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**INTERCITY TRANSIT CONSORTIUM
AGENDA**

Members:

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

**10:00 a.m., Wednesday, April 25, 2007
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA 94585**

- | <u>ITEM</u> | <u>STAFF PERSON</u> |
|--|------------------------|
| I. CALL TO ORDER | Brian McLean,
Chair |
| II. APPROVAL OF AGENDA (10:00 – 10:05 a.m.) | |
| III. OPPORTUNITY FOR PUBLIC COMMENT
(10:05 –10:10 a.m.) | |
| IV. REPORTS FROM MTC AND STA STAFF
(10:10 – 10:15 a.m.) | |
| V. CONSENT CALENDAR
<i>Recommendation: Approve the following consent items in one motion.</i>
(10:15 – 10:20 a.m.) | |
| A. Minutes of the Consortium Meeting of February 28, 2007
<i>Recommendation:</i>
<i>Approve minutes of February 28, 2007.</i>
Pg. 1 | Johanna Masiclat |
| B. Fiscal Year (FY) 2007-08 Bay Area Air Quality Management
District (BAAQMD) Transportation for Clean Air (TFCA)
Program Manager Funds
<i>Recommendation:</i>
<i>Forward a recommendation to the STA Board to approve a
resolution for FY 2007-08 BAAQMD 40% TFCA Program
Manager funding:</i>
<i>1. \$10,000 for City of Benicia’s Diesel Retrofit Devices;</i>
<i>2. \$100,000 for City of Fairfield’s Residential Compressed
Natural Gas (CNG) Vehicle Incentive Program;</i> | Robert Guerrero |

CONSORTIUM MEMBERS

<u>John Andoh</u>	<u>Jeff Matheson</u>	<u>George Fink</u>	<u>John Andoh</u>	<u>Brian McLean</u>	<u>Crystal Odum-Ford</u>	<u>Paul Wiese</u>
Benicia Transit	Dixon Readi-Ride	Fairfield/Suisun Transit	Rio Vista Transit	Vacaville City Coach	Vallejo Transit	County of Solano

3. \$13,120 for Fairfield Suisun Transit's Bicycle Access Improvements (bus bicycle racks purchase); and
4. \$209,494 for SNCI's Rideshare Incentives and Outreach Program.

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- C. Fiscal Year (FY) 2007-08 Transportation Development Act (TDA) Distribution for Solano County** Elizabeth Richards

Recommendation:

Recommend to the STA Board to approve the attached TDA matrix.

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- D. Unmet Transit Needs Comments and Responses for Fiscal Year (FY) 2007-08** Elizabeth Richards

Recommendation:

Forward a recommendation to the STA Board to:

1. Approve the Unmet Transit Needs response; and
2. Authorize staff to submit the response to MTC.

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VI. ACTION ITEMS

- A. Countywide Transit Finance Assessment Study** Elizabeth Richards

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. The Transit Finance Assessment Study; and
2. Authorize the Executive Director to develop policies pertaining to overhead and administration costs to be funded through the Intercity Transit Funding Agreement.

(10:20 – 10:30 a.m.)

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Robert Kuo

- B. Countywide Transit Ridership Survey** Elizabeth Richards

Recommendation:

Recommend to the STA Board to approve the Solano County Transit Ridership Study.

(10:30 – 10:40 a.m.)

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Veronica Reymunds

- C. Intercity Transit Funding Agreement Proposal** Elizabeth Richards

Recommendation:

Forward a recommendation to the STA Board to:

1. Authorize the Executive Director to execute an Intercity Transit Funding Agreement based on the core concepts outlined in Attachment A.

2. *Authorize the filing of TDA claims based on the agreed upon amounts for the intercity routes, as follows:
Benicia - \$356,822, Rio Vista - \$16,031, Vacaville - \$582,821, Vallejo - \$1,404,991, and County of Solano - \$130,000.*

(10:40 – 10:50 a.m.)

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D. Legislative Update

Jayne Bauer

Recommendation:

Forward the following recommendation to the STA Board:

1. *Support SB 286; and*
2. *Request the County of Solano and the seven cities in the county to send letters to the authors in support of SB 286.*

(10:50 – 10:55 a.m.)

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VII. INFORMATION ITEMS

A. Solano Transit Consolidation Study Status Update

Elizabeth Richards
David McCrossan

Informational

(10:55 – 11:05 a.m.)

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B. Project Delivery Update

Sam Shelton

Informational

(11:05 – 11:10 a.m.)

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**C. Employer Commute Challenge and Bike to Work Week
May 14-18, 2007**

Judy Leaks

Informational

(11:10 – 11:15 a.m.)

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D. SNCI Monthly Issues

Judy Leaks

Informational

(11:15 – 11:20 a.m.)

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NO DISCUSSION

E. Safe Routes to School (SR2S)

Sam Shelton

Informational

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- F. Funding Opportunities Summary** Robert Guerrero
Informational
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- G. STA Board Meeting Highlights – April 11, 2007** Johanna Masiclat
Informational
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- H. Updated STA Board and Advisory Committee Meeting Schedule for 2007** Johanna Masiclat
Informational
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VIII. LOCAL TRANSIT ISSUES Group

IX. ADJOURNMENT

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, May 30, 2007.**



INTERCITY TRANSIT CONSORTIUM
Minutes of the meeting of
February 28, 2007

I. CALL TO ORDER

Chair McLean called the regular meeting of the SolanoExpress Intercity Transit Consortium to order at approximately 10:05 a.m. in the Solano Transportation Authority Conference Room.

Consortium Present:

Lindsay Olson	Benicia Breeze
Jeff Matheson	Dixon Rendi-Ride
George Fink	Fairfield/Suisun Transit
John Andoh	Rio Vista Delta Breeze
Brian McLean	Vacaville City Coach

Also Present:

Elizabeth Richards	STA/SNCI
Robert Macaulay	STA
Judy Leaks	STA/SNCI
Jayne Bauer	STA
Robert Guerrero	STA
Sam Shelton	STA
Johanna Masiclat	STA

II. APPROVAL OF AGENDA

On a motion by George Fink, and a second by John Andoh, the SolanoExpress Intercity Transit Consortium approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. REPORTS FROM CALTRANS, MTC, AND STA STAFF

Caltrans: None presented.

MTC: None presented.

STA: None presented.

V. CONSENT CALENDAR

On a motion by George Fink, and a second by John Andoh, the SolanoExpress Intercity Transit Consortium unanimously approved the consent calendar items A and B.

Recommendation:

A. Minutes of the Consortium Meeting of January 31, 2007

Recommendation:

Approve minutes of January 31, 2007.

B. Fiscal Year (FY) 2006-07 Transportation Funds for Clean Air (TFCA) 40% Program Manager Guidelines and Call for Projects

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. FY 2007-08 Solano TFCA 40% Program Manager Guidelines.
2. Authorize the Executive Director to initiate a Call for Projects for the FY 2007-08 TFCA Program Manager Funds.

VI. ACTION ITEMS

A. Transit Capital and Operating Funding

Elizabeth Richards reviewed the request for Proposition 1B transit capital funds based upon the county population share. In addition, she also reviewed MTC's staff proposal for how population-based State Transit Assistance Fund (STAF) will be allocated in the future.

Recommendation:

Recommend to the STA Board to approve the following:

1. Request Prop 1B transit capital funds based upon county population share;
2. Request Metropolitan Transportation Commission (MTC) revisit STAF population-based distribution policy to ensure North Bay Counties, Small Operator, and Paratransit operating funds are distributed based upon growth in the future.

On a motion by George Fink, and a second by John Andoh, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation.

VII. INFORMATION ITEMS

A. Solano Transit Consolidation Study Kick-Off

Elizabeth Richards stated that the Solano Transit Consolidation Study has been initiated by DKS Associates. She indicated that a wide variety of perspectives and input will be solicited by conducting interviews with transit operator staff, other city staff, public officials, and others. Interviews will begin in March and presentations to City Councils are scheduled to begin in April.

B. Transportation Development Act (TDA) and State Transit Assistance Funds (STAF) Fiscal Year (FY) 2007-08 Fund Estimates

Elizabeth Richards stated that the new TDA and STAF FY 2007-08 revenue projections are in the process of being approved by MTC. She reviewed the Draft FY 2007-08 TDA Solano fund estimate, and the revenue- and population-based fund estimates.

C. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2007-08

Elizabeth Richards provided an update on the issues raised at the December 2006, Unmet Transit Needs Public Hearing for FY 2007-08 TDA funding. She requested detailed responses from transit operators within the next two weeks.

D. Legislative Update – February 2007

Jayne Bauer provided an update on State and Federal legislation pertaining to upcoming meetings in Sacramento (March 7th) and Washington, D.C. (March 25th – 28th). She indicated that the focus for the meetings would be on the projects STA submitted as candidates for the Corridor Mobility Improvement Account (CMIA) Proposition 1B state bond funds.

E. 2007 Congestion Management Program Update Schedule

Robert Guerrero reviewed the proposed dates for the development of the 2007 CMP, with a deadline to submit the final CMP to MTC in October 2007.

F. Corridor Studies Status Update

1. **State Route (SR) 113 Major Investment and Corridor Study**
2. **North Connector Transportation for Livable Communities Corridor Concept Plan**
3. **I-80/I-680/I-780 Corridors Highway Operations Implementation Plan**
4. **SR 12 Major Investments and Corridor Study**
5. **SR 12 Major Investments and Corridor Study**

Robert Macaulay reviewed current and planned corridor studies in Solano County. He provided updates to the projects listed above.

G. Solano Travel Safety Plan and Priorities

Sam Shelton recapped the STA Board's workshop presentation from the February 14, 2007 Board meeting regarding completed and current safety efforts, next three (3) years of safety planning, STA effort to streamline the way safety is considered in our plans and studies, and funding options for safety project/programs.

H. Project Delivery Update

Sam Shelton cited delivery deadlines of locally sponsored projects. He indicated that the first STA Project Delivery Working Group meeting is being proposed for March 2007.

- I. Solano Napa Commuter Information (SNCI) Employer Outreach Initiative**
Judy Leaks reviewed SNCI's new Employer Outreach Initiative that is being developed. She stated that the initiative would expand SNCI's current employer outreach program and will create partnerships with business organizations. A kick-off breakfast would be held in April where employers would be encouraged to register for the "Solano Employer Outreach Initiative".

- J. SNCI Monthly Issues**
Judy Leaks provided an update on Napa and Solano transit schedule, marketing, promotions and events.

VIII. INFORMATION ITEMS – NO DISCUSSION

- A. STA Board Meeting Highlights – January 10, 2007**

- B. Updated STA Board and Advisory Committee Meeting Schedule for 2007**

- C. Funding Opportunities Summary**

IX. ADJOURNMENT

The meeting was adjourned at approximately 11:40 a.m. The next meeting is scheduled for **Wednesday, March 28, 2007 at 10:00 a.m.** in the STA Conference Room.



DATE: April 16, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner
RE: Fiscal Year (FY) 2007-08 Bay Area Air Quality Management District (BAAQMD) Transportation for Clean Air (TFCA) Program Manager Funds

Background:

The Bay Area Air Quality Management District's (BAAQMD) Transportation Fund for Clean Air (TFCA) Program annually provides funding to cities and counties within its jurisdiction for projects that reduce air pollution from motor vehicles, such as clean air vehicle infrastructure, clean air vehicles, shuttle bus services, bicycle projects, and alternative modes promotional/educational projects. Two air districts, the BAAQMD and the Yolo Solano Air Quality Management District, divide Solano County. The cities of Benicia, Fairfield, Suisun City, Vallejo, and southwestern portions of Solano County are located in the Bay Area Air Basin and therefore are eligible to apply for these funds.

Funding for the TFCA program is provided by a \$4 vehicle registration fee collected from counties within the BAAQMD air basin. The BAAQMD regionally distributes 60% of the entire TFCA funds through a competitive process; the remaining 40% is for TFCA Program Manager projects. Program Manager projects are reviewed and approved by the Congestion Management Agency (or other BAAQMD designated agency) from each county in the BAAQMD. The STA is designated the "Program Manager" of the 40% TFCA funding for Solano County and manages approximately \$315,000 in annual TFCA funding.

The STA Board approved the FY 2007-08 Solano TFCA Program Manager Guidelines and authorized a call for projects at their March 14, 2007 meeting. On March 8, 2006, the STA Board adopted an Alternative Modes Strategy that outlines funding amounts from STA discretionary funds for Transportation for Livable Communities (TLC), bicycle, pedestrian, and other alternative modes type projects. As part of the Strategy, the anticipated average annual Solano TFCA Program Manager fund of \$320,000 was apportioned by allocating \$195,000 for the Solano Napa Commuter Information's (SNCI) Ridesharing Activities.

Attached is the current Alternative Modes Fund Strategy (Attachment A); however, this Alternative Modes Fund Strategy is currently being revised due to a modified fund estimate for the Eastern Solano Congestion Mitigation Air Quality (ECMAQ) Program (approximately \$500,000 less than anticipated originally). The Alternative Modes Fund Strategy will be subject for further evaluation at the next Technical Advisory Committee (TAC), but is pertinent to the last paragraph of this Staff Report's Discussion section.

Discussion:

A total of \$332,614 is available for Solano TFCA Program Manager funds for FY 2007-08. This is almost \$15,000 higher than what Solano County receives on an average annual basis. The increase amount is due primarily to increased vehicle registrations fees collected and accrued TFCA interest in 2006.

In addition to the STA's SNCI Rideshare Incentives and Outreach Program, the STA received a total of \$358,120 in TFCA funding requests from the Cities of Fairfield and Benicia for clean air projects. Attachment B provides a brief summary of each project request, local match provided and total project cost. The STA's SNCI ridesharing incentives program continues to be an important project for marketing alternative modes of transportation for commuters in Solano County. Currently, SNCI offers a vanpool formation incentive, vanpool back-up driver incentive, a bicycle incentive and an emergency ride home program. Recently, SNCI initiated a new Solano Commute Challenge that is expected to jump start the incentive program. Consistent with the approved Alternative Mode Strategy, STA staff is recommending \$195,000 for SNCI's Rideshare Incentives and Outreach Program.

The City of Benicia requested a total of \$50,000 for three projects. The first project request was for \$10,000 with a local match of \$240,683 to purchase diesel engine retrofit devices for 12 Benicia Breeze buses. These engine retrofit devices are currently one of the most efficient particulate traps for diesel engines and allow the Benicia buses to have vehicle emissions that exceeds the California Air Resources Board's standard for diesel engines. These types of projects in particular are encouraged by the BAAQMD, and therefore, STA staff is recommending that the City of Benicia's request for \$10,000 to purchase diesel engine retrofit devices be fully funded.

The City of Benicia also requested \$25,000 for Regional Bus Service between Pleasant Hill BART and the Vallejo Ferry Terminal, and \$15,000 for shuttle service between the future Solano Community College satellite campus extension in Vallejo and the Amtrak station in Martinez. A local match of \$1,204,518 is proposed to be provided for the two projects. Both projects are technically eligible as feeder services. However, there is an existing route operating between Vallejo and Pleasant Hill BART Station – Benicia's Rt. 75. This route is planned to be transitioned to Vallejo Transit operation in FY 2007-08 and to be fully funded through the FY 2007-08 Intercity Transit Funding agreement. Concerning the second proposal, Benicia currently operates a transit shuttle from downtown Benicia to the Martinez Amtrak station and this proposal appears to be an extension of that route. The STA is currently developing a transit consolidation study which strategically looks at the long term transit operator functions and Solano County's intercity bus routes. It is STA staff's concern that funding either of these proposals for additional shuttle and bus service between Vallejo, Benicia and Contra Costa County may be premature. It is therefore recommended that these two routes not be funded with TFCA funds at this time.

The City of Fairfield requested a total of \$113,120 for two clean air projects. The first funding request is for \$100,000 with a local match of \$5,000 to create a Residential Compressed Natural Gas (CNG) Vehicle Incentive Program for residents from both the City of Fairfield and the City of Suisun City. This program is designed similarly to the City of Vacaville's successful CNG program. The proposed project will provide

financial incentives to subsidize \$4,000 in consumer costs for purchasing up to 25 CNG vehicles. Based on BAAQMD staff's initial consultation and the program's air emission benefits, STA staff is recommending that the City of Fairfield's request for \$100,000 to create a Residential Compressed Natural Gas (CNG) Vehicle Incentive Program be fully funded.

The City of Fairfield's second request for TFCA funding is for \$13,120 with a local match of \$3,280 to purchase and install 13 bicycle racks on Fairfield Suisun Transit (FST) local fixed route buses. The goal for this project is to integrate bicycle travel into the local transit system by allowing passengers to safely transport their bicycles on FST buses. The City of Fairfield cited four STA Countywide Bicycle Plan objectives that this project meets including: "Maximize multi-modal connections to the [Solano County] bikeway system." The City indicated that if funded, they would meet this objective by allowing bicyclists direct access to major multi-modal transportation facilities such as the Fairfield Suisun Transportation Center and the Suisun City Amtrak Station through the local transit service. STA staff therefore recommends that the City of Fairfield's request for \$13,120 be fully funded.

A remaining balance of \$14,494 in FY 2007-08 TFCA Program Manager funds is available after STA staff's recommendations are considered. The BAAQMD's most recent policy change for the TFCA program includes a provision that any remaining Program Manager Fund balance will be spent through the Regional TFCA Program if the funds aren't spent at the county level. Given SNCI's ridesharing incentives eligibility for both ECMAQ and TFCA funds, STA staff is recommending that the remaining balance of \$14,494 in TFCA funds be programmed to SNCI with the intention to free up \$14,494 in ECMAQ funding for other eligible projects including alternative fuel programs. This process is essentially a swap in funding sources and would be timely due to an estimated shortfall in ECMAQ funding. The additional \$14,494 in TFCA will be used to augment the Solano Employer Challenge. Therefore, STA staff's total recommendation for SNCI's Rideshare Incentives and Outreach Program \$209,494 at this time.

Fiscal Impact:

\$332,614 will be funded through the BAAQMD's 40% TFCA Program Manager Funds for recommended clean air projects discussed in this staff report.

Recommendation:

Forward a recommendation to the STA Board to approve a resolution for FY 2007-08 BAAQMD 40% TFCA Program Manager funding:

1. \$10,000 for City of Benicia's Diesel Retrofit Devices;
2. \$100,000 for City of Fairfield's Residential Compressed Natural Gas (CNG) Vehicle Incentive Program;
3. \$13,120 for Fairfield Suisun Transit's Bicycle Access Improvements (bus bicycle racks purchase); and
4. \$209,494 for SNCI's Rideshare Incentives and Outreach Program.

Attachments:

- A. Alternative Modes Fund Strategy
- B. FY 2007-08 TFCA Project Application Summary

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Alternative Modes Funding Strategy 2006-07 to 2008-09

	Estimated Funds to be Programmed by STA				Total per fund source	
	TLC	Bike	Ped	Other Alternative Modes Projects (i.e. Transit Hubs, Clean Fuel Technology, Ridesharing, and Safe Routes to Schools)		
Fund Recommending Committee	Alternative Modes/TAC	BAC/TAC	PAC/TAC	TAC		
Funding Needs Identified by Countywide Plans	\$68 million	\$58 million	\$25 million	TBD		
County TLC Transportation Enhancements (TE) - Based on MTC's Enhancement	\$ 1,575,000	\$ -	\$ -	\$ -	\$ 1,575,000	Total funds available per fiscal year
FY 07-08	\$ 949,000	\$ -	\$ -	\$ -	\$ 949,000	
FY 08-09	\$ 626,000	\$ -	\$ -	\$ -	\$ 626,000	
County TLC Congestion Mitigation Air Quality (CMAQ) - Based on MTC's CMAQ	\$ 540,000	\$ -	\$ -	\$ -	\$ 540,000	Total funds available per fiscal year
FY 07-08	\$ 270,000	\$ -	\$ -	\$ -	\$ 270,000	
FY 08-09	\$ 270,000	\$ -	\$ -	\$ -	\$ 3,000,000	
Eastern Solano Congestion Mitigation Air Quality (E.CMAQ)* - Based on MTC's CMAQ estimate	\$ 1,080,000	\$ 912,000	\$ 408,000	\$ 600,000	\$ 3,000,000	Total funds available per fiscal year
FY 07-08	\$ 666,000	\$ 562,400	\$ 251,600	\$ 370,000	\$ 1,850,000	
FY 08-09	\$ 414,000	\$ 349,600	\$ 156,400	\$ 230,000	\$ 1,150,000	
TDA Article 3. (Based on MTC Estimate)- 2/3 bike, 1/3 ped	\$ -	\$ 638,529	\$ 319,265	\$ -	\$ 957,794	Total funds available per fiscal year
FY 06-07	\$ -	\$ 201,383	\$ 100,692	\$ -	\$ 302,075	
FY 07-08	\$ -	\$ 212,707	\$ 106,353	\$ -	\$ 319,060	
FY 08-09	\$ -	\$ 224,439	\$ 112,220	\$ -	\$ 336,659	
Solano Bicycle/Pedestrian Program (County share for FY 07/08 & FY08/09 is \$1,395,835)-2/3 bike, 1/3 ped	\$ -	\$ 930,556	\$ 465,278	\$ -	\$ 1,395,834	Total funds available per fiscal year
FY 07-08	\$ -	\$ 465,278	\$ 232,639	\$ -	\$ 697,917	
FY 08-09	\$ -	\$ 465,278	\$ 232,639	\$ -	\$ 697,917	
TFCA Program Manager Funds (Assumes \$195,000 is allocated to SNCF for ridesharing activities annually, remaining balance of \$120,000 will be programmed 50% to bike and ped projects (based on 2/3 bike and 1/3 ped split ratio) and 50% for "Other category")	\$ -	\$ 120,000	\$ 60,000	\$ 180,000	\$ 360,000	Total funds available per fiscal year
FY 06-07	\$ -	\$ 40,000	\$ 20,000	\$ 60,000	\$ 120,000	
FY 07-08	\$ -	\$ 40,000	\$ 20,000	\$ 60,000	\$ 120,000	
FY 08-09	\$ -	\$ 40,000	\$ 20,000	\$ 60,000	\$ 120,000	
YSAQMD Clean Air Funds (Assumes at least 50% to Alternative Modes Projects 25% to bike/ped projects and 25% to be determine. Remaining 50% can be used for Ridesharing and Alternative Fuel type projects)	\$ -	\$ 145,001	\$ 72,499	\$ 217,500	\$ 435,000	Total funds available per fiscal year
FY 06-07	\$ -	\$ 48,334	\$ 24,166	\$ 72,500	\$ 145,000	
FY 07-08	\$ -	\$ 48,334	\$ 24,166	\$ 72,500	\$ 145,000	
FY 08-09	\$ -	\$ 48,334	\$ 24,166	\$ 72,500	\$ 145,000	
Subtotal	\$ 3,195,000	\$ 2,746,086	\$ 1,325,042	\$ 997,500	\$ 8,263,628	
				2006-07-ECMAQ Allocation	\$ 1,400,000	
				Total	\$ 9,663,628	

Geographical Summary of the Alternative Modes Strategy

	East County (Dixon, Rio Vista, Unincorp. Solano County, and Vacaville)	West County (Benicia, Fairfield, Unincorp. Solano County, and Vallejo)
County TLC Transportation Enhancements (TE) ¹ - Based on MTC's Enhancement estimate	\$ 525,000	\$ 1,050,000
County TLC Congestion Mitigation Air Quality (CMAQ) - Based on MTC's CMAQ estimate		\$ 540,000
County TLC Eastern Solano Congestion Mitigation Air Quality (E.CMAQ)* - Based on MTC's CMAQ estimate	\$ 4,400,000	
TFCA Program Manager Funds (Assumes at least 50% to Alternative Modes Projects)		\$ 477,000
YSAQMD Clean Air Funds (Assumes at least 50% to Alternative Modes Projects)	\$ 435,000	
TDA Article 3 (Based on MTC Estimate) ¹ - 2/3 bike, 1/3 ped	\$ 319,265	\$ 638,529
Solano Bicycle/ Pedestrian Program (County share for FY 07/08 & FY08/09 is \$1,395,835) ¹ - 2/3 bike, 1/3 ped	\$ 465,278	\$ 930,556
Funds available by County Area	\$ 6,144,543	\$ 3,636,085

¹Eastern Solano County is eligible for TE, TDA Article 3, and County Bike/Ped Program funding. Staff estimated 1/3 of these funds to be allocated to Eastern Solano County Based on population.

***ECMAQ Assumptions**

- \$400,000 is allocated for Ridesharing Activities (off the top FY 2006/07 \$100,000, FY 2007-08 \$150,000 and FY 2008-09 \$150,000 from ECMAQ)
- 20% of Eastern CMAQ Funding was split off to the "Other" category. Remaining balance was split according to funding needs by program.
- \$1,400,000 of unprogrammed funds from previous fiscal years will be made available for FY 2006-07 projects that are immediately ready for implementation (including \$100,000 for Solano Napa Commuter Information's Ridesharing Activities).

07-08 TFCA Project Application Submittals

Applicant	Project Title	Project Description	Requested TFCA Funds	Local Match	Local Match Source	Recommendation
City of Benicia	Purchase Diesel Particulate Devices for Benicia Breeze Buses	Purchase new level 3 diesel particulate devices for 12 Benicia Breeze buses.	\$ 10,000.00	\$ 240,683.00	TDA & Farebox	\$10,000
City of Benicia	Regional Bus Service	Bus Service from Pleasant Hill BART to Vallejo Ferry Terminal. The bus route will serve the cities of Pleasant Hill, Concord, Benicia & Vallejo. The target population for the route are commuters, students, low-income and the occasional rider. Funding for the project will be provided for bus service between July 1, 2007 and June 30, 2008.	\$ 25,000.00	\$ 1,149,518.00	TDA & Farebox	
City of Benicia	Shuttle Service	Shuttle service from Vallejo Solano Community College satellite campus facility to Vallejo Martinez Amtrak Station. Route will serve Vallejo, Benicia & Martinez. The target population for the route are bicyclists, students and commuters. Funding provided by TFCA funds will be used for shuttle services between July 2007 to July 2008.	\$ 15,000.00	\$ 55,000.00	TDA & Farebox	
City of Fairfield	Residential Compressed Natural Gas (CNG) Vehicle Incentive Program	Fairfield CNG Incentive program will provide a monetary Incentive for residents of Fairfield and Suisun City to purchase a CNG clean air vehicles. Incentives to purchase up to 25 vehicles will be created as part of this program. A local match of \$5,000 will be provided. The requested funding is anticipated to provide 18 months of program funding or up until the program funds are depleted. The grant funding is intended for the Honda Civic GX which is certified as a Super Ultra Low Emission Vehicle (SULEV) and is certified as a California Advanced Technology Partial-Zero Emission Vehicle (AT-PZEV).	\$ 100,000.00	\$ 5,000.00	In-kind	\$100,000
City of Fairfield	Fairfield/Suisun Transit Bicycle Access Improvements	Purchasing and installing 13 bicycle racks and develop policies and procedures that allow passengers to transport their bicycles safely and efficiently on the local fixed route transit system.	\$ 13,120.00	\$ 3,280.00	TDA	\$13,120
Solano Napa Commuter Information	SNCI Rideshare Incentives and Outreach Program.	SNCI currently offers a vanpool formation incentive, vanpool back-up driver incentive, a bicycle incentive and an emergency ride home program. New incentives may be implemented upon an evaluation of the current incentives in 2007-08.	\$209,494	\$200,506	ECMAQ	\$ 209,494.00
			\$ 372,614.00 Requested			\$332,614

\$ 332,614 Available

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DATE: April 19, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Fiscal Year (FY) 2007-08 Transportation Development Act (TDA)
Distribution for Solano County

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes; however, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000 if it is annually determined by the Regional Transportation Planning Agency (RTPA) that all reasonable unmet transit needs have been met.

In addition to using TDA funds for member agencies' local transit services and streets and roads, several agencies share in the cost of various transit services (e.g., Solano Paratransit, Route 30, Route 40, Route 80, etc.) that support more than one agency in the county through the use of a portion of their individual TDA funds.

Discussion:

Although each agency within the county and the Solano Transportation Authority (STA) submit individual claims for TDA Article 8 funds, STA is required to review the claims and submit them to the Solano County Paratransit Coordinating Council (PCC) for review prior to forwarding to MTC, the state designated RTPA for the Bay Area, for approval. Because different agencies are authorized to "claim" a portion of another agency's TDA for shared services (e.g., Paratransit, STA transportation planning, Express Bus Routes, etc.), a composite TDA matrix is developed each fiscal year to assist STA and the PCC in reviewing the member agency claims. MTC uses the STA approved TDA matrix to give its claim approvals. TDA claims submitted to MTC must be equal to or lower than shown on the TDA matrix.

At the April Consortium and TAC meetings, the first draft of the FY 2007-08 TDA Matrix is being presented. The FY 2007-08 revenue estimate and carryover are based on MTC's Feb 2007 estimate that has been approved by the MTC Commission.

Much of this draft matrix is driven by the parallel effort of the Intercity Transit Funding group which is developing a cost-sharing agreement for intercity routes. An initial agreement is a separate item on the TAC and Consortium agendas. Five jurisdictions have agreed to contributing TDA to intercity routes per the STA modified proposal as shown on Attachment B; these are the County of Solano, Benicia, Rio Vista, Vacaville and Vallejo. With this concurrence, they will be able to process their TDA claims. The

remaining jurisdictions will be able to move forward once an agreement is reached concerning their contribution to intercity routes. Therefore, the TDA matrix includes only the intercity route contributions of the five jurisdictions.

Solano Paratransit is managed by the STA, operated by Fairfield/Suisun Transit and funded by five local jurisdictions. The annual funding contributions are to be consistent with the approved methodology outlined in the multi-year agreement. The total projected cost of operating Solano Paratransit has decreased over FY2006-07.

Several local jurisdictions are preparing their TDA estimates for FY2007-08. The TDA matrix will be updated and brought forward when jurisdictions are prepared to submit their TDA. This draft of the TDA matrix is being presented for a recommendation of approval to the STA Board in May.

Recommendations:

Recommend to the STA Board to approve the attached TDA matrix.

Attachment:

- A. Draft 1 of TDA Article 4/8 Matrix for FY 2007-08 (to be provided under separate cover)
- B. Intercity Transit Route Cost-Sharing Proposals

**SOLANO TRANSPORTATION AUTHORITY
SOLANO EXPRESS COST SHARING**

ATTACHMENT B

Based on FY 2007-08 Costs -- Summary Comparison of Options Considered¹

	Population 20%, Ridership 80%	County Off the Top, Population 20%, Ridership 80%	Dixon Proposal: Population 20%, Ridership 80% ²	Dixon Proposal: County Off the Top, Population 20%, Ridership 80% ²	STA Modified Proposal Version ³	FY 07 Agreement ⁴
Benicia	\$365,565	\$352,300	\$347,446	\$331,229	\$356,822	\$626,956
Dixon	\$101,884	\$98,716	\$75,182	\$71,673	\$99,983	\$73,753
Fairfield	\$964,948	\$932,725	\$1,017,306	\$975,804	\$944,699	\$791,437
Rio Vista	\$15,938	\$15,828	\$2,788	\$2,658	\$16,031	\$6,414
Suisun City	\$244,703	\$236,774	\$218,377	\$208,184	\$239,814	\$79,597
Vacaville	\$593,114	\$575,433	\$496,995	\$473,798	\$582,821	\$507,705
Vallejo	\$1,438,777	\$1,387,183	\$1,603,603	\$1,535,614	\$1,404,991	\$1,642,698
Balance of County	\$50,231	\$176,202	\$13,465	\$176,202	\$130,000	\$130,848
Total	\$3,775,161	\$3,775,161	\$3,775,161	\$3,775,161	\$3,775,161	\$3,859,205

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Notes:

- Using the following data files:
Fairfield Routes 20, 30, 40 and 90 -- "FF Cost Allocation Model 021507 v2"
Vallejo Routes 70, 80 and 85 -- "FY 07 08 Vallejo Cost Allocation Model 4-16-07"
- Dixon Proposal Population shares are based on population of jurisdictions directly served by the route.
- County Off the Top is limited to \$130,000 and the balance is shared 20% Population, 80% Ridership
Proposal to index the County's share at its percentage share of costs, 3.45% annually.
- FY 07 Agreement includes Routes 20, 30, 40, 50, 75, 85, and 90/91. Route 80 costs added to the Agreement amounts for comparison

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DATE: April 15, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Unmet Transit Needs Comments and Responses for Fiscal Year
(FY) 2007-08

Background:

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the regional transportation planning agency (RTPA) that all reasonable unmet transit needs have been met.

Solano County is the one county in the Bay Area that has local jurisdictions using TDA funds for streets and roads. Three out of eight jurisdictions currently use TDA funds for streets and roads (Suisun City, Vacaville and the County of Solano). Annually, the Metropolitan Transportation Commission (MTC), the state designated Regional Transportation Planning Agency (RTPA) for the Bay Area, holds a public hearing in the fall to begin the process to determine if there are any transit needs not being reasonably met in Solano County. Based on comments raised at the hearing and written comments received, MTC staff then selects pertinent comments for Solano County's local jurisdictions to respond to. The STA coordinates with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. Evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs allows the three agencies who claim TDA for streets and roads purposes to submit those TDA Article 8 claims for FY 2007-08. All TDA claims for local streets and roads are held by MTC until this process is completed.

Discussion:

This year's annual Unmet Transit Needs public hearing for FY 2007-08 was held on December 11th at the Solano County Administration Center (CSAC) in Fairfield. Written comments were received through December 15, 2006.

MTC summarized the key issues of concern and forwarded them to the STA to coordinate a response (See Attachment A). They were provided at the January Technical Advisory Committee (TAC) and Consortium meetings. STA staff has worked with the affected transit operators to coordinate Solano County's coordinated response (see Attachment B).

Currently three local jurisdictions use TDA funds for streets and roads purposes: Cities of Suisun City and Vacaville and the County of Solano. Suisun City has a TDA phase out plan with just two years remaining. The other two jurisdictions have no plans to phase out the use of TDA funds for streets and roads purposes. All eight jurisdictions are subject to the Unmet Transit Needs process.

Fiscal Impact:

No impact on the STA budget. As determined by MTC, if reasonable Unmet Transit Needs remain at the end of this process, TDA funds could not be used for streets and roads purposes by the three local jurisdictions that currently do so. It will not have any impact on TDA funds used for transit operating, capital, planning or other eligible purpose.

Recommendation:

Forward a recommendation to the STA Board to:

1. Approve the Unmet Transit Needs response; and
2. Authorize the Executive Director to submit the response to MTC.

Attachments:

- A. MTC Jan, 3 2007 letter re: FY 2007-08 Unmet Transit Needs
- B. FY 2007-08 Unmet Transit Needs Issues and Responses (to be provided under separate cover).



METROPOLITAN ATTACHEMENT A
TRANSPORTATION
COMMISSION
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January 30, 2007

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SOLANO TRANSPORTATION
 AUTHORITY

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 San Francisco Mayor's Appointee

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 Cities of Santa Clara County

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 City and County of San Francisco

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 U.S. Department of Transportation

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 Contra Costa County

Scott Haggerty
 Alameda County

Anne W. Hakiel
 San Francisco Bay Conservation
 and Development Commission

Steve Kinsey
 Marin County and Cities

Suz Lempert
 Cities of San Mateo County

Bijan Saritipi
 State Business, Transportation
 and Housing Agency

James P. Spiering
 Solano County and Cities

Adrienne J. Tissier
 San Mateo County

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 Association of Bay Area Governments

Ken Yeager
 Santa Clara County

Shelia Young
 Cities of Alameda County

Steve Heminger
 Executive Director

Ann Flemer
 Deputy Executive Director, Operations

Andrew Fremier
 Deputy Executive Director,
 Bay Area Toll Authority

Therese W. McMillan
 Deputy Executive Director, Policy

Mr. Daryl Halls
 Executive Director
 Solano Transportation Authority
 One Harbor Center, Suite 130
 Suisun City, CA 94585

Dear Mr. Halls:

I have reviewed the transcript of the comments received at the MTC unmet transit needs public hearing held in Solano County on December 11, 2006, and also reviewed comments contained in correspondence received by MTC during the public comment period. The recently concluded unmet transit needs public participation process pertains to FY 2007-08 Transportation Development Act (TDA) fund allocations for streets and roads purposes.

Enclosed with this letter is a copy of the transcript of the December 11th public hearing, and copies of all correspondence received by MTC as a result of the public participation in the Solano County Unmet Transit Needs process. These materials encompass all comments received by MTC.

Unmet transit needs pertain to the levels and locations of service, fare and transfer policies, and matters related to transit facilities (e.g. bike racks, bus stops) and transit safety. In addition, unmet transit needs include requirements of the Americans with Disabilities Act and the provision of welfare-to-work public transit. The purpose of this hearing, set forth by statutes, is to ascertain those reasonable transit needs not being met by current service in Solano County. Several of the comments made at the hearing or received by MTC are deemed to be minor or are not relevant to specific transit service and the use of TDA funding.

Listed below are the preliminary issues that were raised at the December 11, 2006, Solano County Unmet Transit Needs hearing or through written comment received by MTC.

Preliminary Issues

- 1- Request for more night service between Pleasant Hill, Benicia and Fairfield
- 2- Request for increased service in the I-80 corridor from Cordelia Village to Vallejo and Del Norte BART.
- 3 - Request for increased service in the I-80 Corridor between Vacaville,

Fairfield, Vallejo, and San Francisco.

4 – Request for bus shelter improvements in Benicia and at the Del Norte BART station.

5 – Request for additional Vallejo bus service, including earlier and later service, keeping the route 80 on a commute schedule until 10:00 am and running the route 3 every 30 minutes during the commute period.

This list represents any *relevant* comments made through this year's unmet transit needs hearing process without regard to the merit or reasonableness of the comment or request. However comments deemed to be minor or not relevant to specific transit service and the use of TDA funding were not included. These would include the following types of comments:

- Comments regional in nature and not germane to the use of TDA funds for streets and roads purposes (e.g., extending BART to Vallejo)
- Comments already identified in last year's unmet transit needs process and addressed satisfactorily by the Solano Transportation Authority (STA) response.
- Incidents (e.g., tardiness of a bus or paratransit van; behavior of a particular driver) do not rise to the level of an unmet transit need; unless, public comment reveals a pattern to such incidents that might warrant policy or operational changes. Other "minor" issues include better distribution of transit information, better information on the location of late paratransit vehicles, minor delays in picking up passengers etc. While these comments are important to the comfort and convenience of the transit systems' patrons, they are not unmet transit needs. MTC is confident that the STA, working with the transit operators, can address these issues.
- Finally, general transportation issues such as the economics of automobile use, the transportation impacts of land-use decisions, and the priorities of federal gas tax revenues, etc. which are not directly germane to specific transit services in Solano County are not considered to be relevant to the unmet transit needs process.

The next step in the unmet transit needs process is for a review of the preliminary issues by STA staff, in cooperation with staff members of the city and county jurisdictions in Solano County. Please provide us with a *preliminary* evaluation of each of the issues listed in Attachment A below at your earliest opportunity. Your response, as well as a description of the approach the cities and County intend to take in addressing these issues, will help us develop recommendations in a complete and fair manner. STA staff should provide MTC with substantive information supporting one of the following for each issue:

1. that an issue has been addressed through recent changes in service; or
2. that an issue will be addressed by changes in service planned to take place between now through the fiscal year 2007-08; or
3. that the service changes required to address an issue have been recently studied and determined not reasonable based on locally established standards; or

Mr. Daryl Halls
January 30, 2007
Page 3

4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it; or that an issue has not been addressed through recent or planned service changes, nor recently studied.

“Substantive information” supporting categories (1), (2) or (3) above could include reports to the Solano Transportation Authority Board describing recent or planned changes in service; citation to a recently completed study such as a Short Range Transit Plan or a Countywide Transportation Plan; or, a short narrative describing how the issue was or will be addressed. Any issues which fall into category (4) will be considered by MTC staff for recommendation to the MTC Programming and Allocations Committee (PAC) as an unmet transit need.

Pursuant to MTC Resolution No. 2380, we will present our staff recommendation to MTC’s PAC identifying those issues that the cities and County must address prior to MTC’s consideration of FY 2007-08 TDA fund requests for streets and roads purposes. Receipt of your responses are requested one month prior to our PAC meeting date (second Wednesday of the month) to include this item on the PAC agenda. Do not hesitate to contact me or Bob Bates of my staff at (510) 817-5733 if you have any questions.

Sincerely,



Alix Bockelman
Director, Program & Allocations Section

Enclosures

cc (without enclosures):

Jim Spering, MTC Commissioner
Bill Dodd, MTC Commissioner
Gene Cortright, City of Fairfield
Crystal Odum-Ford, City of Vallejo
Dale Pfeiffer, City of Vacaville
Robert Souza, City of Benicia
Jeff Matheson, City of Dixon
Brent Salmi, City of Rio Vista
Lee Evans, City of Suisun City
Birgitta Corsello, County of Solano
Jim Williams, Chair, Solano County PCC (c/o Elizabeth Richards, STA)

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DATE: April 15, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Countywide Transit Finance Assessment Study

Background:

In Fiscal Year (FY) 2005-06 the Solano Transportation Authority (STA) led an effort to develop a consistent methodology for cost-sharing of Solano County intercity transit routes. All Solano County intercity transit services are operated by just a few local jurisdictions, yet all local jurisdictions contribute Transportation Development Act (TDA) funds to at least one intercity route. The Intercity Transit Funding (ITF) Working Group was formed by representatives from each Solano County city and the County of Solano to work on this multi-jurisdictional project.

The original purpose of the ITF Working Group was to develop a uniform methodology for shared funding of Intercity Transit Services. This was complicated due to the issue of overall rising costs and potential service changes. To maintain the ITF Working Group's focus, three principles were developed and approved by the STA Board. After many months of work to determine intercity route costs, revenues, ridership, service changes, cost-sharing options and more, a comprehensive Intercity Transit Agreement was reached for one year. In June 2006, the STA Board approved an Intercity Transit Funding Agreement for FY 2006-07.

Of the three principles approved by the STA Board, it included the long-term cost-sharing needs to be addressed in FY 2006-07. To secure a longer-term agreement, additional data needed to be collected to address several concerns that came up during the development of the first Intercity Transit Funding Agreement.

Discussion:

The two primary pieces of data that needed to be collected were ridership and financial. The financial study that needed to be completed is a countywide Transit Finance Assessment Study. Throughout the development of the FY 2006-07 Intercity Transit Funding Agreement, there were a number of issues raised related to costs of routes:

1. How costs are allocated among routes;
2. How costs are allocated between local vs. intercity routes;
3. How are overhead rates are applied; and
4. What is included and are they reasonably consistent?

The purpose of this study is to provide a third-party review of these and other financial issues to increase the level of understanding and confidence of costs among intercity

transit funding partners. Completing this study was critical so that the results would be available for application in the development of the cost-sharing methodology for FY 2007-08 and beyond.

In July 2006, the STA Board authorized the release of a Request for Proposal and authorized the selection of a consultant. Robert Kuo Consultants was selected and a kick-off meeting was held in the October 2007. This consultant team spent several months gathering information from transit operators and comparing data. Several drafts of the report have been prepared and circulated to transit staff for comment. The Executive Summary of the report, inclusive of findings and recommendations is attached (Attachment A).

From the staff level, there was general consensus with the key findings of this analysis and report. The key findings are being incorporated into the FY 2007-08 Intercity Transit Funding agreement process.

Robert Kuo Consultants will be presenting the report at the April Transit Consortium meeting as well as at the May STA Board meeting.

Fiscal Impact:

This study has been funded with \$59,825 in State Transit Assistance Funds (STAF) provided by the STA.

Recommendation:

Forward a recommendation to the STA Board to approve the following:

1. The Transit Finance Assessment Study; and
2. Authorize the Executive Director to develop policies pertaining to overhead and administration costs to be funded through the Intercity Transit Funding Agreement.

Attachment:

- A. Executive Summary of Transit Finance Assessment Study



**TRANSIT FINANCE ASSESSMENT:
INTERCITY TRANSIT ROUTES
DRAFT EXECUTIVE SUMMARY**

PREPARED BY

ROBERT KUO CONSULTING, LLC
Prime Consultant

FRED CLARKE
Subconsultant

SHANNON GAFFNEY
Subconsultant

April 18, 2007

EXECUTIVE SUMMARY

Background on Intercity Routes

A previous study conducted by the Solano Transportation Authority (STA) identified eight intercity bus routes in Solano County (i.e. routes providing service between two or more cities in Solano County), some of which were subsidized by more than one jurisdiction. The routes and jurisdictions are summarized in the table below.

Intercity Routes, Intercity Operators and Jurisdictions Contributing to Route Subsidies

Operator	Route	Benicia	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo	County
Fairfield	20			X			X		X
Fairfield	30		X	X			X		X
Fairfield	40	X		X			X		X
Fairfield [1]	90			X		X			X
Rio Vista	50			X	X	X			X
Benicia	70/75	X						X	X
Vallejo	85			X				X	X
Vallejo [2]	91			X				X	X

[1] Operations of Route 90 transferred from Vallejo to Fairfield/Suisun Transit on October 1, 2006

[2] Operations of Route 91 ceased on October 1, 2006.

The cost-sharing methodologies for these routes varied. Subsidy-sharing arrangements were incorporated into agreements among the participants covering six of these routes, some of which were documented, and others not.

Project Background

During Fiscal Year (FY) 2006, the STA led an initiative to develop a cost-sharing methodology for intercity transit routes. An Intercity Transit Funding Working Group was formed by representatives from each city and the County to develop this cost-sharing methodology. After spending several months obtaining data on intercity route costs, revenue, ridership and service changes, and the development of cost-sharing options, an Intercity Transit Funding Agreement was reached for one year, covering FY2006-07, along with a set of Guiding Principles. The model that was used by each operator is referred to as the Three Variable Cost Model.

However, this process raised a number of questions. In order to address these open questions, as well as other financial issues, the STA solicited the services of a financial consultant to validate cost inputs, address issues related to overhead and other costs, and establish a mechanism to ensure that cost model is used consistently in the future. An RFP was issued, and on October 30, 2006, the team of Robert Kuo Consulting, LLC, Fred Clarke and Shannon Gaffney Consulting (“Consulting Team”) were hired by the STA to undertake this assignment. The Consulting Team undertook a cost and revenue validation review and a consistency review in order to accomplish

the goals of the engagement. Through extensive document review, and through meetings with key operator staff and STA staff, the team prepared the following findings and recommendations.

Summary of Key Findings

What follows are highlights of the key findings, most of which pertain to the FY2007 revenue and cost estimates used by the four operators in their Intercity Cost Allocation models.

1. The estimation methods and data used by operators were not always consistent. In addition, how the costs are apportioned within the cost allocation model was not always consistent

- Different “Baselines” (i.e. time periods for financial data, and assumptions regarding inflation) were used by the operators in developing the FY2007 estimates. As a result, the cost estimates for FY2007 were not developed in an “apples to apples” manner.
- In addition, the same costs were categorized differently by different operators, and implemented differently in the cost allocation model, also making it difficult to conduct an “apples to apples” comparison.
- Based on the structure of their contracts with the companies that are providing transit service, two operators include contractor fixed fees in their cost models, while two others do not (although one of the latter two does pay “support costs” incurred by its contractor). The two operators that include these fees allocated them differently and included different types of costs. For example, one included the costs associated with paratransit, while the other only costs associated with direct bus service.

2. The types of overhead costs included in the cost allocation model varied widely, although they fell into two general types, administration and City indirect.

- Although overhead costs (i.e. costs incurred by other City departments in support of the jurisdiction’s transit operation) are difficult to categorize and compare due to differences amongst the operators’ jurisdictions, it is clear that the types of overhead costs included by operators varied widely. For example:
 - At the simplest end of the spectrum, one operator included only a portion of the salaries and benefits associated with certain members of the City’s Finance staff, who supported the transit operation.
 - At the other end of the spectrum, another operator included a portion of the costs associated with the full range of City departments providing support to the transit system, from the City Council and City Manager to the City’s Human Resources and City Finance departments, based on the City’s Federal indirect cost allocation plan (known as its “A-87 plan”).

- Facilities costs were categorized differently by the operators, and may not have been treated consistently. For example, one operator called out facilities costs separately, while another operator included them as in its transit administration costs.

Recommendations

The recommendations below represent the full recommendations made by the Consultant Team.

1. Create a Roadmap for Developing FY2008 Baseline: The operators and the STA should agree upon a consistent set of parameters for use in developing the next fiscal year's estimates, so that all operators are using the same starting place for FY2008 cost and revenue estimations. These parameters should include:
 - Source(s) of data for "baseline" development (e.g. prior year actuals plus adjustments, proposed annual budget, assuming that adopted budgets are not available in time for completion of the cost models, etc).
 - Defined day Counts: weekday, Saturday, and Sunday/Holiday.
 - Definition of Revenue Miles.
 - Definition of Revenue Hours.
 - Definition of Peak Vehicles.
 - Whether Contractor Fixed Fees are unbundled by mode.

2. Come to Consensus on How to Include Overhead: Overhead is included by all operators, but in different ways. Further, the burden of overhead varies significantly amongst the operators. The operators should come to agreement about how to address overhead as a part of developing their Roadmap in Recommendation 1. Two possible approaches are:

Option 1: Status quo, but with greater clarity about what overhead costs are included.

Option 2: Remove indirect costs from the models and instead assign an agreed upon percentage of the overall cost of direct route service to the model, above and beyond the costs, to overhead. This would be a "not to exceed" amount.

Either approach has significant policy and financial implications for the operators. We recommend that STA and its operators proceed with Option 2, because it is simple to implement and check.

3. Documentation for an "Audit Trail": In order to facilitate any future consistency and validation reviews, each operator should be asked to develop a set of work papers that can be

used to trace each of its calculations and data sources, and should exclude non-fixed route bus modal costs and revenues, such as paratransit, from the model. The operators would share this documentation with the STA and retain copies as supporting documentation for their final cost models. Such an audit trail also eases in transitions if there is change in operator staff, or if routes are transferred from one operator to another. In addition, an “exceptions” list should be developed that details any time an operator deviates from the roadmap developed in Recommendation 1, and explains why.

4. STA Quality Review: In order to improve accuracy during the development of the next year’s cost model by the operators, the STA should assist the operators with the quality review and verification of the models. We recommend that the STA create the model for operators to use by identifying how costs should be characterized in the Three Variable Model, based on the roadmap developed in response to Recommendation 1. The STA should then spot-check the accuracy and consistency of data input by operators.

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DATE: April 15, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Countywide Transit Ridership Study

Background:

In Fiscal Year (FY) 2005-06 the Solano Transportation Authority (STA) led an effort to develop a consistent methodology for cost-sharing of Solano County intercity transit routes. All Solano County intercity transit services are operated by just a few local jurisdictions, yet all local jurisdictions contribute Transportation Development Act (TDA) funds to at least one intercity route. The Intercity Transit Funding (ITF) Working Group was formed by representatives from each Solano County city and the County of Solano to work on this multi-jurisdictional project.

The original purpose of the ITF Working Group was to develop a uniform methodology for shared funding of Intercity Transit Services. This was complicated due to the issue of overall rising costs and potential service changes. To maintain the ITF Working Group's focus, three principles were developed and approved by the STA Board. After many months of work to determine intercity route costs, revenues, ridership, service changes, cost-sharing options and more, a comprehensive Intercity Transit Agreement was reached for one year. In June 2006, the STA Board approved an Intercity Transit Funding Agreement for FY 2006-07.

The Intercity Transit Funding Agreement was secured for only one year. Of the three principles approved by the STA Board, the long-term cost-sharing needs to be addressed in FY 2006-07. To secure a longer-term agreement, additional data needs to be collected to address several concerns that came up during the development of the first Intercity Transit Funding Agreement.

Discussion:

The two critical pieces of data that needed to be collected were ridership and financial. Ridership data needed to be collected on at least two levels. All routes (local and intercity) needed to have comprehensive stop-by-stop ridership counts (on/off) collected at the same time. This data would capture a complete picture of where the ridership is and how it compares across local and intercity routes (including the Baylink Ferry) and systems. Route level passenger performance, actual boardings by jurisdiction and relative boardings by jurisdiction can be determined. In addition, an on-board survey was needed to collect passenger residence, ultimate destination, access to transit data, and other information.

The ridership data would offer more information that could potentially be used for cost-sharing factors in a long-term intercity cost-sharing methodology. The target timeframe

to collect this data was October/early November 2006. Collection of the data at this time would provide time for ridership to settle after several fare and service changes throughout the county that were implemented while allowing time to compile the data early enough in the fiscal year so that there would be time to use it in the development of a new intercity transit route cost-sharing methodology.

A RFP was issued and Quantum Market Research (QMR) was selected by an interview panel that included several Solano transit operators. STA staff and QMR worked very quickly to finalize the on-board survey (see Attachment A) and gather critical transit schedule data so that QMR could begin surveying in mid-October to ensure adequate time to complete the field counts before Thanksgiving when transit ridership typically declines.

Given the size of this survey effort and that this is the first time an endeavor like this was attempted in Solano, priorities for this survey effort were established. Getting out of the field before Thanksgiving was critical. To support the Intercity Transit Funding Agreement effort, surveying intercity routes was the first priority and 100% sampling was the goal. One hundred percent surveying of all local systems was the ideal, but Fairfield/Suisun Transit and Vacaville City Coach local routes were a lower priority if time and resources were not available within the survey time period. In preparation for the Short Range Transit Plan (SRTP), Fairfield/Suisun Transit was scheduled to conduct a similar on-board survey and on/off counts in September 2006 just a month prior. As part of a systemwide analysis, Vacaville City Coach was conducting similar surveying on their local routes for several months in the Fall of 2007.

The surveying was also being conducted during a period of recent fare and service changes. Benicia Breeze implemented fare and service changes July 1. Vallejo Transit increased fares September 1. Fairfield-Suisun Transit not only increased fares October 1, but also began operating Rt. 90 which had been previously operated by Vallejo Transit.

In total, 44 local and intercity bus routes and the Baylink Ferry were surveyed during a five-week period between October 17 and November 19. (see Attachment B for survey schedule). About 5,500 on-board surveys were completed. At the same time, nearly 20,000 stop-by-stop on/off passenger counts were taken on all of these routes as well.

A series of narrative reports have been prepared summarizing the on-board survey. These are grouped by transit operator and summarized by local services, intercity services. For Vallejo, there is also a report for the Baylink Ferry/Bus service. These are enclosed.

In addition, passenger on/off counts were taken for all the routes to represent a complete weekday, Saturday and Sunday. See Attachment C for a summary of the routes surveyed and their ridership data. The details on the on/off counts by stop and trip were summarized in Excel worksheets that are on a CD included in the narrative report. The on/off data offers information on what stops and segments of the routes are the most active with boardings and alightings, overall ridership, and how many passengers are on-board at any given time. This data can be used to identify how ridership varies by time of day and day of week.

The key data of interest relative to the Intercity Transit Funding agreement is the riders' residence by route. In the FY2006-07 ITF agreement, this data was not available and boardings by stop and jurisdictions' population were used as approximations for the usage element of the formula.

For FY2007-08, a variety of formulas have been discussed and considered, but they all use riders' residence by route as a key factor. This varies from last year in that although a route may not stop in a given jurisdiction, individuals may drive (or transfer from another bus) to the bus stop where they actually board. Riders' residence is a direct tie to jurisdictions contributing their portion of the usage by their jurisdictions' residents.

The on-board survey offered all Solano cities, Solano unincorporated area, Napa County, and Other County as check-off options. A summary of riders' residence by route is attached (Attachment D). For some routes there was a somewhat surprisingly large percentage of residents from counties other than Napa, such as Rt. 80 with nearly 20%.

In general, the survey found transit services are an integral mobility option for many Solano residents. Among services there is varying needs for transit. For many riders who are low income, transit is a key component of everyday life transporting them to jobs, school and other locations. For long-distance commuters, using a transit is daily choice they have selected. The reports offer a wealth of information about the variety of transit services and riders in Solano County.

Fiscal Impact:

This study has been funded with the State Transit Assistance Funds (STAF) and stayed within budget.

Recommendation:

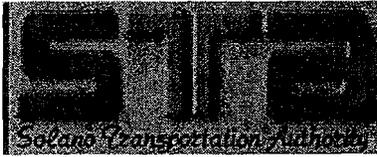
Recommend to the STA Board to approve the Solano County Transit Ridership Study.

Attachments:

- A. On-board survey instrument
- B. Summary of routes surveyed and average daily ridership
- C. Schedule of survey days by route
- D. Summary of rider residence by intercity route

Note: Copies of the Countywide Transit Ridership Study were provided to the Consortium and TAC members under separate enclosure. A copy of the Countywide Transit Ridership Study may be provided by contacting the STA at (707) 424-6075.

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2006 ON BOARD TRANSIT SURVEY

ATTACHMENT A

The Solano Transportation Authority and your local transit operator need you to help improve transit service by answering the questions below and returning this form before you get off the bus. All responses are CONFIDENTIAL. Please fill out this form only once per day.

Starting

Ending

1. Is your trip today part of a round trip on this bus/ferry line?
2. Where are you coming from?
3. What is the location of that place?
4. How did you get to the stop for this bus/ferry?
5. Where did you board this bus/ferry?

6. Where are you going to now?
7. What is the location of that place?
8. How will you get from this bus/ferry to your destination?
9. Where will you leave this bus/ferry?
10. What is the CITY YOU LIVE IN?



11. How often do you ride this bus/ferry line?
(Choose ONE)

- 5-7 days/week Once a month or less
 3-4 days/week First time riding
 1-2 days/week (Skip Question 12)

12. How long have you been riding this bus/ferry line?

- Less than 6 months 3 to 5 years
 6 to 12 months 6 to 9 years
 1 to 2 years 10 or more years

13. How would you have made this trip if you couldn't ride the bus/ferry?

- Would not have made this trip Walk
 Drive alone Taxi
 Get a ride Train
 Casual Carpool Bike
 Carpool/Vanpool
 Other _____

14. How many cars or other vehicles are available for use by all the people in your home?

- 0 Cars 1 Car 2 cars 3 or more cars

15. Did you have a car that you could have used today instead of the bus/ferry?

- Yes No Yes, but with inconvenience to others

16. How did you pay to use THIS bus/ferry?
(Please select ONE from each column)

Payment Method	Fare Type
<input type="checkbox"/> Transfer	<input type="checkbox"/> Adult
<input type="checkbox"/> Cash	<input type="checkbox"/> Senior/Disabled
<input type="checkbox"/> Multi Ride/Punch Pass	<input type="checkbox"/> Student
<input type="checkbox"/> Monthly Pass	
<input type="checkbox"/> Other (Specify)	

17. What changes, if any, would you like to see to THIS LINE? (Select one or more)

- No Changes
 More frequent service
 Earlier morning service (Begin when? _____)
 Later evening service (Until when? _____)
 More Saturday service
 Frequency Extended Service
 Sunday service
 Frequency Extended Service
 Easier transfers between routes
 Better on-time performance
 Service to _____
 Other: _____

18. Please rate the service on this bus/ferry line on each of the following:

	Excellent	Good	Fair	Poor	No Opinion
a. On-time performance	<input type="checkbox"/>				
b. Frequency of service	<input type="checkbox"/>				
c. Driver courtesy	<input type="checkbox"/>				
d. Rider information	<input type="checkbox"/>				
e. Cleanliness of vehicles	<input type="checkbox"/>				
f. Safety/security	<input type="checkbox"/>				
g. Ease of transfers	<input type="checkbox"/>				
h. Availability of Intercity Connections	<input type="checkbox"/>				
i. System easy to understand	<input type="checkbox"/>				
j. Fares (Cost)	<input type="checkbox"/>				
k. Overall service	<input type="checkbox"/>				

19. How would you like to receive transit information?
(Select one or more.)

- Newsletter Mail
 Information at stops Brochure
 Notice on bus/ferry Transit Website
 Email (Address: _____)
 Newspaper (which paper? _____)
 Radio (which station? _____)
 Other (Please explain _____)

Tell Us a Little About Yourself

20. Are you: Male Female

21. Do you consider yourself:

- White/Caucasian
 Spanish/Hispanic/Latino
 Black/African American
 South Asian
 East Asian
 American Indian or Alaskan Native
 Native Hawaiian or other Pacific Islander
 Other: _____

22. How old are you?

- 10 or younger 25-34
 11-13 35-49
 14-17 50-64
 18-24 65 and older

23. What is your employment status?

- Fulltime Student
 Part Time Homemaker
 Retired Unemployed

24. How many people are in your household, including yourself? _____

25. What is the total yearly income of all the people in your home? (Please choose ONE category)

- Under \$14,999 \$60 - \$99,999
 \$15 - \$24,999 \$100 - \$150,000
 \$25 - \$34,999 Over \$150,000
 \$35 - \$44,999 Don't Know
 \$45 - \$59,999

26. Are there any other comments you would like to add about the service on this bus/ferry line?

Thank you for your participation!!

Solano Transit Ridership Survey
 Summary of Routes Surveyed and Average Daily Ridership

On/off Ride Counts
 Oct/Nov 2006

Operator	Route	Direction	Counts			Percent Trips Counted			Counts Standardized		
			Wkday	Sat	Sun	Wkdy	Sat	Sun	Wkdy	Sat	Sun
Benicia Breeze	19	RT	7			1.00			7		
BB	21	RT	20			0.70			29		
BB	22	RT	7			0.90			8		
BB	23	EB	3			1.00			3		
	23	WB	0			1.00			0		
BB	75	EB	178	104		0.74	0.91		241	114	
	75	WB	174	65		0.85	0.80		205	81	
Fairfield/Suisun Transit	1A	RT	147	18		0.46	0.19		320	95	
FST	1B	RT	180	49		0.77	0.50		234	98	
FST	2	EB	219	124		0.92	0.44		238	282	
		WB	163	56		0.60	0.56		272	100	
FST	3A	RT	132	23		1.00	0.50		132	46	
FST	3B	RT	94	23		0.80	0.50		118	46	
FST	4	RT	124	ND		0.88	ND		141	ND	
FST	5	RT	240	64		0.96	0.89		250	72	
FST	6	EB	213	67		0.84	0.89		254	75	
		WB	197	28		0.68	0.89		290	31	
FST	7	WB	186	37		1.00	1.00		186	37	
		EB	148	25		0.85	0.75		174	33	
FST	20	RT	185	51		1.00	0.88		185	58	
FST	30	EB	112			1.00			112		
		WB	73			1.00			73		
FST	40	WB	117			1.00			117		
		EB	95			1.00			95		
FST	90	EB	450			1.00			450		
		WB	227			0.77			295		
Rio Vista Delta Breeze	50	EB	0			1.00			0		
RVDB	50	WB	0			1.00			0		
RVDB	51	EB	12			1.00			12		
RVDB	51	WB	6			1.00			6		
RVDB	52	EB	0			1.00			0		
RVDB	52	WB	0			1.00			0		

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ATTACHMENT B

Operator	Route	Direction	Counts			Percent Trips Counted			Counts Standardized		
			Wkday	Sat	Sun	Wkdy	Sat	Sun	Wkdy	Sat	Sun
Vacaville City Coach	1	RT	31	ND		1.00	ND		31	ND	
VVCC	2A	RT	27	ND		1.00	ND		27	ND	
VVCC	2B	RT	26	ND		1.00	ND		26	ND	
VVCC	4	RT	47	ND		1.00	ND		47	ND	
VVCC	5	RT	295	66		0.96	0.56		307	118	
VVCC	6B	RT	96	ND		1.00	ND		96	ND	
VVCC	6	RT	96	ND		1.00	ND		96	ND	
VVCC	7	RT	39	ND		1.00	ND		39	ND	
VVCC	8	RT	75	ND		1.00	ND		75	ND	
Vallejo Transit	1	RT	1012	706	356	0.97	1.00	0.76	1043	706	468
VT	2	RT	641	275	206	0.85	1.00	1.00	754	275	206
VT	3	RT	192	57	48	0.94	0.71	0.80	204	80	60
VT	4	RT	212	91	36	1.00	0.88	0.67	212	103	54
VT	5	RT	406	252	207	0.97	0.91	0.91	419	277	227
VT	6	RT	393	145	58	0.97	1.00	0.90	405	145	64
VT	7	RT	576	73	n/a	0.83	0.46	n/a	694	159	n/a
VT	8	RT	197	103	n/a	0.82	0.92	n/a	240	112	n/a
VT	9	RT	273	189	113	0.73	0.94	0.94	374	201	120
VT	80	WB	724	301	458	0.88	0.83	0.97	823	363	472
VT	80	EB	621	138	112	0.91	0.70	0.74	682	197	151
VT	85	RT	509	247	82	1.00	1.00	1.00	509	247	82
VT	92	WB	13	ND	ND	1.00	0.00	0.00	13	ND	ND
VT	92	EB	11	ND	ND	1.00	0.00	0.00	11	ND	ND
VT	200	WB	174	32	17	1.00	1.00	1.00	174	32	17
VT	200	EB	185	33	16	1.00	1.00	1.00	185	33	16
VT	Ferry	WB	1102	598	510	1.00	1.00	1.00	1102	598	510
VT	Ferry	EB	1046	487	363	1.00	1.00	1.00	1046	487	363
TOTAL			19,837	12,728	4,527						

V. 041707b

ND= No data collected

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**Solano Transportation Authority
Ridership Study
Actual Survey Schedule**

October 2006

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2	3	4	5	6	7	8
9 Columbus Day	10	11	12	13	14	15
16	17 BB 21, 22, 75	18 BB 21, 22, 75	19 BB 19, 75	20 BB 19	21 BB 75	22
23	24 VT 80	25 VT 80	26 VT 80	27	28 BB 75 VT 80	29 VT 80
30 VT 9	31 Halloween VT 1, 2, 4, 7, 8, 9, 80					

November 2006

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 VT 1, 2, 5, 7, 8, 85	2 VT 1, 2, 5, 6, 7, 8, 85	3 VT 3, 5, 6, 8, 85	4 VT 1, 2, 4, 5, 6, 8, 9, 85	5 VT 1, 2, 4, 6, 85
6 FT 5, 20, 40 VV 5	7 FT 1A, 1B, 2, 3A, 4, 5, 7, 40, 90 VT 92 VV 6, 7, 8	8 FT 2, 5, 6, 7, 40, 90 VT 92, 200, Ferry VV 1, 2A, 2B, 4	9 FT 2, 3A, 3B, 5, 6, 20, 30, 40, 90 VT 92	10 FT 1B, 3A, 3B, 4, 6, 40	11 Veteran's Day FT 1A, 1B, 2, 3A, 3B, 5, 6, 7, 20 VT 3, 85, 200, Ferry VV 5	12 VT 1, 3, 5, 9, 80, 85, 200, Ferry
13 RV 51	14 FT 30 RV 50, 52 VT 80, 92	15 FT 90 VT 7, 80, 85	16 BB 75 FT 90 RV 51 VV 6B VT 7, 8, 80, 85	17 BB 75 VT 1, 2, 3, 6, 8	18 FT 2, 7 VV 1, 2A, 2B, 4, 6, 7, 8 VT 1, 2, 3, 5, 7, 9	19 VT 1, 5, 9, 80
20	21	22	23	24 Thanksgiving	25	26
27	28	29	30			

Please note: Benicia Breeze Line 23 was completed on January 10, 2007.

**Solano Express Intercity Routes
Ridership by Jurisdictions of Residence**

	Benicia Breeze Route 75		Fairfield/Suisun Transit Route 20		Fairfield/Suisun Transit Rt. 30		Fairfield/Suisun Transit Route 40		Vallejo Transit Route 80		Vallejo Transit Route 85		Fairfield/Suisun Transit Route 90	
	Ridership	Percent	Ridership	Percent	Ridership	Percent	Ridership	Percent	Ridership	Percent	Ridership	Percent	Ridership	Percent
Benicia	107	55.73%	0	0.00%	3	5.66%	1	1.23%	21	2.86%	5	1.47%	0	0.00%
Dixon	0	0.00%	0	0.00%	12	22.64%	2	2.47%	0	0.00%	5	1.47%	2	0.81%
Fairfield	4	2.08%	18	27.27%	17	32.08%	28	34.57%	44	5.99%	122	35.99%	157	63.56%
Rio Vista	0	0.00%	0	0.00%	0	0.00%	0	0.00%	1	0.14%	0	0.00%	1	0.40%
Suisun City	1	0.52%	3	4.55%	2	3.77%	12	14.81%	10	1.36%	31	9.14%	40	16.19%
Vacaville	1	0.52%	44	66.67%	15	28.30%	37	45.68%	7	0.95%	14	4.13%	44	17.81%
Vallejo	78	40.63%	1	1.52%	4	7.55%	0	0.00%	648	88.16%	161	47.49%	1	0.40%
Balance of County	1	0.52%	0	0.00%	0	0.00%	1	1.23%	4	0.54%	1	0.29%	2	0.81%
Total	192	100%	66	100%	53	100%	81	100%	735	100%	339	100%	247	100%
Napa County	2		0		1		0		40		7		2	
Outside Solano Co	24		3		3		15		224		20		23	
Other ¹	0		0		0		0		0		0		0	
Missing	9		5		5		2		20		9		1	
Total	227		74		62		98		1,019		375		273	

Source: Solano Transportation Authority Intercity Lines Ridership Survey Study, Quantum Market Research, Inc., February 5, 2007, and individual line frequency reports.
 Note 1: Respondents asked to specify. Locations specified have been incorporated into other answers. (E.g., Oakland is in Outside Solano County, Cordelia is in Fairfield)

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DATE: April 11, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Intercity Transit Funding Agreement Proposal

Background:

In June 2006, the Solano Transportation Authority Board authorized the development of an Intercity Transit Funding Agreement for FY 2006-07. This agreement was the result of the work of the Intercity Transit Funding Working Group comprised of representatives from STA, Solano County, and each city in Solano County. The agreement covered nine intercity routes operated by three cities and was based on three guiding principals (Attachment A).

Initially the ITF Working Group focused on development of a uniform methodology for shared funding of intercity transit services. However, rising costs and potential service changes broadened the scope of the Working Group to include service coordination and streamlining services along parallel routes. Service changes to the intercity route structure and operation were agreed upon and implemented in early FY 2006-07.

Using an agreed upon costing methodology and a formula for allocating subsidy requirements by jurisdiction, each jurisdiction's funding share for each intercity route was calculated. These contributions are documented in the agreement and are used as inputs into the adopted TDA matrix for FY 2006-07. Through subsequent actions, based in part on the efforts of the ITF Working Group, an agreement for the use of Regional Measure 2 Express Bus funds was developed for the intercity routes for FY 2006-07 and FY 2007-08.

The ITF Working Group requested that a financial assessment of the cost allocation models used by the transit operators and that a ridership study be performed for use in preparing a revised Intercity Transit Funding Agreement for FY 2007-08. Those studies have been completed and the results have been used to inform the deliberations of the ITF Working Group over the past few months.

Discussion:

The Intercity Transit Funding Working Group has reviewed the results of the Transit Finance Assessment: Intercity Transit Routes Report and the Transit Ridership Survey. Recommendations from the Transit Finance Assessment have been agreed upon by the ITF Working Group and Ridership Survey results were used in developing options for a cost/subsidy sharing formula. These two studies and the discussions of the ITF Working Group provide a foundation for a FY 2007-08 Intercity Transit Agreement.

The core elements of the agreement are shown in Attachment A

A key component of the Agreement is the cost sharing formula. Several cost sharing options were considered by the ITF Working group, the results of which are shown in Attachment 2. Each option is described in Attachment C. At the April 18, 2007 meeting of the ITF Working Group agreed that the fifth option, titled “STA Modified Proposal” should be advanced to the Agreement. This option establishes the County Unincorporated share at \$130,000, essentially the same contribution as the County made to the intercity routes in FY 2006-07. This amount is “taken off the top.” The remaining balance of the costs are shared based on 20% population and 80% on ridership by jurisdiction of residence by route.

The Working Group is continuing to make modifications to the data and the formula, primarily to reduce costs to ensure that adequate funds are available for the service. As of April 18, 2007, staff representing Benicia, Rio Vista, Vacaville, Vallejo, and the County of Solano concurred that their jurisdictions would meet the required contributions under the STA Modified Proposal. These jurisdictions will prepare their FY 2007-08 TDA claims based on the following intercity funding shares:

Jurisdiction	Amount
Benicia	\$356,822
Rio Vista	\$16,031
Vacaville	\$582,821
Vallejo	\$1,404,991
County of Solano	\$130,000

Staff from the City of Dixon was not able to attend the meeting and STA is following up with them to discuss the proposal. The City of Fairfield staff requested additional time and a follow up meeting with STA to discuss the proposal.

If the ITF Working Group identifies cost reductions that would be passed along to these jurisdictions with the application of the cost sharing formula, then the revised amounts may be amended into their claims. The other jurisdictions will prepare their TDA claims when final agreement is reached on the intercity transit cost sharing.

Recommendation:

Forward a recommendation to the STA Board to:

1. Authorize the Executive Director to execute an Intercity Transit Funding Agreement based on the core concepts outlined in Attachment A.
2. Authorize the filing of TDA claims based on the agreed upon amounts for the intercity routes, as follows: Benicia - \$356,822, Rio Vista - \$16,031, Vacaville - \$582,821, Vallejo - \$1,404,991, and County of Solano - \$130,000.

Attachments:

- A. STA Intercity Transit Funding Agreement Core Concepts
- B. STA SolanoExpress Cost Sharing – Based on FY 2007-08 Costs – Summary Comparison of Options Considered
- C. Description of Options

**Solano Transportation Authority
Intercity Transit Funding Agreement Core Concepts**

Transit Coordination and Guiding Principles

The FY 2006-07 Intercity Transit Agreement included transit coordination and guiding principles that continue in effect for the FY 2007-08 Agreement. They are:

Principle 1:

To provide certainty to intercity transit operators and funding partners, establish a consistent method and an agreement for sharing subsidies for all intercity routes by Solano transit operators for FY 2006-07 and future years based on a consensus of the participating jurisdictions.

Principle 2:

To focus limited financial resources and deliver productive intercity transit service as soon as possible, develop a cost effective and affordable revised route structure that will; 1) be implemented with the new subsidy sharing agreement; 2) meet the policy/coverage requirements agreed upon; 3) be marketed jointly.

Principle 3:

To focus limited financial resources and deliver productive intercity transit service on an on-going basis while meeting the policy/coverage requirements agreed upon, develop strategies to consistently evaluate, modify, and market intercity transit services after the intercity subsidy sharing agreement is implemented.

Included Intercity Routes/ Intercity Route Definition

To be included in the Intercity Transit Agreement, a route must meet all three of the following criteria:

1. Operates between two cities and has a monthly ridership of at least 2,000.
AND
2. Operates at least 5 days per week.
AND
3. Has been operating for at least a year and is not scheduled for deletion within the fiscal year.

Route	Meets Definition?			Included
	1	2	3	
20	Yes	Yes	Yes	X
23	No	Yes	Yes	
30	Yes	Yes	Yes	X
40	Yes	Yes	Yes	X
50	No	No	No	
52	No	No	No	
70/75	Yes	Yes	Yes	X
80	Yes	Yes	Yes	X
85	Yes	Yes	Yes	X
90	Yes	Yes	Yes	X

FY 2007-08 Baseline Cost Data Source

The baseline cost estimate for FY 2007-08 shall be based on the operators' preliminary budget for FY 2007-08 prepared in February – March 2007. The preliminary budget estimate shall include unit cost or line item cost escalation (as appropriate), cost changes due to service changes (e.g., changes to service hours), changes due to contract changes, and estimates of allocated overhead costs by mode.

The baseline cost estimate shall be submitted with the operators' completed three variable cost allocation model that includes an estimate of fares by route and other subsidies by route. Sources for other subsidies shall be identified in the footnotes to the summary page of the cost allocation model or by another means to make clear the amounts and sources of other subsidies.

FY 2007-08 Baseline Data Definitions

The definitions for Revenue service miles, Revenue service hours, and Peak vehicles as used for the FY 2007-08 cost allocation model shall follow the definitions provided by the National Transit Database (NTD). In the event that routes are interlined, peak vehicles shall be allocated by the proportion of the peak period operated by each intercity bus. In any case, the total peak vehicles used in the cost allocation model shall not exceed the total peak fleet reported in NTD.

Allowable and Allocable Administrative and Overhead Costs

The Finance Assessment found that overhead costs are included in a variety of ways in the cost allocation models prepared by the operators. The report recommends that the ITF Working Group agree upon a method for applying overhead costs in the cost allocation model that is consistent among operators. Options for how overhead could be included were provided in the Finance Assessment and are being analyzed. The agreed

upon method for including overhead in the cost allocation model will be included in the final Intercity Transit Agreement.

Cost Allocation Model

The Intercity Transit Funding Working group has agreed to use a three variable cost model for allocating costs by route. This model is based on the National Transit Database's recommended approach for allocating transit costs by vehicle hours, vehicle miles, and peak vehicles. The ITF Working group uses this model to assign costs by route. The results of the cost model form the basis for allocating subsidies to each jurisdiction. Each operator inputs data into the model and the models are submitted to STA and the jurisdictions for further use and review.

Net Costs to be Shared

The net cost of the route is the total cost of the route minus farebox revenue, Regional Measure 2 funds, agreed upon State Transit Assistance Funds, and other non-TDA operating funds that are applied to the route.

Ridership Survey Data

An on-board ridership survey was taken in October – November 2006 to provide the ITF Working Group with data regarding the number of riders by jurisdiction of residence by intercity route. This data was assembled for use in the Intercity Transit Agreement formula. The on-board survey will be conducted periodically and no less frequently than every 3 years for purposes of updating the ridership information in the Agreement.

Population Data

City and County Unincorporated population data for Solano County shall be obtained from the most current publication of the State of California Department of Finance E-4 Population Estimates for Cities, Counties and State. This information shall be updated and incorporated into the cost sharing formula annually.

Cost Sharing Formula

For FY 2007-08, intercity transit costs shall be shared among the jurisdictions based upon an agreed upon formula whereby the net cost of each route is further reduced by the County Unincorporated Area's population share of the County (4.67% in FY 2007-08) proportionately for each route up to a maximum of \$130,000. The resulting net cost is shared 20% by population share and 80% by ridership by jurisdiction of residence. The subsidy amounts provided by each jurisdiction will be included in the annual TDA matrix prepared by STA and submitted to MTC. The cost sharing formula may be subject to indexing beyond FY 2007-08 as a part of the annual option for renewal.

Cost Estimates and Actual Costs – Year End Reconciliation

The baseline cost information used in the cost allocation model is based on preliminary budget information for the next year. As such, costs are estimates and are subject to change. The ITF Working Group may include a process for addressing mid-year cost changes in this Agreement.

Term of Agreement

The FY 2007-08 Intercity Transit Agreement shall be effective for one year beginning on July 1, 2007. The agreement may be extended at the option of the STA Board and the funding partners for three additional one-year periods.

Role and Responsibility of the Intercity Transit Funding Working Group

Recognizing that all local jurisdictions within Solano County participate in funding intercity transit routes, all proposed fare and service changes shall be presented by the operators to the ITF Working Group at least 90 days prior to implementation and in sufficient time for the group's consideration. All jurisdictions are responsible for participating in the ITF Working Group and for meeting their financial obligations under the Intercity Transit Agreement.

**SOLANO TRANSPORTATION AUTHORITY
SOLANO EXPRESS COST SHARING**

ATTACHMENT B

Based on FY 2007-08 Costs -- Summary Comparison of Options Considered¹

	Population 20%, Ridership 80%	County Off the Top, Population 20%, Ridership 80%	Dixon Proposal: Population 20%, Ridership 80% ²	Dixon Proposal: County Off the Top, Population 20%, Ridership 80% ³	STA Modified Proposal Version ⁴	FY 07 Agreement ⁴
Benicia	\$365,565	\$352,300	\$347,446	\$331,229	\$356,822	\$626,855
Dixon	\$101,884	\$98,716	\$75,182	\$71,673	\$99,983	\$73,753
Fairfield	\$964,948	\$932,725	\$1,017,306	\$975,804	\$944,699	\$791,437
Rio Vista	\$15,938	\$15,828	\$2,788	\$2,658	\$16,031	\$6,414
Suisun City	\$244,703	\$236,774	\$218,377	\$208,184	\$239,814	\$79,597
Vacaville	\$593,114	\$575,433	\$496,995	\$473,798	\$582,821	\$507,705
Vallejo	\$1,438,777	\$1,387,183	\$1,603,603	\$1,535,614	\$1,404,991	\$1,642,698
Balance of County	\$50,231	\$176,202	\$13,465	\$176,202	\$130,000	\$130,648
Total	\$3,775,161	\$3,775,161	\$3,775,161	\$3,775,161	\$3,775,161	\$3,859,205

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Notes:

- Using the following data files:
Fairfield Routes 20, 30, 40 and 90 -- "FF Cost Allocation Model 021507 v2"
Vallejo Routes 70, 80 and 85 -- "FY 07 08 Vallejo Cost Allocation Model 4-16-07"
- Dixon Proposal Population shares are based on population of jurisdictions directly served by the route.
- County Off the Top is limited to \$130,000 and the balance is shared 20% Population, 80% Ridership
Proposal to index the County's share at its percentage share of costs, 3.45% annually.
- FY 07 Agreement includes Routes 20, 30, 40, 50, 75, 85, and 90/91. Route 80 costs added to the Agreement amounts for comparison

Description of Options

ATTACHMENT C

Population 20%, Ridership 80%

20% of the net cost of each route is allocated to each jurisdiction based on their share of the total county population.

80% of the net cost of each route is allocated to each jurisdiction based on their share of ridership on the route, based on ridership survey question regarding rider residence.

County Off the Top, Population 20%, Ridership 80%

Unincorporated County share of total County population (4.76%) is deducted from the net cost of each route.

Remaining net costs are shared using 20% population, 80% ridership formula described above.

Dixon Proposal: Population 20%, Ridership 80%

20% of the net cost of each route is allocated to each jurisdiction served by the route, based on the jurisdiction's population share among the jurisdictions served.

80% of the net cost of each route is allocated to each jurisdiction based on their share of ridership on the route, based on ridership survey question regarding rider residence.

Dixon Proposal: County Off the Top, Population 20%, Ridership 80%

Unincorporated County share of total County population (4.76%) is deducted from the net cost of each route.

Remaining costs are shared as follows:

20% of the net cost of each route is allocated to each jurisdiction served by the route, based on the jurisdiction's population share among the jurisdictions served.

80% of the net cost of each route is allocated to each jurisdiction based on their share of ridership on the route, based on ridership survey question regarding rider residence.

STA Modified Proposal, Version 2

Unincorporated County share of total County population (4.76%) is deducted from the net cost of each route, up to a maximum of \$130,000.

Remaining costs are shared as follows:

20% of the net cost of each route is allocated to each jurisdiction based on their share of the total county population.

80% of the net cost of each route is allocated to each jurisdiction based on their share of ridership on the route, based on ridership survey question regarding rider residence.

*Proposal to index County's share at 3.45% of the net cost of each route annually, based on FY 2007 share.



DATE: April 16, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Legislative Update

Background:

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. A Legislative Matrix (Attachment A) is included listing the bills that staff is watching and analyzing for the 2007-08 state legislative session and the 2007 federal legislative session.

Discussion:

At the March 28, 2007 meeting, the Technical Advisory Committee (TAC) approved forwarding a watch position to the STA Board for Assembly Bill (AB) 463 (Huffman). AB 463 would require all new diesel powered ferries to meet specific air emissions standards (amending the California Clean Ferry Act). Assemblymember Huffman has discontinued pursuit of legislation to amend the CCFA and instead amended the bill to present a new subject relative to disabled persons' vehicle parking regulations. Therefore staff will discontinue monitoring AB 463.

Senate Bill (SB) 286 (Lowenthal/Dutton) is a bill sponsored by the League of California Cities and the California State Association of Counties (CSAC). The bill proposes to accelerate distribution of the \$2 billion Proposition 1B funds for local streets and roads. Under the proposal every city will receive at least half (and up to their full amount) of their Prop 1B funds to spend in the next two (2) fiscal years with the state allocating the remaining funds no later than 2010. Applicants would submit a list of projects expected to be funded with bond funds to the Department of Finance and to report various information to the Department of Finance. The April 9th amendment of SB 286 also declares an urgency statute, and if approved, would take effect immediately upon the Governor's signature.

Based on population figures from the Department of Finance, the following estimate represents the Prop 1B Local Streets and Roads funds available to Solano County:

County of Solano	\$ 11,375,937
Benicia	\$ 867,957
Dixon	\$ 558,347
Fairfield	\$ 3,355,070
Rio Vista	\$ 400,000
Suisun City	\$ 881,587
Vacaville	\$ 3,062,585
Vallejo	\$ 3,847,460
Solano County Total	\$ 24,348,943

The STA's 2007 Legislative Priorities and Platform call for supporting the overall increase and prompt allocation of any available additional funding for transportation projects in Solano County. Staff recommends that the seven cities in the county as well as the County of Solano and the STA support SB 286.

Recommendation:

Forward the following recommendation to the STA Board:

1. Support SB 286; and
2. Request the County of Solano and the seven cities in the county to send letters to the authors in support of SB 286.

Attachments:

- A. STA Legislative Matrix (To be provided under separate cover.)
- B. SB 286 (Lowenthal/Dutton) Prop 1B implementation for local streets and roads

AMENDED IN SENATE APRIL 9, 2007

SENATE BILL**No. 286****Introduced by ~~Senator Dutton~~ *Senators Lowenthal and Dutton***

February 15, 2007

An act to amend Sections 8879.23 and 8879.28 of the Government Code, relating to transportation bonds, *and declaring the urgency thereof, to take effect immediately.*

LEGISLATIVE COUNSEL'S DIGEST

SB 286, as amended, ~~Dutton~~ *Lowenthal*. Transportation bonds: implementation.

Proposition 1B, approved by the voters at the November 2006, general election, enacts the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, which authorizes the issuance of \$19.925 billion of general obligation bonds for various transportation purposes, including \$2 billion to be allocated by the Controller to cities and counties, by formula, for local street and road purposes, subject to appropriation by the Legislature.

This bill would require the bond funds for local street and road purposes to be allocated by the Controller in 2 cycles that cover 4 years, with the 1st cycle of payments to be made to eligible local agencies not later than January 1, 2008, and the 2nd cycle of payments to be made not later than January 1, 2010, as specified. The bill would also require the Controller to use the population figures from the Department of Finance as of January 1, 2007, in making allocations to cities. *The bill would require an applicant for these funds to submit a list of projects expected to be funded with bond funds to the Department of Finance, as specified, and to report various information to the Department of Finance.* The bill would make other related changes.

This bill would declare that it is to take effect immediately as an urgency statute.

Vote: ~~majority~~^{2/3}. Appropriation: no. Fiscal committee: yes.
 State-mandated local program: no.

The people of the State of California do enact as follows:

1 SECTION 1. Section 8879.23 of the Government Code is
 2 amended to read:

3 8879.23. The Highway Safety, Traffic Reduction, Air Quality,
 4 and Port Security Fund of 2006 is hereby created in the State
 5 Treasury. The Legislature intends that the proceeds of bonds
 6 deposited in the fund shall be used to fund the mobility, safety,
 7 and air quality improvements described in this article over the
 8 course of the next decade. The proceeds of bonds issued and sold
 9 pursuant to this chapter for the purposes specified in this chapter
 10 shall be allocated in the following manner:

11 (a) (1) Four billion five hundred million dollars
 12 (\$4,500,000,000) shall be deposited in the Corridor Mobility
 13 Improvement Account, which is hereby created in the fund. Funds
 14 in the account shall be available to the California Transportation
 15 Commission, upon appropriation in the annual Budget Bill by the
 16 Legislature, for allocation for performance improvements on highly
 17 congested travel corridors in California. Funds in the account shall
 18 be used for performance improvements on the state highway
 19 system, or major access routes to the state highway system on the
 20 local road system that relieve congestion by expanding capacity,
 21 enhancing operations, or otherwise improving travel times within
 22 these high-congestion travel corridors, as identified by the
 23 department and regional or local transportation agencies, pursuant
 24 to the process in paragraph (3) or (4), as applicable.

25 (2) The commission shall develop and adopt guidelines, by
 26 December 1, 2006, including regional programming targets, for
 27 the program funded by this subdivision, and shall allocate funds
 28 from the account to projects after reviewing project nominations
 29 submitted by the Department of Transportation and by regional
 30 transportation planning agencies or county transportation
 31 commissions or authorities pursuant to paragraph (4).

32 (3) Subject to the guidelines adopted pursuant to paragraph (2),
 33 the department shall nominate, by no later than January 15, 2007,

1 projects for the allocation of funds from the account on a statewide
2 basis. The department's nominations shall be geographically
3 balanced and shall reflect the department's assessment of a program
4 that best meets the policy objectives described in paragraph (1).

5 (4) Subject to the guidelines adopted pursuant to paragraph (2),
6 a regional transportation planning agency or county transportation
7 commission or authority responsible for preparing a regional
8 transportation improvement plan under Section 14527 may
9 nominate projects identified pursuant to paragraph (1) that best
10 meet the policy objectives described in that paragraph for funding
11 from the account. Projects nominated pursuant to this paragraph
12 shall be submitted to the commission for consideration for funding
13 by no later than January 15, 2007.

14 (5) All nominations to the California Transportation Commission
15 shall be accompanied by documentation regarding the quantitative
16 and qualitative measures validating each project's consistency
17 with the policy objectives described in paragraph (1). All projects
18 nominated to the commission for funds from this account shall be
19 included in a regional transportation plan.

20 (6) After review of the project nominations, and supporting
21 documentation, the commission, by no later than March 1, 2007,
22 shall adopt an initial program of projects to be funded from the
23 account. This program may be updated every two years in
24 conjunction with the biennial process for adoption of the state
25 transportation improvement program pursuant to guidelines adopted
26 by the commission. The inclusion of a project in the program shall
27 be based on a demonstration that the project meets all of the
28 following criteria:

29 (A) Is a high-priority project in the corridor as demonstrated by
30 either of the following: (i) its inclusion in the list of nominated
31 projects by both the department pursuant to paragraph (3) and the
32 regional transportation planning agency or county transportation
33 commission or authority, pursuant to paragraph (4); or (ii) if needed
34 to fully fund the project, the identification and commitment of
35 supplemental funding to the project from other state, local, or
36 federal funds.

37 (B) Can commence construction or implementation no later
38 than December 31, 2012.

39 (C) Improves mobility in a high-congestion corridor by
40 improving travel times or reducing the number of daily vehicle

- 1 hours of delay, improves the connectivity of the state highway
2 system between rural, suburban, and urban areas, or improves the
3 operation or safety of a highway or road segment.
- 4 (D) Improves access to jobs, housing, markets, and commerce.
- 5 (7) Where competing projects offer similar mobility
6 improvements to a specific corridor, the commission shall consider
7 additional benefits when determining which project shall be
8 included in the program for funding. These benefits shall include,
9 but are not limited to, the following:
- 10 (A) A finding that the project provides quantifiable air quality
11 benefits.
- 12 (B) A finding that the project substantially increases the safety
13 for travelers in the corridor.
- 14 (8) In adopting a program for funding pursuant to this
15 subdivision, the commission shall make a finding that the program
16 is (i) geographically balanced, consistent with the geographic split
17 for funding described in Section 188 of the Streets and Highways
18 Code; (ii) provides mobility improvements in highly traveled or
19 highly congested corridors in all regions of California; and (iii)
20 targets bond proceeds in a manner that provides the increment of
21 funding necessary, when combined with other state, local or federal
22 funds, to provide the mobility benefit in the earliest possible
23 timeframe.
- 24 (9) The commission shall include in its annual report to the
25 Legislature, required by Section 14535, a summary of its activities
26 related to the administration of this program. The summary should,
27 at a minimum, include a description and the location of the projects
28 contained in the program, the amount of funds allocated to each
29 project, the status of each project, and a description of the mobility
30 improvements the program is achieving.
- 31 (b) One billion dollars (\$1,000,000,000) shall be made available,
32 upon appropriation in the annual Budget Bill by the Legislature,
33 to the department for improvements to State Route 99. Funds may
34 be used for safety, operational enhancements, rehabilitation, or
35 capacity improvements necessary to improve the State Route 99
36 corridor traversing approximately 400 miles of the central valley
37 of this state.
- 38 (c) Three billion one hundred million dollars (\$3,100,000,000)
39 shall be deposited in the California Ports Infrastructure, Security,
40 and Air Quality Improvement Account, which is hereby created

1 in the fund. The money in the account shall be available, upon
2 appropriation by the Legislature and subject to such conditions
3 and criteria as the Legislature may provide by statute, as follows:

4 (1) (A) Two billion dollars (\$2,000,000,000) shall be transferred
5 to the Trade Corridors Improvement Fund, which is hereby created.

6 The money in this fund shall be available, upon appropriation in
7 the annual Budget Bill by the Legislature and subject to such
8 conditions and criteria as the Legislature may provide by statute,
9 for allocation by the California Transportation Commission for
10 infrastructure improvements along federally designated "Trade
11 Corridors of National Significance" in this state or along other
12 corridors within this state that have a high volume of freight
13 movement, as determined by the commission. In determining
14 projects eligible for funding, the commission shall consult the trade
15 infrastructure and goods movement plan submitted to the
16 commission by the Secretary of Business, Transportation and
17 Housing and the Secretary for Environmental Protection. No
18 moneys shall be allocated from this fund until the report is
19 submitted to the commission for its consideration, provided the
20 report is submitted no later than January 1, 2007. The commission
21 shall also consult trade infrastructure and goods movement plans
22 adopted by regional transportation planning agencies, adopted
23 regional transportation plans required by state and federal law, and
24 the statewide port master plan prepared by the California Marine
25 and Intermodal Transportation System Advisory Council
26 (Cal-MITSAC) pursuant to Section 1760 of the Harbors and
27 Navigation Code, when determining eligible projects for funding.
28 Eligible projects for these funds include, but are not limited to, all
29 of the following:

30 (i) Highway capacity improvements and operational
31 improvements to more efficiently accommodate the movement of
32 freight, particularly for ingress and egress to and from the state's
33 seaports, including navigable inland waterways used to transport
34 freight between seaports, land ports of entry, and airports, and to
35 relieve traffic congestion along major trade or goods movement
36 corridors.

37 (ii) Freight rail system improvements to enhance the ability to
38 move goods from seaports, land ports of entry, and airports to
39 warehousing and distribution centers throughout California,
40 including projects that separate rail lines from highway or local

1 road traffic, improve freight rail mobility through mountainous
2 regions, relocate rail switching yards, and other projects that
3 improve the efficiency and capacity of the rail freight system.

4 (iii) Projects to enhance the capacity and efficiency of ports.

5 (iv) Truck corridor improvements, including dedicated truck
6 facilities or truck toll facilities.

7 (v) Border access improvements that enhance goods movement
8 between California and Mexico and that maximize the state's
9 ability to access coordinated border infrastructure funds made
10 available to the state by federal law.

11 (vi) Surface transportation improvements to facilitate the
12 movement of goods to and from the state's airports.

13 (B) The commission shall allocate funds for trade infrastructure
14 improvements from the account in a manner that (i) addresses the
15 state's most urgent needs, (ii) balances the demands of various
16 ports (between large and small ports, as well as between seaports,
17 airports, and land ports of entry), (iii) provides reasonable
18 geographic balance between the state's regions, and (iv) places
19 emphasis on projects that improve trade corridor mobility while
20 reducing emissions of diesel particulate and other pollutant
21 emissions. In addition, the commission shall also consider the
22 following factors when allocating these funds:

23 (i) "Velocity," which means the speed by which large cargo
24 would travel from the port through the distribution system.

25 (ii) "Throughput," which means the volume of cargo that would
26 move from the port through the distribution system.

27 (iii) "Reliability," which means a reasonably consistent and
28 predictable amount of time for cargo to travel from one point to
29 another on any given day or at any given time in California.

30 (iv) "Congestion reduction," which means the reduction in
31 recurrent daily hours of delay to be achieved.

32 (C) The commission shall allocate funds made available by this
33 paragraph to projects that have identified and committed
34 supplemental funding from appropriate local, federal or private
35 sources. The commission shall determine the appropriate amount
36 of supplemental funding each project should have to be eligible
37 for moneys from this fund based on a project-by-project review
38 and an assessment of the project's benefit to the state and the
39 program. Except for border access improvements described in
40 clause (v) of subparagraph (A), improvements funded with moneys

1 from this fund shall have supplemental funding that is at least equal
2 to the amount of the contribution from the fund. The commission
3 may give priority for funding to projects with higher levels of
4 committed supplemental funding.

5 (D) The commission shall include in its annual report to the
6 Legislature, required by Section 14535, a summary of its activities
7 related to the administration of this program. The summary should,
8 at a minimum, include a description and the location of the projects
9 contained in the program, the amount of funds allocated to each
10 project, the status of each project, and a description of the mobility
11 and air quality improvements the program is achieving.

12 (2) One billion dollars (\$1,000,000,000) shall be made available,
13 upon appropriation by the Legislature and subject to such
14 conditions and criteria contained in a statute enacted by the
15 Legislature, to the State Air Resources Board for emission
16 reductions, not otherwise required by law or regulation, from
17 activities related to the movement of freight along California's
18 trade corridors. Funds made available by this paragraph are
19 intended to supplement existing funds used to finance strategies
20 and public benefit projects that reduce emissions and improve air
21 quality in trade corridors commencing at the state's airports,
22 seaports, and land ports of entry.

23 (3) One hundred million dollars (\$100,000,000) shall be
24 available, upon appropriation by the Legislature, to the Office of
25 Emergency Services to be allocated, as grants, for port, harbor,
26 and ferry terminal security improvements. Eligible applicants shall
27 be publicly owned ports, harbors, and ferryboat and ferry terminal
28 operators, which may submit applications for projects that include,
29 but are not limited to, the following:

30 (A) Video surveillance equipment.

31 (B) Explosives detection technology, including, but not limited
32 to, X-ray devices.

33 (C) Cargo scanners.

34 (D) Radiation monitors.

35 (E) Thermal protective equipment.

36 (F) Site identification instruments capable of providing a
37 fingerprint for a broad inventory of chemical agents.

38 (G) Other devices capable of detecting weapons of mass
39 destruction using chemical, biological, or other similar substances.

40 (H) Other security equipment to assist in any of the following:

1 (i) Screening of incoming vessels, trucks, and incoming or
2 outbound cargo.

3 (ii) Monitoring the physical perimeters of harbors, ports, and
4 ferry terminals.

5 (iii) Providing or augmenting onsite emergency response
6 capability.

7 (I) Overweight cargo detection equipment, including, but not
8 limited to, intermodal crane scales and truck weight scales.

9 (J) Developing disaster preparedness or emergency response
10 plans.

11 The Office of Emergency Services shall report to the Legislature
12 on March 1 of each year on the manner in which the funds available
13 pursuant to this paragraph were expended for that fiscal year.

14 (d) Two hundred million dollars (\$200,000,000) shall be
15 available, upon appropriation by the Legislature, for schoolbus
16 retrofit and replacement to reduce air pollution and to reduce
17 children's exposure to diesel exhaust.

18 (e) Two billion dollars (\$2,000,000,000) shall be available for
19 projects in the state transportation improvement program, to
20 augment funds otherwise available for this purpose from other
21 sources. The funds provided by this subdivision shall be deposited
22 in the Transportation Facilities Account which is hereby created
23 in the fund, and shall be available, upon appropriation by the
24 Legislature, to the Department of Transportation, as allocated by
25 the California Transportation Commission in the same manner as
26 funds allocated for those projects under existing law.

27 (f) (1) Four billion dollars (\$4,000,000,000) shall be deposited
28 in the Public Transportation Modernization, Improvement, and
29 Service Enhancement Account, which is hereby created in the
30 fund. Funds in the account shall be made available, upon
31 appropriation by the Legislature, to the Department of
32 Transportation for intercity rail projects and to commuter or urban
33 rail operators, bus operators, waterborne transit operators, and
34 other transit operators in California for rehabilitation, safety or
35 modernization improvements, capital service enhancements or
36 expansions, new capital projects, bus rapid transit improvements,
37 or for rolling stock procurement, rehabilitation, or replacement.

38 (2) Of the funds made available in paragraph (1), four hundred
39 million dollars (\$400,000,000) shall be available, upon
40 appropriation by the Legislature, to the department for intercity

1 rail improvements, of which one hundred twenty-five million
2 dollars (\$125,000,000) shall be used for the procurement of
3 additional intercity railcars and locomotives.

4 (3) Of the funds remaining after the allocations in paragraph
5 (2), 50 percent shall be distributed to the Controller, for allocation
6 to eligible agencies using the formula in Section 99314 of the
7 Public Utilities Code, and 50 percent shall be distributed to the
8 Controller, for allocation to eligible agencies using the formula in
9 Section 99313 of the Public Utilities Code, subject to the provisions
10 governing funds allocated under those sections.

11 (g) One billion dollars (\$1,000,000,000) shall be deposited in
12 the State-Local Partnership Program Account, which is hereby
13 created in the fund. The funds shall be available, upon
14 appropriation by the Legislature and subject to such conditions
15 and criteria as the Legislature may provide by statute, for allocation
16 by the California Transportation Commission over a five-year
17 period to eligible transportation projects nominated by an applicant
18 transportation agency. A dollar for dollar match of local funds
19 shall be required for an applicant transportation agency to receive
20 state funds under this program.

21 (h) One billion dollars (\$1,000,000,000) shall be deposited in
22 the Transit System Safety, Security, and Disaster Response
23 Account, which is hereby created in the fund. Funds in the account
24 shall be made available, upon appropriation by the Legislature and
25 subject to such conditions and criteria as the Legislature may
26 provide by statute, for capital projects that provide increased
27 protection against a security and safety threat, and for capital
28 expenditures to increase the capacity of transit operators, including
29 waterborne transit operators, to develop disaster response
30 transportation systems that can move people, goods, and emergency
31 personnel and equipment in the aftermath of a disaster impairing
32 the mobility of goods, people, and equipment.

33 (i) One hundred twenty-five million dollars (\$125,000,000)
34 shall be deposited in the Local Bridge Seismic Retrofit Account,
35 which is hereby created in the fund. The funds in the account shall
36 be used, upon appropriation by the Legislature, to provide the 11.5
37 percent required match for federal Highway Bridge Replacement
38 and Repair funds available to the state for seismic work on local
39 bridges, ramps, and overpasses, as identified by the Department
40 of Transportation.

1 (j) (1) Two hundred fifty million dollars (\$250,000,000) shall
2 be deposited in the Highway-Railroad Crossing Safety Account,
3 which is hereby created in the fund. Funds in the account shall be
4 available, upon appropriation by the Legislature, to the Department
5 of Transportation for the completion of high-priority grade
6 separation and railroad crossing safety improvements. Funds in
7 the account shall be made available for allocation pursuant to the
8 process established in Chapter 10 (commencing with Section 2450)
9 of Division 3 of the Streets and Highways Code, except that a
10 dollar for dollar match of nonstate funds shall be provided for each
11 project, and the limitation on maximum project cost in subdivision
12 (g) of Section 2454 of the Streets and Highways Code shall not
13 be applicable to projects funded with these funds.

14 (2) Notwithstanding the funding allocation process described
15 in paragraph (1), in consultation with the department and the Public
16 Utilities Commission, the California Transportation Commission
17 shall allocate one hundred million dollars (\$100,000,000) of the
18 funds in the account to high-priority railroad crossing
19 improvements, including grade separation projects, that are not
20 part of the process established in Chapter 10 (commencing with
21 Section 2450) of Division 3 of the Streets and Highways Code.
22 The allocation of funds under this paragraph shall be made in
23 consultation and coordination with the High-Speed Rail Authority
24 created pursuant to Division 19.5 (commencing with Section
25 185000) of the Public Utilities Code.

26 (k) (1) Seven hundred fifty million dollars (\$750,000,000) shall
27 be deposited in the Highway Safety, Rehabilitation, and
28 Preservation Account, which is hereby created in the fund. Funds
29 in the account shall be available, upon appropriation by the
30 Legislature, to the Department of Transportation, as allocated by
31 the California Transportation Commission, for the purposes of the
32 state highway operation and protection program as described in
33 Section 14526.5.

34 (2) The department shall develop a program for distribution of
35 two hundred ~~and~~ fifty million dollars (\$250,000,000) from the
36 funds identified in paragraph (1) to fund traffic light
37 synchronization projects or other technology-based improvements
38 to improve safety, operations and the effective capacity of local
39 streets and roads.

1 (D) (1) Two billion dollars (\$2,000,000,000) shall be deposited
2 in the Local Street and Road Improvement, Congestion Relief,
3 and Traffic Safety Account of 2006, which is hereby created in
4 the fund. The proceeds of bonds deposited into that account shall
5 be available, upon appropriation by the Legislature, for the
6 purposes specified in this subdivision, to the Controller for
7 administration and allocation in the fiscal year in which the bonds
8 are issued and sold. The Controller shall allocate the funds to
9 eligible local agencies in two cycles that cover four years, in order
10 to allow each eligible local agency to spend the funds in two
11 periods of two years each. The Controller shall allocate at least
12 one-half of each allocation amount in the first cycle of payments,
13 which shall be made no later than January 1, 2008, except that
14 each city shall receive at least four hundred thousand dollars
15 (\$400,000), as described in subparagraph (B) of paragraph (2). If
16 an eligible local agency is able to demonstrate that more than
17 one-half of its share of funds under this subdivision is able to be
18 spent on eligible projects in the first two-year cycle, the Controller
19 shall allocate up to the full amount to the local agency. The
20 Controller shall allocate the remaining portion of an eligible local
21 agency's share of funds under this subdivision in the second cycle
22 of payments, which shall be made no later than January 1, 2010.
23 The money in the account, and any interest or other return on
24 money in the account, shall be allocated in the following manner:

25 (A) Fifty percent to the counties, including a city and county,
26 in accordance with the following formulas:

27 (i) Seventy-five percent of the funds payable under this
28 subparagraph shall be apportioned among the counties in the
29 proportion that the number of fee-paid and exempt vehicles that
30 are registered in the county bears to the number of fee-paid and
31 exempt vehicles registered in the state.

32 (ii) Twenty-five percent of the funds payable under this
33 subparagraph shall be apportioned among the counties in the
34 proportion that the number of miles of maintained county roads
35 in each county bears to the total number of miles of maintained
36 county roads in the state. For the purposes of apportioning funds
37 under this clause, any roads within the boundaries of a city and
38 county that are not state highways shall be deemed to be county
39 roads.

1 (B) Fifty percent to the cities, including a city and county,
2 apportioned among the cities in the proportion that the total
3 population of the city bears to the total population of all the cities
4 in the state, provided, however, that the Controller shall allocate
5 a minimum of four hundred thousand dollars (\$400,000) to each
6 city, pursuant to this subparagraph.

7 (2) Funds received under this subdivision shall be deposited as
8 follows in order to avoid the commingling of those funds with
9 other local funds:

10 (A) In the case of a city, into the city account that is designated
11 for the receipt of state funds allocated for local streets and roads.

12 (B) In the case of an eligible county, into the county road fund.

13 (C) In the case of a city and county, into a local account that is
14 designated for the receipt of state funds allocated for local streets
15 and roads.

16 (3) For the purpose of allocating funds under this subdivision
17 to cities and a city and county, the Controller shall use the
18 population estimates prepared by the Demographic Research Unit
19 of the Department of Finance as of January 1, 2007. For a city that
20 incorporated after January 1, 1998, that does not appear on the
21 most recent population estimates prepared by the Demographic
22 Research Unit, the Controller shall use the population determined
23 for that city under Section 11005.3 of the Revenue and Taxation
24 Code.

25 (4) Funds apportioned to a city, county, or city and county under
26 this subdivision shall be used for improvements to transportation
27 facilities that will assist in reducing local traffic congestion and
28 further deterioration, improving traffic flows, or increasing traffic
29 safety that may include, but not be limited to, street and highway
30 pavement maintenance, rehabilitation, installation, construction
31 and reconstruction of necessary associated facilities such as
32 drainage and traffic control devices, or the maintenance,
33 rehabilitation, installation, construction and reconstruction of
34 facilities that expand ridership on transit systems, safety projects
35 to reduce fatalities, or as a local match to obtain state or federal
36 transportation funds for similar purposes. *Projects to be funded*
37 *pursuant to this subdivision shall be consistent with the*
38 *requirements applicable to funds subject to Section 1 of Article XIX*
39 *of the California Constitution or shall be other transit projects*

1 *consistent with this paragraph, but may not include the funding*
2 *of transit operating costs.*

3 (5) *A city, county, or city and county shall submit to the*
4 *Department of Finance, upon appropriation of bond funds by the*
5 *Legislature, a list of projects expected to be funded with bond*
6 *funds pursuant to an adopted city or county budget. The list shall*
7 *not limit the flexibility of the applicant to fund projects in*
8 *accordance with local needs and priorities consistent with*
9 *paragraph (4) of subdivision (l) of Section 8879.23 of the*
10 *Government Code. All projects funded with these bond funds shall*
11 *be included within the city, county, or city and county budget that*
12 *is adopted by the applicable city council or board of supervisors*
13 *at a regular public meeting.*

14 (6) *A city, county, or city and county shall submit documentation*
15 *of expenditure of bond funds made available under this subdivision*
16 *to the Department of Finance, including the name of each project,*
17 *the location, the amount of the expenditure, and the completion*
18 *date and estimated useful life. The documentation shall be made*
19 *available at the end of each fiscal year until the bond funds are*
20 *accounted for. The information provided shall be posted on the*
21 *Internet Web site of the Department of Finance.*

22 ~~(5)~~

23 (7) *At the conclusion of each fiscal year during which a city or*
24 *county expends the funds it has received under this subdivision,*
25 *the Controller may verify the city's or county's compliance with*
26 *paragraph (4). Any city or county that has not complied with*
27 *paragraph (4) shall reimburse the state for the funds it received*
28 *during that fiscal year. Any funds withheld or returned as a result*
29 *of a failure to comply with paragraph (4) shall be reallocated to*
30 *the other counties and cities whose expenditures are in compliance.*

31 SEC. 2. Section 8879.28 of the Government Code is amended
32 to read:

33 8879.28. Upon request of the board stating that funds are
34 needed for purposes of this chapter, the committee shall determine
35 whether or not it is necessary or desirable to issue bonds authorized
36 pursuant to this chapter in order to carry out the actions specified
37 in Section 8879.23, and, if so, the amount of bonds to be issued
38 and sold. Successive issues of bonds may be authorized and sold
39 to carry out those actions progressively, and are not required to be
40 sold at any one time. Bonds may bear interest subject to federal

1 income tax. For purposes of this section, the committee shall
2 consider the request of the Controller relative to issuance of bonds
3 authorized pursuant to subdivision (l) of Section 8879.23.

4 *SEC. 3. This act is an urgency statute necessary for the*
5 *immediate preservation of the public peace, health, or safety within*
6 *the meaning of Article IV of the Constitution and shall go into*
7 *immediate effect. The facts constituting the necessity are:*

8 *In order to ensure that the funds made available by this act are*
9 *appropriated in the Budget Act of 2007, it is necessary that this*
10 *act take effect immediately.*

O



DATE: April 15, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Elizabeth Richards, Director of Transit and Rideshare Services
RE: Solano Transit Consolidation Study Status Update

Background:

In Solano County, each City and the County fund and/or operate transit services. This includes local and intercity transit services as well as general public and American with Disabilities Act (ADA) paratransit services. A subsidized taxi program and other special transportation services are also funded with local transit funds and operated through local jurisdictions.

Over the past several years, the issue of consolidating some or all of the services has been discussed and proposed. This topic was discussed by STA Board members at their February 2005 Board Retreat and the participants expressed interest and support for transit service becoming more convenient through a seamless system, that there should be a reasonable level of service throughout the county, and local transit issues and needs would have to be considered and addressed.

In March 2005, the STA Board directed STA staff to initiate a countywide Transit Consolidation Study. In April 2005, the STA Board approved goals, objectives and evaluation criteria to be incorporated in the scope of work for this study (see Attachment A). The Consortium and Technical Advisory Committee (TAC) reviewed the Scope of Work as well. In May 2005, the Board approved the scope of work and authorized the release of a Request for Proposals (RFP). Since that time, additional funds have been secured for the Transit Consolidation Study.

For a variety of reasons, the Transit Consolidation Study was not initiated until the Fall of 2006. Subsequently, STA has issued a RFP and DKS Associates was selected to conduct the Transit Consolidation Study.

Discussion:

A kick-off meeting and several project meetings have been held with DKS Associates and David McCrossan from the subconsultant (HDR) who will lead the critical outreach element of this project. To identify a wide variety of perspectives and potential issues, a great deal of outreach is being conducted ranging from interviews with transit operator staff, other city staff, public officials, and others.

The consultants attended the February STA Transit Subcommittee. STA Boardmembers/Councilmembers identified that each had different ways to outreach to fellow councilmembers. The direction was that the public official interviews should

be done first and direction sought from these STA Board members on how each individual jurisdiction would recommend gathering input from their fellow Councilmembers. This would be in lieu of presentations to all City Councils.

Interviews with STA Boardmembers and Board alternates began in March and have continued through April. In addition, staff interviews began in April and will continue into May. A list of ten questions has been developed to guide the interviews (see Attachment A). To gain a broad perspective of issues and concerns, over sixty interviews will be conducted. Over half the interviews have been completed.

In May, the consultants will present to the STA Board a summary of their findings from the interviews completed by that point. This will be a broad-based summary of commonalities, key issues and potential challenges. A preliminary summary of pros and cons of various consolidation alternatives may be presented. If there is enough common ground, potential consolidation alternatives may be returned to the STA Board for action in June.

Fiscal Impact:

STAF funds are currently budgeted in the STA budget, and have been claimed, to conduct the Transit Consolidation Study.

Recommendation:

Informational.

Attachment:

- A. Transit Consolidation Stakeholder Interview Questions
- B. STA Transit Consolidation Goals and Criteria



**STA Transit Consolidation Study
First Interview Outline**

Interviewees: Local Elected Officials/Staff

Format: In-person or telephone
Questions submitted in advance on request

Duration: 15-20 minutes, or longer if desired by public officials/staff

Draft Questions:

1. **What are your perceptions of transit that serves your City/Solano County currently?**
2. **Do you agree with the study's goals and objectives *(have available for them to view and walk through)***
3. **Which are your highest priorities for transit service?**
4. **What do you consider the advantages and disadvantages of how transit service is currently delivered in 1) your city and 2) Solano County. Please consider existing and potential riders (residents, employees, and others). In terms of:**
 - a. **Coordination and cohesiveness**
 - b. **Efficiency *(cost, facilities, levels of service, ridership-current, future)***
 - c. **Accountability *(decision-making process, addressing local needs currently, and in the future, flexibility)***
 - d. **Funding *(ability to deliver services, leverage other funding sources)***
5. **What do you think would be the major advantages achieved through consolidation?**
6. **What do you perceive as the major obstacles to consolidation?**
7. **What concerns do you personally have with consolidation that you would like to see addressed in this study?**
8. **Do you have any thoughts on which services should, or types of services, should be consolidated and how that would benefit your community?**
9. **Are there any issues concerning transit consolidation that we haven't covered that you would like to provide further comments?**
10. **Are there other individuals we should interview regarding this study?**



SOLANO TRANSPORTATION AUTHORITY
TRANSIT CONSOLIDATION STUDY

STA Board Goals and Criteria

Scope of Consolidation Study:

- All public transit services – local and inter-city fixed route services, local and inter-city paratransit transit , Dial-A-Ride

Potential Goals of Consolidation:

- To streamline transit service, simplifying and improving access to transit use for riders
- To achieve service efficiencies and economies
- To provide a central focus on transit service for the County
- To create a robust transit service to meet the growing transit needs of the County

Potential Criteria for Evaluating Consolidation Options:

- Cost effectiveness
- Efficient use of resources – equipment, facilities, personnel
- Service efficiency
- Improved governance -- Accountability to the public and the community
- Streamline decision-making
- Ridership and productivity impacts
- Service coordination
- Recognize local community needs and priorities
- Protect local transit service as requested by local jurisdiction
- Flexibility to meet local changing needs
- Capacity to deliver new service while maintaining existing service
- Ability to leverage additional funding
- Implementation needs/requirements (e.g., legal, financial)



DATE: April 18, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Sam Shelton, Assistant Project Manager
RE: Project Delivery Update

Background:

As the Congestion Management Agency for Solano County, the Solano Transportation Authority (STA) coordinates obligations and allocations of state and federal funds between local project sponsors, Caltrans, and the Metropolitan Transportation Commission (MTC). To aid in the delivery of locally sponsored projects, the STA continually updates the STA's Technical Advisory Committee (TAC) on changes to state and federal project delivery policies and reminds the TAC about upcoming project delivery deadlines.

Discussion:

All obligation and allocation deadlines for Fiscal Year (FY) 2006-07 projects have been met. The following project delivery updates are in regards to project monitoring and future fiscal year funds.

There are four project delivery reminders for the TAC:

1. **Inactive Obligations**

To adhere to FHWA project delivery guidelines and MTC's Resolution 3606, project sponsors must invoice for obligated projects every 6 months.

Actions have been taken by project sponsors to either invoice or deobligate unexpended funds. The next inactive obligation listing will be made available by Caltrans next month. There are no projects expected to be listed for Solano County agencies.

2. **Transportation Improvement Program (TIP) Amendment Schedule**

If your project needs to make a formal TIP amendment for funding obligation purposes, contact staff as soon as possible. The next two formal amendments have amendment submittal due dates of May 1 and August 1.

3. **Federal Rescission of Transportation Funding**

MTC is working with Caltrans to best protect currently programmed and future reauthorized federal transportation funds from the \$315 M federal rescission. As of their last meeting, only \$7 M of that would come from the Bay Area. No specific programs, other than the Highway Bridge Replacement and Rehabilitation (HBRR) Program, have been discussed as being part of the rescission. More information regarding a proposal from MTC and Caltrans will be available in May.

4. STA Project Delivery Working Group (PDWG), March 27, 2007:
Attached is the next Solano Project Delivery Working Group agenda.

On April 16, 2007, the MTC PDWG discussed the Solano PDWG's recommendations made at their March meeting. One of the Solano PDWG recommendations was to create a short list of pre-qualified consultants to assist with obligation paperwork, provided that these consultants could quickly understand the local project and not rely on Caltrans local assistance resources. In the past, MTC had worked with the Congestion Management Agency directors to establish a permanent position at Caltrans local assistance to assist local agencies with obligation paperwork, funded by MTC's Planning, Programming and Monitoring (PPM) funds. This proposal was ultimately dropped in the wake of a sudden lack of PPM funds in prior years.

Other CMA representatives were also interested in the Solano PDWG's progress with a uniform project delivery guidance document and how they plan to monitor their local projects. MTC PDWG attendees offered advice such as sending the STA copies of all paperwork sent to Caltrans and MTC regarding project delivery. This paperwork would be compiled by STA staff to build a project monitoring database.

Recommendation:
Informational.

Attachment:

- A. Solano Project Delivery Working Group (Solano PDWG) Agenda Cover, April 24, 2007.



Solano PDWG

SOLANO PROJECT DELIVERY WORKING GROUP

Tuesday, April 24, 2007, 10:00 a.m.
STA Conference Room
One Harbor Center, Suite 130
Suisun City, CA 94585

<u>NO.</u>	<u>ITEM</u>	<u>COMMITTEE/STAFF PERSON</u>
I.	CALL TO ORDER - INTRODUCTIONS (10:00-10:03 a.m.)	Janet Adams
II.	INFORMATION ITEMS	
A.	Project Delivery Updates (10:03-10:15 a.m.) <i>Recommendation: Informational.</i>	Sam Shelton
B.	Project Delivery Guidance Document (10:15-10:45 a.m.) <i>Recommendation: Informational.</i>	Sam Shelton
C.	Project Status Database & Updates (10:45-11:15 a.m.) <i>Recommendation: Informational.</i>	Jennifer Tongson
D.	Project Delivery Criteria for STA Applications (11:15-11:20 a.m.) <i>Recommendation: Informational.</i>	Sam Shelton
E.	Project Delivery Issues and Recommendations (11:20-11:45 a.m.) <i>Recommendation: Informational.</i>	Sam Shelton
III.	GROUP COMMENTS	
IV.	ADJOURNMENT	

The next meeting of the Solano Project Delivery Working Group will be May 29, 2007 at the STA's Conference Room, One Harbor Center, Suite 130, Suisun City, CA 94585 at 10:00 am.

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DATE: April 17, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: Solano Commute Challenge Update/Bike to Work Week May 14-18, 2007

Background:

Solano Commute Challenge

STA's Solano Napa Commuter Information (SNCI) program is organizing the Solano Commute Challenge, a targeted outreach campaign for Solano County employers that involves the local business community in addition to employers and employees. The overall goal for this campaign is to increase and sustain Solano County employees' use of alternative transportation. The Challenge is to "Use transit, carpool, vanpool, bike, or walk to work at least 40 times from May to September." Employees will track the days they use alternative transportation. Prize awards and raffle opportunities will be provided to participants who meet the goal. Employers can take advantage of the Bike to Work campaign to "kick-start" the Challenge at their worksites.

Bike to Work

May 14-18, 2007 marks the thirteenth (13th) annual Bike to Work campaign in the Bay Area. Bike to Work (BTW) Day is Thursday, May 17th. The goal of this campaign is to promote bicycling as a commute option by encouraging individuals to pledge to bike to work (or school, or transit) at least one day during Bike to Work Week. Prizes, energizer stations, and participant rewards are just some of the methods of encouragement. Last year over 600 individuals participated in BTW in Solano and Napa Counties.

Two elements added to last year's campaign are continuing this year. **The Team Bike Challenge** is where teams compete to see who can travel the most days by bicycling during the month of May. The team with the most points wins a grand prize. The **Bike Commuter of the Year Award** honors a resident from each county who is committed to biking. This person epitomizes the health, environmental, social, and economic benefits of bicycling.

SNCI is organizing the campaign in Solano and Napa counties. Staff has been participating in regional Bike to Work Technical Advisory Committee meetings and coordinating locally with the Solano and Napa Bicycle Advisory Committees.

Discussion:

Solano Commute Challenge

STA staff has met with several Chambers of Commerce (Vacaville, Vallejo, Rio Vista and Benicia to date) to get input and feedback about the Solano Commute Challenge. Each Chamber was presented a list of suggested employer targets in their area for review and comment. The Chambers have been enthusiastic and supportive of the campaign and are interested in taking an active role to encourage employer participation.

Information about the Solano Commute Challenge will be posted on the STA's website along with a registration form where targeted employers can indicate their interest in participating in the Challenge.

Solano Commute Challenge campaign materials will be mailed to the targeted employers in mid-April with telephone follow-up a week later. Additionally, the targeted employers will receive information about the Bike to Work campaign and how participating in Bike to Work can benefit their Solano Commute Challenge outcome.

Bike to Work

To increase awareness about the Bike to Work campaign, staff performs outreach to employers, the bicycle community, and the general public. Regional materials and prizes are being incorporated and localized as needed. Local sponsors have also been secured to add value and increase interest in the campaign.

A mailing of BTW campaign materials will be sent by mid-April to major employers in Napa and Solano Counties. BTW pledge forms will be distributed by mail, events, displays, and newspaper inserts. Web pages are in the process of being added to STA's website so that individuals may register on-line as well as learn where energizer stations will be located. Articles and advertisements for this event will be placed in several community publications.

Solano and Napa Counties are challenged to increase the participation in the Team Bike Challenge from 8 teams last year to 15 teams this year. Staff will encourage employers and the community to promote the Team Bike Challenge during follow-up calls and face-to-face meetings.

Last year there were only a few nominations from Solano and Napa Counties for the Bicycle Commuter of the Year. There is a winner selected from each county. All winners are recognized throughout the Bay Area. SNCI staff will accept nominations or they can be submitted electronically at www.511.org. The deadline is April 27.

Recommendation:

Informational.



DATE: April 19, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Judy Leaks, SNCI Program Manager/Analyst
RE: SNCI Monthly Issues

Background:

Each month, the STA's Solano Napa Commuter Information (SNCI) program staff provides an update to the Consortium on several key issues: Napa and Solano transit schedule status, marketing, promotions and events. Other items are included as they become relevant.

Discussion:

1. **Transit Schedules:** The monthly transit schedule matrix was distributed to all Solano and Napa operators on April 12th. Based on the response received, an updated transit matrix will be provided at the meeting.
2. **Marketing/Promotions:** Bike to Work Week is May 14-19, 2007, with Bike to Work Day on Thursday, May 17. The Solano Commute Challenge will begin mid-May and will continue through September 2007. A thorough update on both is provided in a separate staff report.
3. **Events:** SNCI staffs information booths at events where transit information is distributed along with a range of other commute options information. Staff has been very busy in March and April with two (2) Business Expos – in Fairfield and Napa; two (2) Earth Day events – Vallejo and Fairfield; two (2) employer events at Sutter Home Winery – in American Canyon and St Helena; an employer event at Genentech in Vacaville; and an employer event at San Francisco International Airport for Solano and Napa residents. Upcoming events include the Vacaville Business Expo and numerous Bike to Work Day Energizer Stations.

Recommendation:

Informational.

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DATE: April 18, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Sam Shelton, Assistant Project Manager
RE: Safe Routes to School (SR2S) Update

Background:

The STA's Safe Routes to School (SR2S) Program is intended to improve the safety of pedestrian and bicycle modes of student travel by enhancing related infrastructure and programs, and to provide safe passage to schools. Eligible projects will include capital improvement projects as well as education, enforcement and encouragement activities and programs such as developing safety and health awareness materials and education programs.

The SR2S outreach process is split into three major phases:

- 1) City Council & School District Board presentations
- 2) Community Task Force meetings
- 3) City Council, School District Board, and STA Board adoption of the SR2S Study

Discussion:

Currently, the STA's development of the SR2S Program has begun in all cities with the exception of Rio Vista. In addition to meeting with city councils, school districts and community task forces, the STA has met with each school district's principals at their monthly administrative meetings. This has become a necessary and important step in coordinating walking audits.

Safe Routes to School Audits and Workshop events have been scheduled for Dixon, Vacaville, and Vallejo. Fairfield/Suisun Unified School District is close to scheduling their event. Benicia is scheduled to review their draft SR2S plan on April 25. Due to the lateness of Rio Vista's potential involvement, recommended members of Rio Vista's Community Task Force and school principals will be invited to attend an initial community's SR2S event in April or May.

As part of the adopted STA SR2S Program goals, SR2S Program updates will be given on a regular basis. Attached is the "Safe Routes to School (SR2S) Program Status Report", which contains a countywide summary and the status of each community involved in the program.

Recommendation:

Informational.

Attachment:

- A. STA Safe Routes to School (SR2S) Program Status Report, 04-02-2007

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STA Safe Routes to School (SR2S) Program Status Report Summary

03-20-2007

Phase 1 – Complete

Introductory Safe Routes to School (SR2S) STA Presentations to City Councils and School Boards

Phase 2 – Underway

Public Input Process

Community Task Forces	Next Meeting	Status
Benicia	Review Draft Benicia SR2S Plan April 19	Three independent audits completed. Deadline to submit audit info for draft plan, April 4th.
Dixon	STA to meet principals on March 22.	Training Audit to be scheduled in early April (possibly the 14 th).
Fairfield/Suisun	STA to meet principals on March 26.	Training Audit to be scheduled on April 18 th or 25 th , potentially at Anna Kyle Elementary.
Rio Vista	Tentative task force members to attend training audit in Vacaville or Fairfield/Suisun.	City and School Board Appointments are VACANT.
Vacaville	Training Audit to be scheduled in late April or early May at Will C. Wood High School.	Training audit date still in discussion with Vacaville USD.
Vallejo	Training Audit scheduled at Steffan Manor Elementary on April 21.	Audit outreach flyers, meeting materials, and Vallejo principal packages are being produced.
County of Solano	To be determined.	North and South County representatives are both VACANT.

To complete the SR2S Study before the next Federal Safe Routes to School (SRTS) grant applications are due (January 2008), target dates for the remaining SR2S meetings have been drafted. Community task forces are strongly encouraged to complete their committee membership before their targeted first meeting. This allows for the maximum amount of time for schools to conduct their walking audits and propose projects and programs for inclusion into the Countywide SR2S Plan. STA Staff will be meeting with public works staff prior to the first community task force meeting.

Phase 3 – Not underway
STA Countywide SR2S Study Development

STA Committees	Target Meeting Dates
Technical, Bicycle, and Pedestrian Advisory Committees	Draft review, September 2007. Final review, October 2007.
STA Board	Adoption, December 2007.

Background:

The STA's Safe Routes to School (SR2S) Program is intended to improve the safety of pedestrian and bicycle modes of student travel, by enhancing related infrastructure and programs, and to provide safe passage to schools. Eligible projects will include capital improvement projects as well as education, enforcement and encouragement activities and programs such as developing safety and health awareness materials and education programs.

The SR2S outreach process is split into three major phases:

- 1) City Council & School District Board presentations
 - STA Staff presented introductory presentations to all school boards and city councils regarding the SR2S Study and Public Input Process.

- 2) Community Task Force meetings
 Multi-disciplinary community task forces are responsible for:
 - Holding a training walking audit at a school of their choice
 - Reviewing a draft SR2S Plan of local projects and programs
 - Recommending a final SR2S Plan to their school board and city council

- 3) City Council, School District Board, and STA Board adoption of the SR2S Study.
 - City councils and school boards adopt the recommended local SR2S Plans and forward them to the STA Board for inclusion in the Countywide SR2S Plan.
 - STA advisory committees review and recommend the final Countywide SR2S Plan.
 - STA Board adopts the final Solano Countywide SR2S Plan.

STA SR2S Countywide Steering Committee

STA Safe Routes to School (SR2S) Program - Status Report

The STA's Countywide Safe Routes to School (SR2S) Steering Committee is a multi-disciplinary committee that makes recommendations to the STA Board regarding how the STA's SR2S Study and Program should be handled.

At their last Steering Committee meeting in December 2006, the committee discussed potential countywide projects and programs that they would like to see implemented before the SR2S Study has been adopted (e.g. Countywide Crossing Guard training funding, safety/public education projects, etc.). STA staff recognizes that there is funding set aside in the Alternative Modes Funding Strategy for safe routes to school projects, alternative fuel vehicle programs, and other miscellaneous projects. Currently, the STA has adopted policy to adopt a SR2S Plan before considering any funding of SR2S Projects.

STA's Countywide SR2S Steering Committee		
Position	Name	Title
TAC Member	Gary Leach	Public Works Director
TAC Member	Dan Schiada	Public Works Director
BAC Member	Mike Segala	BAC Representative
PAC Member	Eva Laevastu	PAC Representative
Solano County Office of Education	Dee Alarcon	County Superintendent of Schools
School District Superintendent	John Aycock	Vacaville USD Superintendent
Public Safety Rep	Bill Bowen	Rio Vista Chief of Police
Public Safety Rep	Ken Davena	Benicia Police Department Captain
Air Quality Rep	Jim Antone	Yolo-Solano Air District Rep
Public Health Rep	Robin Cox	Solano County Public Health Rep

Phase 1 – Establish SR2S Study Process – COMPLETE

This committee met monthly to establish the SR2S Study Process:

- May 30, 2006
 - Introductory Materials, Layout Workplan
 - Discussed Goals, Policies, and Measurable Objectives for the program
- June 13, 2006
 - Recommended Goals, Policies, and Measurable Objectives
 - Recommended additional Air Quality and Public Health Representatives to the Steering Committee
- July 18, 2006
 - Discussed SR2S Public Input Process & Discussion Materials
- August 15, 2006
 - Recommended SR2S Public Input Process & Discussion Materials
- September 19, 2006
 - Made final recommendations for Discussion Materials

Phase 2 – Community Task Forces – IN PROGRESS

Quarterly status reports will be made by Community Task Forces to the Steering Committee, which will be forwarded to the STA Board. The next Steering Committee meeting is tentatively scheduled for February 13, 2006.

- December 12, 2006
 - Discussed Safe Route to Schools federal grants
 - Received update from Benicia's recent walking audit experience
 - Reviewed STA SR2S Status report.
 - Discussed potential for countywide SR2S projects and programs
- February 13, 2007
 - Received update from Benicia's SR2S representative
 - Discuss draft SR2S meeting timeline
 - Discuss details of task force agendas, roles, and responsibilities
- May 8, 2007
 - Receive countywide update on task forces from STA
 - Review draft plans as available

Phase 3 –STA Board adoption of the SR2S Study

The STA SR2S Steering Committee will review the draft and final SR2S Plans and make a recommendation to the STA Board for their adoption in December, 2007.

Benicia

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- City Council Meeting, May 2, 2006
- School Board Meeting,
 - Benicia USD, August 24, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Community Task Force responsibilities were delegated by the City Council and School Board to the Traffic Pedestrian and Bicycle Safety Committee (TPBS) and the City Council & School Board Liaison Committee:

Benicia's SR2S Community Task Force – Two Committees	
City Council & School Board Liaison Committee	
Name	Title
Alan Schwartzman	City Vice-Mayor
Bill Whitney	City Councilmember
Dirk Fulton	School Board member
Shirin Samiljan	School Board member
Jim Erickson	City Manager
Janice Adams	School Superintendent
City Traffic Pedestrian & Bicycle Safety Committee	
Elizabeth Patterson	City Councilmember
Mark Hughes	City Councilmember
Jim Trimble	Police Chief
Dan Schiada	Director of Public Works/Traffic Engineer
Michael Throne	City Engineer

Meeting/Event	Dates
Local SR2S Process Discussion	September 14, 2006 City Council/School Board Liaison Committee
First Community Task Force Meeting <ul style="list-style-type: none"> • Introductions, SR2S Process Overview 	October 19, 2006 Traffic Pedestrian and Bicycle Safety (TBPS) Committee, Benicia City Hall Commission Room, 7:00 pm
School Based Training Audit	November 28, 2006 Benicia High School 2:30pm to 5:00pm
Independent School Based Audits Conducted	<ul style="list-style-type: none"> • Jan 30, Benicia Middle School • Late February, Henderson Elementary School • TBD, Semple Elementary School

Second Community Task Force Meeting <ul style="list-style-type: none"> • STA presents Draft SR2S Plan for initial comments 	<ul style="list-style-type: none"> • April 19, 2007
Third Community Task Force Meeting <ul style="list-style-type: none"> • Present Final SR2S Plan 	<ul style="list-style-type: none"> • July 19, 2007
Local Adoption of SR2S Plan	<ul style="list-style-type: none"> • Liaison Committee Approves Plan, September 2007 • City Council Adoption, October 2007 • School Board Adoption, October 2007

Private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Benicia	Kinder-care Learn Center	75	PK- KG
Benicia	St Dominic Elementary School	336	PK-8

Dixon

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meeting,
 - Dixon USD, June 22, 2006
- City Council Meeting, June 27, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Dixon's SR2S Community Task Force		
Position	Name	Title
City Appointment	Mary Ann Courville	Mayor
Public Safety Rep	Tony Welch	Dixon Police Department
School Board Appt.	Chad Koopmeiners	Dixon Unified School District
STA TAC Rep	Royce Cunningham	Dixon City Engineer
STA BAC Rep	James Fisk	Dixon Resident
STA PAC Rep	Michael Smith	Council Member

Below are target dates for community task force meetings.

Meeting/Event	Dates
First Community Task Force Meeting <ul style="list-style-type: none"> • Introductions, SR2S Process Overview 	February 28
School Based Training Audit	Principal's meeting, March 22 Tentative audit dates in early April (possibly 14 th)
Independent School Based Audits Conducted	April to September
Second Community Task Force Meeting <ul style="list-style-type: none"> • STA presents Draft SR2S Plan for initial comments 	July 23 - 27
Third Community Task Force Meeting <ul style="list-style-type: none"> • Present Final SR2S Plan 	October 8 - 12
Local Adoption of SR2S Plan	City Council Adoption, November 2007 School Board Adoption, November 2007

Benicia's private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Dixon	Neighborhood Christian School	169	PK-8

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Fairfield

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meetings
 - Fairfield/Suisun USD, May 25, 2006
 - Travis USD, May 9, 2006
- City Council Meeting, June 20, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Fairfield's SR2S Community Task Force		
Position	Name	Title
City Appointment	Gian Aggerwal	Planning Commissioner
Public Safety Rep	Fred Wold	Retired-Part time PD
Fairfield/Suisun Rep	Kathy Marianno	Fairfield/Suisun School Board member
Travis USD Rep	Wanona Ireland	Vice President
STA TAC Rep	Gene Cortwright	Director of Public Works
STA BAC Rep	Randy Carlson	Fairfield Resident
STA PAC Rep	Pat Moran	Fairfield Resident

The City of Fairfield coordinates two committees, a “3E’s Committee” which discusses SR2S issues between the City of Fairfield and the Fairfield/Suisun USD and an Ad Hoc Committee which includes representatives of the Solano Community College, the City of Fairfield, Fairfield/Suisun USD, and the Travis USD.

To better facilitate SR2S discussions for Fairfield and Suisun City, both committees will meet together to expedite the study process as well as share the same representative for the Fairfield/Suisun Unified School District.

Meeting/Event	Dates
First Community Task Force Meeting • Introductions, SR2S Process Overview	March 12
School Based Training Audit	Principal’s meeting, March 26 Tentative audit dates in late April (possibly 18 th or 25 th)
Independent School Based Audits Conducted	April - October
Second Community Task Force Meeting • STA presents Draft SR2S Plan for initial comments	August 13 - 17
Third Community Task Force Meeting • Present Final SR2S Plan	October 15 - 19
Local Adoption of SR2S Plan	Fairfield City Council Adoption, November 2007 Fairfield Suisun USD, November 2007 Travis USD, November 2007

Fairfield's private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Fairfield	Calvary Baptist School	n/a	-
Fairfield	Children's World Learning Center	24	PK-K
Fairfield	Community United Methodist Kingdom	27	PK-K
Fairfield	Fairfield Montessori	12	KG-KG
Fairfield	Harvest Valley School	79	K-12
Fairfield	Holy Spirit School	357	K-8
Fairfield	Kinder Care Learning Center	19	PK-K
Fairfield	Lighthouse Christian School	64	PK-4
Fairfield	Solano Christian Academy	236	PK-8
Fairfield	St Timothy Orthodox Academy	3	10-11
Fairfield	Trinity Lutheran School	75	K-5
Fairfield	We R Family Christian School	16	PK-3

Rio Vista

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meetings
 - River Delta USD, June 20, 2006
- City Council Meeting, July 6, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Rio Vista's SR2S Community Task Force - INCOMPLETE		
Position	Name	Title
City Appointment	VACANT	
Public Safety Rep	Bill Bowen	Police Chief
River Delta USD Rep	VACANT	
STA TAC Rep	Brent Salmi	Public Works Director
STA BAC Rep	Larry Mork	Rio Vista Resident
STA PAC Rep		

Task force meetings will be scheduled once all committee appointments are made.

Meeting/Event	Dates
First Community Task Force Meeting <ul style="list-style-type: none"> • Introductions, SR2S Process Overview 	Late May
School Based Training Audit	Shared with Vacaville or Fairfield/Suisun
Independent School Based Audits Conducted	May - October
Second Community Task Force Meeting <ul style="list-style-type: none"> • STA presents Draft SR2S Plan for initial comments 	September 17 - 21
Third Community Task Force Meeting <ul style="list-style-type: none"> • Present Final SR2S Plan 	October 29 – November 2
Local Adoption of SR2S Plan	City Council Adoption, November 2007 School District, November 2007

Rio Vista does not have identified private schools to contact.

Suisun City

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meetings
 - Fairfield/Suisun USD, May 25, 2006
- City Council Meeting, July 18, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Suisun City's SR2S Community Task Force - INCOMPLETE		
Position	Name	Title
City Appointment	VACANT	
Public Safety Rep	VACANT	(possibly Bob Szmurlo, PD)
Fairfield/Suisun Rep	Kathy Marianno	Fairfield/Suisun School Board member
STA TAC Rep	Lee Evans	Temporary Public Works Director
STA BAC Rep	Mike Segala	Councilmember
STA PAC Rep		

To better facilitate SR2S discussions for Fairfield and Suisun City, both committees will meet together to expedite the study process as well as share the same representative for the Fairfield/Suisun Unified School District.

Meeting/Event	Dates
First Community Task Force Meeting <ul style="list-style-type: none"> • Introductions, SR2S Process Overview 	March 12
School Based Training Audit	Principal's meeting, March 26 Tentative audit dates in late April (possibly 18 th or 25 th)
Independent School Based Audits Conducted	April - October
Second Community Task Force Meeting <ul style="list-style-type: none"> • STA presents Draft SR2S Plan for initial comments 	August 20 - 24
Third Community Task Force Meeting <ul style="list-style-type: none"> • Present Final SR2S Plan 	October 22 - 26
Local Adoption of SR2S Plan	City Council Adoption, November 2007 Fairfield Suisun USD, November 2007

Suisun's private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Suisun City	Children's World Learning Center	7	KG-KG
Suisun City	Our Christian Scholastic Academy	5	K-8
Suisun City	St Martin's Inc.	8	5-7

Vacaville

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meeting,
 - Vacaville USD, May 18, 2006
- City Council Meeting, June 13, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Vacaville's SR2S Community Task Force		
Position	Name	Title
City Appointment	Brett Johnson	Planning Commission Vice Chair
Public Safety Rep	Terry Cates	Vacaville Police Department
School Board Appt.	Larry Mazzuca	VUSD Board Member
STA TAC Rep	Dale Pfeiffer	Public Works Director
STA BAC Rep	Ray Posey	Vacaville Resident
STA PAC Rep	Carol Renwick	Vacaville Resident

Below are target dates for community task force meetings.

Meeting/Event	Dates
First Community Task Force Meeting <ul style="list-style-type: none"> • Introductions, SR2S Process Overview 	February 21
School Based Training Audit	Principal's meeting, March
Independent School Based Audits Conducted	April – September
Second Community Task Force Meeting <ul style="list-style-type: none"> • STA presents Draft SR2S Plan for initial comments 	June 18 - 22
Third Community Task Force Meeting <ul style="list-style-type: none"> • Present Final SR2S Plan 	October 1 - 5
Local Adoption of SR2S Plan	City Council Adoption, Oct/November 2007 Vacaville USD, Oct/November 2007

Vacaville's private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Vacaville	Bethany Lutheran Ps & Day School	151	K-6
Vacaville	Notre Dame School	338	K-8
Vacaville	Royal Oaks Academy	41	PK-6
Vacaville	Vacaville Adventist	34	K-8
Vacaville	Vacaville Christian Schools	1248	PK-12

Vallejo

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- School Board Meeting,
 - Vallejo USD, May 17, 2006
- City Council Meeting, May 23, 2006

Phase 2 – Community Task Forces – IN PROGRESS

Vallejo's SR2S Community Task Force		
Position	Name	Title
City Appointment	Hermie Sunga	Councilmember
Public Safety Rep	Joel Salinas	Officer
School Board Appt.	Daniel Glaze	Vice President
STA TAC Rep	Gary Leach	Public Works Director
STA BAC Rep	Mick Weninger	Vallejo Resident
STA PAC Rep	Lynn Williams	Vallejo Resident

Below are target dates for community task force meetings.

Meeting/Event	Dates
First Community Task Force Meeting • Introductions, SR2S Process Overview	February 15
School Based Training Audit	April 21 at Steffan Manor Elementary
Independent School Based Audits Conducted	March – September
Second Community Task Force Meeting • STA presents Draft SR2S Plan for initial comments	May 21 – 25
Third Community Task Force Meeting • Present Final SR2S Plan	September 24 – 28
Local Adoption of SR2S Plan	City Council Adoption, October 2007 School Board Adoption, October 2007

Vallejo's private schools to be contacted for program inclusion:

Area	School name	Students	Grades
Vallejo	Hilltop Christian School	167	PK-8
Vallejo	La Petice Academy	9	PK-K
Vallejo	New Horizons	5	PK-K
Vallejo	North Hills Christian Schools	541	K-12
Vallejo	Reignierd School	84	K-12
Vallejo	St Basil Elementary School	354	PK-8
Vallejo	St Catherine Of Siena School	327	K-8
Vallejo	St Patrick – St. Vincent High School	644	9-12
Vallejo	St Vincent Ferrer School	350	K-8

County of Solano

STA Safe Routes to School (SR2S) Program - Status Report

Phase 1 – Introductory Presentations - COMPLETE

- Solano Community College
- Board of Supervisors Meeting, May 23, 2006

Phase 2 – Community Task Forces – IN PROGRESS

County of Solano Community Task Force Representatives		
Position	Name	Title
Solano Community College	Maize Brewington	Vice President of Administrative and Business Services
North County Rep	VACANT	
South County Rep	VACANT	

Although private schools cannot receive funding from certain public funding sources, improvements made within the public right-of-way can be funded. There are many private schools in Solano County that are not represented by public school districts.

County of Solano representatives will serve on several Community Task Forces representing schools and residents not located within public school districts or within city boundaries.

The SR2S Steering committee recognized that the recommended public input process would not properly address the SR2S needs of private institutions that draw students countywide. **The SR2S Steering committee recommended that if private institutions wished to be involved in the SR2S process, it would be up to the jurisdiction that has public right-of-way around that institution to aid in conducting a walking audit for inclusion in the locally adopted SR2S plans and the STA Countywide SR2S Plan.**

Walking audit information collected from private schools will be incorporated into the local area's SR2S Plan. Private institutions will be invited to the Safe Routes to School training audit in their area to aid them in conducting a future walking audit.

Concerning Solano Community College, other STA area plans and programs have the potential to be better suited to help increase safety as well as biking and walking to campus (e.g., the North Connector Transportation for Livable Communities Plan or the Solano Napa Community Information Program). Improvements and programs recommended through these other efforts will be incorporated into the STA's Safe Routes to School Program.

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DATE: April 16, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner
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.

Fund Source	Application Available From	Application Due
2007 Lower-Emission School Bus Program (LESBP) Particulate Matter Retrofit	Geraldina Grunbaum, BAAQMD (414) 749-4956	May 11, 2007
Regional Transportation Fund for Clean Air Program	Geraldina Grunbaum, BAAQMD (414) 749-4956	June 29, 2007
California State Parks Habitat Conservation Fund	David Smith California Department of Parks and Recreation (916) 651-8576	October 1, 2007



FUNDING OPPORTUNITY
2007 Lower-Emission School Bus Program (LESBP)
Particulate Matter Retrofit
Due May 11, 2007

TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner

This summary of the Lower-Emission School Bus Program Particulate Matter Retrofit 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: Bay Area Public School Districts and school transportation companies under contract with Bay Area public school districts to provide transportation services.

Program Description: The goals of the Lower-Emission School Bus Program (LESBP) are to reduce the exposure of school children to harmful emissions of particulate matter (PM) and reduce emissions of oxides of nitrogen (NOx) and non-methane hydrocarbons (NMHC), which contribute to summertime smog. The LESBP provides financial incentives to school districts to retrofit in-use diesel school buses.

Funding Available: \$1.8 million

Eligible Projects: This program will provide grants for full purchase and installation costs of the retrofit devices and up to \$4,000 per device to cover costs of maintenance of Air Resource Board (ARB) verified uncatalyzed active filter(s).

Further Details: Additional information regarding the LESBP program can be found at: http://www.baaqmd.gov/pln/grants_and_incentives/school_bus/index.htm

Program Contact Person: Geraldina Grunbaum, BAAQMD TFCA Liaison, (415) 749-4956

STA Contact Person: Robert Guerrero, Senior Planner, (707) 424-6014



FUNDING OPPORTUNITY

Regional Transportation Fund for Clean Air Program

Due June 29, 2007

TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner

This summary of the Solano Transportation Fund for Clean Air Program (60% Regional Funds) 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: Public agencies are eligible such as cities, counties, school districts, and transit districts in the cities of Fairfield, Suisun City, Vallejo, Benicia, and portions of Solano County located in the Bay Area Air Quality Management District.

Program Description: The Regional Fund is a part of the Transportation Fund for Clean Air (TFCA) grant program, which is funded by a \$4 surcharge on motor vehicles registered in the Bay Area.

Funding Available: Approximately \$10 million is expected to be available in FY 2007-08 for the Bay Area. The minimum grant for a single project is \$10,000 and the maximum grant is \$1.5 million.

Eligible Projects: Shuttle/feeder buses, arterial management, bicycle facilities, clean air vehicles and infrastructure, ridesharing, clean air vehicles, and “Smart Growth” projects.

Further Details: http://www.baaqmd.gov/pln/grants_and_incentives/tfca/

Program Contact Person: Geraldina Grunbaum, BAAQMD TFCA Liaison, (415) 749-4956



FUNDING OPPORTUNITY
California State Parks
Habitat Conservation Fund
Due October 1, 2007

TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner

This summary of the California State Parks’ Habitat Conservation Fund 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 are eligible to apply.

Program Description: Funded as part of the California Wildlife Protection Act of 1990 to protect wildlife and educate the public about wildlife.

Funding Available: \$2 million is available under the program. Cities, counties and districts are eligible to apply. The HCF program requires a dollar for dollar match from a non-state source.

Eligible Projects: The following categories will be funded during the upcoming grant cycle:

1. Deer/Mountain Lion Habitat
2. Rare, Threatened, Endangered, or Fully Protected Species Habitat
3. Wetland Habitat
4. Riparian Habitat

Previous awards in Solano County:

- City of Vacaville – Pleasants Valley Encinosa Acquisition \$250,000, FY 04/05
- City of Vacaville – Ulatis Creek \$72,000, FY97/98; \$86,000 & \$54,000, FY 96/97
- City of Sacramento – Wildlife/Interpretive/Educations trails on William Land Park Rec Trail \$122,000 FY 04/05

Further Details: <http://www.parks.ca.gov> “Grants and Bond Acts”

Program Contact: David Smith, Cal DPR, (916) 651-8576, dsmith@parks.ca.gov

STA Contact Person: Robert Guerrero, Senior Planner (707) 424-6014



**Solano Transportation Authority
Board Meeting/Workshop Highlights
April 11, 2007
6:00 p.m.**

TO: City Councils and Board of Supervisors
(Attn: City Clerks and County Clerk of the Board)
FROM: Johanna Masiclat, STA Clerk of the Board
RE: Summary Actions of the April 11, 2007 STA Board Meeting

Following is a summary of the actions taken by the Solano Transportation Authority at the Board meeting of April 11, 2007. If you have any questions regarding specific items, please call me at 424-6008.

BOARD MEMBERS PRESENT:

Anthony Intintoli (Chair)	City of Vallejo
Steve Messina (Vice Chair)	City of Benicia
Mike Smith (Alternate Member)	City of Dixon
Jack Batson (Alternate Member)	City of Fairfield
Ed Woodruff	City of Rio Vista
Pete Sanchez	City of Suisun City
Len Augustine	City of Vacaville
Jim Spering	County of Solano

BOARD MEMBERS ABSENT:

Mary Ann Courville	City of Dixon
Harry Price	City of Fairfield

SPECIAL PRESENTATION BY CTC COMMISSIONER CARL GUARDINO

New California Transportation Commission (CTC) Member Carl Guardino addressed the STA Board on countywide transportation issues.

ACTION - FINANCIAL

A. Funding Agreement Between the Solano Transportation Authority, the County of Solano, and the City of Fairfield for the North Connector Project

Recommendation:

Authorize the Executive Director to execute a funding agreement between the Solano Transportation Authority, the City of Fairfield, and the County of Solano for the North Connector Project.

On a motion by Member Sperring, and a second by Member Woodruff, the STA Board unanimously approved the recommendation.

BOARD MEMBER DISCUSSION ITEMS – WORKSHOP

- A. Implementation of County Transportation for Livable Communities (TLC) Plan at the Community Level**
Robert Guerrero presented and discussed the 1.) Solano TLC Program History; 2.) STA's Role in Programming TLC Funds; 3.) Current TLC Project Activities in Solano County; and 4.) Options for Future TLC Program.
- B. Project Delivery Workshop**
Janet Adams provided a general overview of the projects the STA will be involved with delivery in over the next three (3) years and the role the STA will take in each phase of the project.

CONSENT CALENDAR ITEMS

On a motion by Member Sperring, and a second by Member Messina, consent calendar items A through H were unanimously approved.

- A. STA Board Minutes of March 14, 2007**
Recommendation:
Approve STA Board Minutes of March 14, 2007.
- B. Review Draft TAC Minutes of March 28, 2007**
Recommendation:
Receive and file.
- C. Approve the Project Plans and Specifications (PS&E) and Full Project Design for the Green Valley Creek Bridge (GVB) Widening Project**
Recommendation:
Approve the Project Plans and Specifications (PS&E) and full project design for the Green Valley Bridge (GVB) Widening Project.
- D. Contract Amendment No. 8 – Project Delivery Management Group for Project Management Services for the I-80/I-680/SR 12 Interchange Project**
Recommendation:
Approve the following:
1. Authorize the Executive Director to amend the consultant contract with the Project Delivery Management Group (PDMG) for Project Management services for the environmental phase of the I-80/I-680/SR 12 Interchange for an amount not to exceed \$300,000;
2. Authorize the Executive Director to amend the consultant contract with PDMG for Project Management services until September 2009.
- E. Paratransit Coordinating Council (PCC) Appointment**
Recommendation:
Appoint Deanna DuPont as a Social Service Provider representative to the PCC.

F. Solano Pedestrian Advisory Committee (PAC) Appointment

Recommendation:

Appoint San Francisco Bay Trail's Maureen Gaffney to the Pedestrian Advisory Committee for a three-year term.

G. Contract Amendment No. 6 - The Ferguson Group for Federal Legislative Advocacy

Recommendation:

Approve the following:

1. Authorize the Executive Director to extend the contract (Amendment No. 6) with The Ferguson Group, LLC, for federal legislative advocacy services through December 31, 2007 at a cost not to exceed \$63,500.
2. The expenditure of an amount not to exceed \$16,249.50 to cover the STA's contribution for this contract.
3. Authorize the Executive Director to forward letters to the Cities of Fairfield, Vacaville and Vallejo requesting their continued participation in the partnership to provide federal advocacy services in pursuit of federal funding for the STA's priority projects.

H. Reprogram Surface Transportation Program (STP) funds from City of Suisun City to City of Fairfield

Recommendation:

Approve the reprogramming of \$203,000 in Surface Transportation Program (STP) funds currently programmed for the City of Suisun City's Sunset Ave. Rehabilitation project to the City of Fairfield's Hilborn Road Rehabilitation project, on the condition that the City of Fairfield and the City of Suisun City enter into a funding agreement to provide the City of Suisun City \$179,000 for the Sunset Ave. Rehabilitation project.

UPDATE FROM STAFF:

Caltrans Report

None presented.

Metropolitan Transportation Commission (MTC) Report:

Member Sperring provided a report on various MTC related matters.

STA Report

- 1 State Route (SR) 12 Safety Plan Update presented by Robert Macaulay
- 2 Federal Legislative Trip, Washington D.C. presented by Jayne Bauer
- 3 Solano Employer Commute Challenge/2007 Bike to Work Campaign presented by Judy Leaks

INFORMATIONAL ITEMS

A. Corridor Studies Involving Solano and Yolo Counties:

1. State Route (SR) 113 Major Investment & Corridor Study
2. I-80 Smart Growth Strategies Study
3. I-80 Corridor of the Future
4. I-5 Sacramento Metro Area Corridor Study

NO DISCUSSION

- B. Safe Routes to School (SR2S) Update**
- C. State Route (SR) 12 Safety Plan Update**
- D. Proposition 1B Transportation Infrastructure and Proposition 1C Transit Oriented Development Low Income Housing Funds**
- E. Legislative Update – April 2007**
- F. Solano Commute Challenge Update/Bike to Work Week May 14-18, 2007**
- G. Regional Transportation Plan Update and Bay Area FOCUS**
- H. Transit Capital and Operating Funding**
- I. Project Delivery Update**
- J. Local Transportation Development Act (TDA) and Members Contributions for Fiscal Year (FY) 2007-08**
- K. Updated STA Board Meeting Schedule for Calendar Year 2007**
- L. Funding Opportunities Summary**

ADJOURNMENT

The STA Board meeting was adjourned at 7:55 p.m. The next regular meeting of the STA Board is a meeting/workshop scheduled on **Wednesday, May 9, 2007, 6:00 p.m. at the Suisun City Hall.**



DATE: April 18, 2007
TO: SolanoExpress Intercity Transit Consortium
FROM: Johanna Masiclat, Clerk of the Board
RE: Updated STA Board and Advisory Committee Meeting Schedule for 2007

Background:

Attached are the STA Board and Advisory Committee meeting schedule for calendar year 2007 that may be of interest to the Consortium.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Committee Meeting Schedule for 2007

STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2007

April 25	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
May 3	9:00 a.m.	SR 12 Steering Committee	Suisun City Hall	Confirmed
May 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
May 18	12 noon	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
May 30	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
June 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
June 27	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
July 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
July 19	6:00 p.m.	<i>Pedestrian Advisory Committee (PAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
July 20	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
August 2	6:30 p.m.	<i>Bicycle Advisory Committee (BAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
August 29	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
September 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
September 20	6:00 p.m.	<i>Pedestrian Advisory Committee (PAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
September 21	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
September 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
October 4	6:30 p.m.	<i>Bicycle Advisory Committee (BAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
October 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
October 31	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
November 14	6:00 p.m.	STA's 10 th Annual Awards	TBD - Vallejo	TBD
November 15	6:00 p.m.	<i>Pedestrian Advisory Committee (PAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
November 16	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
November 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
December 6	6:30 p.m.	<i>Bicycle Advisory Committee (BAC)</i>	<i>STA Conference Room</i>	<i>Tentative</i>
December 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
December 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative