



Solano Transportation Authority

One Harbor Center, Suite 130  
Suisun City, California 94585

Area Code 707  
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*Members:*

- Benicia
- Dixon
- Fairfield
- Rio Vista
- Solano County
- Suisun City
- Vacaville
- Vallejo

**PAC**  
**PEDESTRIAN ADVISORY COMMITTEE**  
**MEETING AGENDA**

**Thursday, March 20, 2008**  
**Start at 6:00 p.m. in STA Conference Room**

**STA Conference Room**  
**One Harbor Center, Suite 130**  
**Suisun City, CA 94585**

The STA Pedestrian Advisory Committee is a citizen's advisory committee made up of pedestrian advocates and supporters that help recommend funding for pedestrian projects in Solano County.

<u>ITEM</u>	<u>ACTIVITY</u>	<u>ADMINISTRATOR</u>
I.	<b>CALL TO ORDER—SELF INTRODUCTIONS</b> (6:00 p.m.)	Lynne Williams, Chair
II.	<b>OPPORTUNITY FOR PUBLIC COMMENT</b>	Lynne Williams, Chair
III.	<b>APPROVAL OF AGENDA: MARCH 20, 2008</b>	Lynne Williams, Chair
IV.	<b>APPROVAL OF MINUTES FROM LAST MEETING: JANUARY 17, 2008 Pg. 1</b>	Lynne Williams, Chair
V.	<b>APPROVAL OF MINUTES FROM JOINT BAC/PAC MEETING: FEBRUARY 7, 2008 Pg. 5</b>	Lynne Williams, Chair
VI.	<b>STATUS REPORTS FROM STA STAFF</b> (6:00 – 6:10 p.m.)	
	<b>A. Safe Routes to School (SR2S) Update</b>	Sam Shelton
	<b>B. Caltrans Regional Pedestrian Advisory Committee</b>	Sara Woo

**PAC MEMBERS**

<u>Lynne Williams</u> Chair	<u>Pat Moran</u> Vice Chair	<u>JB Davis</u>	<u>Michael Smith</u>	<u>Larry Mork</u>	<u>Mike Hudson</u>	<u>Todd Rewick</u>
City of Vallejo	City of Fairfield	City of Benicia	City of Dixon	City of Rio Vista	City of Suisun City	City of Vacaville
<u>Linda Williams</u>	<u>Allan Deal</u>	<u>Kathy Hoffman</u>	<u>Maureen Gaffney</u>	<u>Frank Morris</u>	<u>Brian Travis</u>	
County of Solano	Member at Large	Bay Area Ridge Trail Council	San Francisco Bay Trail Program	Solano Land Trust	Tri-City and County Cooperative Planning Group	

## VII. ACTION ITEMS

- A. Letter Opposing Benicia State Recreation Area Closure** Sara Woo  
*Recommendation:*  
*Forward a recommendation to the STA Board for approval of the attached letter to the Governor regarding the Benicia State Recreation Area closure.*  
(6:15 – 6:30 p.m.)  
**Pg. 8**
- B. MTC 2008 Transportation Awards Program Nomination for the STA Safe Routes to School (SR2S) Plan** Sara Woo  
*Recommendation:*  
*Forward a recommendation to the STA Board to approve a MTC 2008 Transportation Awards nomination from the PAC for the Solano County Safe Routes to School Plan.*  
(6:30 – 6:40 p.m.)  
**Pg. 13**

## VIII. INFORMATIONAL ITEMS - DISCUSSION

- A. Bicycle and Pedestrian Project Cost Estimates Update** Sara Woo  
*Informational*  
(6:40 – 6:45 p.m.)  
**Pg. 17**
- B. Solano County Pedestrian Projects Tour** Sara Woo  
*Informational*  
(6:45 – 6:55 p.m.)  
**Pg. 17**
- C. Solano Bicycle and Pedestrian Program (SBPP) 2008 Update** Sara Woo  
*Informational*  
(6:55 – 7:00 p.m.)  
**Pg. 17**
- D. STA PAC Work Plan Discussion – STA Board Presentation** Sara Woo  
*Informational*  
(7:00 – 7:05 p.m.)  
**Pg. 18**
- E. PAC Handbook Update** Sara Woo  
*Informational*  
(7:05 – 7:10 p.m.)  
**Pg. 18**

**IX. INFORMATION ONLY - NO DISCUSSION NECESSARY**

- A. **Regional Pedestrian Committee (RPC): 02/21/08 Meeting Summary** Sara Woo  
*Informational*  
**Pg. 19**
- B. **RTP Projects List** Robert Macaulay  
*Informational*  
**Pg. 19**
- C. **BAC/PAC Letter Regarding PDA Funds Update** Sara Woo  
*Informational*  
**Pg. 20**
- D. **PAC Bylaws, 2008 Revision Update** Sara Woo  
*Informational*  
**Pg. 20**
- E. **Funding Opportunities Summary** Sara Woo  
*Informational*  
**Pg. 20**

**X. COMMITTEE MEMBER COMMENTS**

(7:10 – 7:20 p.m.); 10 minutes

**XI. ADJOURNMENT**

The next regular meeting of the Pedestrian Advisory Committee is scheduled at **6:00 p.m. on Thursday, May 15, 2008.**

**2008 MEETING SCHEDULE**

**May 15, 2008**

**July 17, 2008**

**August – BAC/PAC joint meeting  
(time and location TBD)**

**September 18, 2008**

**November 20, 2008**



## STA ACRONYMS LIST OF TRANSPORTATION TERMS

<b>A</b>		<b>P</b>	
ABAG	Association of Bay Area Governments	PAC	Pedestrian Advisory Committee
ADA	American Disabilities Act	PCC	Paratransit Coordinating Council
AVA	Abandoned Vehicle Abatement	PCRPP	Planning and Congestion Relief Program
APDE	Advanced Project Development Element (STIP)	PDS	Project Development Support
AQMD	Air Quality Management District	PDT	Project Delivery Team
		PMP	Pavement Management Program
<b>B</b>		PMS	Pavement Management System
BAAQMD	Bay Area Air Quality Management District	PNR	Park and Ride
BABC	Bay Area Bicycle Coalition	POP	Program of Projects
BAC	Bicycle Advisory Committee	PPM	Planning, Programming and Monitoring
BATA	Bay Area Toll Authority	PSR	Project Study Report
BCDC	Bay Conservation and Development Commission	PTA	Public Transportation Account
BT&H	Business, Transportation & Housing Agency	PTAC	Partnership Technical Advisory Committee (MTC)
<b>C</b>		<b>R</b>	
CAF	Clean Air Funds	RABA	Revenue Alignment Budget Authority
CALTRANS	California Department of Transportation	REPEG	Regional Environmental Public Education Group
CARB	California Air Resources Board		
CCCC (4'Cs)	City County Coordinating Council	RFP	Request for Proposal
CCCTA (3CTA)	Central Contra Costa Transit Authority	RFQ	Request for Qualification
CEQA	California Environmental Quality Act	RM 2	Regional Measure 2
CHP	California Highway Patrol	RRP	Regional Rideshare Program
CIP	Capital Improvement Program	RTEP	Regional Transit Expansion Policy
CMA	Congestion Management Agency	RTIP	Regional Transportation Improvement Program
CMAQ	Congestion Mitigation and Air Quality		
CMP	Congestion Management Program	RTMC	Regional Transit Marketing Committee
CNG	Compressed Natural Gas	RTP	Regional Transportation Plan
CTA	County Transportation Authority	RTPA	Regional Transportation Planning Agency
CTC	California Transportation Commission		
CTEP	County Transportation Expenditure Plan		
CTP	Comprehensive Transportation Plan	<b>S</b>	
		SACOG	Sacramento Area Council of Governments
<b>D</b>		SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act – a Legacy for Users
DBE	Disadvantaged Business Enterprise	SCTA	Sonoma County Transportation Authority
DOT	Federal Department of Transportation	SHOPP	State Highway Operations and Protection Program
<b>E</b>		SJCOG	San Joaquin Council of Governments
EIR	Environmental Impact Report	SNCI	Solano Napa Commuter Information
EIS	Environmental Impact Statement	SOV	Single Occupant Vehicle
EPA	Environmental Protection Agency	SMAQMD	Sacramento Metropolitan Air Quality Management District
<b>F</b>		SP&R	State Planning and Research
FHWA	Federal Highway Administration	SR2S	Safe Routes to School
FST	Fairfield-Suisun Transit	SR2T	Safe Routes to Transit
FTA	Federal Transit Administration	SRITP	Short Range Intercity Transit Plan
		SRTTP	Short Range Transit Plan
<b>G</b>		STA	Solano Transportation Authority
GARVEE	Grant Anticipation Revenue Vehicle	STA	Spare the Air
GIS	Geographic Information System	STAF	State Transit Assistance Fund
		STIA	Solano Transportation Improvement Authority
<b>H</b>		STIP	State Transportation Improvement Program
HIP	Housing Incentive Program	STP	Surface Transportation Program
HOV	High Occupancy Vehicle		
		<b>T</b>	
<b>I</b>		TAC	Technical Advisory Committee
ISTEA	Intermodal Surface Transportation Efficiency Act	TAM	Transportation Authority of Marin
ITIP	Interregional Transportation Improvement Program	TANF	Temporary Assistance for Needy Families
ITS	Intelligent Transportation System	TAZ	Transportation Analysis Zone
		TCI	Transportation Capital Improvement
<b>J</b>		TCM	Transportation Control Measure
JARC	Jobs Access Reverse Commute	TCRP	Transportation Congestion Relief Program
JPA	Joint Powers Agreement	TDA	Transportation Development Act
		TDM	Transportation Demand Management
<b>L</b>		TEA	Transportation Enhancement Activity
LS&R	Local Streets & Roads	TEA-21	Transportation Efficiency Act for the 21 <sup>st</sup> Century
LTA	Local Transportation Funds	TFCA	Transportation Funds for Clean Air
LEV	Low Emission Vehicle	TIF	Transportation Investment Fund
LIFT	Low Income Flexible Transportation	TIP	Transportation Improvement Program
LOS	Level of Service	TLC	Transportation for Livable Communities
LTF	Local Transportation Funds	TMA	Transportation Management Association
		TMP	Transportation Management Plan
<b>M</b>		TMTAC	Transportation Management Technical Advisory Committee
MIS	Major Investment Study	TOS	Traffic Operation System
MOU	Memorandum of Understanding	TRAC	Trails Advisory Committee
MPO	Metropolitan Planning Organization	TSM	Transportation Systems Management
MTC	Metropolitan Transportation Commission		
MTS	Metropolitan Transportation System	<b>U, V, W, Y, &amp; Z</b>	
		UZA	Urbanized Area
<b>N</b>		VTA	Valley Transportation Authority (Santa Clara)
NEPA	National Environmental Policy Act	W2W	Welfare to Work
NCTPA	Napa County Transportation Planning Agency	WCCCTAC	West Contra Costa County Transportation Advisory Committee
NHS	National Highway System		
NVTA	Napa Valley Transportation Authority	YSAQMD	Yolo/Solano Air Quality Management District
		ZEV	Zero Emission Vehicle
<b>O</b>			
OTS	Office of Traffic Safety		

## Helpful Definitions for Pedestrian Advisory Committee Members

Below is a list of terms and acronyms that you may encounter in technical reports, plans, data, informational materials, or conversations when working with STA staff.

Acronyms (Note: these acronyms have not yet been added to the “STA Acronyms List of Transportation Terms”)

<b>ARB:</b>	Air Resources Board
<b>PDA:</b>	Priority Development Area
<b>RBPP:</b>	Regional Bicycle and Pedestrian Program
<b>RBWG:</b>	Regional Bicycle Working Group
<b>RPC:</b>	Regional Pedestrian Committee
<b>SBPP:</b>	Solano Bicycle and Pedestrian Program

### Planning Agencies

<b>MTC (MPO):</b>	The transportation planning, coordinating, and financing agency for the nine-county Bay Area
<b>STA (CMA):</b>	The transportation planning, coordinating and financing agency for the seven-city County of Solano
<b>MPO:</b>	Metropolitan Planning Agency; regional planning agency
<b>CMA:</b>	Congestion Management Agency; local countywide planning agency

### Committees

<b>BAC:</b>	Advisory committee to STA for implementing the Countywide Bicycle Plan
<b>RBWG:</b>	Ad hoc advisory committee to MTC for implementing the Regional Bicycle Plan
<b>PAC:</b>	Advisory committee to STA for implementing the Countywide Pedestrian Plan
<b>RPC:</b>	Ad hoc advisory committee to MTC for addressing pedestrian-related issues in the Bay Area

### Funding Sources

<b>RBPP:</b>	Regional Bicycle and Pedestrian Program; funding program for bicycle and pedestrian projects eligible to counties in the Bay Area
<b>SBPP:</b>	Solano Bicycle and Pedestrian Program; funding program made up of MTC CMAQ funds, SACOG ECMAQ funds, and TDA Article 3 funds for bicycle and pedestrian projects eligible to cities in Solano County <ul style="list-style-type: none"><li>• MTC CMAQ – MTC Congestion Mitigation and Air Quality Improvement Program (for cities in Solano’s Western air basin: Benicia, Suisun City, Vacaville, Vallejo, and County unincorporated areas)</li><li>• Solano County ECMAQ – Solano County Eastern Congestion Mitigation and Air Quality Improvement Program (for cities in Solano’s Eastern air basin: Dixon, Fairfield, Rio Vista, and County unincorporated areas)</li><li>• TDA Article 3 – Transportation Development Act Article 3</li></ul>



Pedestrian Advisory Committee (PAC)  
Meeting Minutes  
January 17, 2008

**PEDESTRIAN ADVISORY COMMITTEE CALL TO ORDER**

The Pedestrian Advisory Committee meeting was called to order by Committee Chair, Lynne Williams at 6:00 p.m.

<b>Committee Members Present:</b>	Lynne Williams Pat Moran Allan Deal J.B. Davis Larry Mork Linda Williams Frank Morris Mike Hudson Todd Rewick Brian Travis	Chair (Vallejo) Vice-Chair (Fairfield) Member at Large Benicia Rio Vista Solano County Solano Land Trust Suisun City Vacaville Tri-City and County Cooperative Planning Group
<b>Committee Members Not Present:</b>	Michael Smith	Dixon
<b>Others Present:</b>	Paul Wiese Matt Tuggle	Solano County Public Works Solano County Public Works
<b>Staff Present:</b>	Robert Guerrero Sam Shelton Sara Woo	STA STA STA

**I. CALL TO ORDER—SELF INTRODUCTIONS AND OPPORTUNITY FOR PUBLIC COMMENT**

Participants exchanged introductions. There were no public comments.

**II. APPROVAL OF AGENDA: JANUARY 17, 2008**

With a motion by Larry Mork, PAC, and a second by Pat Moran, PAC, the January 17, 2008 PAC agenda was approved with the exception to move the following: Agenda Item V.A, PAC By-Laws 2008 Revision to Agenda Item IV.A; Agenda Item V.B, Alternative Modes Subcommittee Appointment to Agenda Item IV.B; Agenda Item V.C, Draft Safe Routes to School (SR2S) Plan to Agenda Item IV.C; and Agenda Item IV.C, MTC Regional Bicycle and Pedestrian Program (RBPP) to Agenda Item IV.A for immediate discussion.

- III. APPROVAL OF MINUTES FROM LAST MEETING: NOVEMBER 15, 2007  
With a motion by J.B. Davis and a second by Todd Rewick, the NOVEMBER 15, 2007 meeting minutes were approved. Mike Hudson abstained from the vote.

IV. ACTION ITEMS

A. PAC By-Laws, 2008 Revision

Sara Woo introduced the need for an update to the PAC By-Laws and provided the members of By-Laws Update Subcommittee the opportunity to explain the process to the PAC members. Pat Moran explained some of the concerns the subcommittee observed which included organizational members and dual membership. Lynne Williams, Chair, stated the importance to be aware of dual membership when discussing funding, and noted that this subject was worthy of a second discussion. J.B. Davis, PAC, recommended the addition of language for jurisdictions to appoint alternates. The PAC discussed whether alternates would be appropriate. Mike Hudson, PAC, suggested the use of a proxy in place of an alternate. J.B. Davis expressed that would prefer that an alternate be able to fully participate. Sara Woo reminded the PAC that she will be working with members and agencies to stagger membership terms.

With a motion by J.B. Davis and second by Linda Williams, the updated recommendation for approval of the PAC by-laws updated to include language for an alternate member position with seven (7) in favor, two (2) opposed, and one (1) abstained.

B. Alternative Modes Subcommittee Appointment

Sara Woo gave a brief overview of the STA Comprehensive Transportation Plan for Solano County and its update process. She discussed the role of the Alternative Modes Subcommittee for updating CTP and explained that the PAC will need to appoint a member and alternate to represent the Committee. Linda Williams, PAC, asked for clarification as to what “alternative modes” means. Ms. Woo clarified that “alternative modes” are considered any method of travel or technology which can serve as a substitute to the gasoline fueled vehicle. She further explained that examples of “alternative modes” include alternative fuels, alternative vehicle technology, bicycle needs, and pedestrian needs. With a motion from J.B. Davis and second from Pat Moran, the PAC unanimously appointed Lynne Williams to the PAC seat on the Alternative Modes Subcommittee with Larry Mork as alternate.

C. Safe Routes to School

Sam Shelton, STA, reported an update to the Safe Routes to School (SR2S) Program and gave a review of its approval process. Mr. Shelton reminded the group that it was provided for review at the November 15, 2007 PAC meeting with a comment deadline of January 17, 2008. He reviewed the plan’s “four

E's" strategy: Education, Engineering, Encouragement, and Enforcement. He stated that \$33 million will fully implement the SR2S plan and that the STA has earmarked one quarter of a million dollars from the Eastern Congestion Mitigation and Air Quality Improvement Program (ECMAQ).

With a motion from Larry Mork and second from J.B. Davis, the PAC unanimously approved the action to recommend the attached STA SR2S plan to the STA Board.

V. INFORMATION ITEMS

A. MTC Regional Bicycle and Pedestrian Program (RBPP) Funds for Priority Development Areas (PDA)

Robert Guerrero, STA, explained that the Solano Transportation Authority (STA) SBPP is funded through an allocation from the RBPP. He further explained how the RBPP relates to the Regional Transportation Plan and STA's SBPP, stating that RBPP funding is defined by the Regional Transportation Plan (RTP). This year, MTC is updating the RTP. As part of this updated, MTC is considering the shift of RBPP funds for PDAs. As a result, it is possible that Solano County may lose some of the RBPP funding it has received in the past. Mr. Guerrero stated that the STA has written a letter to MTC stating that we are not supporting the consideration to shift RBPP funds to PDA development. He further explained that the Bicycle Advisory Committee (BAC) has decided to write a letter of support for STA's opposition to shifting RBPP funds to PDAs. Lynne Williams suggested a joint letter from the BAC and PAC. STA staff will follow up with the PAC for this recommendation.

B. MTC Transportation 2035 (T2035) Plan

Robert Guerrero briefly reviewed T2035. T2035 is the Regional Transportation Plan (RTP) published by the Metropolitan Transportation Commission (MTC) and may include a shift of funding from the Regional Bicycle and Pedestrian Program to the Priority Development Areas (PDA) focus effort.

C. Regional Pedestrian Committee (RPC): 12/13/07 Meeting Summary

Sara Woo, STA, provided information about the Regional Pedestrian Committee (RPC). She reminded the group that the RPC is the Metropolitan Transportation Commission's (MTC) version of a Pedestrian Advisory Committee at the regional level representing the Bay Area's nine counties. Ms. Woo reiterated that the discussions regarding the potential shift of RBPP funding was held at this meeting; she encouraged PAC members to attend the next meeting.

D. Solano Bicycle and Pedestrian Program (SBPP) Schedule 2008

Sara Woo reminded the PAC that the SBPP 3-year plan currently includes Fiscal Year (FY) 2008-09, FY 2009-10, and FY 2010-11. In preparation for

the beginning of a new SBPP 3-year plan which includes projects the PAC has already programmed for the first year (FY 2008-09), Ms. Woo explained that PAC and Bicycle Advisory Committee (BAC) will need to meet at a joint meeting with the BAC in February to review FY 2008-09 projects. She further explained that this will allow the PAC the opportunity to follow up and ensure that the programmed projects are still eligible and en route to construction.

Ms. Woo also explained the schedule for programming new projects into the last two years of the upcoming 3-year SBPP cycle (FY 2009-10 and FY 2010-11). She notified the PAC that of the three funding sources, two are federal. Ms. Woo further explained that since some of the SBPP funds come from federal sources, a call for projects will be postponed until sometime in summer 2008 due to the pending reauthorization of the Federal transportation bill. STA staff will be providing frequent updates to project sponsors to ensure project sponsors' awareness of when to expect the RFP.

E. February Joint BAC/PAC Meeting

Sara Woo introduced the recommended date of February 7, 2008. She explained that the STA Board is meeting on February 13, 2008. In the interest of meeting to make a recommendation to the STA Board at their February 13<sup>th</sup> meeting, February 7<sup>th</sup> was the most convenient time for members from both committees to meet. The consensus among the group was to meet on February 7, 2008 at a place to be determined.

VI. COMMENTS FROM COMMITTEE MEMBERS

Lynne Williams commented that special meetings should be scheduled with more of an advanced notice to provide participants an opportunity to review their schedules. She noted that the February 7<sup>th</sup> date was scheduled only one week prior to the Pedestrian Advisory Committee meeting.

VII. ADJOURNMENT

The PAC meeting was adjourned at 7:30 p.m. The next meeting will be a joint meeting with the Bicycle Advisory Committee and is scheduled for Thursday, February 7<sup>th</sup>, 2008 at 6:30 p.m.



**BICYCLE ADVISORY COMMITTEE (BAC)  
and  
PEDESTRIAN ADVISORY COMMITTEE (PAC)  
JOINT MEETING**

**DRAFT Minutes for the meeting of  
February 7, 2008**

**I. CALL TO ORDER—SELF INTRODUCTIONS AND  
OPPORTUNITY FOR PUBLIC COMMENT**

The special joint meeting of the Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) was called to order at approximately 6:35 p.m. in Suisun City's City Hall. There were no public comments.

**Present:**

*(In Alphabetical Order by  
Agency)*

**BAC Members Present:**

Barbara Wood  
JB Davis  
James Fisk  
Randall Carlson  
Larry Mork  
Michael Segala  
Ray Posey  
Mick Weninger  
Glen Grant

Chair  
City of Benicia  
City of Dixon  
City of Fairfield  
City of Rio Vista  
City of Suisun City  
City of Vacaville  
City of Vallejo  
County of Solano

**PAC Members Present:**

JB Davis  
Michael Smith  
Patrice Moran  
Larry Mork  
Todd Rewick  
Allan Deal  
Maureen Gaffney  
Frank Morris  
Brian Travis

City of Benicia  
City of Dixon  
City of Fairfield  
City of Rio Vista  
City of Vacaville  
Member at Large  
San Francisco Bay Trail  
Solano Land Trust  
Tri-City and County Cooperative Planning

**STA Staff Present:**

Robert Macaulay  
Robert Guerrero  
Sara Woo

STA  
STA  
STA

**Others Present:**

Daniel Schiada	City of Benicia
Gene Cortright	City of Fairfield
Thanh Vuong	City of Fairfield
Jay Swanson	City of Fairfield
Nick Lozano	City of Suisun City
James Loomis	City of Vacaville
Ed Huestis	City of Vacaville
Paul Wiese	County of Solano
Matt Tuggle	County of Solano
Rob Powell	San Francisco Bay Trail

**II. APPROVAL OF AGENDA: FEBRUARY 7, 2008**

On a motion by JB Davis, and a second by Randy Carlson, the STA BAC and PAC unanimously approved the agenda.

**III. ACTION ITEMS**

**A. Solano Bicycle and Pedestrian Program (SBPP): Project Sponsor Presentations**

Robert Guerrero, STA, gave an overview of the SBPP and explained that the project sponsors will be presenting status updates for their projects.

Dan Schiada, City of Benicia - Director of Public Works, gave a brief PowerPoint presentation regarding Benicia's "State Park Road Bicycle-Pedestrian Bridge and Trail" project. Mr. Schiada explained that the total project cost is \$3,938,000; however, there is a pending shortfall of approximately \$500,000. He further explained that the City of Benicia has applied for a \$500,000 grant from the Bay Trail Program, for which awards will be announced by July 2008. He also notified the group that approximately \$492,000 in local funding (from traffic mitigation fund) is dedicated to the project.

Paul Wiese, County of Solano – Engineering Manager, affirmed that Solano County's "Vaca-Dixon Bike Route" project is ready for construction of Phase 2 (Hawkins Road from Leisure Town Road through part of Pitt School Road) and Phase 3 (Pitt School Road from Weber Road to Porter Road). Mr. Wiese stated that the only obstacle to the construction of the Vaca-Dixon Bike Route is funding.

Thanh Vuong, City of Fairfield discussed the status of Fairfield's "Solano Bikeway Extension/McGary Road Class III Bike Route" project. Mr. Vuong explained that the goal is to bring the road to a standard as to where the city can reopen the road for public use.

Ed Huestis, City of Vacaville, explained that Vacaville's "Ulati Creek" bicycle project from Allison to Interstate 80 is moving forward. The \$169,000 recommended by both committees would take care of environmental studies and right of way acquisition. These funds would bring the project to the "construction-ready".

Jay Swanson, City Fairfield, presented the status of the city's "West Texas Street Gateway" project. He explained that the project is at the conceptual design stage and is designed to improve pedestrian and bicycle safety, and enhances the streetscape landscaping. JB Davis voiced his concern that the project does not address bicyclist needs. He explained his concern that the project may not have significant landscaping improvements and emphasized the importance of landscape improvements in pedestrian projects. Jay Swanson replied that the project is primarily a pedestrian project that does

focus on landscape improvements. Mr. Davis recommended that PAC members reconsider the funding programmed for Fairfield's "West Texas Street" project.

Recommendation:

Review the FY 2008-09 SBPP funded bicycle and pedestrian project status and reconvene the joint meeting in July 2008 for another status update.

On a motion by Michael Smith, PAC, and a second by JB Davis, BAC/PAC, the STA BAC and PAC approved the recommendation, with the amendment to reconvene the joint meeting in August 2008 instead of July.

**B. MTC Transportation 2035 (T2035) Plan: Bicycle and Pedestrian Project Submittals List**

Bob Macaulay, STA, discussed the bicycle and pedestrian project submittals list for T2035, which is also known as the regional transportation plan (RTP). He explained that the Metropolitan Transportation Commission (MTC) has provided the STA with an estimate of \$1.98 billion to plan the County's transportation needs. He further discussed STA staff's recommendation to include the priority projects listed in the Countywide Bicycle Plan and Countywide Pedestrian Plan in their entirety. He solicited input from BAC/PAC members and participants regarding whether any of the projects on the list are in need of revision or if it excludes any projects.

Mr. Macaulay also reviewed a separate spreadsheet that consolidates the bicycle and pedestrian projects into one list. He described that the spreadsheet is meant to simplify the information from Attachment A and provide a preliminary update to the project's costs in today's dollars. JB Davis suggested updating specific projects that he noticed were inaccurate. Larry Mork, City of Rio Vista BAC/PAC, commented that some pedestrian projects for Rio Vista included in the attachment are not included in the consolidated list. Mr. Mork recommended STA staff to review the material from both the Countywide Bicycle Plan and Countywide Pedestrian Plan to refine any inconsistencies between the "cost estimates update" spreadsheet and the priority projects; this would ensure that priority projects listed in Solano's Bicycle and Pedestrian Plans are reflected in the updated list.

Recommendation:

Develop a draft list of bicycle and pedestrian projects based on the Countywide Bicycle and Pedestrian Plans for discussion at the STA Board Solano County RTP Public Hearing on February 13, 2008.

On a motion by Michael Smith, PAC, and a second by JB Davis, BAC/PAC, the STA BAC and PAC approved the recommendation with the inclusion of comments from participants.

**IV. COMMITTEE MEMBER COMMENTS**

The members from both committees suggested writing a letter to the Governor regarding the pending Benicia State Recreation Area closure.

**V. ADJOURNMENT**

The next joint meeting of the Bicycle and Pedestrian Advisory Committees is scheduled in **August 2008 on a date to be determined.**



DATE: March 10, 2008  
TO: STA PAC  
FROM: Sara Woo, Planning Assistant  
RE: Letter Opposing Benicia State Recreation Area Closure

**Background:**

The Solano Transportation Authority's (STA) Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) have assisted the STA Board in allocating \$1,152,000 in bicycle and pedestrian funds for Benicia's State Park Road/I-780 Overcrossing multi-use path project. In addition, the STA Board approved an allocation of \$1 million in Solano County Transportation for Livable Communities Capital Grant funding for the project. This project addresses a significant gap for bicycle and pedestrian connections between east and west Benicia for shopping, education, employment and civic services. This route also serves as an important corridor for bicyclist and pedestrians travelling between the City of Benicia and the City of Vallejo. The link is part of the San Francisco Bay Trail, Bay Area Ridge Trail and both the Solano Countywide Bicycle Plan and the Metropolitan Transportation Commission's Regional Bicycle Plan Bicycle Network.

A key segment of the Benicia-Vallejo connection is a class I multi-use path located within Benicia State Recreation Area and is just over one mile in length. **Attachment A** is a map that illustrates this connection. As part of the draft 2008-09 State budget, Governor Arnold Schwarzenegger included Benicia State Park as one of the 48 State Parks to close in attempt to help balance the state budget.

**Discussion:**

At their February 7, 2008 joint meeting, the STA BAC and PAC discussed their concern for the potential closure of the park. Both committees agreed that it is important to consider the environmental and economic value that may be lost as a result of a closure. If the Benicia State Recreation Area closes, the bicycle and pedestrian link within the park could potentially be inaccessible and the STA investment made to improve the State Park Road/I-780 Overcrossing ineffective. The committees requested STA staff develop a letter opposing the closure of Benicia State Recreation Area.

In response, **Attachment B** is a draft letter for the BAC and PAC consideration. This letter was reviewed by the BAC at their March 6, 2008 meeting. The Committee provided STA staff with suggestions to include supporting references to any legislative documents. STA staff is researching this and will include any references to any applicable legislation.

**Recommendation:**

Forward a recommendation to the STA Board to approve the attached letter from the BAC and PAC to the Governor opposing the Benicia State Recreation Area Closure.

Attachments:

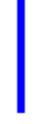
- A. Map of Benicia State Recreation Area
- B. Draft Opposition Letter from STA BAC and STA PAC to the Governor

**Legend**

Existing Bicycle-Pedestrian Link

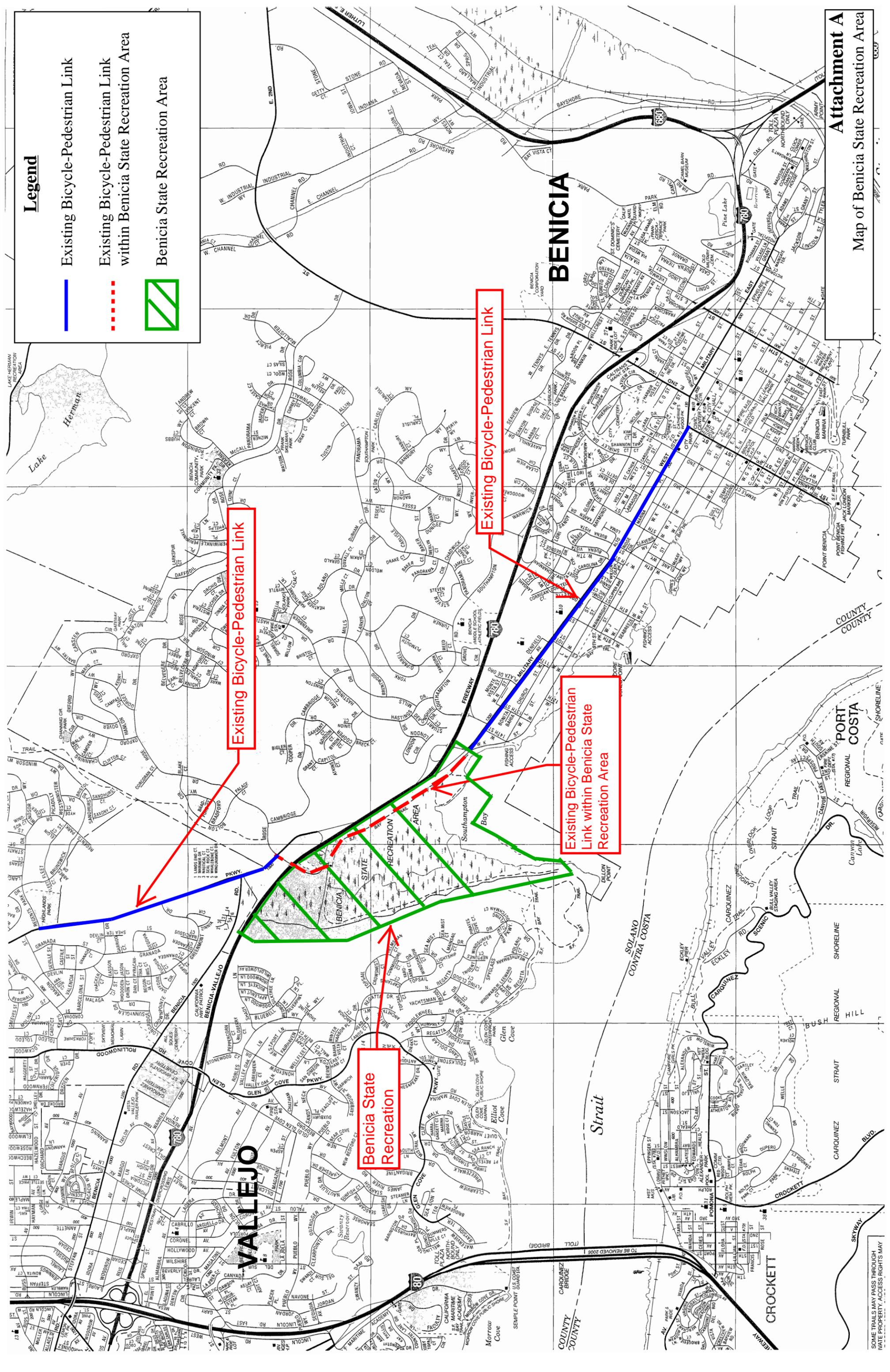
Existing Bicycle-Pedestrian Link  
within Benicia State Recreation Area

Benicia State Recreation Area



**Attachment A**

Map of Benicia State Recreation Area



SOME TRAILS MAY PASS THROUGH PRIVATE PROPERTY. ACCESS RIGHTS MAY VARY.

DRAFT LETTER

Governor Arnold Schwarzenegger  
Governor of the State of California  
Address Line 1  
Address Line 2  
Sacramento, CA \_\_\_\_\_

Re: Closure of Benicia State Recreation Area inconsistent with Clean Air Policies.

Governor Schwarzenegger,

The Solano Transportation Authority (STA) Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) are writing in response to the potential closure of the Benicia State Recreation Area. The 720 acre Benicia SRA is a valuable asset to all the residents of Solano County. It is in constant use by hikers, walkers, runners, fishermen, birders, picnickers, students on field trips as well as recreational bicyclists. The attached map shows the potential disconnect between areas within the region. Although we understand the potential need for the closure to help balance the State budget, it will be important to consider the economic and environmental productivity that would be lost due to a complete closure.

If the Benicia State Recreational Area (SRA) were to be closed, the major bicycle/pedestrian connection between Downtown Benicia to the City of Vallejo would be eliminated. Annually, the Benicia State Recreation Area entertains approximately 247,000 visitors. If the Benicia State Recreation Area were to close, it would be difficult to find a substitute that would offer bicycle and pedestrian commuters an alternative to the gasoline fueled vehicle and promote active living the that portion of the Bay Area.

Many people currently commute by bicycle from Benicia to Vallejo's transit services which include the Bay Area Rapid Transit (BART), bus routes, and the Bay Link Ferry to San Francisco. Benicia bicycle commuters also have access to the Al Zampa Bridge allowing bicycle commuters access to jobs in Contra Costa and the rest of the Bay Area. The Park's "thru route" also serves commuters from Vallejo going to work in the Benicia Industrial Park (Valero refinery and other major industries) as well as students coming from the west end of town to the high school. Closing the Benicia State Recreation Area would result in the closure of a vital network of transportation modes. This would be inconsistent with the current clean air policies as it would encourage commuters to go back to their cars.

The Forest Deaner Native Plant Botanic Garden is also an important part of the Benicia State Recreation Area. Approximately 3.5 acres has been dedicated to the preservation of California Native Flora. Approximately 2000 plants, representing 200 species have been planted by and maintained by volunteers from the local Native Plant Society. All plants are labeled and accessible for viewing from well maintained garden paths. It is often visited by students from Solano College as well as students from the local schools.

Again, closing the Benicia State Recreation Area would create a significant gap that would prevent alternative mode choice users (bicyclists and pedestrians) access to regional transit services and would be a disservice to hard working volunteers from the local Native Plant Society. We look forward to working with you to reach a solution that would help mitigate the effects.

Thank you for reconsidering your plan.

Sincerely

Barbara Wood  
Bicycle Advisory Committee Chair

Lynne Williams  
Pedestrian Advisory Committee Chair



DATE: February 29, 2008  
TO: STA PAC  
FROM: Sara Woo, Planning Assistant  
RE: MTC 2008 Transportation Awards Nomination

**Background:**

Every year, the Metropolitan Transportation Commission (MTC) holds an awards ceremony to recognize transportation professionals, projects, and organizations. The Awards honors those who have demonstrated excellence in the promoting smart transportation in the nine-county Bay Area.

This item was discussed at the last Bicycle Advisory Committee (BAC) meeting. It was suggested that the BAC and PAC provide a nomination for the Solano Safe Routes to School Plan.

Article X of the PAC Bylaws stipulate that letters and correspondence written by the PAC "...that are directed outside the Authority must be reviewed by the Executive Director. If in the opinion of the STA Executive Director, the contents and intent of the letter is either non-controversial or is consistent with STA Board policies, the letter will be sent out. In all other cases, the letter must be approved by STA Board action."

**Discussion:**

The Solano Safe Routes to School (SR2S) effort led by STA staff Sam Shelton, has realized an immense increase in public participation and awareness of the importance of a child's ability to safely walk and bike to school. Over the past year and a half, Mr. Shelton was able to organize parents, teachers, students, public works staff, and public officials to work together to develop a planning document that would help to improve safety, health, and environmental awareness issues in their communities. The Solano Safe Routes to School Plan is the direct result of a grassroots collaborative effort that encompasses 29 schools throughout the seven-city County of Solano.

The Solano SR2S plan represents the PAC's interests well in that it advocates funding for pedestrian oriented facilities and activities at schools which have identified the need to improve pedestrian safety. The plan is sustainable and intends to keep the communities involved in future amendments to the plan.

The nomination form for the MTC 2008 Transportation Awards Program is available online at: [http://www.mtc.ca.gov/about\\_mtc/awards/index.htm](http://www.mtc.ca.gov/about_mtc/awards/index.htm). A copy of the online nomination form is included as Attachment A.

**Recommendation:**

Forward a recommendation to the STA Executive Director and STA Board to approve a MTC 2008 Transportation Awards nomination from the PAC for the Solano County Safe Routes to School Plan.

Attachments:

- A. MTC 2008 Transportation Awards Nomination Form



Home

Transportation Awards

About MTC

- Overview
- Commissioners
- Key Staff
- BATA
- Committees
- Partnership
- Art Gallery
- Awards Program
- Directions to MTC
- Staff Contacts
- Annual Report
- ABCs of MTC

News

Jobs & Contracts

Meetings & Events

Get Involved

Services

Library

Maps & Data

Funding

Planning

Legislation

Links

## 2008 Transportation Awards Program Nomination Form

### 1. Name of Nominee:

Nomination can be for an individual, organization, jurisdiction, agency, firm, program or project.

Nominee  
(Required)

Please provide information on how to contact the nominee. If nominee is not an individual, provide contact name. Please note that MTC only contacts nominees selected to receive an award. Any questions about a nomination are directed to the nominator.

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

### 2. Description of Program or Activity:

Describe the program or activity. Include any specific information that may apply, such as the number of people who worked on the activity, number of hours spent on the project, number of people served or affected, cost to those served, and annual cost of operation. Indicate whether nominee is volunteer or paid.

### 3. Date of Program:

When did this program take place? When was it completed? If ongoing, when did it start? *(Please note that all eligible nominees must have been active or under way during the two-year time frame from June 2006 to May 2008.)*

**4. Significance/Results of Program or Activity:**

State how this project has contributed to Bay Area transportation. Describe the impact of the project on those served and what options they would have in the absence of this activity, as well as any savings provided to users, taxpayers or providers by the nominee.

**5. Award Categories:**

The judging panel will consider each nomination for all appropriate categories. If you believe your nomination should be considered in a specific category, please check all that apply.

**The Doris W. Kahn Accessible Transportation Award** honors a person or organization whose efforts have resulted in significant improvement in transportation services for the elderly or persons with disabilities.

**The John F. Foran Legislative Award** honors a state or federal legislator whose work has had a positive effect on transportation.

**The Greta Ericson Distinguished Service Award** recognizes long-term, steadfast quality leadership in the transportation profession.

**The David Tannehill Special Employee Award** is named in honor of a longtime MTC planner who passed away in late 2001. The Tannehill Award is intended for a transportation employee who goes beyond the call of duty.

**The Miriam Gholikely Award** recognizes extraordinary accomplishments in the field of community service, volunteerism, advocacy, leadership or minority affairs.

**General Category** (including Award of Merit and Grand Award)

**6. Person Submitting Nomination:**

*Please provide at least one method of contacting you, in case questions arise.*

First Name (Required)	<input type="text"/>
Last Name (Required)	<input type="text"/>
Title	<input type="text"/>
Organization	<input type="text"/>
Street Address	<input type="text"/>
City	<input type="text"/>
State	<input type="text"/>
Zip	<input type="text"/>
E-mail	<input type="text"/>
Phone	<input type="text"/>
Fax	<input type="text"/>



DATE: March 10, 2008  
TO: STA PAC  
FROM: Sara Woo, Planning Assistant  
RE: Informational Items – **Discussion**

- VIII. A Bicycle and Pedestrian Project Cost Estimates Update – (Sara Woo, STA)  
At the February 7, 2008 joint BAC and PAC meeting, a draft consolidated list of bicycle and pedestrian projects with updated costs to reflect today’s dollars was presented to the BAC and PAC members. Per both committees’ review, it was determined that some of the costs did not accurately reflect their respective projects. It was also determined that some pedestrian projects may not have been accounted for. Since the February 7<sup>th</sup> meeting, STA Staff has worked with project sponsors to update the list to be more complete and up to date. STA staff will provide the PAC with a status report related to this effort at the March 20, 2008 meeting. No attachments.
- VIII. B Solano County Pedestrian Projects Tour – (Sara Woo, STA)  
To reacquaint PAC members with the current priority pedestrian projects in the county, STA staff is proposing to take a group tour of these proposed facilities. In the past, the tour of pedestrian facilities has been useful to committee members in making recommendations for funding projects. STA staff will also invite project sponsors to meet at each site for a brief overview of the projects. STA staff will solicit input from the PAC for the selection of an appropriate date. No attachments.
- VIII.C Solano Bicycle and Pedestrian Program (SBPP) 2008 Update – (Sara Woo, STA)  
The BAC and PAC met on February 7, 2008 to review and discuss projects programmed for Fiscal Year (FY) 2008-09 in the SBPP. Project sponsors from the cities of Benicia, Fairfield, and Vacaville as well as the County of Solano presented status reports on their FY 2008-09 SBPP projects. Two projects (Benicia’s ‘State Park Road Bridge’, \$942,000; and Fairfield’s ‘McGary Road Regional Bike Path’, \$825,000) currently have a pending shortfall from being fully funded. Both responsible agencies have applied for grants to complement their SBPP funding. Benicia and Fairfield expressed that they will be notified of whether they have been awarded the funds by July of 2008. Therefore, the **BAC and PAC will reconvene in August 2008** at a date to be determined. No attachments.

- VIII. D STA PAC Work Plan Discussion – STA Board Agenda Item – (Sara Woo, STA)  
STA staff will present a status update on the PAC’s current and planned activities this year to the STA Board of Directors at their April 2008 meetings. The STA Board meets on the second Wednesday of every month at 6:00 p.m. at Suisun City Hall. The purpose of this update is to recognize the PAC and remind the STA Board of the Committee’s contributions. The PAC Chair will be also be invited to the April and/or May STA Board of Directors meeting to represent the committee in their accomplishments. No attachments.
- VIII. E PAC Handbook Update – (Sara Woo, STA)  
When appointed, each PAC member receives a “PAC handbook,” which is a binder with information regarding fellow members along with various resource documents. Since its first compilation in 2005, the handbook’s documents have become outdated. The Committee has appointed new members and has updated key documents such as the bylaws. Therefore, STA staff will be updating the various documents that make up the handbook and ask that the committee members **bring their handbooks to the May 15, 2008 meeting**. No attachments.



DATE: March 10, 2008  
TO: STA PAC  
FROM: Sara Woo, Planning Assistant  
RE: Information Only – **No Discussion Necessary**

IX. A RPC Meeting Summary: 02/21/08 – (Sara Woo, STA)

The MTC Regional Pedestrian Committee (RPC) met on February 21, 2008. The committee primarily discussed the status of the potential development of the Regional Pedestrian Plan. The Committee members will be collaborating to synthesize their ideas for the Regional Pedestrian Plan in the upcoming months. STA staff will be working directly with MTC staff in this process. STA staff will keep the PAC up to date with further development of the plan.

The Regional Bicycle and Pedestrian Program (RBPP) is currently still under review by the Metropolitan Transportation Commission as part of the Regional Transportation Plan update (T2035). Funding for the program may or may not be rescinded; however, MTC staff is working to fairly evaluate the program. At present, the call for projects for the program is expected Fall 2008. No attachments.

IX.B RTP Projects List – (Robert Macaulay, STA)

The STA Technical Advisory Committee (TAC) approved a list of projects to be submitted to the Metropolitan Transportation Commission (MTC) for the update of the Regional Transportation Plan (RTP). The project list contains 55 items, with a total projected cost of just over \$5.1 billion. Because the RTP must be 'fiscally constrained' to match anticipated revenues over the life of the plan (2009 – 2035), the STA is required to prioritize items based on estimates of available funds. The STA funding limit is \$1.98 billion, of which \$1.33 billion is considered assured and \$0.65 billion is considered possible but not assured. The Tier 1 projects are those to be funded by the assured funds, and are the most important to address Solano and regional needs. Local bicycle and pedestrian facilities are shown as a Tier 1 priority, and \$80 million is identified for these projects. As the Comprehensive Transportation Plan (CTP) is updated over the next year, and as focused plans such as the Solano Countywide Bike Plan and Solano Countywide Pedestrian Plan are also updated, specific projects will identified and be programmed to receive money set aside in the RTP. A copy of the RTP submittal list is included for your reference (separate enclosure).

- IX. C      BAC/PAC Letter Regarding PDA Funds Update – (Robert Guerrero, STA)  
At their January 10, 2008 meeting, the BAC recommended writing a letter to the Metropolitan Transportation Commission to oppose the consideration to use Regional Bicycle and Pedestrian (RBPP) funds toward expenditure on Priority Development Areas. The letter went to the STA Board of Directors as a recommendation on February 13, 2008 and was approved. The letter was signed by Barbara Wood (BAC Chair) and Lynne Williams (PAC Chair) and mailed on Wednesday, February 20, 2008 (Attachment IX.C, page 21).
- IX. D      PAC Bylaws, 2008 Revision Update – (Sara Woo, STA)  
At their January 17, 2008 meeting the PAC proposed a revision to the Committee’s bylaws to forward to the STA Board for review. The STA Board of Directors approved the proposed revision to the bylaws. However, the STA Board of Directors also considered it appropriate to include additional language in Article IV Section 2 to clarify voting rights for committee members when the BAC and PAC meet together (current members with dual membership include Benicia’s J.B. Davis and Rio Vista’s Larry Mork). Therefore, the bylaws was updated to include this language and approved by the STA Board at the March 12, 2008 STA Board of Directors meeting (Attachment IX. D, page 23).
- IX.E      Funding Opportunities Summary Report – (Sara Woo, STA)  
The funding opportunities summary report is intended to inform STA staff and policy based committees of funding for various types of projects potentially available to sponsors. It is generally included in the Technical Advisory Committee and Board of Directors meeting packets and is updated each month by STA staff to reflect new funding opportunities as they become available. This report will be included in future PAC meeting packets to further assist the Committee in their recommendation processes (Attachment IX.E, page 27).



One Harbor Center, Suite 130  
Suisun City, California 94585

Area Code 707  
424-6075 • Fax 424-6074

Members: Sean Co  
Regional Bicycle Working Group Coordinator  
Benicia Metropolitan Transportation Commission  
Dixon 101 Eighth Street  
Fairfield Oakland, CA 94607-4700  
Rio Vista  
Solano County

Suisun City  
Vacaville  
Vallejo

Re: Regional Bicycle and Pedestrian Program and Priority Development Area  
Funding

Mr. Co:

The Solano Transportation Authority (STA) Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) are writing in response to the discussions held at the December 13, 2007 Regional Bicycle Working Group (RBWG) and Regional Pedestrian Committee (RPC) meetings. The STA BAC and PAC met in January 2008 to discuss the Metropolitan Transportation Commission's (MTC) consideration to use Regional Bicycle and Pedestrian Program funds for expenditure toward Priority Development Areas (PDAs). Although the intent of PDAs is an innovative approach to increasing the development of higher density transit communities, we are asking that MTC remain sensitive to the less urban counties such as Solano County.

The County is currently taking advantage of smart growth practices whenever it is possible. We, the STA BAC and PAC, are supporting the Association of Bay Area Governments, MTC, and Bay Area Air Quality Management District partnership PDA effort. However, we would be extremely disappointed if the funding for Priority Development Areas should come at the expense of Solano's priorities for walking and biking. After a thorough discussion, both the STA BAC and PAC agree that PDA projects may or may not enhance priority bicycle and pedestrian connectivity for Solano County.

Approximately \$24 million was previously committed to Bay Area counties based on population through the Bay Area Regional Bicycle and Pedestrian Program (RBPP). If the commitment based on population is replaced (partly or in whole) by a density requirement, Solano County would potentially lose a significant amount of its discretionary funding. If RBPP funding is shifted to PDAs, this will hinder Solano County's ability to reasonably fund and construct its priority routes of regional intermodal connectivity such as Fairfield's McGary Road, Solano County's Dixon to Vacaville Bikeway project, or Benicia's State Park Road Overcrossing project.

Solano County has its local countywide Solano Bicycle and Pedestrian Program that depends on RBPP funds to make it possible. Without the RBPP funds, Solano County could lose its potential to effectively encourage walking and biking to and from transit oriented areas as the County's communities continue to grow in density and economic vitality. It would truly be a mistake to eliminate an efficient countywide bicycle and pedestrian program that was developed by Solano County's bicycle and pedestrian advocates through an open public process. The STA's countywide bicycle and pedestrian program enables the County's ability to deliver quality bicycle and pedestrian projects that lay the foundation for true transit oriented development in the future.

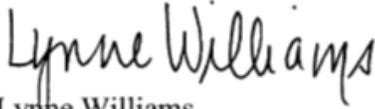
The STA BAC and PAC recommend that MTC continue investigating other methods to fund PDA projects and proposes not shifting the RBPP funds at this time. MTC staff should focus on bringing additional RBPP funding back to the County for implementing local projects that benefit the Regional Bikeway Network and regionally significant pedestrian projects.

Please do not shift these funds.

Sincerely,



Barbara Wood  
STA Bicycle Advisory Committee Chair



Lynne Williams  
STA Pedestrian Advisory Committee Chair

**SOLANO TRANSPORTATION AUTHORITY  
PEDESTRIAN ADVISORY COMMITTEE BY-LAWS**

**ARTICLE I. NAME OF ORGANIZATION**

The name of this organization shall be the Solano Transportation Authority Pedestrian Advisory Committee (PAC), hereafter called the PAC.

**ARTICLE II. AUTHORIZING AGENCY**

The Solano Transportation Authority (STA), as the Congestion Management Agency (CMA) of Solano County, authorizes the establishment of the PAC and shall approve all appointments to the PAC, the PAC by-laws, and all amendments to the PAC by-laws.

**ARTICLE III. PURPOSE**

Section 1. Duties/Responsibilities

The PAC shall advise the STA on the development of pedestrian facilities as an alternative mode of transportation. The PAC shall review and prioritize Transportation Development Act (TDA) Article 3 pedestrian projects, Solano Countywide Bicycle and Pedestrian Program (SBPP) projects, and participate in the development and review of comprehensive pedestrian plans.

Section 2. Review Process

The PAC review process shall ensure that pedestrian projects within the Cities (Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo) and County of Solano promote and encourage pedestrian use for: commuting, shopping, and other personal trips; reducing motor vehicle trips; reducing motor vehicle miles traveled; reducing motor vehicle congestion; increasing safety and access to transit; and promoting health and air quality benefits.

**ARTICLE IV. MEMBERSHIP**

Section 1. Representation

The STA Board of Directors shall determine membership of the PAC and appointment requirements. The PAC shall include a representative from each of the seven (7) Cities (Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo), the County of Solano, one (1) member at large, and six (6) organizational members: the Bay Area Ridge Trail Council; the San Francisco Bay Trail; the Solano Community College; the Solano County Agriculture Commission; the Solano Land Trust; and the Tri City and County Cooperative Planning Group for a total membership of fifteen (15).

Members of the PAC shall be approved by majority vote of the STA Board of Directors. Preference should be given to non-elected citizens and who are not employed by member agencies. Representatives for the cities and county shall be residents of those jurisdictions.

Section 2. Voting Members

Voting privileges are vested exclusively in the PAC members or their alternates. Voting members of the PAC shall be the aforementioned 15 members representing the incorporated Cities, the County, the community at large, and special interest groups as listed in Article IV, Section 1. Each member of the PAC shall have one (1) vote, however, an individual may be appointed to both the PAC and the Bicycle Advisory Committee (BAC); in such a circumstance the Member shall have two votes when the committees meet together. If the Member is attending a meeting as the representative of one committee only (such as may occur for meetings of subcommittees or ad hoc committees) then the Member will have a single vote in that instance.

Section 3. Non-Voting Members

Non-voting members of the PAC may consist of representatives from each jurisdiction's planning and public works staff, MTC, Caltrans, and the public at large.

Section 4. Appointments

Appointments to the PAC Board shall be derived from an eligibility list provided by each jurisdiction and appointed to the PAC by the STA Board of Directors. To provide for staggered terms, each member shall serve for a period of up to three (3) years per term. Jurisdictions may appoint an alternate.

Section 5. Vacancies

If and when vacancies occur, they must be filled according to Article IV., Sections 2 and 4.

Section 6. Role of STA Staff

The STA shall, under direction of the STA Board of Directors, provide staff and organizational support to the PAC.

ARTICLE V. OFFICERS

Section 1. Elected Officers

The elected officers of the PAC shall be the Chair and Vice-Chair.

Section 2. Election of Officers

The PAC shall, at the last meeting of each calendar year, nominate and elect the Chair and the Vice-Chair for one (1) calendar year term. No officer shall serve more than two (2) consecutive terms in a given office.

Section 3. Role of Chair

The Chair shall preside over all PAC meetings, coordinate the meeting agenda with STA staff, represent the PAC's actions to appropriate agencies or designate a representative(s) to do so, and have general direction and control over the activities of the PAC.

Section 4. Role of Vice-Chair

The Vice-Chair shall assist the Chair in the execution of the duties of the Chair office. In the absence of the Chair, the Vice-Chair shall preside over the meetings, and when so acting, shall have the duties of the Chair.

Section 5. Vacancy in the Office of Chair

In the event of a vacancy in the office of Chair, the Vice-Chair shall be elevated to the office of Chair for the remainder of the calendar year term, and the PAC shall nominate and elect a new Vice-Chair.

ARTICLE VI. MEETINGS

Section 1. Meetings/Attendance

The PAC shall hold a regular meeting at least once a calendar year quarter and as necessary to fulfill the mandate of Article III, Sections 1 and 2. Members of the PAC that do not attend three scheduled meetings in succession and do not contact staff to indicate that they will not be present is considered to be an 'un-contacted absence' and may have their position declared vacant by the STA Board of Directors. Absence after contacting staff is considered a 'contacted absence.' Contacted absences and un-contacted absences shall be documented in the minutes of each meeting. If a PAC member has missed a combination of four contacted and un-contacted absences in any one-year period, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next scheduled meeting, and based upon a recommendation from the PAC, the position may be declared vacant by the STA Board.

Section 2. Special Meetings

The PAC may convene special meetings as necessary to conduct its business.

Section 3. Public Process

All meetings shall be posted public meetings conducted in compliance with the Brown Act.

Section 4. Definition of a Quorum

A quorum shall consist of the majority of the then appointed PAC members of the Cities, the County, the member at large, and the organizational members.

Section 5. Actions

Actions of the PAC require a quorum and the majority vote of the voting members present.

ARTICLE VII. SUBCOMMITTEES

The Chair may establish subcommittees or special task forces when they are deemed necessary to carry out the PAC's mandate.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

The PAC shall use “Robert’s Rules of Order” as a general guide for meeting procedures when they are consistent with the PAC by-laws. When applicable and consistent with STA Board policies, the PAC may use any rules of order the Committee may adopt.

ARTICLE IX. ADOPTION AND AMENDMENTS TO THE BYLAWS

Section 1. Adoption of the PAC By-laws

Adoption of the PAC by-laws will be by a majority vote of the STA Board of Directors.

Section 2. Amendments to the PAC By-laws

The PAC may take action, by a two-thirds vote, to propose amendments to the by-laws at any regular meeting of the PAC, provided that the amendment has been submitted in writing for the PAC to review prior to voting. Suggested amendments to the PAC by-laws shall be forwarded to the STA Board of Directors via the STA Technical Advisory Committee (TAC).

Section 3. Approval of Amendments to PAC By-laws

Official amendments to the PAC by-laws will be by a majority vote of the STA Board of Directors.

ARTICLE X. PEDESTRIAN ADVISORY COMMITTEE LETTER WRITING POLICY

Letters written by the Pedestrian Advisory Committee that are directed outside the Authority must be reviewed by the Executive Director. If in the opinion of the STA Executive Director, the contents and intent of the letter is either non-controversial or is consistent with STA Board policies, the letter will be sent out. In all other cases the letter must be approved by STA Board action.

**Attachment IX.E**  
Funding Opportunities Summary



DATE: February 29, 2008  
 TO: STA PAC  
 FROM: Sara Woo, Planning Assistant  
 RE: Funding Opportunities Summary

The following funding opportunities will be available to STA member agencies during the next few months. Also attached are summary fact sheets for each program. Please distribute this information to appropriate departments within your jurisdiction.

<b>Fund Source</b>	<b>Application Available From</b>	<b>Application Due</b>
San Francisco Bay Trails Project	Maureen Gaffney, Association of Bay Area Governments (ABAG) (510) 464-7909	<b>Open Until Funds Exhausted; Currently Accepting Applications</b>
Traffic Light Synchronization Program	David Van Dyken, California Department of Transportation (Caltrans) (916) 654-4823	<b>March 28, 2008</b>
Federal Safe Routes to School (SRTS) Program	Joyce Parks, Caltrans (916) 653-6920	<b>March 2008 (tentative)</b>
2008 Carl Moyer Program: Multidistrict Project Solicitation*	Grace Garcia, Air Resources PAC (916) 323-2781	<b>April 11, 2008</b>
High Risk Rural Roads*	John Brewster, MTC (510) 286-6485	<b>April 18, 2008</b>

\* New funding opportunity



**FUNDING OPPORTUNITY**

**San Francisco Bay Trails Project**

**No Due Date; Applications Open Until Available Funding is Exhausted**

TO: STA PAC  
FROM: Sara Woo, Planning Assistant

This summary of the San Francisco Bay Trails Project is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties and districts with planned trails are eligible to apply.

Program Description: The Bay Trail Project proposes the development of a regional hiking and bicycling trail around the perimeter of San Francisco and San Pablo Bays.

Funding Available: Approximately \$6 million is available under the program.

Eligible Projects: Projects with San Francisco Bay Trails.

Examples:

- City of Benicia – Benicia State Recreation Area Bay Trail \$100,000, FY 01/02; Completed September 2003
- County of Solano – Solano Countywide Trails Plan \$46,000, FY 01/02; Completed February 2004

Further Details: <http://baytrail.abag.ca.gov/>

Program Contact Person: Maureen Gaffney, Bay Trail Planner (ABAG), (916) 651-8576, [maureng@abag.ca.gov](mailto:maureng@abag.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075 [swoo@sta-snci.com](mailto:swoo@sta-snci.com)

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**FUNDING OPPORTUNITY**

**Traffic Light Synchronization Program (TLSP)**

**Applications Due March 28, 2008**

TO: STA PAC  
FROM: Sara Woo, Planning Assistant

This summary of the Traffic Light Synchronization Program (TLSP) is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

- Eligible Project Sponsors: Cities, Counties, and regional agencies in the state of California are eligible to apply.
- Program Description: The intent of the TLSP is to improve safety, operations and the effective capacity of local streets and roads.
- Funding Available: Prop 1B provides \$250 million.  
\$150 million of that is allocated to the City of Los Angeles (pursuant to SB 88)  
\$100 million is available on a competitive basis statewide
- Eligible Projects: Eligible projects are traffic light synchronization projects or other technology-based improvements to improve safety, operations and the effective capacity of local streets and roads.
- Typical projects include (but not limited to):
- Signal coordination on major corridors to increase traffic flow efficiency and air quality benefits
- Further Details: <http://www.dot.ca.gov/hq/traffops/sysmgtp/TLSP/>
- Program Contact Person: David Van Dyken, California Department of Transportation (Caltrans Headquarters)  
(916) 654-4823  
david\_van\_dyken@dot.ca.gov
- STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075  
swoo@sta-snci.com
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**FUNDING OPPORTUNITY**

**Federal Safe Routes to School (SRTS) Program**

**Applications Due March 2008 (Tentative)**

TO: STA PAC  
FROM: Sara Woo, Planning Assistant

This summary of the SRTS Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: State, local, regional agencies; cities and counties; non-profit organizations; schools/school districts; and Native American Tribes.

Program Description: The program is intended to improve conditions for children in kindergarten through eighth grade, to safely walk and bicycle to school.

The second FY 2007-08 call for projects is currently unknown, but anticipated for January 2008.

Funding Available: Approximately \$46 million is available for FY 2007-08; each of the twelve (12) Caltrans Districts will receive at least \$1 million; no local match, 100 percent federally reimbursed.

Eligible Projects: Infrastructure projects: capital improvements related to bicycle and pedestrian facilities  
Non-infrastructure projects: programs and strategies that increase public awareness and education.

Further Details: <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/srts.htm>

Program Contact Person: Joyce Parks, Caltrans SRTS Coordinator, (916) 653-6920, [joyce\\_parks@dot.ca.gov](mailto:joyce_parks@dot.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075, [swoo@sta-snci.com](mailto:swoo@sta-snci.com)

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**FUNDING OPPORTUNITY**

**2008 Carl Moyer Program: Multidistrict Project Solicitation**

**Due April 11, 2008**

TO: STA PAC  
FROM: Sara Woo, Planning Assistant

This summary of the 2008 Carl Moyer Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Agencies with projects that operate in more than one air district or that impact air quality in more than one air district as a result of air pollutant transport.

Program Description: The purpose of this program is to help reduce toxic air pollutants.

Funding Available: The Air Resources PAC (ARB) has earmarked up to \$4,320,000 for multidistrict project solicitation.

Eligible Projects: Projects that offset the incremental costs of reduced emission technologies.

Further Details: <http://www.arb.ca.gov/msprog/moyer/multidistrict.htm>

Program Contact Person: Grace Garcia, ARB, (916) 323-2781, [ggarcia@arb.ca.gov](mailto:ggarcia@arb.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)

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## FUNDING OPPORTUNITY

# High Risk Rural Roads Grant

Due April 18, 2008

TO: STA PAC  
FROM: Sara Woo, Planning Assistant

This summary of the High Risk Rural Roads grant is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Agencies that own, operate, or maintain eligible rural roadways.

Program Description: The purpose of this program is to reduce the frequency and severity of collisions on rural roads by correcting or improving hazardous roadway locations or features.

Funding Available: Approximately \$8.25 million is available for FY 2008-09; with a maximum federal reimbursement amount of \$900,000 for any project.

Eligible Projects: For a project to be eligible for HR3 funds, the project location must be on a roadway functionally classified as a rural major or minor collector, or a rural local road. To search and verify the functional classification of a roadway, visit the following:  
<http://web1.dot.ca.gov/hq/hpms/Page1.php>

Further Details: <http://www.dot.ca.gov/hq/LocalPrograms/HR3/>

Program Contact Person: John Brewster, P.E., (510) 286-6485, [john\\_brewster@dot.ca.gov](mailto:john_brewster@dot.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)

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