regional Transportation Planning Agency for Sacramento, Sutter, Yolo and Yuba Counties; and

**WHEREAS**, SACOG administers the Transportation Development Act Local Transportation Fund for the four-county Regional Transportation Planning Agency area; and

**WHEREAS**, SACOG as the Regional Transportation Planning Agency that administers Transportation Development Act Local Transportation Funds is required to hold Unmet Transit Needs hearings and develop definitions of “unmet transit need” and “reasonable to meet”; and

**WHEREAS**, a minimum of six Unmet Transit Needs public hearings will be held in the SACOG Regional Transportation Planning Agency area; and

**WHEREAS**, Unmet Transit Needs public hearings will be held only in jurisdictions where all Transportation Development Act Local Transportation Funds are not currently used for transit purposes; and

**WHEREAS**, Unmet Transit Needs hearings will be held in the County of Yolo and the joint Sutter-Yuba County area, and hearing locations will rotate between each jurisdiction in the counties on an annual basis when applicable; and

**WHEREAS**, Unmet Transit Needs hearings will be held in the Sacramento Urbanized Area with hearing locations rotating annually between each jurisdiction in the urbanized area, and one annual hearing will be held for the Sacramento Regional Transit District prior to a regularly scheduled SRTD Board meeting; and

**WHEREAS**, one Unmet Transit Needs hearing will continue to be held in the City of Galt in South Sacramento County; and

**WHEREAS**, a final annual Unmet Transit Needs public hearing will continue to be held before the SACOG Board.

**WHEREAS**, the SACOG definitions of “unmet transit need” and “reasonable to meet” are as follows:

Unmet Transit Needs - Are defined as:

Existing transit services or service variants, including services where transfers may be necessary to complete a trip, that are not adequately meeting the identified transportation needs of residents of the SACOG four-county Regional Transportation Planning Area (Sacramento, Sutter, Yolo and Yuba counties) who are likely to use public transportation. This includes, but is not limited to: trips for education and training (excluding exclusive school bus transportation), employment, healthcare services, personal business, recreation, and social services.

Reasonable to Meet – Is defined as:

An unmet transit need that meets the definition above and meets **all** of the following criteria shall be considered reasonable to meet:

1. **Community Acceptance** - There needs to be demonstrated interest of citizens in the new or additional transit service (i.e. multiple comments, petitions etc.).
2. **Equity** - The proposed new or additional service will benefit, the general public, residents who use or would use public transportation regularly, the senior population, and persons with disabilities; including assessments based on Title VI or other similar information where available.
3. **Potential Ridership** - The proposed transit service will not reduce the agency's ability to maintain the current transit service, including safety, security and maintenance, and will meet new service ridership performance standards established for the transit operator in their agency planning documents. Ridership performance standards include passengers per hour and passengers per mile.
4. **Cost Effectiveness** - The proposed new or additional transit service will not affect the ability of the overall system to meet the state mandated farebox recovery ratio requirement after the two-year exemption period for new services, if the service is eligible for the exemption. The overall system service must meet minimum farebox return requirements as stated in the TDA statutes or established by SACOG.
5. **Funding** - The proposed new or additional transit service will not cause the claimant to incur expenses in excess of the maximum allocation of TDA LTF funds.
6. **Feasibility** - The proposed new or additional transit service can be implemented safely and in accordance with local, state, and federal laws and regulations.

**NOW, THEREFORE BE IT RESOLVED**, that the SACOG Board of Directors hereby approves the SACOG Transportation Development Act Unmet Transit Needs Process and

Definitions that will take effect beginning during the FY 2016-17 Unmet Transit Needs public hearing cycle and continuing indefinitely.

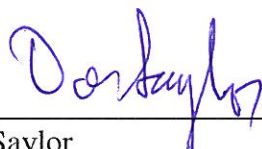
**PASSED AND ADOPTED** this 20<sup>th</sup> day of August 2015, by the following vote of the Board of Directors:

**AYES:** Directors Aguiar-Curry, Buckland, Clerici, Crews, Davis, Holmes, Frerichs, Griego, Hodges, Jankovitz, Joiner, Miklos, Peters, Powers, Samayoa, Serna, Slowey, Stallard, Veerkamp, West, Wheeler, Yuill, Vice Chair Rohan, and Chair Saylor

**NOES:**

**ABSTAIN:**

**ABSENT:** Directors Ashby, Budge, Cabaldon, Flores, Hesch, Kennedy, and Schenirer

  
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Don Saylor  
Chair

  
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Mike McKeever  
Chief Executive Officer