



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
March 10, 2010

I. CALL TO ORDER

Chair Sanchez called the regular meeting to order at 6:00 p.m. A quorum was confirmed.

MEMBERS

PRESENT:

Pete Sanchez, Chair	City of Suisun City
Elizabeth Patterson	City of Benicia
Jack Batchelor, Jr.	City of Dixon
Jan Vick	City of Rio Vista
Len Augustine	City of Vacaville
Jim Spering	County of Solano
Osby Davis	City of Vallejo

*Arrived at the meeting
at 6:25 p.m.*

MEMBERS

ABSENT:

Harry Price, Vice Chair	City of Fairfield
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STAFF

PRESENT:

Daryl K. Halls	Executive Director
Charles Lamoree	Deputy Legal Counsel
Johanna Masiclat	Clerk of the Board
Janet Adams	Deputy Executive
	Director/Director of Projects
Robert Macaulay	Director of Planning
Elizabeth Richards	Director of Transit and Rideshare Services.
Jayne Bauer	Marketing and Legislative Program Manager
Liz Niedziela	Transit Manager
Sam Shelton	Project Manager
Robert Guerrero	Senior Planner
Sara Woo	Assistant Planner
Kenny Wan	Assistant Project Manager

ALSO

PRESENT:

In Alphabetical Order by Last Name:

Cliff Covey	County of Solano
George Gwynn, Jr.	Resident, City of Fairfield
Mike Hudson	Council Member, City of Suisun City and STA Board Alternate Member
Dan Kasperson	City of Suisun City
Gary Leach	City of Vallejo
Wayne Lewis	City of Fairfield
Brian McLean	City of Vacaville
Alysa Majer	City of Suisun City
Rod Moresco	City of Vacaville
Mike Roberts	City of Benicia
Paul Wiese	County of Solano

II. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

III. APPROVAL OF AGENDA

On a motion by Board Member Jack Batchelor, and a second by Board Member Jan Vick, the STA Board unanimously approved the agenda with the exception to add a Revised Addendum, Agenda Item VIII.D, American Recovery and Reinvestment Act – March 2010 Cost Savings.

IV. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

V. EXECUTIVE DIRECTOR'S REPORT

Daryl Halls provided an update on the following topics:

- STA Board Visits Washington, D.C. to Advocate for Priority Projects
- Next Round of Federal Cycle Funds to Flow to STA Through Block Grants
- Project Eligibility and Ranking Criteria for RTIF
- STA Co-Hosts Public Meeting for Rio Vista Bridge Study
- Comprehensive Transportation Plan Update

VI. COMMENTS FROM METROPOLITAN TRANSPORTATION COMMISSION (MTC), CALTRANS, AND STAFF:

A. MTC Report:

None presented.

B. Caltrans Report:

None presented.

C. STA Reports:

1. Federal Legislative Lobbying Trip Washington D.C. presented by Jayne Bauer

2. Directors Reports:

a. Planning:

Robert Macaulay provided an overview on the proposed SB 375 Implementation Guidelines and what the target should be for Greenhouse Gas Emission Reduction.

b. Projects

Janet Adams provided a construction update on the development of the funding and environmental process of the I-80/I-680/SR 12 Interchange project.

c. Transit and Rideshare

Elizabeth Richards provided an update on the SNCI Vanpool Incentive Program and the status of the Intercity Transit Ridership Study.

VII. CONSENT CALENDAR

At the beginning of the Consent Calendar, Charles Lamoree, STA Legal Counsel, advised the STA Board that with the absence of the Cities of Fairfield and Vallejo Board representatives, the STA's JPA (Section 6.a and Section 7) states that the Transportation Authority may not act on financial matters when more than 50% of the population of the County is absent. With the Cities of Fairfield and Vallejo's combined population ratio being at 53.3%, it was concluded that the remainder of the STA Board would need to table any financial related matters until the next meeting in April or unless either the Fairfield or Vallejo's representative joins the meeting.

On a motion by Board Member Batchelor, and a second by Board Member Patterson, the STA Board approved Consent Calendar Items A thru I with the exception to table items F and G until the next meeting in April (6 ayes). At this time, STA staff requested the STA Board to move forward and act on Item G, Recommendation No. 1 which is to authorize the Executive Director to issue a RFP for the environmental document and project report for the Redwood Parkway – Fairgrounds Drive Improvement Project. Mr. Lamoree opined that this was not a financial item and the Board could act on this specific item.

On a motion by Board Member Batchelor, and a second by Board Member Patterson, the STA Board approved to move forward and expedite Agenda Item G, Recommendation No. 1 which is to authorize the Executive Director to issue a RFP for the environmental document and project report for the Redwood Parkway – Fairgrounds Drive Improvement Project (6 ayes).

At 6:25 p.m., City of Vallejo's Board Member Davis arrived the meeting. It was at this time that the STA Board returned to Consent Items F and G (Recommendation No. 2) and voted to approve the recommendations.

On a motion by Board Member Jim Spering, and a second by Board Member Jan Vick, the STA Board approved Consent Calendar Items F and G (Recommendation No. 2) (7 ayes).

A. STA Board Meeting Minutes of February 10, 2010

Recommendation:

Approve STA Board Meeting Minutes of February 10, 2010.

- B. Review Technical Advisory Committee (TAC) Draft Minutes for the Meeting of February 24, 2010**
Recommendation:
Receive and file.
- C. Fiscal Year (FY) 2010-11 Transportation for Clean Air (TFCA) Program and Clean Air Grant Priorities**
Recommendation:
Approve the following:
1. BAAQMD TFCA Program Manager Policies as specified in Attachment A; and
 2. Continue to prioritize for SNCI and the STA's Safe Routes to School Program for additional TFCA and Clean Air Program funds in FY 2010-11 as specified in Attachment B.
- D. Fiscal Year (FY) 2009-10 Transportation Development Act (TDA) Matrix – March 2010**
Recommendation:
Approve the March 2010 TDA Matrix which includes the City of Benicia's TDA claim.
- E. SolanoExpress Intercity Transit Consortium 2010 Work Plan**
Recommendation:
Approve the SolanoExpress Intercity Transit Consortium 2010 Work Plan as shown in Attachment A.
- F. Marketing Consultant Services for Transit and Rideshare Programs**
Recommendation:
Approve the following:
1. Authorize the Executive Director to issue a Request for Proposals (RFP) for a marketing consultant for services from July 1, 2010 through June 30, 2012 with 2 one-year extension options; and
 2. Authorize the Executive Director to enter into a contract for an amount not to exceed \$50,000 in FY 2010-11 and \$30,000 in FY 2011-12.
- G. Redwood Parkway – Fairgrounds Drive Access Improvement Project**
Recommendation:
Approve the following:
1. Authorize the Executive Director to issue a RFP for the environmental document and project report for the Redwood Parkway – Fairgrounds Drive Improvement Project; and
 2. Authorize the Executive Director enter into a contract for an amount not-to-exceed \$1,500,000 for the environmental document and project report for the Redwood Parkway – Fairgrounds Drive Improvement Project.
- H. 3-Year Project Initiation Document (PID) Priorities for Caltrans**
Recommendation:
Approve the Solano County's 3-Year prioritized Project Initiation Document (PID) Work Plan (FY 2010-11 through FY 2012-13) to submit to Caltrans as specified in Attachment C.

I. Safe Routes to School Mapping Project – Request for Qualifications

Recommendation:

Authorize the Executive Director to amend Fehr & Peer’s contract for the STA’s Safe Routes to School Mapping Project by an amount not to exceed an additional \$25,000.

VIII. ACTION – FINANCIAL ITEMS

A. Solano County Coordinated Funding Strategy

Janet Adams reviewed a summary of current projected funding revenues, current funding strategies, and potential options to consider prior to the development of a coordinated funding strategy. He stated that STA staff recommends discussing guiding principles for prioritizing Overall Work Plan (OWP) projects, then setting specific measurable criteria based on the guiding principles. He added that once adopted, the STA Board will consider options and provide policy direction regarding additional funding options.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve of the Funding Strategy Principles & Criteria as shown in Attachment D.

On a motion by Board Member Vick, and a second by Board Member Batchelor, the STA Board unanimously approved the recommendation.

B. MTC Cycle-1 Block Grants Strategic Plan

Robert Macaulay reviewed the funding shares for allocating regional local streets and roads funding shares which are calculated based on MTC’s LS&R formula. He listed the Solano Cycle 1 (\$6.179M, FY 2010-11, and FY 2011-12) and Cycle 2 (\$5.507M, FY 2012-13, FY 2013-14, and FY 2014-15) Local Streets and Roads Block Grant Shares. He also outlined several funding target alternatives given the County of Solano’s available road rehabilitation funds.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Adopt the Solano Transportation Authority CMA Block Grant Strategic Plan as specified in Attachment A and to adopt the following principles to guide STA staff and local agencies in use of MTC Block Grants to CMAs:

1. No funds will be moved out of the LS&R category for Cycle 1.
2. Based on project priorities and project readiness, STA may opt to flex funds between Bike and TLC/PDA categories; and
3. STA will claim 4% of the MTC block grant funds to use for planning and program administration and to offset the projected decline in STIP PPM funds.

On a motion by Board Member Patterson, and a second by Board Member Vick, the STA Board unanimously approved the recommendation.

C. Regional Transportation Impact Fee (RTIF) Project Eligibility & Ranking Criteria

Sam Shelton outlined the selection process for the RTIF project criteria developed to evaluate a list of projects and allocate RTIF funds based on a future selection of an allocation and program implementation option. He noted that STA staff will bring back a list of illustrative projects from the RTIF project list to demonstrate how they might be addressed through the various RTIF allocation options.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the use of the recommended Regional Transportation Impact Fee (RTIF) project selection criteria as shown in Attachment A.

On a motion by Board Member Batchelor, and a second by Board Member Vick the STA Board unanimously approved the recommendation.

D. American Recovery and Reinvestment Act – March 2010 Cost Savings

Janet Adams reviewed the process of deobligating project cost savings funds and reobligating those funds for projects able to spend the funding by the ARRA deadlines. She listed staff's recommendations of deobligating \$70,000 from the City of Benicia's East 2nd Street Project and reobligating this funding as part of the City of Benicia's State Park Road Bridge project. She also stated that the City of Fairfield cannot obligate \$537,578 in cost savings currently programmed for the McGary Road project, therefore, it was agreed by the City of Suisun to add this amount of funding to their Main Street Rehabilitation project. She noted that MTC staff has been notified of these pending reprogramming requests and that MTC is requesting a timely action by the STA Board to resolve these funding issues to prevent the loss of project cost savings.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. Deobligate \$70,000 from the City of Benicia's East 2nd Street Project;
2. Deobligate \$537,578 from the City of Fairfield's McGary Road Rehabilitation Project;
3. Reobligate \$70,000 to the City of Benicia's State Park Road Bridge Widening Project; and
4. Reobligate \$537,578 to City of Suisun City's Main Street Rehabilitation Project.

On a motion by Board Member Patterson, and a second by Board Member Augustine, the STA Board unanimously approved the recommendation.

IX. ACTION NON-FINANCIAL ITEMS

A. Comprehensive Transportation Plan (CTP) – Adoption of Gap Analysis for Alternative Modes and Transit Elements, Amendments to Routes and Transit Facilities of Regional Significance and Adoption of Project List

Robert Macaulay reviewed the development of the Goal Gap Analysis that helps identify where Solano county is having success in meeting the CTP goals, as well as where a goal is otherwise not yet being fully implemented. He also reviewed the comments received from the Cities of Benicia and Rio Vista which are contained in the amended CTP Project List.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Adopt the following:

1. Transit Element Goal Gap Analysis contained in Attachment A;
2. Alternative Modes Goal Gap Analysis contained in Attachment B;
3. Amended Transit Facilities of Regional Significance (TFORS) criteria and adding the Routes of Regional Significance (RORS) and TFORS facilities identified in Attachment C; and
4. CTP project list shown in Attachment D.

On a motion by Board Member Augustine, and a second by Board Member Batchelor, the STA Board unanimously approved the recommendation.

B. Solano Countywide Bicycle Plan Update: Projects List

Sara Woo reviewed the development process of a countywide list of eligible bicycle projects. She noted that this project list was recommended for approval by the BAC at their February 18, 2010 meeting.

Board Member Patterson requested an amendment to the staff recommendation tabling action on Benicia's bike projects to allow for additional discussion between Benicia staff with the Bicycle Advisory Committee.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. Comprehensive Project List for the Solano Countywide Bicycle Plan as specified in Attachment A; and
2. Priority Projects List for the Solano Countywide Bicycle Plan and future funding opportunities as specified in Attachment B.

On a motion by Board Member Patterson, and a second by Board Member Batchelor, the STA Board unanimously approved the recommendation with the amendment to table action on Benicia's bike projects.

C. Solano Countywide Pedestrian Plan Update: Projects List

Sara Woo reviewed the development process of a countywide list of eligible pedestrian projects. She noted that a total of 24 priority projects were identified and scored based on Prioritization Criteria developed by the Pedestrian Advisory Committee (PAC). She listed a total of 11 priority projects with at least one project selected from each city, approved by the PAC at their February 24, 2010 meeting.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. Comprehensive Project List for the Solano Countywide Pedestrian Plan as specified in Attachment A; and
2. Priority Projects List for the Solano Countywide Pedestrian Plan and future funding opportunities as specified in Attachment B.

On a motion by Board Member Batchelor, and a second by Board Member Patterson, the STA Board unanimously approved the recommendation.

D. Solano Senior and Disabled Transportation Study Scope of Work

Elizabeth Richards reviewed and requested approval for the Scope of Work for the Solano Senior and Disabled Mobility Study. She stated that the first Senior and Disabled Advisory Committee meeting is scheduled for May 18, 2010. She cited that a consultant is scheduled to be selected and available to attend this first meeting.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the Draft Senior and Disabled Transportation Study Scope of Work as specified in Attachment A.

On a motion by Board Member Spring, and a second by Board Member Vick, the STA Board unanimously approved the recommendation.

X. INFORMATIONAL ITEMS – DISCUSSION ITEMS

- A. MTC Local Streets and Roads, Cycle 1 Block Grants**
- B. Jobs for Main Street Projects Update**
- C. Development of STA Project Delivery Policy**
- D. STA Safe Routes to School (SR2S) Update**
- E. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2009-10 Mid-Year Report**
- F. Funding Opportunities Summary**
- G. STA Board Meeting Schedule for 2010**

XI. BOARD MEMBER COMMENTS

XI. ADJOURNMENT

The STA Board meeting was adjourned at 6:45 p.m. The next regular meeting of the STA Board is scheduled for **Wednesday, April 14, 2010, 6:00 p.m., Suisun City Hall Council Chambers.**

Attested by:



Johanna Masiclat

Johanna Masiclat
Clerk of the Board

Date