

**TECHNICAL ADVISORY COMMITTEE
AGENDA**

**January 28, 2004 at 1:30 p.m.
Solano Transportation Authority
One Harbor Center, Suite 130
Suisun City, CA**

<u>ITEM</u>	<u>STAFF PERSON</u>
I. CALL TO ORDER	Daryl Halls, Chair
II. APPROVAL OF AGENDA (1:30-1:35 p.m.)	
III. OPPORTUNITY FOR PUBLIC COMMENT (1:35-1:40 p.m.)	
IV. REPORTS FROM CALTRANS, MTC AND STA STAFF (1:40-1:45 p.m.)	
V. CONSENT CALENDAR <i>Recommendation: Approve the following consent items in one motion.</i> (1:45-1:50 p.m.)	
A. Minutes of the TAC Meeting of December 22, 2003 – Pg. 1 <i>Recommendation: Approve minutes of December 22, 2003.</i>	Kim Cassidy
B. Minutes of the Special TAC Meeting of January 5, 2004 – Pg. 4 <i>Recommendation: Approve minutes of January 5, 2004.</i>	Kim Cassidy
C. STA Board Meeting Highlights – Pg. 6 January 14, 2004 <i>Informational</i>	Kim Cassidy
D. Funding Opportunities Summary- Pg. 10 <i>Informational</i>	Robert Guerrero
E. Updated STA Meeting Schedule for 2004 - Pg. 17 <i>Informational</i>	Kim Cassidy
F. Application for the FTA Section 5310 Program to Replace One Solano Paratransit Vehicle - Pg. 20	Jennifer Tongson

Recommendation: Recommend to the STA Board to authorize STA staff to submit an application for the FTA Section 5310 Program for the replacement of one Solano Paratransit vehicle and to authorize \$11,250 in FY 2004-05 STAF funds for the local match if the grant is awarded.

- G. Solano Napa Commuter Information Six-Month Program Review** Anna McLaughlin

Informational: – Pg. 22

- H. Paratransit Coordinating Council (PCC) Work Plan for 2004** Jennifer Tongson

Informational: – Pg. 29

VI. ACTION ITEMS

- A. STA Gas Tax and TDA Contribution for FY 2004/05** Daryl Halls

Recommendation: Forward a recommendation to the Board approving the following recommendations:

1. Approve the gas tax claim of \$293,066 for FY 2004/05 at the index rate of 2.1% of the aggregate Solano County total for gas tax as indicated in Attachment D.

2. Approve the TDA claim of \$380,052 for FY 2004/05 at the index rate of 2.7% of the aggregate Solano County total for TDA as indicated in Attachment D.

3. Authorize the Executive Director to forward the gas tax and TDA claims for FY 2004/05 to the STA's Member Agencies.

(1:50-1:55 p.m.) – Pg. 32

- B. Schedule and Public Input Process for Development of Track 1 Projects for Transportation 2030** Dan Christians

Recommendation:

Forward a recommendation to the STA Board to approve the public input process, proposed schedule and timeline as specified in Attachment E leading to the submittal of a new Track 1 T-2030 funding list to MTC in May 2004.

(1:55-2:00 p.m.) – Pg. 52

- C. Final I-80/680/780 Transit Corridor Study** Dan Christians

Recommendation: Forward a recommendation to the STA Board to approve the Final Draft I-80/680/780 Transit Corridor Study.

(2:00-2:10 p.m.) – Pg. 65

- D. I-80/680/780 MIS/Corridor – Long-Term Projects** Mike Duncan

Recommendation: Recommend to the STA Board to approve the projects and recommended priority for Long-Term Projects as shown on Attachment A.

(2:10-2:20 p.m.) – Pg. 80

- E. State Transit Assistance Funds (STAF) Program** Mike Duncan
Recommendation: Recommend to the STA Board to authorize \$20,000 in FY 2003-04 STAF funds for the City of Benicia to be used as matching funds for the preparation of the Benicia Short Range Transit Plan (\$7,774) and to study Benicia Transit Operations and Coordination (\$12,226).
(2:20-2:25 p.m.) – Pg. 84
- F. TFCA Guidelines and Call for Projects** Robert Guerrero
Recommendation: Recommend the STA Board approve the following:
1. 2004-05 TFCA Program Manager Guidelines.
2. Authorize the Executive Director to initiate a Call for Projects for the TFCA Program Manager funds.
(2:25-2:30 p.m.) – Pg. 89
- G. Final Draft 2004 Solano Congestion Management Program (CMP)** Robert Guerrero
Recommendation: Forward a recommendation to the STA Board to approve the 2004 Solano County Congestion Management Program.
(2:30-2:35 p.m.) – Pg. 97
- H. State Route 12 Realignment and Rio Vista Bridge Feasibility Study** Dan Christians
Recommendation: Forward the following recommendations to the STA Board:
1. Approve the allocation of \$12,500 of 2004-05 State Transit Assistance funds to serve as a portion of the local match required for the Highway 12 Re-alignment and Rio Vista Bridge Feasibility Study; and
2. Authorize the Executive Director to send a letter to the City of Rio Vista requesting \$12,500 of local match for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study.
(2:35-2:40 p.m.) – Pg. 99

VII. INFORMATION ITEMS

- A. Development of County Transportation Expenditure Plan** Daryl Halls
Informational: (2:40-2:45 p.m.) – Pg. 101
- B. Status Report on Solano Comprehensive Transportation Plan** Dan Christians
Informational: (2:45-2:50 p.m.) – Pg. 113
- C. Draft 2004 SHOPP Program** Mike Duncan
Informational: (2:50-2:55 p.m.) – Pg. 115

- D. State Budget – Potential Impacts on Solano County Transportation Projects** Mike Duncan
Informational: (2:55-3:00 p.m.) – Pg. 126
- E. Cordelia Truck Scales Relocation Study – Update** Mike Duncan
Informational: (3:00-3:05 p.m.) – Pg. 138
- F. Highway Projects Status Report** Mike Duncan
Informational: (3:05-3:10 p.m.) – Pg. 150
- G. Project Monitoring Update** Jennifer Tongson
Informational: (3:10-3:15 p.m.) – Pg. 154

VIII. ADJOURNMENT

The next regular meeting of the Technical Advisory Committee will be at 1:30 p.m. on Wednesday, February 25, 2004.



TECHNICAL ADVISORY COMMITTEE
Minutes of the meeting of
December 22, 2003

1. CALL TO ORDER

The regular meeting of the Technical Advisory Committee was called to order at approximately 1:30 p.m. in the Solano Transportation Authority's Conference Room.

Present:

TAC Members Present:

Dan Schiada	City of Benicia
Janet Koster	City of Dixon
Morrie Barr	City of Fairfield
Julie Pappa	City of Rio Vista
Gary Cullen	City of Suisun City
Gian Aggarwal	City of Vacaville
Mark Akaba	City of Vallejo
Charlie Jones Jr.	County of Solano

Others Present:

Ed Huestis	City of Vacaville
Paul Wiese	County of Solano
Daryl Halls	STA
Mike Duncan	STA
Kim Cassidy	STA
Robert Guerrero	STA
Jennifer Tongson	STA

II. OPPORTUNITY FOR PUBLIC COMMENT

III. REPORTS FROM CALTRANS, MTC AND STA STAFF

Caltrans – None presented.

MTC – None presented.

STA – None presented.

V. CONSENT CALENDAR

On a motion by Julie Pappa, and a second by Janet Koster, the STA TAC approved the consent calendar with the exception of Agenda Item V.A (Approve minutes of November 24, 2003), which was removed, for separate discussion.

Recommendation:

A. Approve minutes of November 24, 2003.

On a motion by Dan Schiada and a second by Mark Akaba the STA TAC approved the minutes of November 24, 2003.

- B. STA Board Meeting Highlights-December 10, 2003.
- C. Proposed 2004 Legislative Platform.
- D. Updated TDA Article 3 Criteria and Guidelines.
- E. Contract Amendment with Alta Planning and Design to Update BikeLinks Map.
- F. Funding Opportunities Summary.
- G. Updated STA Meeting Schedule for 2004.

VI. ACTION ITEMS

A. Indexing of Future Gas Tax and TDA Contributions

Recommendation: Forward a recommendation to the STA Board supporting the Executive Committee's recommendation to the STA Board to adopt the following policies:

1. Approve indexing the STA's future claims of Gas Tax funds from its member jurisdictions at 2.1% of Solano County's annual countywide total for Gas Tax revenues.
2. Approve indexing the STA's future claims of Transportation Development Act (TDA) funds from its member jurisdictions at 2.7% of Solano County's annual countywide total for TDA revenues.

On a motion by Charlie Jones Jr. and a second by Gian Aggarwal the STA TAC voted to table the item until January 5, 2004 at the request of Dale Pfeiffer.

B. 2004 State Transportation Improvement Program (STIP) for Solano County

Mike Duncan reviewed the 2004 STIP funding levels proposed for Solano County's unrestricted STIP funds and restricted Transportation Enhancement (TE) funds for fiscal years 2004-2009. He discussed the assumptions and criteria used by Caltrans to develop the Fund Estimate (FE), the potential significant impact on STIP funds availability and the need to defer remaining projects programmed in the 2002 STIP over the five years of the 2004 STIP.

Recommendation: Forward the Proposed 2004 STIP for Solano County, as shown in Attachment A, to the STA Board for review and approval.

Julie Pappa asked about the criteria for reprogramming of existing projects.

On a motion by Mark Akaba, and a second by Charlie Jones, Jr. the STA TAC approved the recommendation.

VII. INFORMATION ITEMS

A. Regional Transportation Plan (RTP) Update- Transportation 2030-Future Funding Investments

Daryl Halls summarized the T-2030 Regional Investment option adopted by MTC and the investment recommendations submitted by the CMA Directors and Bay Area's Public Works Directors. This included the request by Public Works Directors to provide flexibility to allow some regional federal cycle funds to be used for road and street rehabilitation and MTC's increasing regional funding for Lifeline Transit and the Regional Bike/Pedestrian Program. He discussed key policy issues remaining for consideration by the STA, including: continuing to protect Solano County's ability to program County RTIP funds, a percentage of federal cycle funding, and current and future Proposition 42 general State Transit Assistance Population Based-Northern County and Small Operators funds.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 2:15 p.m. The next regular meeting of the STA TAC is scheduled for Wednesday, January 28, 2004 at 1:30 p.m.



TECHNICAL ADVISORY COMMITTEE
Minutes of the meeting of
January 5, 2004

1. CALL TO ORDER

The regular meeting of the Technical Advisory Committee was called to order at approximately p.m. in the Solano Transportation Authority Conference Room.

Present:

TAC Members Present:

Dan Schiada	City of Benicia
Janet Koster	City of Dixon
Morrie Barr	City of Fairfield
Julie Pappa	City of Rio Vista
Dale Pfeiffer	City of Vacaville
Mark Akaba	City of Vallejo
Charlie Jones Jr.	County of Solano

Others Present:

Daryl Halls	STA
Dan Christians	STA
Mike Duncan	STA
Kim Cassidy	STA

II. APPROVAL OF THE AGENDA

On a motion by Janet Koster, and a second by Dale Pfeiffer, The STA TAC unanimously approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. ACTION ITEMS

A. Indexing of Future Gas Tax and TDA Contributions

Daryl Halls reviewed the issues of balancing STA's annual operating revenues and expenditures, the percentage of the annual budget covered by the gas tax and TDA funds, revenue options to keep expenditures within limit of revenue resources and specific actions to manage expenditures.

Recommendation:

Forward to the STA Board the following recommendations:

1. Approve indexing the STA's annual gas tax and TDA claim at the index rate 2.1% of the aggregate Solano County total for gas tax and 2.7% of the aggregate Solano County total for TDA beginning in FY 04-05.
2. Authorize the Executive Director to forward to STA's Member Agencies the estimated Gas Tax Contributions and TDA Contributions as shown in Attachment B.

A motion was made by Morrie Barr to approve the staff recommendation. The motion died for lack of a second.

After further discussion, a motion was made by Dale Pfeiffer to review TDA and Gas Tax contributions on an annual basis.

Recommendation:

Forward to the STA Board the following recommendation: Continue to review TDA and Gas Tax contributions to STA on an annual basis.

On a motion by Dale Pfeiffer, and a second by Mark Akaba, the STA TAC approved the recommendation.

AYES: 6

NOES: 1

ABSTAIN:

ABSENT: 1

V. INFORMATION ITEMS

A. 2004 State Transportation Improvement Program (STIP) for Solano County

Mike Duncan discussed the 2004 STIP Fund Estimate proposals provided by the CTC, the Bay Area high priority projects proposed by the CMA,s MTC and Caltrans and the need to receive full STIP funding for FY 04-05 for the Leisure Town Road project. The proposed program will be presented to the STA Board at the January 14, 2004 meeting.

VI. ADJOURNMENT

The meeting was adjourned at approximately 2:20 p.m. The next regular meeting of the STA TAC is scheduled for Wednesday, January 28, 2004 at 1:30 p.m.



Solano Transportation Authority
Board Highlights
For January 14, 2004
6:00 p.m.

TO: City Councils and Board of Supervisors
(Attn: City Clerks and County Clerk of the Board)
FROM: Kim Cassidy, STA Clerk of the Board
RE: Summary Actions of the January 14, 2004 STA Board Meeting

Following is a summary of the actions taken by the Solano Transportation Authority at the Board meeting of January 14, 2004. If you have any questions regarding specific items, please give me a call at 424-6008.

ACTION ITEMS: FINANCIAL

A. Indexing of Future Gas Tax and TDA Contributions.

Recommendation: Approve the following recommendations:

1. Adopt a policy of the STA Board indexing the STA's annual gas tax and TDA claim at the index rate of 2.1% of the aggregate Solano County total for gas tax and 2.7% of the aggregate Solano County total for TDA beginning in FY 04-05.
2. Approve the FY 04-05 Gas Tax Contribution and TDA Claim Estimates as specified in Attachment C and authorize the Executive Director to forward to STA's Member Agencies.
3. *Adopt a policy in conjunction with the annual budget process for annual review of STA's indexed gas tax and TDA claims by the TAC and Board.*

On a motion by Member Courville, and a second by Member Silva, the STA Board unanimously approved the recommendation as amended.

B. Initiation of Transportation Expenditure Plan Process

Recommendation: Approve the following:

1. The Adoption of Resolution 2004-01 – that pursuant to Division 19 of the Public Utilities Code, the Solano Transportation Authority (STA) recommends that:

- A. The Solano County Board of Supervisors form the Solano Transportation Improvement Authority (STIA)
 - B. A measure be submitted to the voters of Solano County for their approval with the specifics indicated in Resolution 2004-01.
 - C. The STIA have a governing board with representatin as specified in Resolution 2004-01.
2. Authorize the Executive Director to retain consultant assistance to assist the Board and Staff in the development of the following tasks for an amount not to exceed \$125,000:
- A. Expenditure Plan Coordination/Public Input/Public Information.
 - B. Update of the Programmatic Environmental Impact Report (EIR) for the CTEP.
 - C. Legal Services.
3. Authorize the STA Chair to forward a letter to the Mayors for the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo, and the Chair of the Board of Supervisors, requesting the appointment of representatives and alternates to serve on the STIA Board prior to February 11, 2004.

On a motion by Member Intintoli, and a second by Member Silva, the STA Board unanimously approved the recommendation.

C. Development of Public Information for Regional Measure 2

Recommendation: Authorize the expenditure of up to \$10,000 for the purpose of developing public information material describing the Solano County projects for Regional Measure 2.

On a motion by Member Messina, and a second by Member Silva, the STA Board unanimously approved the recommendation

ACTION ITEMS: NON FINANCIAL

**A. 2004 State Transportation Improvement Program
Reprogramming of (STIP) for Solano County**

Recommendation:

1. Approve the proposed 2004 STIP for Solano County, as shown in Attachment A, and authorize the Executive Director to forward the 2004 STIP for Solano County to the Metropolitan Transportation Commission for inclusion in the 2004 Regional Transportation Improvement Program.
2. Direct staff to work with the City of Dixon to assist in the accelerated construction of the Dixon Intermodal Station.

On a motion by Member Intintoli, and a second by Member Silva, the STA Board unanimously approved the recommendation with amendment adding item 2.

B. Proposed 2004 Legislative Priorities and Platform

Recommendation: Approve the proposed STA 2004 Legislative Priorities and Platform.

On a motion by Member Coglianesse, and a second by Member Messina, the STA Board unanimously approved the recommendation

C. Appointments of Members to STA/YSAQMD Clean Air Program Screening Committee

Recommendation: 1. Appoint Len Augustine and Ed Woodruff to participate on the 2004-05 STA/YSAQMD Clean Air Program Screening Committee as representatives from the STA.

On a motion by Member Silva, and a second by Member Messina, the STA Board unanimously approved the recommendation.

2. Authorize the Executive Director to request the YSAQMD appoint three YSAQMD Board Members from Solano County to also serve on the committee.

Recommendation was tabled due to the appointment of Member Courville and Member Alternate Vasquez at the January 14, 2004 meeting of the YSAQMD.

SELECTION OF 2004 STA CHAIR AND VICE CHAIR

Recommendation:

1. Select STA Chair and Vice-Chair for 2004.

2. Request new Chair designate the Executive Committee for 2004.

On a motion by Member Augustine, and a second by Member Coglianesse, the STA Board unanimously approved the selection of Karin MacMillan (Fairfield) as chair and Mary Ann Courville (Dixon) as Vice Chair.

Chair Elect MacMillan designated Board Members Augustine, Courville, and Spring as members of the 2004 Executive Committee.

CONSENT CALENDAR ITEMS:

On a motion by Member Silva, and a second by Member Courville, the consent items were approved in one motion.

A. STA Board Minutes of December 10, 2003

Recommendation: Approve minutes of December 10, 2003.

B. Draft TAC Minutes of December 22, 2003

Recommendation: Receive and file.

C. Draft TAC Minutes of January 5, 2004

Recommendation: Receive and file.

D. Renewal of Membership with Solano EDC

Recommendation: Approve the following recommendation:

1. Renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Board Member-Investor level of \$5,000 per year for 2004.

2. Direct staff to agendize for Board consideration STA's membership in Solano EDC prior to the annual renewal for 2005.

E. Updated TDA Article 3 Criteria and Guidelines

Recommendation: Approve the following:

1. Adopt the updated TDA Article 3 Criteria and Guidelines.

2. Authorize the Executive Director to issue a call for TDA Article 3 Projects to be included, deleted or amended in the 5-Year Solano Bicycle Plan.

F. Contract Amendment with Alta Planning and Design

to Update BikeLinks Map

Recommendation: Authorize the Executive Director to amend Alta Planning and Design's current contract for an amount not to exceed \$2,000 to prepare and design updates needed for reprinting the Solano BikeLinks Map.

G. Appointment of Pedestrian Advisory Committee (PAC) Members

Recommendation: Appoint the following members to the Pedestrian Advisory Committee for a three-year term ending in December 2006:

1. Eva Laevastu, Tri-City and County Cooperative Planning Group
2. Kathy Blume, Bay Area Ridge Trail Council
3. Larry Simmons, City of Dixon
4. Ben Beshoof, City of Fairfield
5. Michael Segala, City of Suisun City
6. Mary Woo, City of Vacaville

H. STA Board Meeting Schedule for 2004

Adopt the STA Board meeting schedule for the 2004 calendar year.

I. Appointment to Local Funding Subcommittee

Recommendation: Appoint Board member Anthony Intintoli to the Local Funding Subcommittee replacing Mary Ann Courville.

UPDATE FROM STAFF

A. Caltrans Report – Yader Bermudez

B. MTC Report

C. STA Report

1. State Legislative Report – Paul Yoder

INFORMATIONAL ITEMS: Information was provided for the following items:

A. State Budget – Potential Impacts on Solano County Transportation Projects

B. SR 12 Jameson Canyon Project - Update

C. Regional Transportation Plan (RTP) Transportation 2030 - Update

D. Cordelia Truck Scales Relocation Study - Update

E. SNCI Commuter Incentives Annual Status Report

F. Status Report on Comprehensive Transportation Plan (CTP) - Update

G. FUNDING OPPORTUNITIES: Information was provided for future funding opportunities for the following:

- ◆ *Statewide Planning Grants.*
- ◆ *Office of Traffic Safety (OTS) Program.*
- ◆ *Yolo Solano Air Quality Management District (YSAQMD) Clean Air Fund Program.*
- ◆ *2004-05 Elderly and Disabled Transit (Section 5310) Program.*
- ◆ *TDA Article 3 Program.*
- ◆ *TFCA Program (40% Program Manager Funds).*

The next regular meeting of the STA Board is scheduled for February 11, 2004, 6:00 p.m. at Suisun City Hall.

Agenda Item V.D
January 28, 2004



DATE: January 16, 2004
TO: STA TAC
FROM: Robert Guerrero, Associate Planner
RE: Funding Opportunities Summary

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

<u>Fund Source</u>	<u>Application Available From</u>	<u>Applications Due</u>
Office of Traffic Safety (OTS) Program	Mark Bertacchi Office of Traffic Safety (916) 262-0985	January 31, 2004
Yolo Solano Air Quality Management District (YSAQMD) Clean Air Fund Program	Jim Antone YSAQMD (530) 757-3653	<i>Draft Applications Due to STA: February 25, 2004</i> Final Applications due to YSAQMD: March 19, 2004
2004-05 Elderly and Disabled Transit (Section 5310) Program	Dana Lang, MTC (514) 464-7764	February 25, 2004
TDA Article 3 Program	Craig Goldblatt, MTC, (510) 464-7837	Tentatively due to STA March 1, 2004
Safe Routes to School (5th cycle)	Hin Kung, Caltrans (510) 286.5234	February 27, 2004
TFCA Program (40% Program Manager Funds)	Robert Guerrero, STA, (707) 424-6014	Tentatively due to STA March 12, 2004



FUNDING OPPORTUNITY:
Office of Traffic Safety (OTS) Program

Applications Due: January 31, 2004

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

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

Eligible Project Sponsors: State and local government agencies. Community Based Organizations (CBO) can co-sponsor applications with State or local agencies.

Program Description: OTS grants are used to mitigate traffic safety program deficiencies, expand ongoing safety activity, or develop a new program. OTS grant funding priorities include the following program:

- Alcohol and Other Drugs
- Police Traffic Services
- Emergency Medical Services (EMS)
- Traffic Records/Roadway Safety
- Vehicle occupant Protection
- Pedestrian and Bicycle Safety

Funding Available: The OTS Program does not have a specific minimum or a maximum amount for project funding. Applicants must be specific in funding amounts requested.

Eligible Projects: GIS programs to assist public works and police departments track, identify, analyze, and display collision and citation data; bicycle and pedestrian safety and educational programs; seat belt and child safety programs; full time personnel for collision violation enforcement; motorcycles; visible display radar trailers; and regional emergency medical service equipment (ambulance, rescue vehicles, extraction equipment, etc.).

Caltrans Contact Person: Mark Bertacchi, Office of Traffic Safety, (916) 262-0985.

STA Contact Person: Robert Guerrero, STA Associate Planner (707) 424-6014.
rguerrero@STA-SNCL.com



FUNDING OPPORTUNITY:

2003-04 YSAQMD Clean Air Funds Program

*Draft Applications Due to the STA for the
STA/YSAQMD Screening Committee on February 25, 2004
Final Applications due to YSAQMD on March 19, 2004*

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

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

Eligible Project Sponsors: Cities of Dixon, Rio Vista, Vacaville, and portions of Solano County located in the Yolo Solano Air Basin.

Program Description: The YSAQMD Clean Air Funds Program provides grants to local agencies to implement various clean air projects including transit, bicycle routes and electric vehicles.

Funding Available: Approximately \$270,000 will be available for 2004/05

Eligible Projects: Clean air vehicles, transit routes, bicycle routes, pedestrian paths, clean air programs, and ridesharing. This discretionary program funds various clean air projects that result in reduction of air emissions. The District will require Emission Reduction and Cost Effectiveness Calculations for projects that receive more than \$10,000 in District Clean Air Funds.

Further Details: Applications will be available in January 2004. Solano Clean Air Applications will be reviewed by a pre-screening committee consisting of STA Board members and Board members from the YSAQMD before they are formally submitted to the Air District for approval. Please contact program coordinators for more information.

Program Contact Person: Jim Antone, YSAQMD (530) 757-3653

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



FUNDING OPPORTUNITY:

2004-05 Elderly and Disabled Transit (Section 5310) Program

Applications Due: February 25, 2004

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

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

Eligible Project Sponsors: Private non-profit organizations and public agencies

Program Description: This program is designed to provide funding for purchasing accessible vans and buses or other transportation related equipment to serve individuals with special needs. Agencies are eligible to receive up to 80 percent of the purchase price for vehicles and equipment.

Funding Available: Approximately \$8.5 million will be made available statewide on a competitive basis. A local match is required.

Eligible Projects: Eligible projects include bus or van purchase/replacement and computer or radio equipment purchase/replacement.

Further Details: The STA's PCC is involved with the application procedure. Applicants are required to submit requests to the STA as well as to Caltrans and MTC. Please contact STA or MTC for more information.

Program Contact Person: Dana Lang, MTC, (514) 464-7764

STA Contact Person: Jennifer Tongson, Projects Assistant, (707) 424-6013.
jtongson@STA-SNCL.com



FUNDING OPPORTUNITY:

Safe Routes to Schools Program (5th Cycle)

Applications Due: February 27, 2004

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

This summary of the Safe Routes to School Program (SR2S) 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: City and County Agencies, Regional Transportation Planning Agencies, and/ or any government agency authorized to construct improvements on public roads or facilities.

Program Description: Caltrans administers the Safe Routes to School Program and use federal funds for construction of bicycle, pedestrian safety, and traffic calming projects. Application materials and program guidelines can be obtained from Caltrans website at: www.dot.ca.gov/hq/LocalPrograms/saferoute2.htm.

Funding Available: This program requires a 10% local match. Approximately \$26 million was available to this program last year. Project requests must not exceed \$450,000.

Eligible Projects: Project categories include: sidewalk improvements, traffic calming & speed reduction, pedestrian/ bicycle crossing improvements, and traffic diversion improvements.

Program Contact Person: Hin Kung, Caltrans District 4, (510) 286.5234

STA Contact Person: Robert Guerrero, STA Associate Planner (707) 424-6014.
rguerrero@STA-SNCL.com.



FUNDING OPPORTUNITY:

Transportation Development Act (TDA) Article 3

Draft Applications Due: March 1, 2004

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

This summary of the Transportation Development Act (TDA) Article 3 Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Solano cities and county agencies

Program Description: 2% of TDA funds is dedicated to pedestrian and bicycle projects in Solano County. TDA funding is generated by a 1/4-cent tax on retail sales in each county.

Funding Available: Approximately \$290,000 is available for TDA Article 3 funding each year for Solano County.

Eligible Projects: Eligible projects include bicycle and pedestrian planning and construction projects.

Further Details: Applicants for TDA Article 3 funding must be included on the STA's 5-Year TDA Article 3 Bicycle/Pedestrian Plan. The BAC annually reviews and recommends revisions to the 5-Year Plan based on applications received during the call for projects period. STA staff will begin accepting applications after the STA Board issues a call for projects, anticipated in January 14, 2004. TDA Article 3 forms are available on MTC's website at:

www.mtc.dst.ca.us/funding/claim_forms.htm

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

MTC Program Contact Person: Craig Goldblatt, MTC, (510) 464-7837



FUNDING OPPORTUNITY:

**Solano Transportation Fund for Clean Air
(TFCA) Program**
(40% Program Manager Funds)

Applications Due to STA March 12, 2004 (tentatively)

TO: STA TAC and Consortium

FROM: Robert Guerrero, Associate Planner

This summary of the Solano Transportation Fund for Clean Air 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 of Benicia, Fairfield, Suisun, and Vallejo, the County of Solano, school districts and colleges in south Solano County are eligible.

Program Description: This program provides grants to local agencies for clean air projects.

Funding Available: Approximately \$340,000 is available for FY 2004-05.

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

Further Details: Application material, program guidelines, and additional information about the TFCA program will be available February 2004. TFCA guidelines will be reviewed and approved by the STA Board prior to a formal call for projects.

STA Contact Person: Robert Guerrero, Associate Planner, 707.424.6014

*Agenda Item V.E
January 28, 2004*



DATE: January 16, 2004
TO: STA TAC
FROM: Kim Cassidy, Administrative Services Director/Clerk of the Board
RE: Updated STA Meeting Schedule for 2004

Background:

Attached is the revised STA schedule for meetings that may be of interest to the STA TAC. This schedule is an overview of the 2004 calendar year.

Fiscal Impact:

None.

Recommendation:

Informational

Attachment:

A. Meeting Schedule 2004

Agenda Item V.F
January 28, 2004



DATE: January 15, 2004
TO: STA TAC
FROM: Jennifer Tongson, Planning Assistant
RE: Application for the FTA Section 5310 Program to Replace One Solano Paratransit Vehicle

Background:

The Federal Transit Act (FTA) Section 5310 program is designed to provide funding for the purchase of accessible vans and buses or other transportation related equipment to serve individuals with special needs. Approximately \$8.5 million is made available statewide on a competitive basis annually for non-profit and public agencies. Eligible projects include bus or van purchase/replacement and computer or radio equipment purchase/replacement. Agencies are eligible to receive up to 80 percent of the purchase price for vehicles and equipment. The remaining 20 percent is required as a local match from the applicant.

The STA manages the Solano Paratransit service through a contract with Fairfield-Suisun Transit and qualifies for this funding source as a public agency. Solano Paratransit provides intercity door-to-door service for residents of Fairfield, Suisun City, Rio Vista, Dixon, Vacaville, and the unincorporated areas of Solano County who qualify for paratransit service as defined by the Americans with Disabilities Act (ADA). The Solano Paratransit service currently operates Monday - Friday with a fleet of ten vehicles.

Discussion:

STA staff proposes to apply for the FTA Section 5310 program for \$45,000 to replace one Solano Paratransit vehicle with a mileage of 158,801 miles (as of early January). The STA proposes a local match of \$11,250 from State Transit Assistance Funds (STAF) to satisfy the 20% local match requirement.

As required for public agency applicants, the STA staff intends to publish a *Notice to Apply* and will hold a public hearing in February at the STA Conference Room. The purpose of the public hearing is to make a determination that no private nonprofit agencies are readily available to provide a service similar to or exactly like Solano Paratransit. If during the hearing a private nonprofit agency demonstrates that it is able to provide a service like Solano Paratransit, the STA will no longer be eligible to apply for FTA Section 5310 funds.

Fiscal Impact:

A total of \$11,250 in FY 2004-05 STAF will be needed to provide a match for this grant funding.

Recommendation:

Recommend to the STA Board to authorize STA staff to submit an application for the FTA Section 5310 Program for the replacement of one Solano Paratransit vehicle and to authorize \$11,250 in FY 2004-05 STAF funds for the local match if the grant is awarded.

Agenda Item VI.A
January 28, 2004



DATE: January 20, 2004
TO: STA TAC
FROM: Daryl Halls, Executive Director
RE: STA Gas Tax And TDA Contribution for FY 2004/05

Background:

Each year, the STA provides estimated contributions from local gas tax subventions and Transportation Development Act (TDA) funds for each agency. These two revenue sources, combined with annual congestion management agency funds (federal STP) provided by the Metropolitan Transportation Commission (MTC), have provided the core funding for the STA since its separation from the County of Solano in 1996. The gas tax and TDA revenues fund a percentage of the STA's core operations. This includes administrative staff, benefits, services and supplies, and a percentage of strategic planning and project development not covered by planning grants and project development activities. The percentage of the STA's annual budget covered by the gas tax and TDA funds have decreased from 90.3% in FY 98-99 to 42.85% in FY 2002/03.

On January 14, 2004, the STA Board unanimously adopted a policy to index the annual gas tax and TDA claims provided by members agencies to the STA. The index policy adopted specified a 2.1 % index rate for gas tax and 2.7% for TDA. This indexing rate is linked to the aggregate amount for both gas tax and TDA for Solano County for that given fiscal year. On January 5, 2004, the TAC adopted a recommendation to maintain the previous process of annual review by the TAC and the Board based on budget need and not to adopt the indexing policy. Based on this recommendation by the TAC, the Board modified the indexing policy to add a stipulation that the gas tax and TDA contributions be reviewed annually by the TAC and the Board prior to distribution to the member agencies.

Discussion:

Staff has reviewed the projected gas tax and TDA revenues for FY 2004/05 in preparation of the STA's FY 2004/05 budget. The aggregate projected gas tax revenues for Solano County are \$13,955,540 in FY 2004/05 (Attachment C). Based on the 2.1% indexing policy for gas tax, the requested contribution for FY 2004/05 is \$293,066, a modest increase of \$5,746 over FY 2003/04. The aggregate projected TDA revenues for Solano County are \$13,242,738 in FY 2004/05 (Attachment C). Based on the 2.7% indexing policy for TDA, the requested claim for FY 2004/05 is \$380,052, an increase of \$15,805 over FY 2003/04.

The STA's projected budget for FY 2004/05 is \$5.931 million (estimated expenditure totals). The core operating expenditures are estimated at \$1.515 million. The gas tax and TDA revenues

provided by the STA's member agencies is projected to cover approximately 44% of the STA's core operating costs for FY 04/05.

Attached for information purposes is a summary of the STA's core operating budget that is covered partially by the gas tax and TDA contributions (Attachment B).

Fiscal Impact:

Solano County's aggregate revenues for both gas tax and TDA are projected to increase in FY 04-05. Based on the STA Board adopted indexing policy of 2.1 % for gas tax and 2.7% for TDA, this results in a request for \$293,066 for gas tax and \$380,052 for TDA in FY 2004/05.

Recommendation:

Forward a recommendation to the Board approving the following recommendations:

1. Approve the gas tax claim of \$293,066 for FY 2004/05 at the index rate of 2.1% of the aggregate Solano County total for gas tax as indicated in Attachment D.
2. Approve the TDA claim of \$380,052 for FY 2004/05 at the index rate of 2.7% of the aggregate Solano County total for TDA as indicated in Attachment D.
3. Authorize the Executive Director to forward the gas tax and TDA claims for FY 2004/05 to the STA's Member Agencies.

- Attachments:
- A. STA's Priority Projects/Work Plan for FY 04/05
 - B. Summary of the STA's Core Operating Budget for FY 04/05
 - C. Estimated Future Gas Tax and TDA Contributions for Member Agencies and the STA
 - D. FY 04/05 Gas Tax and TDA Contribution by agency



DATE: January 20, 2004
TO: STA TAC
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: Schedule and Public Input Process for Development of Track 1 Projects for Transportation 2030

Background

Metropolitan Transportation Planning Organizations (MPOs) are required to develop transportation plans based on a variety of planning factors. Two critical requirements pertain to developing a RTP that can demonstrate air quality conformity and is fiscally constrained. The Metropolitan Transportation Commission (MTC) is the federally designated MPO for the Bay Area and its nine counties.

A number of key issues have already been identified for Transportation 2030 (T-2030) including transit/local roads funding shortfalls, the expanded Transportation for Livable Communities (TLC)/Housing Incentives Program and transportation-land use-smart growth issues, goods movement program, older Americans mobility, safety and security measures, air quality issues, and balancing future funding commitments between Regional Customer Service Programs with maintenance of the system and addressing congestion through expansion projects.

MTC has determined that for T-2030, there will be about \$99.4 billion of already committed transportation funds over the next 25 years (e.g. gas tax, TDA and existing sales tax measures). \$8.8 billion of uncommitted funds are available for the various local and regional programs and projects (e.g. county federal and STIP cycle funds for local and MTS pavement management, roadway capacity projects, transit capital shortfalls, intermodal centers and TLC).

In addition, there is an estimated \$1.3 billion of Interregional Transportation Improvement Projects (ITIP) to fund various SHOPP and congestion relief projects on the regional system..

On December 17, 2003, MTC adopted a new Regional Investment Scenario for T-2030 that included:

- Transit Shortfalls: \$1.33 billion
- Road Shortfalls: \$990.5 million
- State Highway shortfall: \$0
- Regional Operations Programs: \$ 400.8 million
- Clean Air Program: \$255.5 million
- Lifeline Transportation: \$216 million
- Regional Bicycle/Pedestrian Program: \$200

- TLC/HIP: \$454 million
- CMA Planning: \$95 million
- County Programs: \$4.845 billion (Track 1 funds)

This RTP will be broken down into Track 1 – those projects expected to be funded with state and federal funds and “Big Tent” – those projects that will need additional local or regional funding such as from a countywide transportation sales tax or regional gas tax.

Initial project recommendations for MTC performance evaluation were submitted to MTC by October 17th. STA submitted 40 potential Track 1 or Big Tent candidate projects (see Attachment A).

Discussion:

Based on MTC’s recently adopted funding option for T-2030, a total of \$277.8 million of Track 1 funds are tentatively expected to be available to the STA and its member agencies over the next 25 years. This compares to \$266.3 million that was approved by STA and MTC for Solano County projects in 2002 for the 2002 RTP.

In addition, Solano County projects (particularly the I-80/680/12 interchange, I-80 HOV lanes and other I-80/680/780 corridor projects) are expected to continue to receive MTC and Caltrans commitments for ITIP funds. In the 2001 RTP, STA projects were pledged \$144.2 million of ITIP funds.

As part of MTC’s T-2030 Phase 1 public outreach program, an early input opportunity on both the T-2030 (as well as the STA’s new CTP update) was held at the STA Board meeting on October 8, 2003. STA advertised the meeting in the three major Solano County newspapers. Since then, approximately 73 written comments have been received and were provided to the STA Board on January 14, 2004. As part of their T-2030 Phase 2 public outreach program, MTC is requesting each of the congestion management agencies to hold further public input opportunities before the new Track 1 lists are approved. (See Attachment B describing MTC’s overall public outreach process).

Timeline

The key dates as specified by MTC for the T-2030 are (see Attachment C):

- December/January – MTC conducts project evaluations of potential Track 1 or Big Tent projects
- February/March – Public meetings on the results of the project analysis
- May – Final CMA Track 1 lists submitted to MTC
- Fall 2004 – Draft T-2030 released
- January 2005 – MTC adopts Final T-2030

Current RTP Projects

Every three years as part of MTC’s regional transportation plan, new Track 1 projects (those transportation projects expected to receive state and federal funds) are approved. The current 2002 RTP Track 1 and ITIP projects approved for STA are contained in Attachment D.

Public Input Process

As part of STA's role to promote public input in the final development of Track 1 projects, staff proposes the following public input process:

- February 17, 2004 (week of) – Distribute flyer and remaining T-2030/CTP comment cards to cities, libraries, chambers of commerce, citizen groups and other interested parties
- April 5-9, 2004 - Publish Ads in three newspaper encouraging public input at the T-2030/CTP public meeting scheduled for the STA Board meeting of April 14, 2004
- April 14, 2004 – STA Boards holds public input opportunity for Track 1 project for T-2030 and CTP 2030

Final Schedule for Submittal of New Track 1 List for T-2030

Based on input received and reviewed, the following schedule is proposed for the final review and approval of a new Track 1 list for T-2030:

- March 31, 2004 – TAC and Consortium reviews and comments on preliminary list of proposed Track 1 projects
- April 14, 2004 – STA Board reviews and comments on preliminary list of proposed Track 1 projects
- April 28, 2004 - TAC and Consortium reviews public comments and forwards a recommendation on a final list of proposed Track 1 projects
- May 12, 2004 – STA Board reviews public comments and approves final list of proposed Track 1 projects for submittal to MTC

Recommendation

Forward a recommendation to the STA Board to approve the public input process, proposed schedule and timeline, as specified in Attachment E, leading to the submittal of a new Track 1 T-2030 funding list to MTC in May 2004.

- Attachment:
- A. Approved Transportation 2030 Regional Investment Option
 - B. Project Submittals to MTC for Evaluation in T-2030 Plan
 - C. MTC Public Involvement for T-2030 Plan
 - D. Existing STA Track 1 and ITIP Projects in 2002 RTP
 - E. Public input process, Proposed Schedule and Timeline for New Track 1 Submittal for T-2030



DATE: January 20, 2004
TO: STA TAC
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: Final I-80/680/780 Transit Corridor Study

Background:

In February 2003, the STA Board approved entering into a contract with Wilbur Smith Associates to conduct the I-80/680/780 Transit Corridor Study. The study was funded with a \$275,000 grant from the state's Planning and Congestion Relief Program (part of the Traffic Congestion Relief Program). The major tasks of this study included:

- Analysis of the performance of all existing intercity bus services in Solano County.
- Documentation of the existing park and ride and transit center facilities.
- Analysis of corridor travel demand for commuters traveling between Solano County to the Bay Area and Sacramento destinations.
- Development of a 25-year Corridor Express Bus Service Plan.
- Development of a Highway Interface Plan identifying locations and types of highway improvements (such as direct HOV connectors) that would improve or maintain travel time for buses and ridesharing.
- An implementation strategy that proposes a phasing bus facility and support facility plan.

This study provided the major transit and park and ride components proposed for the overall I-80/680/780 Corridor Study.

The Draft Plan was completed and circulated to Consortium and TAC members, Caltrans staff and the I-80/680/780 Corridor Study Project Development Team members in December 2003.

Discussion:

To meet projected travel demand for 2030, the I-80/680/780 Transit Corridor Study recommends the following major elements:

1. An increase in park and ride spaces along the corridor from the current approximately 1,600 spaces to a total of about 4,200 spaces (including an increase from the current approximately 400 spaces at Curtola Park and Ride in Vallejo to 1,200 spaces; an expansion from approximately 600 spaces existing/under construction at the Fairfield Transportation Center to about 1,200 spaces; and development of new park and ride lots/transportation centers in each of the corridor cities of Benicia, Dixon, Fairfield, Suisun City, Vacaville and Vallejo).

2. Expansion of the total number of intercity buses from the current combined fleet of 29 buses to 100 buses by 2030.
3. The major new and increased bus services proposed along the corridor include:
 - A. Providing direct Benicia service to El Cerrito del Norte BART.
 - B. Modifying Routes 90 and 91 services to alternate those routes to provide better-combined peak hour service from Fairfield and Vacaville to BART.
 - C. Establishing a “super express” service from Vallejo Ferry Terminal to Sacramento.
 - D. Upgrading Routes 20 and 30 to provide additional commute and mid-day service along I-80 between Fairfield, Vacaville, Dixon and Davis.
 - E. Expanding Route 40 service from Vacaville-Fairfield-Benicia-Walnut Creek BART to provide additional mid-day hourly service with stops eventually in Benicia and Gold Hill Road in Fairfield.
 - F. Increasing headways on Route 80 from Vallejo- El Cerrito del Norte BART from 10 minutes to 7 minutes to eventually every 5 minutes.
 - G. Extending Route 85 service from its current terminus at Solano Mall to Davis and Sacramento.
 - H. Extending express bus service from Vallejo to Marin County.
4. Additional “Next Steps” to better co-ordinate and fund these increased services include:
 - A. Protecting right-of-way for new planned park and ride facilities.
 - B. Developing annual and multi-year memorandums of understanding to fund intercity services.
 - C. Conducting a transit consolidation study.
 - D. Working with Caltrans to pursue connecting HOV lanes with Contra Costa County.
 - E. Conducting an S.R. 12 Transit Study (Rio Vista- Fairfield-Napa) to develop a transit strategy for that corridor to provide direct connecting service to the subject transit corridor.

The proposed projected total costs of the study’s specific recommendations include:

- Bus fleet costs: \$60 million
 - Maintenance Facilities: \$10.1 million
 - Mid and long term park and ride spaces: \$55 million
 - Access improvements to transit centers and park and ride facilities: \$65 million
- Total Capital Costs: \$190.1 million
- Annual bus operating subsidy: \$4.6 million in 2004 to \$10.9 million by 2030

Comments on the Draft Plan were received from Caltrans District 4, City of Benicia, City of Vacaville, City of Vallejo, Korve Engineering and STA staff. Responses have been provided for each of the comments received (see Attachment A).

Once the Transit Consortium and the TAC have made a recommendation on this study, it will be forwarded to the STA Board for approval. After approval by the Board, the I-80/680/780 Transit

Corridor Study's recommendations will then be incorporated into the Comprehensive Transportation Plan update.

The STA's Transit Committee is expected to review the Final Plan at their next meeting on February 2, 2004 with the STA Board scheduled to consider the Plan on February 11, 2004.

An .ftp link to the Final Plan will be e-mailed to the TAC, Consortium and I-80/680/780 Transit Corridor Study working group by 1-22-04. Hard copies of the final report will be made available at or prior to the next Consortium and TAC meetings, STA Transit Committee and STA Board meeting.

Recommendation:

Forward a recommendation to the STA Board to approve the Final Draft I-80/680/780 Transit Corridor Study.

Attachment A: Comments and Responses to Draft I-80/680/780 Transit Corridor Study



DATE: January 15, 2004
TO: STA TAC
FROM: Mike Duncan, Director for Projects
RE: I-80/680/780 MIS/Corridor Study – Long-Term Projects

Background:

The Major Investment Study (MIS)/Corridor Study for the interstate highway system in Solano County was awarded to Korve Engineering on October 1, 2002. The Existing Conditions Report, Operational Analysis, Mid-Term Projects list and Draft Long-Term Projects list have been completed. In August 2003, the TAC approved the priority of the Mid-Term projects and the STA Board approved the priority of the Mid-Term Projects on September 10, 2003. The final summary document will incorporate the prioritized Mid-Term and Long-Term projects into a project phasing plan for the whole corridor. The summary document will also incorporate the findings/recommendations from the Transit Corridor Study and the Truck Scales Relocation Study into recommendations for the corridor.

Discussion:

By working closely with Caltrans District IV Operations staff, an Operational Strategy has been developed that provides a systematic analysis of each of the three freeway corridors, considering the constraining effects of bottlenecks on downstream freeway segments. The Operational Strategy was an iterative process that evaluated the following performance characteristics: (a) freeway bottleneck sections, (b) length of queue upstream of each bottleneck, (c) vehicle delay associated with each bottleneck, (d) where applicable, HOV time savings, (e) queuing on ramps and freeway-to-freeway connectors.

Using the above criteria for the Operational Strategy, personnel from Caltrans, STA and Korve Engineering evaluated the corridor to identify “Mid-Term” projects (assumed to be completed in 5-20 years) that would provide congestion relief in the most congested areas of the corridor and would be integral to the “ultimate” project list for the entire corridor. The goal of developing a list of prioritized projects is to provide guidance on where to spend limited funds as they become available for corridor improvements. The prioritized Mid-Term Projects List was approved by the STA Board in September and received Caltrans District 4 concurrence shortly thereafter.

In addition to applying the Operational Strategy for “Long-Term” projects, the following performance measures were also used to prioritize these projects:

1. Traffic Operations
2. Safety
3. HOV Lane Performance
4. Preliminary Right-of-Way Requirements
5. Preliminary Environmental Constraints

6. Order of Magnitude Costs
7. Complements Transit Plan
8. User Benefit.

These performance measures provided a relative indication of mobility, traffic operations characteristics, impacts, benefits and costs of each project, and helped determine the basis for prioritizing the Long-Term Projects. The prioritized Long-Term projects are numbered sequentially after the Mid-Term projects and are anticipated to be completed after the Mid-Term projects are completed.

In addition to the Mid-Term Projects and Long-Term Projects, local interchanges that are not integral to main line traffic improvements will be evaluated and proposed improvements will be identified. Local interchanges will be prioritized by jurisdiction based upon input from the individual jurisdictions; however, they will not be integrated into the project lists for the I-80/I-680/I-780 Corridor since they are typically funded with local revenues and do not provide added capacity (or congestion relief) to the corridor.

The I-80/680/780 MIS/Corridor Study is scheduled to be completed by March 31, 2004.

Recommendation:

Recommend to the STA Board to approve the projects and recommended priority for Long-Term Projects as shown on Attachment A.

Attachments

- A. Draft Potential Long-Term Projects (Priority Order)
- B. Mid-Term Projects (Approved by STA Board on September 10, 2003)



DATE: January 15, 2004
TO: STA TAC
FROM: Mike Duncan, Director for Projects
RE: State Transit Assistance Funds (STAF) Program

Background:

The Transportation Development Act (TDA) of 1971 established two sources of funds that provide support for public transportation services statewide – the Local Transportation Fund (LTF) and the Public Transportation Account (PTA). Solano County receives TDA funds through the LTF and State Transit Assistance Funds (STAF) through the PTA. State law specifies that STAF funds are to be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

Solano County receives approximately \$420,000 per fiscal year in STAF funds (see Attachment A). STAF funds have been used for a wide range of activities, including providing matching funds for the purchase of buses, funding several transit studies, funding transit marketing activities, covering new bus purchase shortfalls when the need arises, and supporting STA transportation planning efforts.

Discussion:

Fairfield-Suisun Transit and Vallejo Transit submitted potential projects for STAF funding for FY 2004-05 and subsequent fiscal years. The Vallejo projects were further defined and cost estimates prepared at a special STAF Funding meeting (attended by John Harris of Vallejo and Gary Cullen of Suisun City) held at STA on October 16, 2003. STA also presented potential projects (see Attachment B). Additional projects may be submitted by member agencies via email listing the project title, project description, estimated required STAF funds needed for the project, other funds on the project, and estimated FY when STAF funds will be needed.

The City of Benicia has submitted a request for FY 2003-04 STAF funds to provide matching funds to a MTC Grant to prepare the Benicia Short Range Transit Plan (SRTP). The grant will provide up to \$60,000 for the SRTP and requires a local match of \$7,774. Additionally, Benicia requests \$12,226 in FY 2003-04 STAF funds to concurrently study Benicia transit operations and coordination issues in an effort to improve transit service. Sufficient STAF funds are available for FY 2003-04 to fund Benicia's request (see attachment C).

Consortium members and STA staff will develop a proposed STAF program for FY 04-05 and FY 05-06 for consideration by the Consortium, TAC and STA Board.

Recommendation:

Recommend to the STA Board to authorize \$20,000 in FY 2003-04 STAF funds for the City of Benicia to be used as matching funds for the preparation of the Benicia Short Range Transit Plan (\$7,774) and to study Benicia Transit Operations and Coordination (\$12,226).

Attachments

- A. Five-year STAF Fund Estimate
- B. List of Potential Projects
- C. FY 2003-04 STAF Fund Estimate and Commitments



DATE: January 16, 2004
TO: STA TAC
FROM: Robert Guerrero, Associate Planner
RE: TFCA Guidelines and Call for Projects

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 (YSAQMD), divide Solano County. The cities of Benicia, Fairfield, Suisun City, Vallejo, and southwestern portions of Solano County jurisdiction are located in the BAAQMD, and therefore will qualify 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 distributes regionally (through a competitive process) 60% of the entire TFCA funds, the remaining 40% are 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 and manages approximately \$340,000 in annual TFCA funding.

As the designated Program Manager, the STA Board adopts TFCA Program Manager Guidelines based on the annually updated BAAQMD's TFCA Regional and Program Manager Guidelines. The STA Board generally adopts the TFCA Program Manager Guidelines after the BAAQMD approves their set of guidelines in January of each year. The main difference between the STA's guidelines versus the BAAQMD's guidelines is that the STA guidelines pertain more directly to Solano County applicants by emphasizing the STA's program manager allocation process and how applications are evaluated.

The BAAQMD TFCA application deadline has traditionally been in April of each year. Although Program Managers review and approve TFCA Program Manager Projects, the BAAQMD ultimately approves the funding for each project based on specific air emission/ air quality benefit cost effective formulas for each project category.

A large portion of the Solano County TFCA Program Manager funds are allocated to the Solano Napa Commuter Information (SNCI) program to provide ridesharing services including carpool, vanpool, and transit customer service and transit marketing and ridesharing incentives. Solano County continues to have the highest number of carpool and vanpool drivers in the Bay Area. The STA also programs TFCA funds to the Route 30 Express Bus service, which provides a critical bus link from Solano County to Davis and Sacramento. It is estimated that approximately \$40,000-\$60,000 will be available in 2004/05 for other projects.

Discussion:

The BAAQMD made relatively minor changes for the 2004-05 TFCA Guidelines. Attached is STA staff's revised TFCA Program Manager Guidelines that reflects next year's BAAQMD's adopted guidelines. The proposed revisions to the STA TFCA Program Manager Guidelines are presented in ~~strikeout~~ for deletions and *bold-italics* for additions.

Fiscal Impact:

None to the STA General Operations Fund. Actual funds received and awarded each year are included into the current year budget.

Recommendation:

Recommend the STA Board approve the following:

1. 2004-05 TFCA Program Manager Guidelines
2. Authorize the Executive Director to initiate a Call for Projects for the TFCA Program Manager funds.

Attachment:

- A. Proposed 2004-05 Solano TFCA Program Manager Guidelines



DATE: January 16, 2004
TO: STA TAC
FROM: Robert Guerrero, Associate Planner
RE: Final Draft 2004 Solano Congestion Management Program (CMP)

Background:

Section 65088 and 65089 of the California Government Code requires counties with a population of 200,000 or greater to develop a Congestion Management Program (CMP) biannually in conjunction with the schedule for adopting and updating the Regional Transportation Plan (RTP) and the Regional Transportation Improvement Program (RTIP). Counties may opt out of developing a CMP if the majority of local governments, collectively comprised of the city councils and the county board of supervisors, each adopt resolutions electing to be exempt from the CMP. The STA, as the Congestion Management Agency (CMA) for Solano County, has developed the Solano County CMP in consultation and cooperation with the Metropolitan Transportation Commission (MTC), the Air Quality Management Districts, and the cities and County of Solano since 1991.

The Solano County CMP includes a transportation system network of local and major roadways in Solano County with level of service standards that agencies must comply with in order to continue to receive gas tax subvention funds. The CMP also includes a performance element to assess the conditions of the transportation system network, trip reduction and travel demand information, information regarding the current Countywide Traffic Demand Model, and information regarding Solano County's Capital Improvement Program for transportation.

The STA began updating the Solano County CMP in April 2003 with assistance from the SolanoLinks Transit Consortium and the STA TAC. The STA Consortium and TAC reviewed a draft CMP in August 2003. On September 10, 2003 the STA Board adopted the draft CMP and authorized the STA Executive Director to submit it to MTC to review and provide comments. Recently, MTC staff responded with requests for additional information to be included in the final draft CMP. MTC is requiring CMA's to submit the updated CMPs in February 2004.

Discussion:

Enclosed is the final draft 2004 Solano County Congestion Management Program (CMP). There were no significant changes made to the main content of the draft CMP. The key changes since the September 2003 draft CMP included an added section that addresses infill opportunity zones for development near major transit areas and a revision to the

CMP's Capital Improvement Program. MTC recommended using the projects submitted to them by the STA for the 2004 Regional Transportation Plan evaluation as the Capital Improvement Program for Solano County. STA staff used the current TIP as the Capital Improvement Program in the September 2003 draft CMP. The final draft CMP also includes MTC's 2001 Regional Transportation Plan (RTP) goals as part of the CMP Performance Measures section to demonstrate consistency between the CMP and the RTP. Upon approval by the STA Board, STA staff will submit the 2004 CMP to MTC for approval. This would conclude the 2004 CMP cycle. The next CMP update is scheduled for 2006.

Fiscal Impact:

None to the STA General Operations Fund.

Recommendation:

Forward a recommendation to the STA Board to approve the 2004 Solano County Congestion Management Program.

Attachment:

A. Final Draft 2004 Solano Congestion Management Program



DATE: January 20, 2004
TO: STA TAC
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: State Route 12 Realignment and Rio Vista Bridge Feasibility Study

Background:

On December 10, 2003, the STA Board adopted a resolution authorizing the STA to co-sponsor an application with the Metropolitan Transportation Commission for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study request for \$100,000 from the 2004-05 Caltrans' Partnership Planning funds. On January 8, 2004, the STA submitted the application request to Caltrans.

Discussion:

STA expects to receive a final determination on the funding status of the Highway 12 Realignment and Rio Vista Bridge Feasibility Study sometime in late summer or early fall 2004. However, the grant requires a 20% local match at \$25,000. When the application was being finalized, Caltrans specifically requested that the proposed in-kind match be revised to a cash match.

For purposes of the preliminary application submittal, STA indicated that the local match would come from TDA Article 8 funds. The STA's 2004-05 budget is being developed at this time and any funding commitments on local matches needs to be determined soon. After further considering this matter, staff recommends any local match from the STA be committed from State Transit Assistance funds.

STA has contacted the City of Rio Vista and requested them to equally share in the local match with the STA, in the amount of \$12,500 each. Staff recommends that the STA's share come from 2004-05 State Transit Assistance funds subject to Board approval.

STA would amend the application request for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study to indicate the recommended source of STA's local match commitment.

Recommendation:

Forward the following recommendations to the STA Board:

1. Approve the allocation of \$12,500 of 2004-05 State Transit Assistance funds to serve as a portion of the local match required for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study; and
2. Authorize the Executive Director to send a letter to the City of Rio Vista requesting

\$12,500 of local match for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study.



DATE: January 20, 2004
TO: STA TAC
FROM: Daryl Halls, Executive Director
RE: Development of County Transportation Expenditure Plan

Background:

In 2002, the Solano Transportation Improvement Authority (STIA) developed a County Transportation Expenditure Plan (CTEP) and sales tax ordinance, that if approved by 2/3 majority of Solano County's voters, would have raised a ½ cent sales tax in Solano County to fund a series of transportation projects and programs to relieve traffic congestion. In November of 2002, 60% of Solano County's voters supported the passage of Measure E, but it failed to attain the necessary 2/3 (66.7%) voter threshold for passage.

In support of the CTEP effort for Measure E, the Solano Transportation Authority (STA) funded the following:

1. The Programmatic Environmental Impact Report (EIR) for the expenditure plan
2. Consultants to assist in the development of the expenditure plan, the public education effort, development of project cost estimates, and legal services
3. A public information mailer and website describing the projects in the expenditure plan

The private sector retained and funded separately a campaign consultant and pollster to guide the efforts of the Measure E campaign.

FOLLOW UP TO MEASURE E/CONSULTANT'S ASSESSMENT

On March 12, 2003, the STA Board authorized the Executive Director to retain the Transportation Consulting firm of Smith, Watts & Company to provide an independent assessment of the Measure E election results and expenditure plan, and develop a public opinion poll to help the STA Board consider and assess several policy issues before determining whether to pursue development of another countywide expenditure plan in preparation for placing a new measure on the ballot for consideration by Solano County's voters.

The original scope of work for the consultant consisted of four primary tasks:

1. Community and Public Opinion Leader Survey
2. November 2002 Measure E Election Result Analysis
3. Baseline Voter Opinion Survey
4. Summary of Findings and Recommendations

The lead consultant, D.J. Smith, facilitated three focus groups, one each in the cities of Fairfield, Vacaville and Vallejo. The focus groups were held to provide the consultant with a cross section of viewpoints and interest groups, and to enable more indepth discussions regarding specific projects, public impressions of the expenditure plan, and public awareness of Measure E. The pollster, Jim Moore and Associates, conducted a 600 sample size, countywide public opinion poll. The poll was privately funded and was conducted over the weekend of October 25-27, 2003.

On December 10th, D.J. Smith summarized his analysis and based his recommendations on three factors which were identified in the focus groups and poll:

1. Voter Intensity on Traffic Congestion
2. Acceptability of the One Half Cent Sales Tax
3. Popularity of Regional and Local Projects

He further based his recommendations on four assumptions described in Attachment A.

In conclusion, he recommended that the STA move forward as soon as possible with the following specific recommendations:

1. Develop a specific schedule of actions for the development, public consideration and adoption by STA of an expenditure plan and ordinance for the November 2004 ballot.
2. Develop cost estimates on the projects and program improvements supported in the community outreach and voter opinion research effort.
3. Develop a 30- year projection of ½ cent sales tax revenues, as well as state and federal transportation revenues.
4. Develop a draft expenditure plan and ordinance that not only specifies projects and programs, but a program of ‘taxpayer safeguards’ to ensure long-term integrity to deliver on all voter mandates.
5. Work with a broad range of community interests in explaining plan options, costs and benefits in a draft plan and ordinance based on all of the research discussed above. Once an expenditure plan and ordinance is adopted by the STA Board for consideration on the November 2004 ballot, it will be necessary for STA to develop a comprehensive public education program to explain the plan to county residents.

At their meeting of December 10, 2003, the STA Board provided direction to staff to initiate the process for the development of a Countywide Transportation Expenditure Plan (CTEP), specifying the recommendations outlined in D.J. Smith’s assessment report.

Discussion:

On January 14, 2004, the STA Board approved a series of recommendations developed by the Board’s Local Funding Subcommittee and STA staff. At the meeting, the Board approved the recommendation of the Local Funding Subcommittee to move forward on the initiation of the development of a County Transportation Expenditure Plan (CTEP) by requesting the Solano County Board of Supervisors form the Solano Transportation Improvement Authority (STIA), consistent with the state statutes pertaining to the

formation of a Local Transportation Authority (LTA). The recommended structure of the STIA's governing board is defined in Resolution 2004-01 and is consistent with the Board composition of the STA and the structure implemented for the LTA formed in 2002 to manage the development of the CTEP for Measure E.

In addition, the Board approved authorizing staff to retain three separate consultants to assist the STIA Board in the development of the expenditure plan and public information, updating the Programmatic EIR for the CTEP, and providing specialized legal services.

At the request of the STA Board, staff and legal counsel are currently developing the specific scopes of work for all three proposed consultant services contracts. The more detailed scopes of work will be presented to the Local Funding Subcommittee for review at their next meeting and then agendized for STA Board review and approval at the initial meeting of the new STIA Board.

Pursuant to the action by the STA Board, a letter from the STA Chair transmitting Resolution 2004-01, requesting the formation of the STIA, has been forwarded to the Solano County Board of Supervisors. Separate letters have also been sent to the Mayors of the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo, and the Chairman of the Solano County Board of Supervisors, requesting their appointment to the STIA's Board of Directors prior to February 11th, the scheduled initial meeting of the STIA.

Staff is currently developing the scopes of work and request for proposals (RFPs) for the three CTEP consultants. Concurrently, 30-year revenue projections and project costs estimates are being developed. Staff plans to begin reviewing the specific project list and their cost estimates with the STA TAC and members of the Transit Consortium after the lead CTEP consultant (coordinator) has been retained. The award of the consultant contract is anticipated to take place at the STA Board meeting of February 11, 2004. Following this action, staff will schedule a special meeting of the TAC and key transit staff to review a summary of the recent public opinion poll and the draft project cost estimates. Staff is also anticipating requesting the TAC and the Transit Consortium appoint at least one member each as representatives on a Citizen's Advisory Committee that will likely be formed after more discussion with the Local Funding Subcommittee.

At the meeting, staff will provide additional information on the schedule for development of the CTEP.

Recommendation:

Informational

Attachments:

- A. Memo from D.J. Smith, Consultant, to the STA Board dated 12/2/03
- B. Deadlines for Submittal of Ordinance to Solano County Board of Supervisors for November 2004 General Election
- C. Resolution 2004-01, Adopted by the STA Board on January 14, 2004.



DATE: January 20, 2004
TO: STA TAC
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: Status Report on Solano Comprehensive Transportation Plan

Background:

The update of the Solano Comprehensive Transportation Plan (CTP) continues to move forward on a fast track. All of the City Council and Board of Supervisors CTP/ T-2030 presentations have now been made. Updated needs assessments and Transportation for Livable Communities (TLC) candidate projects have been submitted by member jurisdictions for incorporation into the updated CTP. The Countywide Bicycle Plan update, a component of the CTP and Alternative Modes Element, is also being developed and will be forwarded to the TAC and STA Board concurrently with the Draft CTP update.

Three STA Committees are providing policy input on each of the major CTP elements including:

- Arterials, Highways and Freeways
- Intercity Transit
- Transportation for Livable Communities
- Alternative Modes

During the summer and fall 2003, each of the committees have been meeting to review the status of various studies and projects that will be incorporated into the updated CTP.

Discussion:

Each of the STA Committees will be meeting two more times between February and April 2004, including the following meetings currently scheduled:

Transit: February 2, 2004, 9:00 a.m.

Arterials, Highways and Freeways: February 5, 2004, 9:00 a.m.

Alternative Modes: February 13, 2004, 1:30 p.m.

A preliminary draft of the pertinent CTP element(s) that each committee is responsible for reviewing will be provided for comments. The draft CTP will be made available for review and comments at the next TAC and Consortium meetings scheduled for February 25, 2004 and at the March 10, 2004 STA Board meeting. Copies will be made available

on the STA web site and will be provided to various agencies and individuals for public comments. The Final Draft will be prepared for approval at the March 31, 2004 TAC and Consortium meetings and at the April 10, 2004 STA Board meeting.

Recommendation:

Informational



DATE: January 16, 2004
TO: STA TAC
FROM: Mike Duncan, Director of Projects
RE: Draft 2004 SHOPP Program

Background:

The State Highway Operations and Protection Program (SHOPP) is the state funding program used by Caltrans to maintain and operate state and federal highways in the state. The funds for the SHOPP are a combination of federal and state funds and are the same fund sources available for the State Transportation Improvement Program (STIP). Due to the necessity to operate and maintain existing infrastructure, the SHOPP is typically funded prior to determining the level of funding available for the STIP. SHOPP projects do not typically add capacity, but are designed to preserve existing infrastructure and correct safety deficiencies.

Discussion:

Every two years Caltrans prepares proposed projects to include in the SHOPP. Each District submits their proposed lists to HQ Caltrans and a master list for the state is prepared. The SHOPP program is fairly competitive since, like the STIP, funding is not available for all proposed projects.

Attached is the list of projects from District 4 currently in HQ Caltran's Draft 2004 SHOPP. The following are some significant projects for Solano County included in the Draft 2004 SHOPP:

- SR 12 – Install median barrier between Chadbourne Road and Pennsylvania Ave
 - SR 12 – Scandia to Denverton roadway improvements and rehabilitation
 - SR 12 – Denverton to Currie roadway improvements and rehabilitation
 - SR 12 – Construct Truck Climbing Lane west of I-80
 - SR 113 – East Chestnut to West H in Dixon, reconstruct roadway
 - I-80 – Upgrade cable median barrier from West Texas in Fairfield to Yolo County Line (install temporary K-rail on each side of oleanders)
 - I-80 – Replace Ulatis Creek Bridge in Vacaville
 - I-80 – Rockville Road and West Texas Street, modify ramp and exit traffic signals
- Other projects in Solano County are also included in the 2004 SHOPP.

Recommendation:

Informational.

Attachment

A. District 4 Projects Currently in HQ's Draft 2004 SHOPP



DATE: January 14, 2004
TO: STA TAC
FROM: Mike Duncan, Director of Projects
RE: State Budget – Potential Impacts on Solano County Transportation Projects

Background:

The State of California has faced significant budget challenges since FY 2001-02, although the full magnitude of the problems did not surface until late 2002. The efforts to deal with the budget deficit, reported to be as much as \$38B from FY 2002-03 through FY 2004-05, have had a negative impact on transportation funding throughout California. Solano County has been impacted by deferred funding and project delays and may face more significant impacts in the future.

On January 9, 2004, the Governor released his proposed budget for FY 2004-05. The Governor's proposed budget reduces many state-funded programs, including funding for transportation.

Discussion:

Several programs that provide a significant amount of transportation funding to Solano County have been affected by actions of the Governor and State Legislature. The following information identifies known impacts and potential impacts of actions to deal with the State budget problems.

KNOWN IMPACTS

Suspension of Proposition 42: The partial suspension of Proposition 42 in FY 2003-04 resulted in Solano County not receiving \$2.469M for local streets and roads maintenance, \$1.468M in State Transportation Improvement Program (STIP) funds and \$77,000 in State Transit Assistance (STA) funds in FY 2003-04. These funds were "deferred" for repayment, with interest, by June 30, 2009.

Reduced funding for the State Transportation Improvement Program (STIP): On November 24, 2003, Caltrans Headquarters presented the Fund Estimate (FE) for the 2004 STIP (see related Board item) to the California Transportation Commission CTC). The FE identified no additional funds for the 2004 STIP beyond what is currently programmed in the 2002 STIP. Typically, Solano County receives \$20M-\$30M in new funding for each STIP cycle. The result of the FE is a "Zero STIP" where Solano County, as well as all other counties, must reprogram the remaining projects from the

2002 STIP over the five years of the 2004 STIP. STIP funding for most projects will be delayed at least two years.

Federal Obligation Authority (OA): Solano County agencies receive Federal transportation funds through several fund sources (STP, CMAQ, TE, etc) for transportation projects. The authority for a local agency to use these funds is the Authorization to Proceed (E-76), issued by Caltrans Headquarters. The E-76 cannot be issued unless the State has adequate Obligation Authority to commit the Federal funds. In summer 2003, the State received an additional \$200M in Obligation Authority for Federal funds; however, all of the OA was reserved for Caltrans projects. As such, Solano County projects waiting for OA did not receive the authorization to proceed. Although some OA has subsequently been released to the Bay Area, Solano County still has seven projects in a “waiting” status pending the release of more OA to the Bay Area.

POTENTIAL IMPACTS

Deferral of Transportation Improvement Fund (TIF) transfers to the State Transportation Improvement Program (Proposition 42 suspension): The Fund Estimate for the 2004 STIP estimates that \$3B of the \$5.4B for the 2004 STIP will come from transfers from the TIF. These transfers were largely suspended in FY 2003-04 to help fund the General Fund budget. The Governor has proposed suspension of the TIF transfers in FY 2004-05 to the STIP (\$947.2M) and has indicated that TIF transfers may be suspended in subsequent years. Although the CTC has not acted on the Governor’s proposal, suspension of the TIF transfers to the STIP will probably result in a “negative STIP” that requires deprogramming of projects. The immediate impact to Solano County is the unavailability of STIP funds in FY 2004-05 for the Leisure Town Road/I-80 overcrossing, a construction project as part of the Jepson Parkway, and possibly further delays in projects recently reprogrammed for the 2004 STIP. More guidance may be available from the CTC at the January 22, 2004 meeting in Sacramento.

Deferral of Transportation Improvement Fund (TIF) transfers to the local agencies for streets and roads maintenance (Proposition 42 suspension): These funds were deferred in FY 2003-04, resulting in a \$2.469M loss to Solano County agencies until later years. The Governor’s proposed budget will result in a \$2.374M loss in FY 2004-05. The continued deferral of these funds will result in degradation of local streets and roads.

Elimination of the Traffic Congestion Relief Program (TCRP): The Governor has recommended immediately eliminating the TCRP, including funding for projects that have received allocations from the CTC. The Governor’s proposed budget recommends immediately transferring \$189M from the TCRP to the General Fund, thereby eliminating FY 2003-04 funding for projects with allocations, and no additional funding in subsequent years. He recommended that sponsoring agencies fund these projects with local revenues or through the STIP. The environmental documents and project reports for the I-80/I-680/SR 12 Interchange (\$8.1M), North Connector (\$2.7M) and Jameson Canyon (\$4.1M) projects are all funded through TCRP funds that have been allocated by the CTC. Solano County does not have a local revenue source to “replace” the TCRP funds. Although STIP funds are programmed for the I-80/I-680/SR 12 Interchange, the availability of these funds starting in FY 2004-05 is highly questionable due to the problems with the STIP. If funding for existing TCRP projects is eliminated and Solano

County cannot access STIP funds, the contracts for these projects must be terminated. STA has received “assurances” that the allocated TCRP funds will be available until June 30, 2004; therefore, we are accelerating these projects to complete as much of the environmental work as possible prior to June 30, 2004. However, none of these projects can be completed by this date. If the TCRP is eliminated by the Legislature, a reevaluation of the proposed 2004 STIP by the STA Board may be required to identify continued funding for these projects in FY 2004-05 and beyond.

Caltrans District 4 Staffing: The Governor’s proposed budget eliminates 398 contract positions and 805 civil service positions from Caltrans. District 4 will lose 201 positions if all of these reductions are implemented. Although the full impacts are unknown at this time, staffing cuts will result in reductions in service from Caltrans for local agencies, Congestion Management Agencies, and others who rely on Caltrans for assistance with state-funded and federally-funded projects.

UNAFFECTED PROJECTS

On a more positive note, the Carquinez Bridge project is essentially complete, the Benicia-Martinez Bridge is fully funded and construction is proceeding, and the I-80 Auxiliary Lanes project and Walters Road Widening project (a segment of the Jepson Parkway) are scheduled to start construction in Spring 2004. Currently, these projects appear to be immune to the proposed state budget cuts.

Recommendation:

Informational.

Attachment

- A. State Budget Proposal: FY 2004-05 (MTC Letter)
- B. State Funded Projects at Risk



DATE: January 14, 2004
TO: STA TAC
FROM: Mike Duncan, Director of Projects
RE: Cordelia Truck Scales Relocation Study - Update

Background:

The Draft Cordelia Truck Scales Relocation Study was presented to the STA Board of Directors on October 8, 2003. The study was conducted as part of the preparation of the Environmental Documents and Project Report for the I-80/I-680/SR12 Interchange. The goal of the study is to identify the “best” location, or locations, for truck scales in Solano County based upon the technical factors used in the study. Korve Engineering, as a subconsultant to MTCo/Nolte Joint Venture, and Nolte Engineering conducted the Cordelia Truck Scales Relocation Study.

Three options were identified as potential locations for truck scales in Solano County. These options are:

- Option 1 – Relocate the scales within the I-80/I-680/SR12 Interchange area
- Option 2 – Locate a set of scales on I-80 between Fairfield and Vacaville and locate a set of scales on SR 12 between Suisun City and SR 113
- Option 3 - Locate a set of scales on I-80 between Vacaville and Dixon, locate a set of scales on SR 12 between Suisun City and SR 113, and locate a set of scales on I-505 between Vacaville and the county line.

At the October 8, 2003 meeting of the STA Board of Directors, the Board tabled action on recommending an option and directed STA staff to release the report for review and comment. The Board also directed that staff schedule Public Input meetings with agencies and interest groups, including consultant participation to answer specific technical questions.

Discussion:

The STA updated two exhibits and added an Executive Summary to the Draft Truck Scales Relocation Study and sent copies to all City Council members and County Supervisors in Solano County, as well as the offices of Federal and State representatives, requesting comments. The revised report is dated October 8, 2003.

STA also scheduled meetings in order to facilitate public input and to provide affected agencies and interest groups with detailed information. The following meetings have occurred or are currently scheduled:

- Highway 12 Association – October 16, 2003

- Supervisor Forney – October 22, 2003
- Dixon City Council – October 28, 2003
- Caltrans District 4 Director Bijan Sartipi – November 3, 2003
- Vacaville City Council – November 11, 2003
- Rio Vista City Council – November 20, 2003
- Suisun City Council – December 2, 2003
- Fairfield City Council – January 6th
- Supervisor Barbara Kondylis – TBD
- Solano County Board of Supervisors – TBD
- BCDC – TBD

The major issues/concerns voiced at the public input meetings include the following:

- Uncertainty regarding the future resources necessary for CHP to operate more than one site.
- Additional opportunities for truckers to evade the scales if scales are located outside of the I-80/I-680/SR12 Interchange area, potential damage to local roadways when scales are evaded by truckers and potential security enforcement issues.
- Incompatibility of truck scales with the original intent of the Green Belt between Dixon and Vacaville.
- Incompatibility of truck scales with planned development in Lagoon Valley.
- Additional air pollution from idling trucks in the Central Valley (Option 3) and Lagoon Valley (Option 2).
- Potential safety problems for motorists with trucks exiting and entering a two-lane highway (SR 12), particularly during foggy conditions.
- Safety issues for the proposed site on SR 12 near Olsen Road due to the topography of this section of SR 12 and the proximity to the SR 12/SR 113 intersection.
- Proximity of the proposed site on SR 12 near Branscome Road to Travis AFB and the potential for lights from the truck scales to confuse pilots landing at Travis AFB.

Based upon comments received during the public meetings, STA staff and project consultants further evaluated the potential benefits/disbenefits of the proposed site on I-80 between Fairfield and Vacaville (Lagoon Valley) and the proposed site on eastbound SR 12 near Olsen Road versus an eastbound SR 12 site near Branscome Road (opposite the proposed westbound site).

Although the I-80 site at Lagoon Valley in Option 2 provides some operational and constructibility improvements over the site within the I-80/680/12 Interchange, the site would still require significant complex braided ramp structures similar to Option 1. Additionally, as the Lagoon Valley and the North Texas Street areas “build-out”, traffic operations on I-80 would lessen the benefits in operational improvements over Option 1. These factors, combined with the additional scales required on SR 12 for Option 2, provide justification for staff to recommend eliminating Option 2 from further consideration.

A westbound site on SR 12 near Branscome Road (a level, straight section of SR 12) was initially eliminated due to an environmental “fatal flaw.” The Suisun Marsh Protection Area is adjacent to the south side of SR 12 in this area, the potential location for a westbound truck scale site. Construction of this type of facility within the Suisun Marsh Protection Area would be extremely difficult, if not impossible. However, additional engineering analysis of this area indicated that SR 12 could be relocated slightly north in the area of potential truck scales, thus negating the need to build in the Suisun Marsh Protection Area. The “flat” topography near Branscome Road and the ability to relocate the roadway slightly north may provide justification for eliminating the SR 12 site near Olsen Road and including both eastbound and westbound sites on SR 12 near Branscome Road as the only proposed sites on SR 12.

The Arterials, Highways and Freeways Committee is scheduled to meet on February 5, 2004 to review comments received from the public input process, responses to these comments, and potential recommendations to the Board of Directors.

Recommendation:

Informational.

Attachments

- A. CHP Letter to Caltrans District 4
- B. City of Rio Vista Letter
- C. City of Vacaville
- D. City of Dixon Letter



DATE: January 15, 2004
TO: STA TAC
FROM: Mike Duncan, Director of Projects
RE: Highway Projects Status Report
1) I-80/I-680/SR 12 Interchange
2) North Connector
3) I-80/I-680/I-780 MIS/Corridor Study, Segments 2-7
4) I-80/I-680/I-780 Transit Corridor Study
5) Caltrans Auxiliary Lanes Project
6) Jepson Parkway
7) Highway 37
8) Highway 12 (Jameson Canyon and 12/29 Interchange)
9) Highway 12 (East)
10) I-80 Widening (Dixon to Vacaville)

Background:

Highway projects in Solano County are funded from a variety of Federal, State and local fund sources. The Governor's proposed State Budget, released on January 9th, will have a significant negative impact on Solano County projects if fully enacted by the Legislature. New STIP and TCRP allocations have been suspended since May 2003 and the Fund Estimate for the 2004 STIP established a Zero STIP. The Governor's proposal will eliminate the TCRP and greatly reduce funding for the STIP. In FY 2003-04, the California Transportation Commission (CTC) voted to continue funding for Traffic Congestion Relief Program (TCRP) projects with current allocations. The I-80/I-680/SR 12 environmental studies, the North Connector environmental studies, the Jameson Canyon environmental studies and the purchase of a ferry have continued to receive reimbursements from the state; however, these funds may be in jeopardy for FY 2003-04 and may be deleted for subsequent fiscal years. In order to continue with these projects, STA would be required to identify an alternative fund source (STIP).

Discussion:

The following provides an update to major highway projects in Solano County:

1) *I-80/I-680/SR 12 Interchange PA/ED.* This project continues on schedule. The environmental phase of this project is totally funded by a TCRP grant (\$8.1M) and funds have been allocated by the CTC. However, continued funding is in jeopardy due to the Governor's proposal to eliminate the TCRP. The environmental studies are underway by a joint venture of MTCo/Nolte. The Environmental Scoping Meeting and transportation "open house" were held on May 12, 2003. The technical analysis portion of the study to evaluate the truck scales relocation has been completed (see related Agenda Item). The

configuration of the Interchange is dependent on the location of the truck scales. The PA/ED phase of this project is scheduled for completion in late 2006.

2) *North Connector PA/ED*. This project continues on schedule. As with the Interchange project, environmental studies are underway and several draft technical studies have been released for comments. The North Connector PA/ED is fully funded through the TCRP (\$2.7M) and funding is potentially in jeopardy. The environmental studies have been accelerated to complete as much work as possible prior to the end of FY 2003-04. Additional needed environmental studies have been identified for areas adjacent to the Red Top Road/SR 12 intersection and the consultant has been directed to proceed with these studies. Korve Engineering was selected for the PA/ED phase for the North Connector. The Environmental Scoping Meeting and transportation open house were held on March 6, 2003 in Fairfield. The final alignment of a portion of the North Connector is dependent on the outcome of the truck scales relocation study and the decision regarding the future location of truck scales. The PA/ED phase of this project is scheduled for completion in December 2004.

3) *I-80/I-680/I-780 MIS/Corridor Study, Segments 2-7*. Korve Engineering was selected to complete this last phase of the I-80/680/780 Corridor Study. This project is funded with a State Planning and Research (SP&R) grant for \$300,000, STIP Planning, Programming and Monitoring (STIP-PPM) funds for \$60,700, and Federal Surface Transportation Program (STP) funds for \$380,000. The short-term and mid-term projects have been identified and prioritized and approved by the STA Board. The long-term projects have been identified and prioritized (see related Agenda item). The operational analysis part of this study will facilitate integrating all segments of the corridor into a final summary document that recommends near-term and long-term project phasing for the whole corridor, emphasizing lane balance throughout the corridor, not just in individual segments. The summary document will also incorporate the findings/recommendations from the Transit Corridor Study (see below) and the Truck Scales Relocation Study into recommendations for the corridor. The Existing Conditions Report, Operational Analysis, prioritized Mid-Term Projects list and Long-Term Projects list are complete. The study is scheduled for completion in March 2004.

4) *I-80/I-680/I-780 Transit Corridor Study*. This project is funded with a State Planning Congestion Relief Program (PCRCP) grant for \$275,000. Wilbur Smith Associates was selected to complete the I-80/680/780 Transit Corridor Study, a complementary study to the highway corridor study. The Transit Corridor Study identified specific locations for park and ride lots that have been incorporated into both the Near-term and Long-Term projects lists. The consultant evaluated the intercity and regional transit needs for the entire interstate corridor and developed detailed, multi-modal implementation strategies and cost estimates along the entire corridor. The Draft Final Report has been circulated for comments.

5) *Caltrans Auxiliary Lanes Project*. Caltrans is the project manager for this project. The project was advertised for bids on September 2, 2003 with bid openings in November 2003. The contract was awarded to O.C. Jones (the contractor for SR 37 Improvements) on December 2, 2003. It is funded through the Interregional Transportation Improvement Program (ITIP) for \$14.3M and the State Highway Operations and Protection Program (SHOPP) for \$8.306M. This project was allocated full funding by the CTC in May. This project adds one lane in each direction between I-

680 and SR 12 East and also provides a two-lane ramp between I-80 and I-680 in both directions. Caltrans is currently developing a construction strategy to minimize impacts on motorists and construction downtime while still meeting the estimated construction completion date of late 2005, prior to the opening of the new span of the Benicia-Martinez Bridge. Construction is scheduled to start in April 2004 with completion in Spring 2005.

6) *Jepson Parkway*. The Environmental Impact Study (EIS) is underway for the Jepson Parkway with scheduled completion in 2004. Several segments of the project have been completed, including the Vanden/Peabody intersection realignment in Fairfield, replacement/widening of three bridges in Vacaville, and Leisure Town Road improvements in Solano County. Additionally, the contract for the Walters Road widening segment in Suisun City was awarded on January 6, 2004 to Ghillotti Brothers, Inc (\$5.01M). The next segment scheduled for construction, the I-80/Leisure Town Road Interchange, has been delayed by the decision of the CTC to suspend new STIP allocations. The CTC decided at their September meeting to continue the moratorium on new STIP allocations. This project is currently the number one priority project in Solano County to receive a STIP allocation. STA and Vacaville are investigating using the AB 3090 process to bring this project to construction.

7) *Highway 37*. Phase 2 and Phase 3 are under construction and proceeding on schedule. Phase 2 provides four lanes from the Napa River Bridge to SR 29 and is scheduled to be complete by January 2005. Phase 3 constructs the SR 37/29 interchange and is scheduled to be complete by December 2005. The project is fully funded with \$62M in ITIP and STIP funds that have been allocated by the CTC. The contracts for both Phase 2 and Phase 3 were awarded to O.C. Jones Construction. The projects are on schedule and within budget.

8) *Highway 12 (Jameson Canyon and 12/29 Interchange)*. Caltrans is currently in the PA/ED phase for the project. The environmental and design phases of this project are funded in the TCRP and \$4.1M of the \$7.0M in TCRP funds has been allocated by the CTC; however, Caltrans District IV has suspended the consultant contracts for this project at the direction of Caltrans Headquarters. Other than some engineering work on roadway alignments, no work is being done on this project. The STA, Napa County Transportation Planning Agency (NCTPA), and Caltrans have participated in a value analysis process with the goal of identifying a "fundable" roadway project. Agreement has been reached at the staff level to provide a 4-lane conventional roadway instead of a freeway design, reducing the estimated costs from \$262M to \$120M. Work continues to further redefine the project to bring the total project costs below \$100M. The elimination of the TCRP will stop funding for this project. If this occurs, STA and NCTPA will need to identify an alternate fund source to continue with the project and decide if Caltrans continues with the work or if one of the CMAAs takes the lead on the project.

9) *Highway 12 (East)*. Three State Highway Operations and Protection Program (SHOPP) projects are currently underway between Suisun City and Rio Vista. The Round Hill Creek Bridge project is complete. The other two projects provide profile improvements and shoulder widening to correct safety deficiencies, as well as turning lanes at some intersections. These projects are in the preliminary design phase and the environmental documents and project reports are scheduled for completion in October

2004. The draft Environmental Impact Report was released for internal review by Caltrans in January 2004. Construction is scheduled for 2006-2008. The current cost estimate for the Scandia to Denverton project is \$11.5M and the cost estimate for the Denverton to Currie project is \$25M. Both projects are currently funded through the design stage and full funding is anticipated through the SHOPP program in FY 2005-06.

10) I-80 Widening (Dixon to Vacaville). The project is in the PA/ED phase with Caltrans. The environmental and design phases of this project are funded with \$9M in ITIP funds; however, only funds for the environmental phase have been allocated. A Value Analysis has been completed. Three alternatives recommended in the value analysis are currently being evaluated in the environmental documents.

Recommendation:

Informational.



DATE: January 20, 2004
TO: STA TAC
FROM: Anna McLaughlin, Program Manager/Analyst
RE: Solano Napa Commuter Information Six-Month Program Review

Background:

The STA's Solano Napa Commuter Information (SNCI) program is funded by the Metropolitan Transportation Commission (MTC), Bay Area Air Quality Management District (BAAQMD), and Yolo Solano Air Quality Management District (YSAQMD) for the purpose of congestion management and air quality improvements through trip reduction.

The STA Board approved the FY03/04 Work Program for the Solano Napa Commuter Information (SNCI) Program in July 2003 (see Attachment B). The Work Program included eleven major elements:

Customer Service	BikeLinks Maps
Employer Program	General Marketing
Vanpool Program	Rio Vista LIFT SolanoWORKS
Incentives	CalWORKS Support
Rideshare Thursdays Campaign	Specialized City Services
CA Bike to Work Campaign	

With six months of the fiscal year completed, SNCI progress on the Work Program is presented in Attachment B.

Discussion:

The SNCI program has had an active and productive first six months. Following are highlights of accomplishments from selected program elements.

Customer Service and General Marketing

Staff has responded to over 2,100 information phone calls. Nearly 20,000 pieces of public transit materials has been distributed in addition to over 16,000 SolanoLinks Brochures, BikeLinks Maps, and Commuter Guides via phone, internet, events, and 67 display racks throughout Solano and Napa Counties.

Employer Program and Rideshare Thursdays Campaign

Two major employer on-site events were organized and staffed which generated over 160 carpool/vanpool matchlists. A total of 42 events were staffed throughout Solano and

Napa Counties. In October, a mailing was distributed to over 400 employers promoting the Rideshare Thursdays regional campaign.

Vanpool Program and Incentives

The SNCI vanpool program is on target with 12 new vanpool formations, 48% of the fiscal year goal. To date, \$8,000 has been spent on commuter incentives with 81 individuals and eleven vanpools participating.

CalWORKS Support

The Solano CalWORKS Transportation Advisory Committee reconvened after a year hiatus during which grants to implement Committee projects were being secured.

Rio Vista LIFT Solano WORKS Vanpool Project

SNCI program staff has been working with County of Solano and City of Rio Vista staff to implement the Rio Vista CalWORKS Vanpool Project which should be operating a vehicle in early 2004.

Recommendation:

Informational

- Attachment: A. SNCI July 2003 – December 2003 Accomplishments
 B. SNCI Work Program FY03/04

Solano Napa Commuter Information July 2003 – December 2003 Accomplishments

1. Customer Service

SNCI staff assisted over 2,100 individuals who called in requesting rideshare, transit, and other information. Over 700 carpool/vanpool matchlists were processed; 520 were for newly interested commuters and 206 were updates. In addition, staff placed 323 outgoing calls to offer commuters additional assistance.

Tens of thousands of materials were distributed in response to phone calls, through numerous displays, at events, and through other means. Nearly 20,000 pieces of public transit schedules were distributed along with 8,600 SNCI Commuter Guides, 3,600 BikeLinks maps, and 4,000 SolanoLinks brochures.

2. Employer Program

Employers throughout Solano and Napa Counties and a select few outside the counties have received a range of employer services. In October, all large Solano and Napa employers received Rideshare Thursday campaign packets to promote alternative transportation to their employees. SNCI program staff actively participated in the Solano BAAQMD Clean Air Coalition and Napa BAAQMD Clean Air Coalition. The Napa Coalition's key project was an employer vanpool project. In support of this project, SNCI program staff organized a "Pool" Party ridesharing event at Dey Labs, which generated a record-breaking 111 matchlist requests from employees and an event at Queen of the Valley Hospital generated 50 matchlists. Further outreach was achieved through joint employer mailings with two Chambers of Commerce and Chamber committee membership and presentations. Presentations were made to Workforce Investment Board job-searching clients. Additional on-site employer activities have been scheduled into 2004. Several employers outside the two-county area received personalized commuter materials for their employees who live in Solano and Napa.

3. Vanpool Program

Vanpool formations are doing well. A total of 12 new vanpools have been formed. This is 48% of the target goal for FY 03/04. Vanpool support is very important to maintain the existing strong vanpool fleet. On-going support has been sustained with the completion of 289 vanpool assists. Vanpool assists include processing Motor Vehicle Reports per Department of Motor Vehicle requirements, issuing Sworn Statement Cards, processing driver medical reimbursements, distributing van signs and/or bridge scrip, researching information for vanpools, etc.

In December, SNCI learned that Caltrans has plans to terminate their commuter vanpool program for State employees in Sacramento in early 2004. Staff initiated contact with the Sacramento Transportation Management Association (TMA) to see how SNCI could assist with State vanpool commuters living in Solano, Napa

and the Bay Area. In the following months, staff will continue to work with the Sacramento TMA to transition the Caltrans vanpools into leased vanpools or other commute options.

4. Incentives

The development and implementation of six commuter incentive programs continued: Vanpool Back-up Driver Incentive, Vanpool Formation Incentive, Carpool Incentive, Bicycle Incentive, Transit Incentive, and the Guaranteed Ride Home Program. To date, \$8,000 has been distributed to these programs with 81 individual commuters and 11 vanpools participating. The two vanpool incentives are ongoing and continue to support new and existing vanpools. The carpool incentive program will be marketed to the second set of target communities in Benicia, Suisun City, and Dixon in Spring 2004. The bicycle incentive was fully implemented in September 2003. The program will be re-marketed to coincide with the Bike to Work campaign in May 2004. The Guaranteed Ride Home program development is planned for completion by the end of FY 03/04.

5. Rideshare Thursdays Campaign

The purpose of this campaign is to encourage commuters to not drive alone at least one day a week on an on-going basis. The region-wide campaign kicked off in October 2003. Rideshare Thursdays (RST) ads were placed in monthly direct-mail magazines and web pages were created that allow commuters to pledge to participate in the campaign and be eligible to win regional prizes. Staff completed a mailing to 410 Solano and Napa employers, providing information and marketing materials for the RST Campaign and follow-up calls were made to a number of these employers. The second wave of the campaign will take place in April – June 2004 and will coordinate marketing and outreach efforts with Bike to Work Week and other events.

6. California Bike to Work Campaign

This fiscal year, Bike to Work Week is May 17 – 24, 2004. SNCI program staff attended the kick-off meeting with MTC and the contractor hired to organize the 2004 Bike to Work Campaign regionally for the first time. Solano/Napa Bike to Work campaign planning will begin in earnest once a regional schedule is presented by MTC in late January.

7. BikeLinks Map

After consultation with staff and the Bicycle Advisory Committee (BAC), revisions were made to the BikeLinks Map. The reprinting is scheduled for completion in January 2004.

8. General Marketing

Staff maintained 67 display racks throughout Solano and Napa Counties with SNCI literature and regional transit information. A consultant was secured to reprint 20,000 Commuter Guides and the process was initiated. SNCI program staff is working with the consultant to update and reprint the SolanoLinks brochure in early 2004. SNCI advertisements have been placed in numerous publications throughout Solano and Napa Counties: telephone directories,

Chamber publications, and local newspapers. A total of 42 events were staffed throughout Napa and Solano Counties: 5 employer events and 37 community events.

- 9. Rio Vista LIFT Solano WORKS Vanpool Project**
SNCI program staff has been working with County of Solano Health and Social Services staff and the City of Rio Vista to advance the implementation of this project. Two potential vanpool drivers have been identified that are eligible for the program. The next step, to issue an RFP for a vanpool vendor, will be completed shortly.
- 10. CalWORKS Support**
The SolanoWORKS Transportation Advisory Committee was convened in September. Due to anticipated low attendance, the next scheduled meeting in December rescheduled to meet in early 2004.
- 11. Specialized City Services**
Preliminary work has been completed to prepare a Work Plan for the City of Dixon. This and the two other cities' Work Plans will be completed in the second half of the fiscal year.

Solano Napa Commuter Information Work Program FY03/04

- 1. Customer Service:** Provide high quality, personalized rideshare, transit, and other non-drive alone trip planning services to the general public. Incorporate regional customer service tools such as 511, 511.org, TranStar and others.
- 2. Employer Program:** Be a resource to Solano and Napa employers who need commuter alternative information including setting up internal rideshare programs. Maximize these key channels of reaching local employees. SNCI will continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordinate with SolanoEDC, chambers and other business organizations.
- 3. Vanpool Program:** Form 25 vanpools and handle the support of over 50 vanpools while assisting with the support of several dozen more.
- 4. Incentives:** Increase promotion of SNCI's commuter incentives. Continue to develop, administer and broaden the outreach of carpool, vanpool, and transit incentive programs. Two additional incentives (bicycle and guaranteed ride home) will be launched this year. The carpool incentive will be targeted to residential communities in Benicia, Suisun City and Dixon.
- 5. Rideshare Thursday Campaign:** Work with other agencies to plan and implement this new regional promotion to encourage commuters to not drive alone at least one day a week on an on-going basis.
- 6. California Bike to Work Campaign:** The 2004 Bike to Work campaign will be organized in the Bay Area differently than it has been in the past. SNCI will work with key organizers and promote the campaign locally.
- 7. BikeLinks Maps:** In coordination with the Bicycle Advisory Committee (BAC), update and print Solano/Yolo Bikelinks maps.
- 8. General Marketing:** Maintain a presence in Solano and Napa on an on-going basis through a variety of general marketing activities for rideshare, bicycling, and targeted transit services. These include distribution of a newly updated Commuter Guide, offering services at community events, managing transportation displays, producing information materials, print ads, radio ads, direct mail, public relations, cross-promotions with other agencies, and more.
- 9. Rio Vista LIFT SolanoWORKS Vanpool Project:** Implement vanpool program designed for SolanoWORKS clients who live in Rio Vista. Administer two vanpools to travel from Rio Vista to Fairfield and manage multi-agency grant.

10. CalWORKS Support: Manage SolanoWORKS Transportation Advisory Committee, coordinate with County of Solano Health and Social Services, and support Napa CalWORKS clients in need of transportation services. Services have been provided to the Napa CalWORKS program as needed.

11. Specialized City Services: SNCI will continue its on-going effort to tailor services and outreach to each local Solano community. Complete tailored Work Plan with City of Dixon and initiate development and implementation of Work Plans with Vacaville and Fairfield.



DATE: January 20, 2004
TO: STA TAC
FROM: Jennifer Tongson, Projects Assistant
RE: Paratransit Coordinating Council (PCC) Work Plan for
2004

Background:

The Solano Paratransit Coordinating Council (PCC) is a citizens advisory committee to the Solano Transportation Authority that represents seniors and disabled residents of Solano County who utilize paratransit and fixed-route transit services. The members of the PCC are volunteers from the local community and local social service agencies. They advocate for the development and implementation of transportation programs to serve the senior and disabled community. The PCC also make policy and funding recommendations to the Solano Transportation Authority and the Metropolitan Transportation Commission.

The PCC reviews and updates their committee goals on an annual basis. Last year, the PCC approved the work plan for 2003 (see Attachment A). The attachment also includes the current status of each goal.

Discussion:

In preparation for 2004, the STA staff worked with the PCC to develop a preliminary work plan. The 2004 work plan shows two additions to the outreach category. The first addition is to initiate an outreach effort at the Solano Community College, which is currently in progress. The second is to develop an outreach program targeting senior centers and disabled groups. The purposes of these outreach activities are to promote awareness of the PCC and its advisory function and to inspire persons with disabilities, seniors and others to take advantage of the opportunity to provide comments on the transportation system.

Attachment B shows the draft PCC work plan for 2004, which was presented to the PCC during their November 21st meeting. The PCC approved the work plan with the condition that they may add items to it throughout the year.

Recommendation:

Informational.

Attachments:

- A. PCC Work Plan for 2003
- B. Draft PCC Work Plan for 2004

Paratransit Coordinating Council Work Plan for 2003

Activity	Tasks	2003 Timeline	Status
Administrative	Establish nomination committee for elections.	September – October	Complete.
	Elect PCC Officers.	November	Complete.
Outreach	Develop a strategy to increase / maintain PCC Membership. (i.e. press releases, letters of outreach, etc.)	January – December Until vacancies are filled.	In progress.
	Update/Maintain the PCC section of the STA Website.	January – December	In progress.
Projects	Participate in the development of the Solano Countywide Senior and Disabled Transit Study.	February – End of Project	In progress.
Funding	Establish FTA Section 5310 application review committee	January	Complete.
	Review FTA Section 5310 applications	March	Complete.
	Review TDA Article 4/8 Claims for cities and County of Solano.	January – December	Complete.
	Monitor the MTC Unmet Needs Hearing Process.	November	Complete.

Paratransit Coordinating Council Draft Work Plan for 2004

Activity	Tasks	2004 Timeline
Administrative	Establish nomination committee for elections.	September – October
	Elect PCC Officers.	November
Outreach	Develop a strategy to increase/maintain PCC Membership. (i.e. press releases, letters of outreach, etc.)	January – December Until vacancies are filled.
	Initiate the Solano Community College Outreach Effort.	January – December
	Develop a more extensive outreach program targeting senior centers and disabled groups.	January – December
	Update/Maintain the PCC Website.	January – December
Projects	Continue participating in the development of the Solano Countywide Senior and Disabled Transit Study.	Present – Until End of Project
Funding	Establish FTA Section 5310 application review committee	January
	Review FTA Section 5310 applications	March
	Review TDA Article 4/8 Claims for cities and County of Solano.	January – December
	Monitor the MTC Unmet Needs Hearing Process.	November



DATE: January 14, 2004
TO: STA TAC
FROM: Jennifer Tongson, Projects Assistant
RE: Project Monitoring Update

Background:

Staff periodically updates the TAC and STA Board on the current status of all federal and state funded projects. Particular attention is given to pending allocation/obligation and award deadlines.

Discussion:

STIP Projects Programmed in FY 2003-04:

Due to the State's financial situation, STIP projects programmed in FY 2003-04 or in later years are not expected to be allocated in the near future (see Attachments A and B). For projects programmed in FY 2003-04, with an allocation deadline of June 30, 2004, project sponsors must do one of the following two options:

- 1) Submit an allocation request for those projects ready to receive an allocation – even if funding is not available in the STIP, *or*
- 2) Submit an allocation extension request for 20 months for any FY 2003-04 project that will be deleted from the STIP or moved out beyond FY 2003-04 in the 2004 RTIP respreading exercise.

Funds not allocated or extended by CTC within the deadline will lapse back to the county share and the project will be deleted from the STIP. STIP extension request forms (Exhibit 23-B) can be downloaded from the Local Assistance STIP website at <http://www.dot.ca.gov/hq/LocalPrograms/STIP.htm>. Project sponsors must submit a letter to the STA requesting the allocation extension along with the completed STIP extension request form by February 13, 2004. STA staff will package the requests for MTC concurrence and CTC action.

STP/CMAQ/TEA Funds with 9/30/04 Obligation Deadline:

There are four (4) Solano County STP/CMAQ projects with a 9/30/04 obligation deadline (see Attachment C). Funds not obligated by the deadline will be lost to the region. The paperwork to obligate these funds must be submitted to Caltrans Local Assistance as soon as possible so they may be ready for obligation as OA is made available.

Obligation Status of FFY 2003-04 STP/CMAQ/TEA Projects:

The list shown in Attachment D provides a status of the STP/CMAQ/TEA projects from the 2nd cycle of TEA-21. The first three pages of the attachment lists the projects currently waiting to receive additional OA sorted by priority as set by the regional policy. Projects in higher priorities that are unable to receive an obligation at the time OA is released will be passed over for lower priority projects that are ready to use the OA. Pages 4-7 of the attachment provide a list of the projects that have received OA since October 2002.

Projects with Lapsing Funds:

Attachment E lists projects that have been allocated/obligated from as far back as FY 1995-96 that still have remaining balances or have not been closed out. These funds will lapse on June 30, 2004. Final reports and/or invoices to close these projects out are due to Caltrans Local Assistance by May 1, 2004. Please work with Caltrans Local Assistance to process these funds.

Recommendation:

Informational.

Attachments:

- A. MTC Memo: STIP Project Delivery Status for Projects Programmed in FY 2003-04.
- B. STIP Allocation Status Report, Allocation Deadline 6/30/2004, Solano County.
- C. STP/CMAQ/TEA Funds with 9/30/04 Obligation Deadline.
- D. MTC FY 2003-04 Obligation Priority Plan, Projects With Federal STP/CMAQ/TEA Funds.
- E. Projects With Lapsing Funds on June 30, 2004.