



Solano Transportation Authority

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Suisun City, California 94585

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Members:

Benicia
Dixon
Fairfield
Rio Vista
Solano County
Suisun City
Vacaville
Vallejo

MEETING NOTICE

July 10, 2002

**STA Board Meeting
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA
7:00 P.M. Regular Meeting
(Immediately following/STIA Board at 6:00 p.m.)**

5:30 P.M. Closed Session

**MISSION STATEMENT - SOLANO TRANSPORTATION AUTHORITY
To improve the quality of life in Solano County by delivering
transportation system projects to ensure mobility, travel safety, and
economic vitality.**

*Time set forth on agenda is an estimate. Items may be heard before or
after the times designated.*

STA Board Members:

John Silva, Chair
County of Solano

Jim Spering, Vice Chair
City of Suisun City

Pierre Bidou
City of Benicia

Mary Ann Courville
City of Dixon

Karin MacMillan
City of Fairfield

Marci Coglianesse
City of Rio Vista

Rischa Slade
City of Vacaville

Dan Donahue
City of Vallejo

STA Alternates:

Barbara Kondylis

Michael Segala

Dan Smith

Gil Vega

Harry Price

Ed Woodruff

David Fleming

Pete Rey

ITEM

BOARD/STAFF PERSON

- I. CLOSED SESSION** – Personnel Closed Session pursuant to California Government Code Section 54957 et seq., Executive Director Performance Review
- II. CALL TO ORDER – CONFIRM QUORUM** Chair Silva
- III. PLEDGE OF ALLEGIANCE**
- IV. APPROVAL OF AGENDA**
- V. OPPORTUNITY FOR PUBLIC COMMENT (7:05 – 7:10 p.m.)**
- VI. EXECUTIVE DIRECTOR’S REPORT (7:10 – 7:15 p.m.) – Pg 1** Daryl Halls
- VII. COMMENTS/UPDATE FROM STAFF, CALTRANS AND MTC (7:15-7:20 p.m.)**
- A. Caltrans Report** Lenka Culik-Caro
Caltrans District IV
- B. MTC Report**
- VIII. CONSENT CALENDAR**
Recommendation: Approve the following consent items in one motion (Note: Items under consent calendar may be removed for separate discussion) (7:20-7:25 p.m.) – Pg 7
- A. STA Board Minutes of June 12, 2002** Kim Cassidy
Recommendation: Approve STA Board Minutes of June 12, 2002 - Pg 9
- B. Draft STA TAC Minutes for June 26, 2002** Kim Cassidy
Informational - Pg 15
- C. Contract Amendment for \$10,000 with Alta Transportation Consulting to complete and print 2002 BikeLinks Maps** Robert Guerrero
Elizabeth Richards
Recommendation: Authorize the Executive Director to approve a contract extension with Alta Transportation Consulting with a limit of \$10,000 in TFCA funds to update the design and print approximately 20,000 of Solano BikeLinks maps for 2002-03- Pg 21
- D. TDA Recalculation for Solano Paratransit** Elizabeth Richards
Nancy Whelan, Nancy Whelan Consulting
Recommendation: 1. Approve the revised cost sharing formula for Solano Paratransit shown in Attachment A. 2. Request staff to incorporate the revised funding formula into a new multi-year agreement for Solano Paratransit– Pg 23

- E. Accounting Policies and Procedures Manual** Kim Cassidy
Mark McGeady, Caporicci, Cropper & Larson
Recommendation: *Approve and adopt the STA Accounting Policies and Procedures Manual as presented*
- Pg 29
- F. Amendment to FY 01/02 Budget** Daryl Halls,
Nancy Whelan, Nancy Whelan Consulting
Recommendation: *Approve the following: 1.) Adopt the proposed revised FY 2001-02 budget shown in the attachment. 2.) The programming of a total of \$261,529 in STAF funds for planning costs, completion of the Comprehensive Transportation Plan, and expenses incurred for the County Transportation Expenditure plan- Pg 45*
- G. Intercity Rail Passenger Facility Agreement for Fairfield/Vacaville Station** Dan Christians
Recommendation: *Authorize the Executive Director to execute the "Intercity Rail Passenger Facility Agreement" with the State of California Department of Transportation (Caltrans), effective December 12, 2001, to secure \$125,000 of STIP Advanced Project Development Element Funds (ADPE) to pay for the technical work being conducted by Wilbur Smith Associates for the Fairfield/Vacaville Train Station – Pg 49*
- H. Surplus of Solano Paratransit Vehicles** Mike Duncan
Recommendation: *Approval of Resolution No. 2003-01 "A Resolution of the Solano Transportation Authority Declaring Certain Vehicles Surplus"- Pg 55*
- I. Authorization to Advertise the Disadvantaged Business Enterprise (DBE) Program for STA** Mike Duncan
Jennifer Tongson
Recommendation: *Authorize the Executive Director to formally advertise the DBE Program for the STA for Federal Fiscal Year 2002/03- Pg 59*
- J. Contract Amendments for CTEP Consultants** Daryl Halls
Recommendation: *Authorize the Executive Director to:*
1.) Amend the agreement with Smith, Kempton & Watts for consultant services for an amount not to exceed \$10,000 and extend the term of the agreement to November 5, 2002 and
2.) Amend the agreement with Nossaman, Guthner, Knox and Elliott, LLP, for legal advice and services for an amount not to exceed \$15,000 and extend the term of the agreement to November 5, 2002 – Pg 63

- K. Appointments of Glen Grant as the County of Solano Representative and Randy Carlson as the City of Fairfield Representative to the Solano Bicycle Advisory Committee** Robert Guerero
Recommendation: Appoint Randy Carlson and Glen Grant as the City of Fairfield's and Solano County's respective citizen representatives to the Solano Bicycle Advisory Committee for a three-year term ending December 2005 – Pg 67

IX. ACTION ITEMS - FINANCIAL

- A. Route 30 Service and Fare Change Public Hearing** Elizabeth Richards
Nancy Whelan, Nancy Whelan Consulting
Recommendation: Approve the following: 1.) The initial fare structure as shown on the Attachment; and 2.) The service change to streamline and extend the route to downtown Sacramento, reduce the number of daily roundtrips, and reduce the number of stops (7:25-7:35 p.m.) – Pg 69
- B. Solano County Transportation Fair** Dan Christians
Recommendation: Authorize the STA staff to: Janice Sells
1.) Develop a Countywide Transportation Fair to be held on September 28, 2002 at Westfield Solano Mall in Fairfield; 2.) Approve a budget of \$25,000 for the event; and 3.) Request various public and private sponsors and exhibitors (7:35-7:40 p.m.) – Pg 73

X. ACTION ITEMS - NON-FINANCIAL

- A. Draft Priority Projects FY 02/03 and FY 03/04** Daryl Halls
Recommendation: Approve the STA's Priority Projects for FY 2002/03 and 2003/04 (7:40-7:50 p.m.) – Pg 75

XI. INFORMATION ITEMS

- A. I-80/680/780 MIS/Corridor Status Report** Dan Christians
Informational (7:50-8:00 p.m.) – Pg 81
Mike Duncan
(No Discussion Necessary) -
- B. Highway Projects Status Update** Mike Duncan
1.) Highway 37
2.) Highway 12 Jameson Canyon & 12/29 Interchange
3.) Highway 12 SHOPP Projects
Informational – Pg 83
- C. Legislative Update** Janice Sells
Informational – Pg 93

- D. MTC Cycle 4 TLC Capital Grants Program** Mike Duncan
Informational – Pg 111
- E. Review Funding Opportunities** Robert Guerrero
Informational – Pg 117
- F. Updated STA Meeting Schedule for 2002** Kim Cassidy
Informational – Pg 123

XII. BOARD MEMBER COMMENTS

XIII. ADJOURNMENT – Next Meeting: September 10, 2002 at 7:00 p.m.(immediately following 6:00 p.m. meeting of STIA), at Suisun City Hall



MEMORANDUM

DATE: July 2, 2002
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – July 2002

The following is a brief status report on some of the major issues and projects currently being advanced by the STA. An asterisk (*) notes items included in this month's Board agenda.

* **STA's Priority Projects for FY 2002/03 & 2003/04**

In follow up to the STA Board retreat held on May 17, 2002, staff has prepared the draft list of priority projects for FY 2002/03 & 2003/04. This list of priority projects constitutes the STA's staff work plan for the next two year. Staff plans to provide the STA Board with quarterly progress reports on these priorities.

* **I-80/680/780 Corridor Study**

On June 27th, the STA hosted the first of three public input meetings for segments 6 (I-80 between SR 12 East and I-505) and 7 (I-80 between I-505 and the Yolo County line) of the I-80/680/780 Corridor Study in the City of Dixon. Additional meetings are scheduled in Vacaville on July 17 and Fairfield on July 25. Staff and the consultant team (Korve Engineering) are planning to have a draft study for segments 6 and 7 completed by September/October 2002.

* **Amendment to FY 2001/02 Budget**

An amendment to the FY 2001/02 budget is on the agenda to assist in the close out of this year's budget. A delay by MTC and the California Transportation Commission in approval of the STA's revised STIP/STP fund swap has resulted in these funds being available in FY 2002/03 rather than in FY 2001/02. This swap was approved previously approved by the STA Board to cover the consultant costs for development of the County Transportation Expenditure Plan. In response, staff has amended the Transportation Congestion Relief Program funds for the I-80/680/SR 12 Interchange and North Connector into the FY 2001/02 budget. In addition, staff is recommending additional State Transit Account funds be added as well. These two additional fund sources will provide the funds needed to cover the consultant costs for development of the CTEP during FY 2001/02. The STIP/STP fund swap will be transferred to the FY2002/03 budget and will cover the balance of the CTEP.

* **Transit Route 30 Fare Change**

Elizabeth Richards and Nancy Whelan, our transit consultant, have completed their coordination with Kevin Daughton, Fairfield-Suisun Transit, and transit staff from the jurisdictions that fund Route 30. A public hearing has been agendized to facilitate the proposed fare and schedule change as noted in agenda item IX.A.

* **Countywide Transportation Fair Proposed**

Dan Christians and Janice Sells have developed a proposal for a Countywide Transportation Fair to be held in late September 2002. This public event will showcase the variety of transportation projects, programs and services available and/or underdevelopment in Solano County. This event is proposed to replace the annual California Rideshare Week events that MTC is planning to de-emphasize this year as they prepare to launch the implementation of several regional programs.

* **STA Staffing Update**

Theresa Cammarota, a Commute Consultant with STA's SNCI program, accepted a new position with Solano County's Public Defender's office. Her last day with the STA was June 18, 2002. Elizabeth Richards just completed the recruitment for two new Commute Consultants. Sorel Klein will begin his employment on July 10, 2002. He is a resident of Napa County and is fluent in French and Japanese. Yolanda Dillinger will begin her tenure with the STA on July 16, 2002. She is a resident of Suisun City and is fluent in Spanish. We look forward to working with these talented new additions to the STA's SNCI program.

Attachments:

Attached for your information are a status of priority projects, key correspondence, and the STA's list of acronyms. Transportation related newspaper articles will be included with your Board folders at the meeting.

STA Project Development Fund 2002 Priority Projects - Status Report (listed in alphabetical order)				
Project Lead Agency	Allotted PDF Funds	Matching Funds	Claimed PDF Funds	Status
Benicia-Martinez and Carquinez Bridge Projects Benicia, Caltrans, STA, Vallejo	*	*	*	Benicia Project initiated with construction to be completed by 2004. New bridge bids opened 9/28/01 and construction began in 11/2001. Main Span contract is under construction. 780/680 interchange construction started 1/23/02. Toll Plaza readvertised 12/24/01 and new bid opening was 2/14/02. New bridge opening to traffic scheduled for December 2004. Bridge demolition under design 11/2001.
Capitol Corridor Rail Facilities Plan and Expanded Service CCJPB, STA	\$125,000	*	*	TCI grant for obligation approved by CTC on 5/20/00. Revised scope of work prepared to add south site. One year time extension granted. Project under design and construction scheduled for 2002.
Comprehensive Transportation Plan	\$80,000		*	Final CTP policies adopted by the STA Board in December 2001. Public Input meetings held in early 2002. Final CTP adopted on 5/08/02.
Enhanced Transit Service on I-80, I-680, and I-780	*	*100,000	*	Transit Plan initiated as part of CTP. Express bus proposals approved by Board and submitted to MTC for consideration for Express Bus funding. All four proposals recommended for support by MTC staff. Route 30 study completed. Updated funding MOU's underway. State PCR application approved for I-80/680/780 Transit/HOV Study.
Highway 12 (Jameson Canyon) EIS/BIR	*	*	*	\$7 million in TCRP funds. Caltrans developed project schedule and application for TCRP funding approved for environmental. PR/ED phase is progressing. Environmental is being coordinated with I-80/680/SR12 Interchange and North Connector. An additional \$2 million of 2002 ITIP funds was secured and approved by CTC April 2002.
Highway 12 Major Investment Study			*	-Study completed. Final report approved by Caltrans. Adopted by Board on 10/10/01.
Highway 12 SHOPP project	*	*	*	Environmental process is underway. Construction started in March 2002 for replacement of Round Hill Creek Bridge.
Highway 37 Project	*	*	*	- Project fully funded. - STA approved a modification to the contract to construct landscaping in 2003-04 and to delay construction to the 2003-2005 period, STA Board approved funding amendment on 7/12/00. - Phase I (restoration of tidal wetlands at Guadalcanal Village) is complete. - Force account work on sewer line relocation was approximately \$2M. Mediation scheduled for July 2002. - Phase II (construction of 4-lane freeway from Napa River Bridge to Enterprise St.); contract was awarded 12/18/01; construction started on March 2002. - Phase III (construction of 4-lane freeway from Enterprise St. to Diablo St. and cloverleaf interchange for Rt. 37/29 intersection); at 95% PS&E; all permits secured.

Highway 113 SHOPP	*	*	*	Scope of work under refinement. Meeting with Caltrans and Dixon held 1-23-02.
I-80/505 Weave Correction PSR	*	*	*	Candidate for 2002 SHOPP funds. PSR completed by Caltrans. Project not included in 2002 SHOPP list.
I-80/680 Interchange	*	*	*	-Auxiliary lane funded by Caltrans. STA working with Caltrans to accelerate the schedule to complete construction prior to the two bridge projects in early 2003. PDT formed to develop accelerated PSR for full interchange. Targeted for 2002 ITIP funds. On March 13, 2002 STA Board selected Mark Thomas C./Nolte team and authorized preparation of environmental document and project report.
I-80/680/780 Corridor Study		\$1,000,000	*	Board approved subcommittee to monitor study. STA has requested STIP/STP swap to fully fund study. Segment 6-7 study underway. Segments 2-5 study to start in Early 2003.
Jepson Parkway Project	\$491,000	\$59,237	*	- NEPA 404 complete. Purpose and need completed. Draft alternatives and screening criteria completed and reviewed by resource agencies. Revised project cost estimates completed. Project cost estimates and project alternatives approved by Board on 7/11. - On 2/13/00, STA Board approved a funding plan for \$10 million RTIP for four priority segments.
Project Monitoring (local projects)	\$20,000	\$6,626	*	Next STIP funded cycle due June 30, 2002. Next federal obligation date for Cycle 2 STP/CMAQ projects due to Caltrans by July 1, 2002
Red Top Slide SHOPP Project	*	*	*	-Monitoring mitigation efforts by Caltrans. STA subcommittee formed to review emergency plan. Approved as design sequence pilot project. - State of art drainage shaft project commenced. Contract awarded 10/4/01 and approved 10/15/01. Contract is about 25% complete.
Solano Bike Project	*	*	*	-Construction completed in September 2001. Ribbon cutting held 10/11/01. Feasibility Study for next phase segment funded.
Solano Napa Commuter Information Work Program	*	*	*	-Program adopted and implementation underway. Meetings with Rio Vista, Dixon, and Vacaville held. Updated scope of work for Napa County approved. Development of new incentives underway. New program for Solano County approved by Board 11/14/01.
SolanoWorks Transit Plan	*	*	*	-Plan has been completed. Ten priority projects identified. Draft Plan completed. Plan is in implementation stage.
STA Marketing Program	\$55,000		*	STA info brochure completed and in print. New Website Consultant retained; STA Website completed and under revision. 2001 Annual Report underway for Spring 2002. Various Powerpoint presentations being prepared as needed for public input events; newspaper and press releases. Preparation for Banquet underway.
Vallejo Baylink Ferry Support and Operational Funds	*	*	*	\$2 million in Federal Appropriations approved. \$5 million in 2002 RTIP awarded by STA.
TOTAL	\$771,000	\$1,065,863	\$0	

* No funds allotted at this time

\$1,836,863

Solano Transportation Authority
Acronyms List
Updated 6/06/02

ABAG	Association of Bay Area Governments	ITIP	Interregional Transportation Improvement Program
ADA	Americans with Disabilities Act		
APDE	Advanced Project Development/Element (STIP)	JPA	Joint Powers Agreement
AQMP	Air Quality Management Plan	LTA	Local Transportation Authority
BAAQMD	Bay Area Air Quality Management District	LEV	Low Emission Vehicle
BAC	Bicycle Advisory Committee	LOS	Level of Service
BCDC	Bay Conservation and Development Commission	LTF	Local Transportation Funds
CALTRANS	California Department of Transportation	MIS	Major Investment Study
CEQA	California Environmental Quality Act	MOU	Memorandum of Understanding
CARB	California Air Resource Board	MPO	Metropolitan Planning Organization
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CHP	California Highway Patrol	MTS	Metropolitan Transportation System
CIP	Capital Improvement Program	NEPA	National Environmental Policy Act
CMA	Congestion Management Agency	NCTPA	Napa County Transportation Planning Agency
CMAQ	Congestion Mitigation and Air Quality	NHS	National Highway System
CMP	Congestion Management Program		
CNG	Compressed Natural Gas	OTS	Office of Traffic Safety
CTA	County Transportation Authority	PCC	Paratransit Coordinating Council
CTC	California Transportation Commission	PCRP	Planning and Congestion Relief Program
CTEP	County Transportation Expenditure Plan	PDS	Project Development Support
DBE	Disadvantage Business Enterprise	PDT	Project Delivery Team
DOT	Federal Department of Transportation	PMS	Pavement Management System
EIR	Environmental Impact Report	PNR	Park and Ride
EIS	Environmental Impact Statement	POP	Program of Projects
EPA	Federal Environmental Protection Agency	PSR	Project Study Report
		RABA	Revenue Alignment Budget Authority
		REPEG	Regional Environmental Public Education Group
FHWA	Federal Highway Administration	RFP	Request for Proposal
FTA	Federal Transit Administration	RFQ	Request for Qualification
GARVEE	Grant Anticipation Revenue Vehicles	RTEP	Regional Transit Expansion Policy
GIS	Geographic Information System	RTIP	Regional Transportation Improvement Program
HIP	Housing Incentive Program	RTMC	Regional Transit Marketing Committee
HOV Lane	High Occupancy Vehicle Lane	RTP	Regional Transportation Plan
ISTEA	Intermodal Surface Transportation Efficiency Act	RTPA	Regional Transportation Planning Agency

SACOG	Sacramento Area Council of Governments	WCCCTAC	West Contra Costa County Transportation Advisory Committee
SCTA	Sonoma County Transportation Authority	YSAQMD	Yolo/Solano Air Quality Management District
SHOPP	State Highway Operational Protection Program	ZEV	Zero Emission Vehicle
SNCI	Solano Napa Commuter Information		
SOV	Single Occupant Vehicle		
SMAQMD	Sacramento Metropolitan Air Quality Management District		
SRITP	Short Range Intercity Transit Plan		
SRTP	Short Range Transit Plan		
STA	Solano Transportation Authority		
STAF	State Transit Assistance Fund		
STIA	Solano Transportation Improvement Authority		
STIP	State Transportation Improvement Program		
STP	Surface Transportation Program		
TAC	Technical Advisory Committee		
TAZ	Transportation Analysis Zone		
TCI	Transit Capital Improvement		
TCM	Transportation Control Measure		
TCRP	Transportation Congestion Relief Program		
TDA	Transportation Development Act		
TEA	Transportation Enhancement Activity		
TEA-21	Transportation Efficiency Act for the 21 st Century		
TDM	Transportation Demand Management		
TFCA	Transportation for Clean Air Funds		
TIP	Transportation Improvement Program		
TLC	Transportation for Livable Communities		
TMTAC	Transportation Management Technical Advisory Committee		
TOS	Traffic Operation System		
TRAC	Trails Advisory Committee		
TSM	Transportation Systems Management		
VTA	Valley Transportation Authority (Santa Clara)		
W2Wk	Welfare to Work		



DATE: July 2, 2002
TO: STA Board
FROM: Kim Cassidy, Office Administrator/Clerk of the Board
RE: CONSENT CALENDAR (Any consent calendar item can be pulled for discussion)

Recommendation:

The STA Board approve the following attached consent items:

- A. STA Board Minutes of June 12, 2002
- B. Draft STA TAC Minutes for June 26, 2002
- C. Contract Amendment for \$10,000-
with Alta Transportation Consulting
to complete and print 2002 BikeLinks Maps
- D. TDA Recalculation for Solano Paratransit
- E. Accounting Policies and Procedures Manual
- F. Amendment to FY 01/02 Budget
- G. Intercity Rail Passenger Facility Agreement
for Fairfield/Vacaville Station
- H. Surplus of Solano Paratransit Vehicles
- I. Authorization to Advertise Disadvantaged Business Enterprise (DBE) Program for STA
- J. Contract Amendment, for CTEP Consultants
- K. Appointments of Glen Grant as the County of Solano
Representative and Randy Carlson as the City of Fairfield
Representative to the Solano Bicycle Advisory Committee



SOLANO TRANSPORTATION AUTHORITY
Minutes of Meeting of
June 12, 2002

I. CALL TO ORDER - CONFIRM QUORUM

Chair Silva called the regular meeting to order at 7:42 p.m. A quorum was confirmed.

MEMBERS

PRESENT:

John Silva (Chair)	County of Solano
Jim Spering (Vice Chair)	City of Suisun City
Pierre Bidou	City of Benicia
Mary Ann Courville	City of Dixon
Karin MacMillan	City of Fairfield
Marci Coglianese	City of Rio Vista
Rischa Slade	City of Vacaville
Dan Donahue	City of Vallejo

MEMBERS

ABSENT:

None

STAFF

PRESENT:

Daryl K. Halls	STA-Executive Director
Chuck Lamoree	STA Legal Counsel
Dan Christians	STA-Assist. Exec. Director/Director of Planning
Mike Duncan	STA-Director of Projects
Elizabeth Richards	STA/SNCI Program Director
Kim Cassidy	STA-Office Administrator/Clerk of the Board
Janice Sells	STA-Program Manager/Analyst
Robert Guerrero	STA Planning Assistant

ALSO

PRESENT:

Mike Segala	City of Suisun City (Alternate)
Ed Woodruff	City of Rio Vista (Alternate)
Ethan Veneklasen	California Alliance for Jobs
Carole Wilson	City of Benicia
Morrie Barr	City of Fairfield
Gary Cullen	City of Suisun City
Gian Aggarwal	City of Vacaville

Mark Akaba	City of Vallejo
Barry Eberling	Daily Republic
Bernice Kaylin	League of Women Voters-Solano County
Andrew Pendoley	MIG, Inc.
Tony Rice	Shaw/Yoder
Charlie Jones	County of Solano
Francisco Badiano	Travis AFB
Corey Norcross	Travis AFB
Peasley DuMont	Vacaville Citizen
Ken Frazier	Vacaville Citizen
Jason Massad	Vacaville Reporter
Greg Moberly	Vallejo Times Herald

III. APPROVAL OF AGENDA

On a motion by Vice Chair Sperring , and a second by Member Bidou, the STA Board unanimously approved the agenda.

IV. OPPORTUNITY FOR PUBLIC COMMENT

V. EXECUTIVE DIRECTOR'S REPORT

Daryl Halls provided an update on the following items:

- Draft Comprehensive Transportation Expenditure Plan.
- STA 2002-03/03-04 Budget.
- I-80/680/SR12 and North Connector EIS and I-80/680/780 MIS.
- Development of STA Priority Projects for FY 2002-03/2003-04.
- STA Lands Two State Planning Grants.
- SolanoWorks Effort Continues.
- New SolanoLinks Brochure Have Arrived.
- STA Staff Update.

VI. COMMENTS/UPDATE FROM STAFF, CALTRANS, AND MTC

STA: Tony Rice, Shaw/Yoder, presented an update on the state budget, Senate Bill 1834 (Trailer Bill), AB1296, and Senate Bill 1243.

Elizabeth Richards reviewed the Transit Route 30 public hearing date.

Lt. Badiano, Travis AFB, summarized transit needs specific to Travis AFB. He highlighted two priority projects – North Gate (Solano County) and South Gate (Suisun City).

Lt. Col. Miller identified the prioritized transportation projects for Travis AFB. 1.) South Gate, 2.) North Gate and 3.) Railroad spur

Caltrans: None

MTC: None

VII. CONSENT CALENDAR

On a motion by Member Slade, with a second by Member MacMillan, the following consent items were approved in one motion.

- A. **Approve STA Board Minutes of May 8, 2002**
Recommendation: Approve STA Board Minutes of May 8, 2002
- B. **Approve Draft STA TAC Minutes for May 29, 2002**
- C. **Countywide Pedestrian/Trails Plan-Phase 3 Scope of Work**
Recommendation: Authorize the Executive Director to approve a contract amendment with Randy Anderson/Landpeople, formally known as "Anderson and Associates", to conduct work on the Solano Countywide Pedestrian/Trails Plan – Phase 3 for an amount not to exceed \$40,000.
- D. **STA/City of Fairfield Modeling Contract for FY 2001/02 and 2002/03**
Recommendation: Authorize the Executive Director to enter into a two-year sole source contract with the City of Fairfield to provide traffic modeling services in an amount not to exceed \$80,000 for FY 2001-02 and \$80,000 for FY 2002-03 based on the attached proposed Scope of Work.
- E. **Transit Route 30 Public Hearing**
Recommendation: Set the public hearing for Transit Rt. 30 for Wednesday, July 10, 2002 as part of the STA's public Board meeting.
- G. **City of Vacaville Request for Changes to Functional Road Classification System**
Recommendation: Authorize the Executive Director to submit a Letter of Concurrence on the proposed changes to the Caltrans Functional Road Classification Program for the City of Vacaville.
- H. **Sponsorship for BikeLinks Project and Annual Awards Program**
Recommendation: Authorize the following request for sponsorship: 1.) the Solano BikeLinks Map and 2.) the STA's 5th Annual Awards Program.
- I. **STA's 5th Annual Awards Program**
Recommendation: Approve November 13, 2002, 6:00 p.m. and Clock Tower in Benicia as the date, time and location for the 5th Annual Awards Ceremony
- J. **Approval of STA Administrative Support Services Contract with City of Vacaville**
Recommendation: Authorize the Executive Director to extend the Administrative Services Contract with the City of Vacaville for Accounting and Personnel Services for FY 2002/03 for an amount not to exceed \$38,000.
- K. **STA Third Quarter FY 01/02 Budget Report and FY 01-02 Budget Adjustment**
Recommendation: 1. Receive and file the third quarter FY 2001-02 budget report and 2. Adopt the proposed revisions to the FY 2001/02 budget as shown in Attachment 2.
- L. **Cooperative Environmental Agreements for I-80/680 Interchange and North Connector Projects**
Recommendation: Approve the following: - Approval of Resolution No. 2002-08 "Authorizing the Executive Director to Enter into a Cooperative Agreement with the State of California for Traffic Congestion Relief Act Funds for the North

Connector Project.”

Approval of Resolution No. 2002-09 “Authorizing the Executive Director to Enter into a Cooperative Agreement with the State of California for Traffic Congestion Relief Act Funds for the Route 80/680/12 Interchange Project”.

M. STA Legal Counsel Services

Recommendation: Authorize the Executive Director to enter into an Administrative Services Contract with Chuck Lamoree to provide Legal Services for the STA for FY 2002/03, with an option for a one year renewal, for an amount not to exceed \$90,000.

N. STA Staff Provision Administrative Services for Solano Transportation Improvement Authority (STIA)

Recommendation: Authorize the STA to provide administrative support functions for the positions of Executive Director, Legal Counsel, and Clerk of the Board for the STIA.

O. Legislative Update/State Budget Informational

VIII. ACTION ITEMS: FINANCIAL

A. I-80/680/780 MIS/Corridor Study Status Report

Dan Christians provided an update on the I-80/680/780 MIS Corridor Study. He presented and reviewed a preliminary schedule for completion of Segments 6 and 7 of the study and noted a Request for Proposal for the I-80/680/780 Corridor Study for Segments 2-5 will be issued in late-summer.

A subcommittee of the Board to review the I-80/680/780 MIS/Corridor Study for Segments 6-7 was appointed. The subcommittee members include: Mary Ann Courville, Risha Slade, Karin MacMillan, and John Silva.

Recommendation: 1. Appoint a Subcommittee of the Board to review the I-80/I-680/I-780 MIS/Corridor Study for Segments 6-7. Recommended committee membership should include representatives from Solano County, Dixon, Fairfield and Vacaville and 2. Authorize the Executive Director to issue a Request for Proposal for the I-80/I-680/I-780 MIS/Corridor Study for Segments 2-5.

On a motion by Vice Chair Spring, and a second by Member Bidou, the Board unanimously approved this recommendation.

B. STA’s FY 02-03/03-04 Budget

Daryl Halls reviewed the STA Board recommendation for a two-year budget to reflect the need for advanced planning and multi-year projects. He presented the proposed FY 2002-03 and FY 2003-04 budget and reviewed highlights of the proposed budget.

Recommendation: Adopt the STA’s FY 2002-03 and FY 2003-04 budget as shown in Attachment A.

On a motion by Member Bidou, and a second by Member Coglianese, the Board unanimously approved this recommendation.

IX. ACTION ITEMS – NON-FINANCIAL

A. LIFT Program Proposal Letter of Support

Elizabeth Richards reviewed the ten program priorities identified in the Solano Welfare to Work Transportation Study and their source for potential LIFT funding (Low Income Flexible Transportation). She stated that of these 10 projects, two were identified for further development: 1) Child Care Shuttle; and 2) Vanpool service from Rio Vista to Fairfield. Project proposals and feedback will be finalized and submitted by the June 28 grant deadline.

Recommendation: Authorize the Executive Director to provide a letter from the STA Board in support of the LIFT funding for the Rio Vista vanpool project as conceptually proposed.

On a motion by Member MacMillan, and a second by Member Slade, the Board unanimously approved this recommendation.

X. INFORMATION ITEMS: (Discussion Necessary)

A. Development of STA Local Interchange Policy

Mike Duncan noted the need to identify criteria to determine eligible interchanges for funding and define a funding mix (federal/state/regional) for interchange improvements. He noted a special work session for TAC members will be scheduled to discuss a policy for local interchanges and criteria to identify prioritizing interchanges for funding within Solano County. TAC recommendations will be presented to the STA Board for evaluation and action.

(No Discussion Necessary)

B. Highway Projects Status Report

- 1.) Highway 37
- 2.) Highway 12 Jameson Canyon
- 3.) Highway 12 Truck Climbing Lane
- 4.) Highway 12 SHOPP
- 5.) I-80 Widening

C. Project Monitoring Update

D. Review Funding Opportunities

E. Updated STA Meeting Schedule for 2002

XI. BOARD MEMBER COMMENTS

XII. ADJOURNMENT

The STA Board meeting was adjourned at 8:30 p.m. The next Meeting: July 10, 2002 at 7:00 p.m., (immediately following 6:00 p.m. meeting of STIA) at Suisun City Hall.

Respectfully submitted,

Kim Cassidy
Kim Cassidy
Clerk of the Board

7-10-02
Date:



TECHNICAL ADVISORY COMMITTEE
Draft Minutes of the meeting of
June 26, 2002

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 Conference Room.

Present:

TAC Members Present:

Janet Koster	City of Dixon
Morrie Barr	City of Fairfield
Dave Melilli	City of Rio Vista
Gary Cullen	City of Suisun City
Dale Pfeiffer	City of Vacaville
Mark Akaba	City of Vallejo
Paul Wiese	County of Solano

TAC Members Absent:

City of Benicia

Others Present:

Ray Chong	City of Fairfield
Kevin Daughton	City of Fairfield
Clay Castleberry	City of Suisun City
Julie Pappa	City of Suisun City
Gian Aggarwal	City of Vacaville
Ed Huestis	City of Vacaville
Gary Leach	City of Vallejo
Daryl Halls	STA
Dan Christians	STA
Mike Duncan	STA
Elizabeth Richards	STA/SNCI
Kim Cassidy	STA
Janice Sells	STA
Cameron Oakes	Caltrans
Craig Goldblatt	MTC

II. OPPORTUNITY FOR PUBLIC COMMENT

None

III. REPORTS FROM CALTRANS, MTC AND STA STAFF

Caltrans - None

MTC - Craig Goldblatt (MTC) was introduced as Solano's new MTC staff coordinator.

STA - Daryl Halls added Item V.D to the agenda.

IV. CONSENT CALENDAR

The following Consent Calendar was approved unanimously:

- A. Minutes of Meeting of May 29, 2002
- B. Funding Opportunities
- C. Updated STA Meeting Schedule for 2002
- D. Contract Amendment for \$10,000
with Alta Transportation Consulting
to complete and print 2002 BikeLinks Map
Recommendation: Authorize the Executive Director to approve a contract extension with Alta Transportatin Consulting for \$20,000 (with a limit of \$10,000 in SNCI funds) to update the design and print approximately 20,000 additional Solano BikeLinks maps for 2002-03

On a motion by Mark Akaba, and a second by Janet Koster, the STA TAC unanimously approved the consent calendar.

V. ACTION ITEMS

A. Solano Paratransit TDA Recalculations

Elizabeth Richards reviewed the trip data component of the funding formula and related spreadsheets. She noted the proposed current formula (50% population, 25% trips, 25% mileage) discussed by the subcommittee.

Recommendation: 1.) Approve the revised cost sharing formula for Solano Paratransit shown in Attachment A, and 2.) Request staff to incorporate the funding formula into a new multi-year agreement for Solano Paratransit

On a motion by Dave Melilli, and a second by Morrie Barr, the STA TAC approved the recommendation.

B. Route 30 Service and Fare Change

Elizabeth Richards presented a draft of the Public Hearing notice and reviewed outstanding operational issues. She noted staff's concerns about Route 30's performance, efficiency and effectiveness.

Recommendation: Recommend to the STA Board to approve the proposed service change and fare structure.

On a motion by Morrie Barr, and a second by Dave Melilli, the STA TAC approved the recommendation.

C. Establishment of Transportation Fair

Dan Christians discussed establishing a Solano County Transportation Fair as an alternative focused transportation event to replace California Rideshare Week in 2002. He noted that staff proposed to involve a number of agencies (public and private), and to showcase various transportation projects, modes, services and technology through Solano County.

Recommendation: Forward a recommendation to the STA Board to: 1) Authorize staff to develop a transportation fair to be held on September 28, 2002 at Westfield Mall in Fairfield, 2.) Approve a budget of \$25,000 for the event; and 3.) Request various public and private sponsors and exhibitors

On a motion by Paul Wiese, and a second by Dave Melilli, the STA TAC approved the recommendation.

D. Draft Priority Projects for FY 02/03 and 03/04

Daryl Halls reviewed the status of the current list of STA's priority projects and the draft list for FY 2002/03 and FY 2003/04.

Recommendation: Forward Draft Priority Projects for FY 2002/03 and 2003/04 to the STA Board for adoption with the addition of item 35, Rio Vista Bridge Study.

On a motion by Paul Wiese, and a second by Dale Pfeiffer, the STA TAC approved the recommendation.

VI. INFORMATION ITEMS

A. Proposed Bridge Toll Increase for State Owned Bay Area Bridges

Daryl Halls summarized the proposed legislation, by State Senator Dan Perata, to increase the regional bridge toll to \$3.00 on seven state owned Bay Area bridges.

B. Legislative Update

Janice Sells provided an update on bills that have been amended and/or moved forward. They included:
State Legislative SB 545 (McClintock), SB 873 (Torlakson), SB 1491 (Perata), and SB 1243 (Perata).

C. MTC Cycle 4 TLC Capital Grants Program

Mike Duncan reviewed the status of MTC Cycle 4 TLC Capital Grants Program. Craig Goldblatt, MTC noted the next cycle would be for planning with grants available in the fall of 2002 and noted Suisun City and Vacaville had received grants from MTC.

D. Highway Projects Status Update

Mike Duncan provided an update on these specific projects.
1.) Highway 37
2.) Highway 12 (Jameson Canyon) & 12/29 Interchange
3.) Highway 12 SHOPP Projects

E. I-80/6780/780 Corridor Study Status Report

Mike Duncan presented an update on the I-80/680/780 Corridor Study and the study's seven segments.
Cameron Oakes (Caltrans) reviewed the status of several state planning grants.

**F. Input on RFP and Preliminary Scope of Work
for I-80/I-680/I-780 Transit Corridor and Disabled Study**

Dan Christians reviewed the importance to undertake a transit study on the corridor. He also noted an elderly and disabled transportation study will be conducted.

VII. STIA Items

- A. Draft CTEP
 - 1.) Status of Fast Track
 - 2.) Travis Air Force Base Revised Transportation Projects
 - 3.) Countywide Priority Projects

Daryl Halls summarized the three recommendations developed by the STA's Local Funding Subcommittee. STA TAC members discussed their fast track projects.

Mike Duncan discussed the transportation issues and priorities related to Travis AFB.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 2:45 p.m. The next meeting is scheduled for Wednesday, August 28, 2002 at 1:30 p.m.



DATE: July 2, 2002
TO: STA Board
FROM: Robert Guerrero, Associate Planner
Elizabeth Richards, SNCI Program Director
RE: Contract Amendment for \$10,000
with Alta Transportation Consulting to
complete and print 2002 BikeLinks Maps

Background:

Since 1998, the STA has developed the Solano BikeLinks map annually in an effort to promote bicycling as an alternative mode of transportation. The Solano BikeLinks map illustrates existing bicycle routes throughout Solano, Yolo, and Napa counties. Also, the STA has assisted in the Solano Bicycle Classic event by developing a special commemorative edition of the BikeLinks map with illustrations of the Solano Bicycle Classic's race courses and existing tri-county bicycle routes.

For the past several years, Alta Transportation Consultants designed and printed the Solano BikeLinks map with input from the STA's Bicycle Advisory Committee (BAC). Alta Transportation Consultants has previously provided excellent consultant services to the BAC to produce attractive maps that are popular with the bicycle community.

Once completed the STA's Solano Napa Commuter Information (SNCI) distributes the maps at special public events, libraries, city halls, and bike shops. The STA SNCI program funds the Solano BikeLinks map program through the Transportation Fund for Clean Air (TFCA) funds. \$10,000 is currently budgeted for the development of the 2002 edition of the Solano BikeLinks map and additional funding will be available from project sponsor donations. Staff would like to produce approximately 20,000 copies of the map for 2002-03. The basic design for the new 2002-03 map has been substantially completed by Alta Transportation Consultants with 2001-02 TFCA funds but additional funds are now needed to print the maps.

These maps promote bicycling and are an excellent use of clean air funds. The Solano BikeLinks map is very helpful in identifying all the best bicycle routes in each of the cities and county, and helps promote Solano County as a bicycle friendly area.

Fiscal Impact:

The basic \$10,000 to complete the newest version of the Solano BikeLinks maps would be funded from SNCI's 2002-03 TFCA funds and an additional funding estimated at \$5,000 to \$10,000 is expected from project sponsor donations.

Recommendation:

Authorize the Executive Director to approve a contract extension with Alta Transportation Consulting with a limit of \$10,000 in TFCA funds to update the design and print approximately 20,000 of additional Solano BikeLinks maps for 2002-03.



DATE: July 2, 2002
TO: STA Board
FROM: Elizabeth Richards, SNCI Program Director
Nancy Whelan, Nancy Whelan Consulting
RE: TDA Recalculation for Solano Paratransit

Background:

Early this fiscal year, the STA TAC, SolanoLinks Consortium, and STA Board requested the STA staff prepare a multi-year agreement for Solano Paratransit, reconsidering how funding is shared among the partner agencies. The longer-term agreement would provide all parties with greater certainty in annual budget requirements for the service. The revised funding formula would address potential inequities in the current formula where trip lengths (and therefore higher trip costs) are not considered.

In March and June 2002, a working group of the SolanoLinks Consortium met to discuss options for a revised formula. The Working Group agreed in concept with a revised formula that incorporates trip length. Staff presented two formula options for the working group's consideration and compared the options to an extension of the current formula. After review and discussion, the Working Group agreed upon a variation of one of the options.

Discussion:

The current formula for funding Solano Paratransit is based on population share and share of trips, with each of these factors weighted 50%. Each year, the population and number of trips for each jurisdiction is updated, resulting in a percentage share of the Solano Paratransit subsidy for which each jurisdiction is responsible.

To address potential inequities among the funding partners for the shared Solano Paratransit service, the Working Group agreed to incorporate trip length into the formula. The Working Group recommended the following formula:

- 50% Population
- 25% Trips
- 25% Trip Miles

Population data is obtained each year from the California State Department of Finance. The number of trips by jurisdiction is based on the most recent actual trip counts provided by the Solano Paratransit contractor. Data for trip lengths and mileage per trip are not as readily available.

Using mapped trip lengths from city center to city center, and data from trip logs provided by the contractor, average trip lengths were determined and mileage for each jurisdiction was calculated for the month of March 2001. The month of March was recommended by Fairfield Suisun Transit staff as a good month upon which to base an average because there are no holidays and fewer seasonal variations occur during the month. The average trip length (number of trips divided by the number of miles traveled) was multiplied by the number of trips per year to arrive at the annual number of miles attributed to each jurisdiction.

Each of these factors was applied to the annual subsidy requirements for Solano Paratransit. The estimated total budget for Solano Paratransit for FY 2003-04 is \$481,147 with a subsidy requirement of \$450,330. The result of the revised formula is shown in Attachment A. A comparison of the FY 01-02 TDA contributions with the contributions under the current formula and the new formula for FY 02-03 is shown in Attachment B.

Upon approval by the STA Board, the new formula will take effect beginning in FY 2002-03, using the data included in the estimates shown in Attachment A. The 5-Year Solano Paratransit agreement will be based on the cost sharing agreement. For Fiscal Years 2004, 2005, 2006, and 2007, cost shares will be based on escalated Solano Paratransit budget amounts, and the population, trip, and mileage data shown in the attachments. The budget, population, and trip estimates will be updated annually and reflected in the cost shares. Because they are time consuming to calculate, the mileage estimates will be reviewed no more than once every two years. Therefore, the next mileage adjustment will be made for FY 04-05. An estimate of TDA contributions by jurisdiction over the five-year period is shown in Attachment C. The estimate is based on all population, trip, and mileage shares remaining constant, with the cost of the subsidy increasing by 6% per year. The estimate is shown for planning purposes only. This was reviewed and recommended for approval by the SolanoLinks Consortium and STA TAC on June 26th.

Recommendation:

1. Approve the revised cost sharing formula for Solano Paratransit shown in Attachment A.
2. Request staff to incorporate the revised funding formula into a new multi-year agreement for Solano Paratransit.

Attachment

TDA CONTRIBUTIONS FOR SOLANO PARATRANSIT FOR FY 2002-03
Working Group Recommendation: 50% Population, 25% Trips, 25% Mileage

Jurisdiction	Population ¹	Percent	Share	Trips ²	Percent	Share	Mileage ³	Percent	Share	Total
DIXON	16,150	6.21%	\$13,973	561	4.73%	\$5,329	9,593	7.97%	\$8,972	\$28,273
FAIRFIELD	100,200	38.50%	\$86,692	4,084	34.46%	\$38,791	34,269	28.47%	\$32,049	\$157,532
RIO VISTA	5,350	2.06%	\$4,629	213	1.80%	\$2,023	4,899	4.07%	\$4,582	\$11,234
SUISUN CITY	26,650	10.24%	\$23,057	1,292	10.90%	\$12,272	8,609	7.15%	\$8,052	\$43,381
VACAVILLE	92,300	35.47%	\$79,857	4,868	41.07%	\$46,237	50,494	41.95%	\$47,224	\$173,318
COUNTY OF SOLANO (UNINC.)	19,600	7.53%	\$16,958	835	7.04%	\$7,931	12,514	10.40%	\$11,704	\$36,593
TOTAL	260,250	100.00%	\$225,165	11,853	100.00%	\$112,583	120,378	100.00%	\$112,583	\$450,330

Notes:

1: California Department of Finance, City and County Population Estimates, January 2002, Report E-1

2: Estimated trips from July 2001 through May 2002 SP monthly report actuals (FY 2002) and June 2001 (FY 2001).

3: Based on trip mileage estimates from March 2001 SP driver trip logs.

DRAFT
TDA CONTRIBUTIONS FOR SOLANO PARATRANSIT
COMPARISON OF FORMULAS

Jurisdiction	Actual	TDA Available ^a	Current Formula ^b	Working Group Rec ^c
	FY 01-02	FY 02-03	FY 02-03	FY 02-03
DIXON	\$17,861	\$458,431	\$24,630	\$28,273
FAIRFIELD	\$127,574	\$2,778,711	\$164,273	\$157,532
RIO VISTA	\$3,674	\$134,717	\$8,675	\$11,234
SUISUN CITY	\$51,718	\$750,927	\$47,601	\$43,381
VACAVILLE	\$154,767	\$2,564,964	\$172,332	\$173,318
COUNTY OF SOLANO (UNINC.)	\$31,218	\$552,649	\$32,820	\$36,593
TOTAL	\$386,812	\$7,240,399	\$450,330	\$450,330

Notes:

- a. MTC FY 2002-03 Fund Estimate, March 15, 2002, Article 4/8 annual amount only.
b. Current cost sharing formula is 50% population, 50% trips.
c. Working Group Recommendation revises the cost sharing formula to 50% population, 25% trips, and 25% mileage.

**ESTIMATED TDA CONTRIBUTIONS FOR SOLANO PARATRANSIT
FOR FY 2002-03 THROUGH FY 2006-07**

Working Group Recommendation: 50% Population, 25% Trips, 25% Mileage

Jurisdiction	FY 2002-03	FY 2003-04	FY 2004-05	FY 2005-06	FY 2006-07
DIXON	\$28,557	\$30,270	\$32,086	\$34,012	\$36,052
FAIRFIELD	\$157,254	\$166,689	\$176,690	\$187,292	\$198,529
RIO VISTA	\$10,794	\$11,442	\$12,129	\$12,856	\$13,628
SUISUN CITY	\$43,676	\$46,297	\$49,074	\$52,019	\$55,140
VACAVILLE	\$173,228	\$183,621	\$194,639	\$206,317	\$218,696
COUNTY OF SOLANO (UNINC.)	\$36,821	\$39,031	\$41,373	\$43,855	\$46,486
TOTAL	\$450,330	\$477,350	\$505,991	\$536,350	\$568,531

Notes:

Estimates assume a 6% annual increase in cost of service and no change in share of population, trips, and mileage.

Population and trip shares will be recalculated annually.

Mileage will be recalculated for FY 2004-05 and FY 2006-07.

**DRAFT
BASE DATA**

For Solano Paratransit Formula Calculations

Jurisdiction	Trips ^a	Trips ^b	Estimated Total Trips	Trips ^c	Miles ^c	Average Trip Length	Estimated Total Miles
	July 2001- May 2002	Jun-01	FY 01-02	Mar-01	Mar-01	Mar-01	FY 201-02
DIXON	538	23	561	18	308	17.1	9,593
FAIRFIELD	3,914	170	4,084	419	3,516	8.4	34,269
RIO VISTA	201	12	213	21	483	23.0	4,899
SUISUN CITY	1,160	132	1,292	145	966	6.7	8,609
VACAVILLE	4,482	386	4,868	493	5,114	10.4	50,494
COUNTY OF SOLANO (UNINC.)	753	82	835	125	1,873	15.0	12,514
TOTAL	11,048	805	11,853	1,221	12,260	10.0	120,378

Notes:

- a. Source: Solano Paratransit Monthly Management Report, June 7, 2002.
- b. Source: Solano Paratransit Monthly Management Report, July 2001.
- c. Source: Solano Paratransit Driver Trip Logs for March 2001.



DATE: July 2, 2002
TO: STA Board
FROM: Kim Cassidy, Office Administrator/Clerk of the Board
Mark McGeady, Caporicci, Cropper & Larson
RE: Accounting Policies and Procedures Manual

Background:

The STA Accounting Policies and Procedures Manual was prepared in partnership with the Caporicci, Cropper & Larson auditing firm to assist the STA in identifying and evaluating policies and procedures relating to the following areas: accounts payable; fixed assets; expense report; travel expenses; credit card purchases; petty cash; office supplies purchases and storage; and maintenance of the general ledger. All procedures are in accordance with established standards by the American Institute of Certified Public Accounts.

The manual was prepared and based on the following:

- CC&L understanding of all policies and procedures for the major accounting systems presented in the manual.
- Fiscal responsibility and benefits associated with-
 - * segregation of duties for the major accounting systems presented in the manual
 - * safeguarding of all assets, appropriations and funds.

The next step will be to integrate these accounting internal control structures with revisions and compliancy to the STA Personnel Policies and Procedures Manual currently in use. A revised STA Personnel Policies and Procedures manual will be agendized for consideration at a future STA Board meeting.

Fiscal Impact:

None

Recommendation:

Approve and adopt the STA Accounting Policies and Procedures Manual as presented.

Attachment

Solano Transportation Authority

Solano County, California

Accounting Policies and Procedures Manual

**Solano Transportation Authority
Accounting Policies and Procedures Manual**

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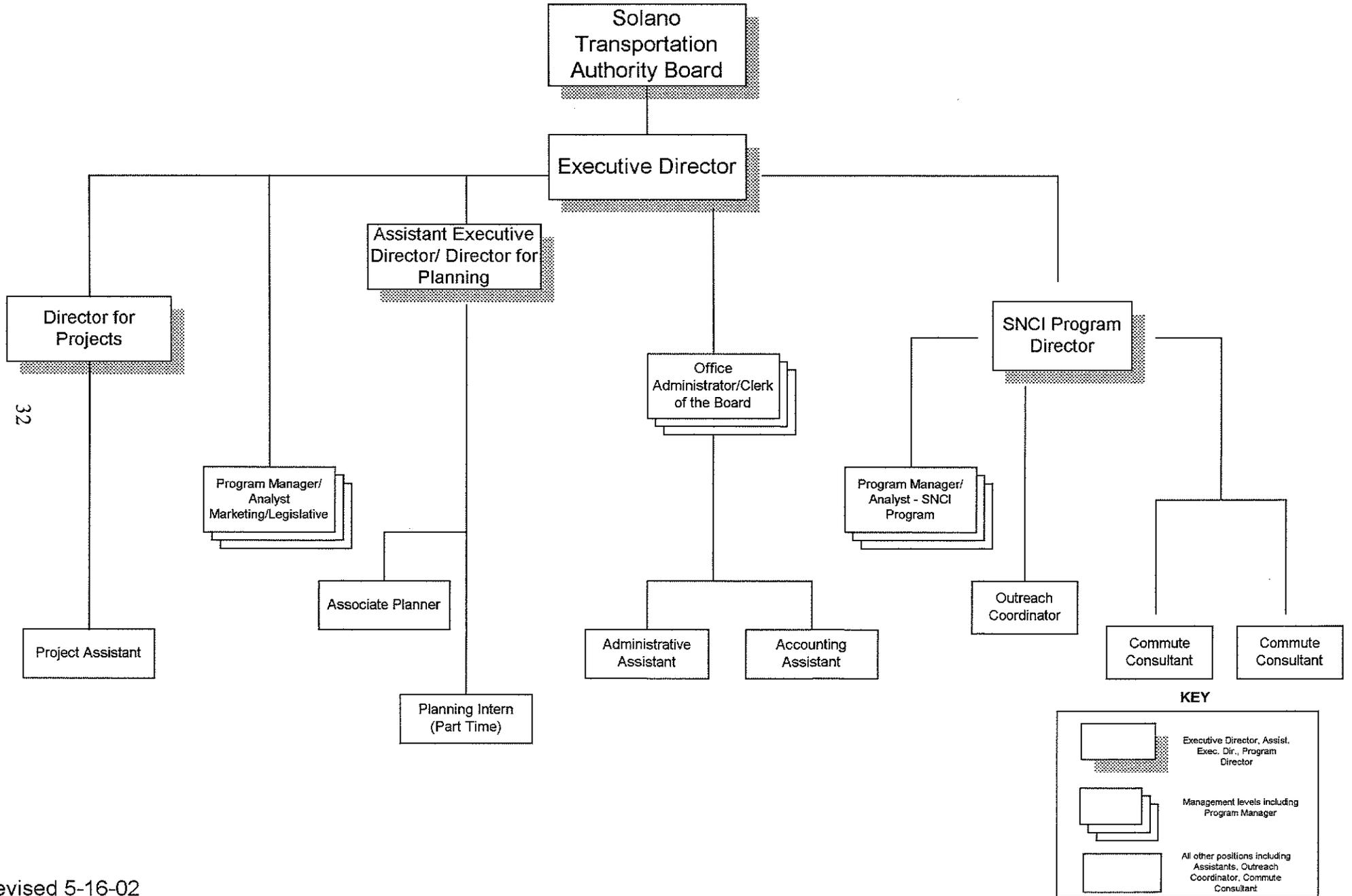
Office Supplies9

Fixed Assets10

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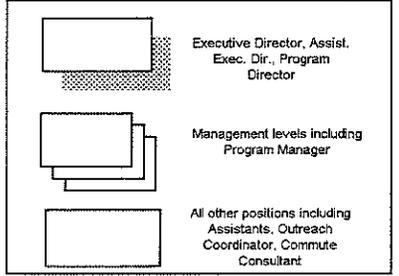
Solano Transportation Authority Proposed Organizational Chart

Effective June 14, 2002



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KEY



Solano Transportation Authority

Policies and Procedures Manual

Accounting

System:

ACCOUNTS PAYABLE AND PURCHASES

Date Prepared:

5/31/02

Date Revised:

Objectives:

- Authorization of the payment of all invoices
- Payment of all invoices in a timely basis
- Proper classification of all expenditures within the general ledger

Policies:

- All purchases must be authorized by the Executive Director
- Internal purchase requests must be prepared for all purchases over \$500
- Purchase orders must be prepared for all purchases over \$500

Detailed

Procedures:

Step 1 -

Preparation of Internal Purchase Request

Office Manager prepares internal purchase request. Information included on internal purchase request:

- Account code
- Description of item requested
- Price
- Quantity
- Reason for the request
- Specifications (if any)
- Delivery instructions
- Vendor preference (if any)

After completion, internal purchase order is forwarded to the Executive Director for approval.

Step 2 -

Approval of Internal Purchase Request

Executive Director reviews and authorizes the internal purchase request. Internal purchase request is then forwarded to the Office Manager for processing.

Step 3a -

Preparation of Purchase Order (Purchases over \$500)

Office Manager prepares the purchase order for the City of Vacaville. Copy of the approved internal purchase request and supporting documentation must accompany purchase order.

Step 3b -

Ordering of services and goods (Purchases under \$500)

Office Manager contacts vendor and requests services to be performed or goods to be delivered.

Solano Transportation Authority Policies and Procedures Manual

- Step 4 -
Receipt of vendor invoice
- Office Manager receives all invoices. After review, invoices are forwarded to the Accounting Assistant.
- Step 5 -
Matching of invoices to
internal purchase requests
and purchase order
- Accounting Assistant matches all invoices to the related internal purchase request, and the purchase order (if over \$500). Invoice is coded. Tracking information for certain vendors is recorded (i.e. contractors). Invoice and related supporting documentation is forwarded to appropriate personnel for approval.
- Step 6 -
Approval of invoice from
Director, Project Manager,
or Office Manager
- Director, Project Manager, or Office Manager reviews and approves invoice, account coding and supporting documentation. Invoices are returned to the Office Manager and then forwarded to the Executive Director for approval.
- Step 7 -
Approval by Executive
Director
- Executive Director reviews and approves all invoices. Invoices are then returned to the Office Manager and forwarded to the City of Vacaville for payment.
- Step 8 -
Receipt of check and
supporting documentation
- Checks and supporting documentation are received from the City of Vacaville. Checks are copied, recorded in the check register, and mailed with the remittance advice. Check copy and supporting documentation are filed by vendor.

Solano Transportation Authority

Policies and Procedures Manual

**Accounting
System:**

TIMESHEETS AND PAYROLL

Date Prepared: 5/31/02
Date Revised:

Objectives:

- Authorization payment of all employee payroll checks
- Payment of all payroll checks in a timely manner
- Correct wages paid for exempt and non-exempt employees

Policies:

- Executive Director has final authorization of all employee timesheets
- Payroll register or checks must be reviewed prior to paycheck distribution

**Detailed
Procedures:**

**Step 1 –
Preparation of Timesheets**

All exempt and non-exempt employees must complete a timesheet for each payroll period within 2 working days after the period. Each timesheet must include the following:

- Employee name
- Employee number
- Employee title
- Date of payroll period covered
- Number of hours worked each day
- Pay code
- Account code
- Employee signature

Timesheets are then forwarded to the Office Manager for review and first level approval.

**Step 2 –
Review of Timesheets and
first level approval**

Timesheets are reviewed by the Office Manager for the following:

- Proper pay code
- Proper account code
- Correct number of total hours

Timesheets are reviewed and approved by Department Manager and returned to the Office Manager.

**Step 3 –
Approval of Timesheets**

Executive Director or designee (Assistant Executive Director or Office Manager) reviews and gives final approval on all timesheets. Timesheets are returned to the Office Manager.

**Solano Transportation Authority
Policies and Procedures Manual**

Step 4 -
Forwarding of Timesheets
to the City of Vacaville

Office Manager forwards the timesheets to the City of Vacaville for payroll processing.

Step 5 -
Receipt of payroll checks

Office Manager receives the payroll check receipts from the City of Vacaville and distributes to the proper personnel. Note: all payroll checks are direct deposits.

Solano Transportation Authority

Policies and Procedures Manual

Accounting

System: EXPENSE REPORTS

Date Prepared: 5/31/02

Date Revised:

Objectives:

- Authorization of allowable expenses
- Payment of expenses on a timely basis

Policies:

- Expenses must be made on a reimbursement basis only
- Receipts must accompany all purchases, no exceptions
- Miscellaneous expenses must be authorized prior to purchase

Detailed

Procedures:

Step 1 –
Preparation of expense reports

Expense reports are prepared and submitted with the related timesheet. Each expense report must include the following:

- Description of the purchase
- Number of miles driven (if applicable)
- Employee signature
- Proof of authorization for miscellaneous expenses

Expense reports are then forwarded to the Office Manager with the related timesheet for review and first level approval.

Step 2 –
Review of the expense report and first level approval

Office Manager reviews the expense report, the related receipts, mileage claimed for reasonableness, and assigns the account codes. Expense reports are then forwarded to the Executive Director for approval.

Step 3 –
Approval of Expense Reports

Executive Director or designee (Assistant Executive Director or Office Manager) reviews and gives final approval on all expense reports. Expense reports are returned to the Office Manager.

Step 4 –
Forwarding of Expense Reports to the City of Vacaville

Office Manager forwards the expense reports and the related timesheets to the City of Vacaville for processing.

Step 5 –
Receipt of Expense Checks

Office Manager receives the expense checks from the City of Vacaville and distributes to the proper personnel.

Step 6 –

All reimbursements must meet the accounting and financial

**Solano Transportation Authority
Policies and Procedures Manual**

IRS Guidelines

guidelines set forth by the IRS.

Solano Transportation Authority

Policies and Procedures Manual

**Accounting
System:**

CREDIT CARD PURCHASES

Date Prepared: 5/31/02

Date Revised:

Objectives:

- Authorization for all purchases
- Reconciliation of credit card statements to receipts on a timely basis
- Payment of credit card on a timely basis

Policies:

- Cardholders are restricted to the Executive Director and Office Manager
- Credit card statement must be reconciled by an employee other than a cardholder

**Detailed
Procedures:**

Step 1 -
Purchase of goods

Executive Director or Office Manager purchases goods using the Authority's credit card. Receipts for purchases are forwarded to the Accounting Assistant.

Step 2 -
Matching receipts to the
statement

Accounting Assistant matches receipts to the credit card statement. Purchases on the statement are coded.

Step 3 -
Approval of statement
from Assistant Executive
Director

Assistant Executive Director reviews and approves the credit card statement. Statement is returned to the Office Manager and forwarded to the City of Vacaville for payment.

Solano Transportation Authority

Policies and Procedures Manual

Accounting

System: OFFICE SUPPLIES

Date Prepared: 5/31/02

Date Revised:

Objectives:

- Authorization for all office supply purchases
- Use of office supplies for business purposes only
- Ordering only necessary or essential office supplies

Policies:

- Office supplies must be ordered through the Office Manager only, and cannot be reimbursed through expenses unless expressly requested in writing and permitted by Executive Director, Office Manager, or Program Directors up to \$200.

Detailed

Procedures:

- | | |
|--|---|
| Step 1 -
Employee requests office supplies | Employee requests office supplies on weekly sign-up sheet. |
| Step 2 -
Summarization of requests | Accounting Assistant summarizes weekly requests for office supplies. |
| Step 3 -
Review list of office supplies requested | Office Manager reviews and approves weekly list of office supplies. |
| Step 4 -
Ordering of supplies | Accounting Assistant orders supplies from vendor. |
| Step 5 -
Receiving office supplies | Administrative Assistant receives office supplies from vendor. Compares office supplies received to the order placed. |
| Step 6 -
Storage of office supplies | Office supplies are delivered to individual who ordered them, or placed in a secured cabinet. |

Solano Transportation Authority

Policies and Procedures Manual

Accounting

System: FIXED ASSETS

Date Prepared: 5/31/02

Date Revised:

Objectives:

- Authorization for all fixed asset purchases
- Use of fixed assets for business purposes only
- Maintain a detailed listing of all fixed assets
- Fiscal responsibility
- Receipts for all purchases (NO EXCEPTIONS)

Policies:

- Surplus fixed assets are for office use only and may not be removed from the office unless expressly permitted in writing by the Executive Director.

Detailed Procedures:

- | | |
|---|---|
| Step 1 -
Ordering of fixed assets | All fixed assets over \$5000 must have a minimum of three (3) bids. |
| Step 2 -
Processing of invoice | See Accounts Payable and Purchases for processing of invoice. |
| Step 3 -
Annual fixed assets
inventory | Office Manager will perform a complete fixed assets inventory on or near June 30 annually. Listing will be compared and reconciled to the general ledger. |
| Step 4 -
Authorization of fixed
asset listing | Executive Director will review and approve the annual fixed assets inventory listing. |

Solano Transportation Authority

Policies and Procedures Manual

Accounting System:

TRAVEL EXPENSES

Date Prepared: 6/08/02

Date Revised:

Objectives:

- Authorization and reimbursement of expenses incurred in the conduct of STA business and conferences, meetings, seminars, and training

Responsibility:

- The STA Board is responsible for authorizing all conferences, meetings, and seminars for the Executive Director.
- The Executive Director is responsible for authorizing all conferences, meetings, and seminars and final approval for reimbursement of funds expended by Department Heads. The Department Heads are responsible for all employees in their departments.
- The Office Manager is responsible for making reimbursement of expenditures for all staff upon authorization by the Executive Director.
- The employee is responsible for maintaining and presenting all records necessary to verify and substantiate funds expended on behalf of the STA.

Policies:

- Reimbursement for expenses incurred while attending conferences, training sessions, meetings, etc., will be made only for the employee's direct expenses when incurred on behalf of the STA and authorized by the Executive Director.

Detailed Procedures:

Step 1 - Executive Director will authorize attendance, travel, and reimbursement of normal and necessary expenses incurred by employees

Travel shall be by means most economical to the STA. Travel by automobile will be authorized when it does not necessitate more time away from the job than air travel. Total cost for automobile usage shall not exceed round trip cost of air travel to and from the airport and parking.

The Executive Director shall approve all conferences in excess of one day for all Department Heads. The Department Heads shall have first level approval for conferences in excess of one day for their department employees. Final approval shall be obtained by the Executive Director.

Step 2 - Executive Director will

Rental Vehicles: Use of rental vehicles during a conference, seminar, or training session may be authorized when it is the

Solano Transportation Authority Policies and Procedures Manual

authorize all
reimbursement of costs

most economical means of transportation and is of direct benefit to the STA. Travel reimbursement will be made for the vehicle owner or driver and not individual employees within the vehicle.

Air Travel: If air travel is appropriate, the Executive Director, must authorize all fare other than coach, economy or government discount.

While attending authorized functions, the burden of responsibility for sound judgment rests first upon the attending employee. The Executive Director's decision shall govern where conflicts of opinion on reimbursement exists.

Reimbursement of costs shall be based upon the minimum number of days and hours required to transact STA business. Early arrivals and late departures from travel destinations must be approved by the Executive Director. For major conferences, one day prior to the official convening and one day after the official closing will be permitted for travel purposes when justified.

Step 3 -
Authorization for use of
STA vehicles

The use of STA vehicles shall be limited to official business and travel reasonably related to. Transportation of persons other than employees or personnel designated by the Executive Director or Office Manager shall be authorized only in situations related to STA business.

Step 4 -
Authorization of travel
expense reimbursements

See EXPENSE REPORTS for processing of travel expenses. Advance requests should be submitted in time to avoid the expense of processing a special check and to ensure availability prior to departure; generally five to ten days before needed to allow for processing time. Employees are required to submit an accounting of expenditures on the Expense form with original receipts attached, within two (2) weeks of completion of travel.

Step 5 -
Reimbursement of
additional travel expenses

Overnight Lodging: Overnight lodging will be allowed for travel beyond a 90-minute commute (one-way) unless otherwise authorized by the Executive Director. The STA will reimburse the employee for lodging expenses upon receipt of the Expense Report form and substantiation of amount paid (ie. Separate amounts for lodging, meals, and telephone calls)

Solano Transportation Authority Policies and Procedures Manual

Registration: STA will make direct payment for pre-registration costs upon submittal of approved invoice. Or, STA will reimburse the employee upon receipt of conference program or evidence of registration expense attached to and submitted with the Expense Report.

Meals: STA pays for the cost of all necessary meals upon receipt of satisfactory evidence. Receipts should itemize what is being reimbursed and those in attendance. Credit card receipts that do not itemize purchases are not acceptable documentation. Meals are subject to a \$50 per day limit with receipts.

Spouses: It is recognized that at certain functions, attendance by spouses is appropriate; however, STA funds will not be authorized for expenses of spouses.

Miscellaneous: The STA will reimburse minor miscellaneous expenditures, such as STA related long distance telephone calls, parking, bridge tolls, and tours when expenditures are justified and approved by the Executive Director.

Step 6 - IRS Guidelines

All reimbursements must meet the accounting and financial guidelines set forth by the IRS.

Step 7 - Promotional Programs

With respect to promotional benefits or materials (ie, frequent flyer miles, bonus awards, etc), the STA policy follows the Code of Federal Regulations, Title 41, Subtitle F, Sections 301-53.1-10. Any promotional benefits or materials received in connection with official travel or business is considered property of the STA, and as such, should be remitted to the Office Manager upon return to work for the discretion of the Executive Director.



DATE: July 2, 2002
TO: STA Board
FROM: Daryl Halls, Executive Director
Nancy Whelan, Nancy Whelan Consulting
RE: Amendment to FY 01/02 Budget

Background:

At the June 2002 STA Board meeting, revisions to the FY 2001-02 budget were approved. The approved revisions reflected projected expenditures through the end of the fiscal year, June 30, 2002. Since then, staff has determined that the processing of certain grant revenues were delayed by the funding agencies, effectively postponing STA's ability to be reimbursed by that grant for expenses incurred during FY 2001-02. Conversely, certain funding sources are eligible for use on staff salaries and other expenditures in FY 2001-02 that were previously not budgeted for those uses.

Discussion:

Staff negotiated a swap of State Transportation Improvement Program (STIP) funds for Surface Transportation Program (STP) funds for use in FY 2001-02. Funding agency action on these funds was delayed, making the funds available for expenditures incurred after July 1, 2002 (i.e., FY 2002-03). Since these swapped funds were budgeted revenues for STA planning activities conducted in FY 2001-02, another revenue source must be identified to backfill for the funding delay. Staff has identified other sources that can be used for these expenditures, and identified other changes to the FY 2001-02 budget that will bring the budget into balance.

The attached budget revision shows specific changes proposed. Areas of change are shaded.

Key budget revisions are summarized below:

Operations

- STIP PPM revenues of \$60,000 were moved from the Operations category to the STA Programs category to reflect the use of funds for program oversight.
- TCRP revenues and STAF revenues totaling \$60,349 were added to the Operations revenue to balance the operations category.

Project Development and STA Programs

- STIP/STP swap funds were reduced by a total of \$305,000 due to the delay of receiving these funds until FY 2002-03.
- TCRP revenues of \$40,000 were moved from the Programs category to the Project Development category to pay for a portion of the transportation modeling costs.
- STAF revenues of \$228,000 were added to the Project Development category to backfill for delayed STIP/STP swap funds.
- SolanoLinks Planning and Marketing revenues of \$35,000 were moved from the Programs category to the Project Development category to properly reflect their use for project marketing.
- The Expenditure Plan has been reduced to \$90,000, the estimated amount spent in FY 2001-02. Authorized expenditures will continue in FY 2002-03, when STIP/STP swap revenues will be available
- The Dixon Auburn Commuter Rail study has not yet started; revenues and expenditures will be moved to FY 2002-03.
- The I-80/680/780 Corridor Study expenditures were increased to reflect the oversight costs required for the project.

The proposed FY 2001-02 budget revisions would bring the line items and budget categories into balance. Some of the proposed revisions will impact the FY 2002-03 budget. Staff will return in the late fall following the completion of the FY 2001-02 financial audit with proposed FY 2002-03 budget adjustments.

Recommendation:

Approve the following:

1. Adopt the proposed revised FY 2001-02 budget shown in the attachment.
2. The programming of a total of \$261,529 in STAF funds for planning costs, completion of the Comprehensive Transportation Plan, and expenses incurred for the County Transportation Expenditure Plan.

Attachment

STA FY 2001-02 PROPOSED BUDGET REVISION

July 1, 2002

REVENUES	Approved Budget	Proposed Revised
	FY 01-02	FY 01-02
OPERATIONS		
STA TDA Planning & Admin. (Op)	\$286,617	\$286,617
STA Gas Tax Contribution (Op)	\$286,617	\$286,617
Gas Tax Interest Through April 01	\$0	\$0
STA STP Planning (MTC)	\$140,000	\$140,000
STIP PPM	\$60,000	\$0
I-80/680 Interchange (TCRP)	\$0	\$23,236
North Connector (TCRP)	\$0	\$3,564
STAF	\$0	\$33,829
<i>Use of Fund Balance</i>		
STA Gen Op Fund Balance for Ops for FY 00/01	\$161,310	\$161,310
STA Gen Op Fund Balance for Reserve Account	\$80,000	\$80,000
TOTAL, OPERATIONS	\$1,014,544	\$1,014,893
PROJECT DEVELOPMENT		
MTC Planning and Modeling (FTA 5303)	\$60,000	\$60,000
STA STIP PPM	\$0	\$0
STIP/STP Swap (first phase)	\$160,000	\$0
STIP/STP Swap (second phase)	\$145,000	\$0
I-80/680/780 Corridor Study (TCRP)	\$0	\$40,000
STAF	\$0	\$228,000
Source/line Planning and Marketing (STAF)	\$0	\$95,000
STIP TAP	\$100,000	\$100,000
Source to be determined	\$69,666	\$0
<i>Use of Fund Balance</i>		
STA Project Development Fund Balance	\$58,369	\$0
TOTAL, PROJECT DEVELOPMENT	\$593,035	\$463,000
STA PROGRAMS		
Solano Paratransit Op (TDA)	\$386,810	\$386,810
Solano Paratransit Op FY 01 Overrun (TDA)	\$16,264	\$16,264
Solano Paratransit Op FY 01 Overrun (STAF)	\$16,264	\$16,264
BAAQMD	\$334,717	\$334,717
DMV (AVA Program)	\$359,000	\$359,000
Route 30 (YSACMD/BAAQMD)	\$74,650	\$74,650
TDA Interest Adjustment Payment (STAF)	\$342,702	\$342,702
Rail Station (TCI Grant)	\$591,000	\$591,000
Jepson Project (STIP Funds)	\$250,000	\$250,000
SolanoLinks Marketing (STAF)	\$142,000	\$167,000
CNG Coach Local Match for Section 3 Grant (STAF)	\$375,000	\$375,000
Rail Stations (2002 STIP APDE)	\$125,000	\$125,000
I-80/680/SR 12 (TCRP)	\$516,411	\$476,411
STIP PPM	\$0	\$60,000
Napa/Solano Rail Study (TDA)	\$20,000	\$20,000
Napa/Solano Rail Study (STAF)	\$95,000	\$95,000
Trails (State Enhancement Grant)	\$100,000	\$100,000
Trails (Bay Trails Grant)	\$40,000	\$40,000
Trails (YSACMD)	\$5,000	\$5,000
<i>Use of Fund Balance</i>		
FY 97 AVA Fund Balance	\$34,860	\$34,860
FY 00/01 BAAQMD-TFCA Program/Unallocated Funds	\$189,956	\$189,956
BAAQMD Interest	\$19,742	\$19,742
TOTAL, STA PROGRAMS	\$4,034,376	\$4,019,376
SNCI PROGRAMS		
SCI MTC	\$357,000	\$357,000
** SCI BAAQMD	\$270,000	\$270,000
** SCI YSAQMD	\$10,000	\$10,000
County Refund	\$3,426	\$3,426
USE OF FUND BALANCE		
YSAQMD Fund Balance	\$15,260	\$15,260
County Refund	\$507	\$507
SCI BAAQMD Fund Balance	\$184,480	\$184,480
TOTAL, SNCI PROGRAMS	\$840,673	\$840,673
REVENUE GRAND TOTAL	\$6,482,628	\$6,337,942

STA FY 2001-02 PROPOSED BUDGET REVISION

July 1, 2002

EXPENDITURES	Approved Budget	Proposed Revised
	FY 01-02	FY 01-02
OPERATIONS		
Salaries and Benefits	\$502,250	\$502,250
Part time, Overtime, Temps	\$15,793	\$15,793
Services/Supplies	\$386,850	\$386,850
SUBTOTAL, OPERATIONS	\$904,893	\$904,893
STA Reserve (Previous)	\$80,000	\$80,000
STA Reserve (Current)	\$30,000	\$30,000
TOTAL, OPERATIONS	\$1,014,544	\$1,014,893
PROJECT DEVELOPMENT		
Comp Transit Plan - Consult Svc	\$157,000	\$157,000
Modeling Contract - Fairfield	\$80,000	\$80,000
STIP/TAP - Tech Svcs	\$100,000	\$100,000
Project Marketing Program	\$55,000	\$35,000
ABAG Workshop	\$1,000	\$1,000
Expenditure Plan	\$195,000	\$40,000
Dixon-Auburn Comm. Rail Modeling	\$4,000	\$0
STA Contingency	\$1,035	\$0
TOTAL, PROJECT DEVELOPMENT	\$593,035	\$463,000
STA PROGRAMS		
Solano Paratransit Operations	\$419,338	\$419,338
TFCA Air Quality Grants	\$443,650	\$443,650
TFCA Fund Balance	\$97,249	\$97,249
Abandoned Veh. Abatement	\$393,860	\$393,860
Transit Route 30	\$74,650	\$74,650
Fairfield - Suisun Rail Station	\$591,000	\$591,000
Jepson Parkway Project - Design & CM	\$250,000	\$250,000
SolanoLinks (Marketing, Planning)	\$142,000	\$107,000
Local Match for Rt. 30 Buses	\$375,000	\$375,000
Capitol Corr. Station Design	\$125,000	\$125,000
I-80/680 Corr Study- Consult Svc	\$516,411	\$530,000
Napa Solano Rail Study	\$115,000	\$115,000
TDA Interest Adjustment	\$342,702	\$342,702
Countywide Trails Plan	\$145,000	\$145,000
Program Contingency	\$0	\$0
TOTAL, STA PROGRAMS	\$4,030,860	\$4,019,376
SNCI PROGRAMS		
Specialized City Services	\$10,000	\$10,000
New Resident Outreach	\$6,500	\$6,500
Technical Services Enhancements	\$15,000	\$15,000
General Marketing	\$30,000	\$30,000
Incentives	\$55,000	\$55,000
Employer Outreach	\$12,000	\$12,000
Van Pool Program	\$15,000	\$15,000
CRSW 2001	\$27,000	\$27,000
Guaranteed Ride Home Program	\$35,260	\$35,260
BikeLinks Maps	\$20,000	\$20,000
Bike To Work Program	\$7,500	\$7,500
Overall Program Admin	\$527,079	\$527,079
Program Contingency/Reserve	\$80,334	\$80,334
TOTAL, SNCI PROGRAMS	\$840,673	\$840,673
EXPENDITURES GRAND TOTAL	\$6,479,112	\$6,337,942



DATE: July 2, 2002
TO: STA Board
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: Intercity Rail Passenger Facility Agreement
for Fairfield/Vacaville Station

Background:

On June 13, 2002, the STA Board selected the Fairfield/Vacaville site as the next Capitol Corridor Rail Station in Solano County. At the request of the STA, on December 12, 2001, the California Transportation Commission approved \$125,000 of STIP-APDE project development funds to provide consultant services to assist on the Fairfield/Vacaville Rail Station project by working with the railroad to determine the track improvements requirements, obtain project approvals, and related site planning and environmental studies.

On December 12, 2001, the STA Board authorized the Executive Director to approve a Contract Amendment No. 1 of the Transit Element of the Comprehensive Transportation Plan with Wilbur Smith Associates to provide project development assistance to advance the rail station at Fairfield/Vacaville using Advanced Project Development Element Funds (ADPE) from the State Transportation Improvement Program (STIP) in an amount not to exceed \$125,000.

Discussion:

For the past six months, STA and its consultant Wilbur Smith Associates have participated with the project development team from the cities of Fairfield, Vacaville and the Capitol Corridor Joint Powers Authority to prepare preliminary designs and obtain approvals for the new Fairfield/Vacaville Train station at the southeast corner of Peabody and Vanden Roads. Wilbur Smith Associates has been retained to advance the project by determining all required rail improvements and helping them obtain the necessary agency approvals.

Caltrans submitted a funding agreement entitled "Intercity Rail Passenger Facility Agreement" which was effective on December 12, 2001 (see attached fact sheet). To obtain the \$125,000 of STIP-APDE funds to pay for the Wilbur Smith services, the STA Board needs to authorize the Executive Director to sign this funding agreement.

Fiscal Impact:

There will be no effect on the STA General Fund. The \$125,000 of services will be covered by Advanced Project Development Element Funds (ADPE) from the STIP.

Recommendation:

Authorize the Executive Director to execute the "Intercity Rail Passenger Facility Agreement" with the State of California Department of Transportation (Caltrans), effective December 12, 2001, to secure \$125,000 of STIP Advanced Project Development Element Funds (ADPE) to pay for the technical work being conducted by Wilbur Smith Associates for the Fairfield/Vacaville Train Station.

Attachment

**STATE OF CALIFORNIA
DEPARTMENT OF TRANSPORTATION**

INTERCITY RAIL PASSENGER FACILITY AGREEMENT

FACE SHEET

CONTRACTOR: SOLANO TRANSPORTATION AUTHORITY (STA)

EFFECTIVE DATE OF AGREEMENT: DECEMBER 12, 2001

TERMINATION DATE OF AGREEMENT: JUNE 30, 2004

DATE OF FUNDING ALLOCATION: DECEMBER 12, 2001

CTC RESOLUTION NO.: MFP-01-08

TITLE OF PROJECT: Capitol Corridor Intercity Rail Station At Fairfield/Vacaville

FISCAL YEAR(S) PROGRAMMED: FY 2001-02

FUNDS AUTHORIZED FOR EXPENDITURE: \$125,000

FUND SOURCE AUTHORIZATIONS: SHA/RIP

SOURCE	CHARGE	EXP AUTH GEN LED SUB ACCT	SPECIAL DESIGNATION SUB JOB NO. RW PARCEL NO. LOCATION BRIDGE NO.	OBJECT	AMOUNT	DE CR	FY	ENCUMBRANCE DOCUMENT NUMBER
75-806	75-806	R907SA		7049	\$125,000		01/02	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.				FUNDS CERTIFIED BY				DATE
ITEM	CHAPTER	STATUTES	FISCAL YEAR					
2600-301-0042	106	2001	2001-02					

SOURCE	CHARGE	EXP AUTH GEN LED SUB ACCT	SPECIAL DESIGNATION SUB JOB NO. RW PARCEL NO. LOCATION BRIDGE NO.	OBJECT	AMOUNT	DE CR	FY	ENCUMBRANCE DOCUMENT NUMBER
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.				FUNDS CERTIFIED BY				DATE
ITEM	CHAPTER	STATUTES	FISCAL YEAR					

CAPITOL CORRIDOR RAIL STATION AT FAIRFIELD/VACAVILLE

SCOPE OF WORK

Project Description

This project is for a new intercity Fairfield/Vacaville Rail Station on the Capitol Corridor. The station site is located on Peabody Road near Vanden Road in Vacaville, in Solano County. Although the site is located in Vacaville, it is within the sphere of influence and is owned by of the City of Fairfield.

This initial agreement for the first phase involves project development, which includes providing support for development of the environmental document (NEPA), preparation of the preliminary design and engineering, and securing the necessary approvals and permits from the Capitol Corridor Joint Powers Authority (CCJPA) and the Union Pacific Railroad Company (UP). The next phase, construction of the new rail station, will be incorporated later as an amendment to this agreement.

Work Tasks and Estimated Expenditure Budget

The scope of work involves the following tasks:

<u>Tasks</u>	<u>Est. Cost</u>
Provide support for Environmental Document (NEPA)	5,000
Preliminary Design/Engineering	70,000
CCJPA and UP Permits/Approvals	50,000
Total Project Costs	\$ 125,000

Project Schedule

The following project delivery schedule is anticipated:

<u>Activities</u>	<u>Est. Dates</u>
Environmental Support	December 2001 to March 2002
Preliminary Design/Engineering	December 2001 to June 2002
Permits and Approvals	April 2002 to October 2002
Award Construction Contract	September 2002
Begin Construction	October 2002
Complete Construction	August 2003

Estimated Quarterly Cash Needs Schedule

Following is the estimated quarterly financial cash flow expenditure plan for the project:

Dollars shown in thousands

COST CATEGORY	FY 01/02 3rd Qtr	FY 01/02 4th Qtr	FY 02/03 1st Qtr	FY 02/03 2nd Qtr	FY 02/03 3rd Qtr	FY 02/03 4th Qtr	FY 03/04 1st Qtr	Total
Environmental	\$5	\$	\$	\$	\$	\$	\$	\$5
Engineering & Design	\$5	\$50	\$40	\$25	\$	\$	\$	\$120
Construction	\$	\$	\$	\$	\$	\$	\$	\$0
TOTAL	\$10	\$50	\$40	\$25	\$	\$	\$	\$ 125

Project Management and Control

The Project Manager for this project will be:

Dan Christians
Assistant Executive Director/ Director
of Planning
Solano Transportation Authority (STA)
One Harbor Center, Suite 130
Suisun City, CA 94585

Phone: (707) 424-6006

Fax: (707) 424-6074



DATE: July 2, 2002
TO: STA Board
FROM: Mike Duncan, Director of Projects
RE: Surplus of Solano Paratransit Vehicles

Background:

Solano Paratransit is a countywide intercity door-to-door transportation service for residents of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and unincorporated county areas, who are transportation handicapped as defined by the Americans with Disabilities Act (ADA) of 1990. It is provided by the Solano Transportation Authority (STA) through a contract with Fairfield/Suisun Transit. The Solano Transportation Authority owns a total of eight small buses (8 to 16 passengers) that are used for Solano Paratransit operations.

Discussion:

Five (1992 model year) of the eight (8) buses used by the STA for Paratransit operations are scheduled for replacement. Three buses are being replaced this year and two next year. In addition to the three new replacement buses for this year, the same order includes two expansion buses. Therefore, after all of the replacement and expansion changes are done at the end of next year, the STA will have a total fleet of ten (10) buses.

The buses being replaced this year have exceeded their expected service life, are considered surplus, and are scheduled for public auction. The proceeds of the auction will be returned to the STA for credit against the cost of the new replacement buses. However, the City of Dixon has requested to use temporarily (several months) one of the surplus vehicles as a backup bus. Dixon has ordered a new bus but it will not be available until after a planned service expansion. Use of the surplus STA bus as a backup vehicle would allow Dixon to avoid delay of the expansion. Upon arrival of the new Dixon bus, the surplus STA bus would be sent to auction and the proceeds forwarded to the STA.

Fiscal Impact:

The current value of the vehicles to be disposed is estimated at not more than \$10,000 each; however, actual revenues will be dependent on proceeds received from the sale of these vehicles.

Recommendation:

Approval of Resolution No. 2003-01 "A Resolution of the Solano Transportation Authority Declaring Certain Vehicles Surplus".

Attachment

RESOLUTION NO. 2003-01

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
DECLARING CERTAIN VEHICLES SURPLUS**

WHEREAS, certain vehicles have been identified by staff and attached as *Exhibit I*; and

WHEREAS, said items in *Exhibit I* are hereby deemed to be of no benefit to the Solano Transportation Authority; and

WHEREAS, the City of Dixon has requested transfer of one vehicle in *Exhibit I* to the City of Dixon to be used as a back-up vehicle for transit; and

WHEREAS, the City of Dixon shall pay all costs to transfer the vehicle from the Solano Transportation Authority to the City of Dixon; and

WHEREAS, the City of Dixon shall reimburse to the Solano Transportation Authority any net proceeds from the sale of said vehicle when it is no longer needed by the City of Dixon for transit purposes.

NOW THEREFORE BE IT RESOLVED, that the Solano Transportation Authority Board of Directors does hereby declare said items in *Exhibit I* to be surplus and directs the Executive Director to authorize and approve the disposition of said items by any of the following methods: Transfer to the City of Dixon; Individual Advertisement, Bid, and Sale for items valued in excess of \$500; Delivery and Sale through Contracted Private Auctioneer;

PASSED AND ADOPTED at a regular meeting of the Solano Transportation Authority Board of Directors, duly held on July 10, 2002.

Attested by:

Kim Cassidy, Clerk of the Board

EXHIBIT I
SURPLUS VEHICLE LIST

YEAR	MAKE	MODEL	VIN	DISPOSITION
1992	Ford	16+2 Bus	1FDKE37M6NHB29031	Transfer
1992	Ford	16+2 Bus	1FDKE37M0NHB18347	Surplus
1992	Ford	16+2 Bus	1FDKE37M5NHB18344	Surplus



DATE: July 2, 2002
TO: STA Board
FROM: Mike Duncan, Director of Projects
Jennifer Tongson, Projects Assistant
RE: Authorization to Advertise the Disadvantaged Business Enterprise (DBE)
Program for the STA

Background:

In accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR 26), an annual DBE goal must be established for contracts awarded with Federal funds. The STA uses Federal funds primarily for consultant contracts to conduct traffic and environmental studies, marketing and public outreach. As such, the STA must establish a goal each Federal fiscal year for contracts using these Federal funds.

Discussion:

Determining a reasonable goal for DBE participation in STA contracts is a two-step process. The first step evaluates the relative availability of DBE firms willing to work in Solano County for the types of consultant work typically needed by the STA. Step 2 evaluates the STA's own contracting history for DBE participation and adjusts, if necessary, the base figure determined in Step 1. Step 1 is called the "Race Conscious" evaluation and Step 2 is called the "Race Neutral" evaluation.

Based upon the two-step process, STA Staff determined the DBE Goal for FFY 2002/03 should be 7.3% (see attachment).

After review and approval by Caltrans of the methodology used to determine this goal, the STA must advertise the DBE Program for 30 days and accept public comments for 45 days from the first day of the advertisement. After the advertisement and comment period, the STA Board must formally adopt the DBE Goal and the DBE Program. Formal adoption of the DBE Program is scheduled for the September STA Board meeting.

Fiscal Impact:

There is no fiscal impact. The DBE Program is intended to help DBE firms compete for federal contracts; however, they must be fully qualified and competitive for their services. The STA selects the most qualified firms for consultant services contracts. DBE consultants and sub-consultants must meet the same standards as all other firms competing for STA contracts.

Recommendation:

Authorize the Executive Director to formally advertise the DBE Program for the STA for Federal Fiscal Year 2002/03.

Attachment

GOAL SETTING METHODOLOGY

The Solano Transportation Authority (STA) is responsible for the planning, coordination, and financing of transportation projects for the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, Vallejo and the County of Solano. In addition, the STA provides countywide planning for the development of roads, transit, rideshare, rail, bicycle and pedestrian facilities. Other responsibilities include the management of Solano Paratransit and Route 30 transit services, and the Solano Napa Commuter Information (SNCI) program.

In accordance with Title 49 of the Code of Federal Regulations, Part 26 (49 CFR Part 26), an annual DBE goal must be established for contracts being awarded with federal funds. The STA utilizes federal funds primarily for consulting work in traffic and environmental studies, and marketing and public outreach. A two-step methodology process described in 49 CFR Part 26 must be used to determine the annual DBE goal. Step 1 of the methodology establishes a base figure for the relative availability of DBEs that are ready, willing, and able to participate in DOT-assisted projects. Step 2 relies on the STA's own knowledge of its contracting markets to determine if an adjustment from the base figure is needed. Each methodology is discussed in detail below:

Step 1 Process: Census Bureau Data and DBE Directory (Race Conscious)

The first stage in developing a DBE goal is to develop a market area for which consultants have demonstrated an interest in working in Solano County for projects involving traffic and environmental studies, and marketing and public outreach. A review of STA and Solano County Transportation files on previous Request for Proposals and letters of interest were used to establish a market area. Solano County attracts consultants from both the Bay Area and Sacramento region because of its location. The counties in the market area for which consultants are expected to participate in STA contracts are:

Alameda County	Contra Costa County	Marin County
Napa County	Placer County	Sacramento County
San Francisco County	San Mateo County	Santa Clara County
Solano County	Sonoma County	Yolo County

Work Category Codes (WCC) are used to identify each activity, where WCC 8703 and 8720 is designated for work in traffic engineering, WCC J9510 for environmental quality, and WCC I8740 for management and public relations including marketing. The Step 1 goal, or base figure, is calculated according to work category. For each WCC, the number of certified DBE firms in each of the above counties is divided by the total number of firms in each county as listed in the Census 2000 County Business Pattern. The results are as follows:

WCC C8703 & C8720 Traffic Engineering	2.9%
WCC J9510 Environmental Quality	9.2%
WCC I8740 Management and Public Relations	+ 5.8%
	17.9% / 3 = 6.0%
	Base Figure

An average of the three percentages results in a base DBE goal of 6.0% for Step 1.

Step 2 Process: History (Race-Neutral)

The purpose of the Step 2 analyses is to determine if an upward or downward adjustment to the race conscious goal is justified based on relevant evidence available to the STA. An analysis of DBE participation on the STA's FY 2000/01 projects was conducted to determine if an adjustment to the Step 1 percentages was necessary. The review showed no federal funds was used for environmental studies or public outreach projects; therefore, an adjustment to WCC J9510 and I8740 is not necessary.

However, the STA awarded one federal grant project under the traffic engineering category (WCC C8703 & C8720) during the 2000/01 FY. Of the \$99,625 expended for the contract, \$11,000 was paid out for services performed by a certified DBE. This results in an 11% DBE participation rate for the 2000/01 FY.

This 11% DBE participation rate from 2000/01 can be used to adjust the 2.9% DBE population for WCC C8703 & C8720 from Step 1. The mean of the two percentages results in a 7.0% average.

$$\text{WCC C8703 \& C8720 Traffic Engineering: } \frac{2.9\% + 11\%}{2} = 7.0\%$$

The new percentage of 7.0% for WCC C8703 & C8720 can be averaged with the 9.2% and 5.8% from J9510 and I8740, respectively. The average of these three percentages equals 7.3%, which is the DBE goal for FY 2002/03. There is an upward difference of 1.3% between the Step 1 DBE goal (6.0%) and the Step 2 goal (7.3%).

WCC C8703 & C8720 Traffic Engineering	7.0%	
WCC J9510 Environmental Quality	9.2%	
WCC I8740 Management and Public Relations	+ 5.8%	
	22.0%	/ 3 = 7.3%
		DBE GOAL

Step 2 DBE Goal	7.3%	DBE GOAL
Step 1 DBE Goal	- 6.0%	Race Conscience Goal
	1.3%	Race Neutral Goal

CONCLUSIONS

The DBE goal for FY 2002/03 is 7.3%, which will be achieved using a 6.0% race conscious method and a 1.3% race neutral method.



DATE: July 2, 2002
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Contract Amendments for CTEP Consultants

Background:

On September 12, 2001, the STA Board approved a series of recommendations developed by the Board's appointed Local Funding Subcommittee. These included:

1. Authorize the development of a Countywide Expenditure Plan for Transportation.
2. Authorize the Executive Director to enter into an agreement with Smith, Kempton & Watts for consultant services for an amount up to \$60,000 for a 14 month period beginning on September 13, 2001.
3. Authorize the Executive Director to enter into an agreement with Nossaman, Guthner, Knox & Elliott, LLP to provide legal advice and services for an amount up to \$35,000 for a 14 month period beginning on September 13, 2001.

Discussion:

Over the past six months, the STA staff and its consultant team have been working with the STA Board's Local Funding Subcommittee, CTEP's Management Committee, and the Community Advisory Committee to develop the schedule, process and project specifics of an expenditure plan for transportation. Most of the project specifics were initially identified in the Comprehensive Transportation Plan adopted by the STA Board in May 2002. Will Kempton (Smith, Kempton & Watts) has worked with staff as the lead consultant for the CTEP. The Local Funding Subcommittee and staff is recommending the STA Board authorize an amendment to his contract of \$10,000 to expand his scope of work to include communication and outreach with various regional agencies and environmental groups pursuant to the CTEP. This will increase the total amount of this contract authorized by the STA Board to \$70,000.

Stan Taylor, (Nossaman, Guthner, Knox & Elliott, LLP), was retained to provide specialized legal services to the STA staff pertaining to the creation of the Local Transportation Authority and development of the Retail Transactions and Use Tax to fund the CTEP. Stan Taylor has completed the scope of work for the contract and exceeded the projected budget for this contract. Staff and STA Legal Counsel is recommending the agreement with Nossaman, Guthner, Know & Elliott, LLP be extended through November 5, 2002, the date of the election for an amount not to exceed \$15,000. The contract extension will provide the new Authority, Solano

Transportation Improvement Authority, with the specialized legal services for the completion of the ordinance, development of ballot language, adoption of the programmatic EIR/S, and completion of the CTEP. This will increase the total amount of this contract approved by the STA Board to \$50,000.

Fiscal Impact:

The fiscal impact of these two contract amendments is \$25,000 and will be covered by the STIP/STP swap approved as part of the STA's FY 2002/03 budget.

Recommendation:

Authorize the Executive Director to:

1. Amend the agreement with Smith, Kempton & Watts for consultant services for an amount not to exceed \$10,000 and extend the term of the agreement to November 5, 2002.
2. Amend the agreement with Nossaman, Guthner, Knox and Elliott, LLP, for legal advice and services for an amount not to exceed \$15,000 and extend the term of the agreement to November 5, 2002.

Attachment

LAW OFFICES
NOSSAMAN, GUTHNER, KNOX & ELLIOTT, LLP

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(1888-1984)

WILLIAM E. GUTHNER, JR.
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June 26, 2002

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REFER TO FILE NUMBER
270925 - 0001

JUN 28 2002

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

Re: Nossaman, Guthner, Knox & Elliott, LLP legal services contract dated as of November 2, 2001

Dear Daryl:

As we have discussed, total fees for services rendered through May, 2002, exceed the amount in our current contract. Through that date, fees for services were \$38,402.75 plus cost reimbursements totaling \$336.61. This exceeds the \$35,000 contract amount stated in our contract.

Additional work will be required through the date of the election. At this point, I would estimate that an amendment to our contract to increase the contract amount for legal services by \$15,000 should be adequate to carry us through that date.

Thank you for your consideration of this request. Please address any questions to the undersigned.

Sincerely,



Stanley S. Taylor III
of NOSSAMAN, GUTHNER, KNOX & ELLIOTT, LLP

SST/pmb



DATE: July 2, 2002
TO: STA Board
FROM: Robert Guerrero, Associate Planner
RE: Appointments of Glen Grant as the County of Solano
Representative and Randy Carlson as the City of Fairfield
Representative to the Solano Bicycle Advisory Committee

Background:

The STA's BAC was established by the STA's Joint Powers Agreement to advise the STA Board on planning and funding of bicycle and pedestrian projects throughout the cities and county of Solano. The BAC is a nine-member citizens advisory committee appointed by the STA Board and includes one representative of each of the eight STA member agencies and one member-at-large. Terms are set at three years. The Mayor of each city or Chair of the Board of Supervisors nominates new BAC members for their respective jurisdiction to the STA Board for final appointments to the committee.

Discussion

There are currently four BAC vacancies: City of Fairfield, City of Rio Vista, County of Solano, and City of Vacaville. In June, the City of Fairfield nominated Randy Carlson to be appointed as the new Fairfield representative to the BAC. Mr. Carlson has participated with the BAC for several years as the former Solano County representative and is a participant in the annual Solano Bicycle Classic organizing committee. Also in June, 2002 the Solano County Board of Supervisors nominated Glen Grant to be appointed as the new Solano County representative to the BAC. Mr. Grant is an avid bicycle rider and commutes ten miles from his home in Tolenas to the Vacaville wastewater treatment plant on Elmira Street.

With the addition of Randy Carlson and Glen Grant the membership and terms of the BAC would be as follows:

Jurisdiction	Member	Term Expires
Benicia	J.B. Davis	12-04
Dixon	Jim Fisk	12-03
Fairfield	<i>Randy Carlson</i>	12-05
Member-at-Large	Mick Weninger	12-03
Rio Vista	Vacant	-----
Solano County	<i>Glen Grant</i>	12-05
Suisun City	Michael Segala	12-02
Vacaville	Vacant	-----
Vallejo	Robert Powell	12-03

Fiscal Impact:

None.

Recommendation:

Appoint Randy Carlson and Glen Grant as the City of Fairfield's and Solano County's respective citizen representative to the Solano Bicycle Advisory Committee for a three-year term ending December 2005.



DATE: July 2, 2002
TO: STA Board
FROM: Elizabeth Richards, SNCI Program
Nancy Whelan, Nancy Whelan Consulting
RE: Route 30 Service and Fare Change Public Hearing

Background:

Route 30 is an intercity bus service funded by the Solano Transportation Authority and several of its member agencies. Fairfield-Suisun Transit is contracted to operate Route 30 which has for many years linked the Fairfield Transportation Center and Solano Mall with Vacaville, Dixon and UC Davis. There have been concerns about the route's performance, efficiency and effectiveness.

In April, the Board approved the Consortium's recommendations which included 1) Approve the short-term Route 30 service restructuring concept and related schedule; 2) Request staff to address outstanding issues related to the implementation of the Route 30 restructuring, including fares, specific routing of buses and stops in Sacramento. In June, the Board approved the public hearing be held by the STA Board on July 10, 2002.

Discussion:

The proposed service change includes extending the route to downtown Sacramento, streamlining the route by reducing the number of stops in Vacaville and Dixon, and reducing the number of daily roundtrips from four to three to hold the operating costs at current levels.

The proposed service change is described on the attached public notice. In summary, Route 30 would serve two locations in Fairfield, one location in Vacaville, one location in Dixon, three locations in Davis on the UC Davis campus, and be extended to downtown Sacramento. The goal is to maintain the current strong commuter ridership to UC Davis and to increase ridership overall by serving workers in downtown Sacramento as well. A field test of the proposed schedule is planned for the week of July 8.

A proposed fare structure has been created and was included on the public notice (attached). This was prepared in conjunction with a variety of transit operators to achieve consistency across the county while encouraging ridership on this newly extended service.

To notify existing riders and the general public, public hearing notices were placed on the buses and other locations beginning the week of June 24. Service implementation is tentatively scheduled for either Monday, August 19 or Monday, August 26. The Consortium and STA TAC reviewed and recommended approval of these proposed changes.

Fiscal Impact: The goal of this proposed change is to improve the farebox recovery within the current available resources allocated for this route.

Recommendation:

Approve the following: 1) The initial fare structure as shown on the Attachment; and 2) The service change to streamline and extend the route to downtown Sacramento, reduce the number of daily roundtrips, and reduce the number of stops.

Attachment



Route 30 - Proposed Service and Fare Change Public Hearing

Wednesday, July 10, 2002
7:00 PM

Suisun City Council Chambers
701 Civic Center Drive, Suisun City, CA

The Solano Transportation Authority (STA) is proposing a service change and fare change and invites you to attend a public hearing to provide information, hear comments, and respond to questions about the proposed service and fare changes. Route 30 currently is operated by Fairfield/Suisun Transit under a contract with the STA. Route 30 makes four roundtrips, Monday - Friday, with stops in Fairfield, Vacaville, Dixon and Davis.

The proposed service change includes extending Route 30 to downtown Sacramento, streamlining the route by reducing the number of stops in Vacaville and Dixon, and reducing the number of daily roundtrips from four to three. Morning and evening trips currently oriented for UC Davis would be maintained with minimal schedule modifications.

Proposed Route:

<i>City</i>	<i>Stops</i>
<i>Fairfield</i>	<i>Fairfield Transportation Center, Solano Mall</i>
<i>Vacaville</i>	<i>Davis Street Park and Ride Lot</i>
<i>Dixon</i>	<i>Market Lane Park and Ride Lot</i>
<i>UC Davis</i>	<i>Health Science, Silo, Memorial Union</i>
<i>Sacramento</i>	<i>Downtown</i>

Fares for Route 30 have remained the same since 1997. Route 30 fares have been one of the lowest of any Solano freeway based route. Less than 20% of the actual cost of providing Route 30 service is paid for by the passenger fares. The remaining over 80% is subsidized through transportation funds. The purpose of the fare increase is to reduce the subsidy and make fares more comparable to other transit services.

Proposed Fares:

<i>One Way Trip</i>	<i>Current</i>	<i>August 2002</i>	<i>E & H</i>	<i>Monthly Passes</i>
<i>Fairfield/Vacaville</i>	<i>\$1.25</i>	<i>\$1.75</i>	<i>\$.85</i>	<i>\$44.00</i>
<i>Vacaville/Dixon</i>	<i>\$1.25</i>	<i>\$1.75</i>	<i>\$.85</i>	<i>\$44.00</i>
<i>Dixon/Davis</i>	<i>\$1.25</i>	<i>\$1.75</i>	<i>\$.85</i>	<i>\$44.00</i>
<i>Davis/Sacramento</i>	<i>---</i>	<i>\$1.75</i>	<i>\$.85</i>	<i>\$44.00</i>
<i>Fairfield/Dixon</i>	<i>\$2.00</i>	<i>\$2.25</i>	<i>\$1.10</i>	<i>\$56.00</i>
<i>Vacaville/Davis</i>	<i>\$2.00</i>	<i>\$2.25</i>	<i>\$1.10</i>	<i>\$56.00</i>
<i>Dixon/Sacramento</i>	<i>---</i>	<i>\$2.25</i>	<i>\$1.10</i>	<i>\$56.00</i>
<i>Fairfield/Davis</i>	<i>\$2.25</i>	<i>\$2.75</i>	<i>\$1.35</i>	<i>\$69.00</i>
<i>Vacaville/Sacramento</i>	<i>---</i>	<i>\$2.75</i>	<i>\$1.35</i>	<i>\$69.00</i>
<i>Fairfield/Sacramento</i>	<i>---</i>	<i>\$3.75</i>	<i>\$1.85</i>	<i>\$79.00</i>

If you cannot come to the meeting, but would like to provide either written or verbal comments, feel free to send correspondence to the Solano Transportation Authority, One Harbor Center, Suite 130, Suisun City, CA 94585, e-mail staplan@sta-snci.com, or contact Elizabeth Richards at 707.424.6075.



DATE: July 2, 2002
TO: STA Board
FROM: Dan Christians, Assistant Executive Director/Director of Planning
Janice Sells, Program Manager/Analyst
RE: Solano County Transportation Fair

Background:

Each year, the STA and/or the SNCI ridesharing program has held or actively participated in one or more large special events to promote specific transportation projects, programs, modes or entities in Solano County. Some examples of previous successful events have included:

Groundbreaking for S.R. 37	2002
SCI Rideshare Week (including use of the Solano Mall in 1995)	1992-01
Annual STA Awards program	1997-01
Ribbon Cutting at Solano Bikeway	2001
Groundbreaking at Carquinez Bridge	2000
Groundbreaking at Benicia-Martinez Bridge	1999
Transportation Week (part of Advisory Measure F)	1998
Presentation of SolanoLinks Transit Consortium map and members at Suisun Amtrak Rail Station	1997
Ribbon Cutting for S.R. 12 in Suisun City	1996

Each of these events required substantial investment of STA and member agencies staff time and energy to plan, implement and follow-through on these events. However, each one was a memorable event in the evolution of STA and in improving public awareness of transportation.

With the possible elimination of the traditional Rideshare Week event by MTC this year, STA staff discussed developing an alternative focused event that would involve a number of transportation-related agencies (both public and private sector) in a location that could large numbers of county residents interested in various transportation projects, modes, services and technology.

Discussion:

The STA staff is recommending to organize "Transpo Expo 2002" to promote a unique opportunity for the general public to obtain information and become better educated on current and planned transportation modes, transportation priorities, technologies and services in Solano County. "Transpo Expo 2002" would replace the annual Rideshare Week held in previous years. This event is proposed to be held on Saturday, September 28 from 9:00 a.m. to 9:00 p.m. at Westfield Solano Mall in Fairfield.

STA staff plans to request participation in the event from each member agency including staff from public works, planning, transit and economic development.

To have a successful event, the very detailed planning and implementation schedule would need to commence immediately after approval by the STA Board on July 10.

The preliminary budget is estimated to be \$25,000. Contributions of equipment, tables, chairs, public address systems, printing, entertainment, logistics, etc. would be requested from various agencies and sectors.

Some consultant services would be used to assist with the print media and special radio or cable TV promotions for the event.

A more detailed description of the event will be provided at the meeting. Input from the STA Board is requested.

Fiscal Impact:

The event is expected to cost a total of \$25,000 and the STA's 2002/03 marketing budget (including \$20,000 for SNCI's California Rideshare Week and \$25,000 for SolanoLinks transit marketing) is more than sufficient to cover all STA expenditures. In addition, approximately \$8,000 of estimated fees, sponsorships and in-kind contributions from the public and private sector (i.e. cities, chambers of commerce, Westfield Solano Mall etc.) would help offset some of the costs.

Recommendation:

Authorize the STA staff to: 1.) Develop a Countywide Transportation Fair to be held on September 28, 2002 at Westfield Solano Mall in Fairfield; 2.) Approve a budget of \$25,000 for the event; and 3.) Request various public and private sponsors and exhibitors.



DATE: July 2, 2002
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Draft Priority Projects for FY 02/03 and FY 03/04

Background:

Each year, the Solano Transportation Authority (STA) identifies and updates its priority projects. These projects provide the foundation for the STA's annual work plan for the forthcoming fiscal year. On May 17, 2002, the STA Board held a retreat to discuss the development of the County Transportation Expenditure Plan and to develop a list of priority projects.

At the Board retreat, staff presented a status report for each of the current priority projects. In addition, staff provided a summary of core, current and proposed projects for the range of the STA's programs and areas of responsibility (administration/budget, marketing/public information/legislation, planning, project development/funding, rideshare, and transit). For purposes of clarification, core responsibilities were defined as functions and activities that are essential to the specific program. A current priority project was defined as an activity that is currently underway, is funded, and has been authorized by the STA Board. A proposed project was defined as having been identified in the recently completed Comprehensive Transportation Plan and/or requested by a member agency or Board Member.

Discussion:

A draft list of priority projects has been developed for each of the next two fiscal years (FY 2002/03 and FY 2003/04), consistent with the development of the STA's two-year budget.

Staff presented the TAC with an overview of the STA's priority projects for 2002/03 and 2003/04 at their May meeting and in June the TAC recommended forwarding the draft list of priority projects to the STA Board

Fiscal Impact:

The fiscal impacts for these priority projects are reflected in the STA's FY 2002/03 and 2003/04 budget.

Recommendation:

Approve the STA's Priority Projects for FY 2002/03 and 2003/04

Attachment

**SOLANO TRANSPORTATION AUTHORITY
PRIORITY PROJECTS FOR FY 2002/03 & 2003/04**

PRIORITY PROJECTS (LEAD AGENCY)	FUND SOURCE (S)	2002- 2003	2003- 2004
1. I-80/680/SR 12 Interchange (STA Lead) A. Interchange Master EIR/EIS 1. Old Cordelia Concept Plan as part of South Parkway B. North Connector EIR/EIS and Concept Plan C. Cordelia Truck Scales Study	TCRP, RTIP, STIP/STP Swap	X	X
2. I-80/680 Auxiliary Lane Project (Caltrans)	ITIP, STIP-TAP	X	X
3. I-80-SR 12 West-Truck Climbing Lane Project (Caltrans)	SHOPP STIP-TAP	X	X
4. I-80 HOV Project Study Report (Caltrans)	Caltrans Planning	X	
5. I-80 Widening PA/ED (Vacaville to Dixon) (Caltrans)	ITIP	X	X
6. I-80/680/780 Corridor Study (includes HOV Study) (STA Lead) A. Segments 6&7 Study (Tier 1 & 2) B. Segments 2, 3, 4, & 5 Study	TCRP, SP&R, STIP/STP Swap	X	X
7. Benicia-Martinez and Carquinez Bridges (Caltrans)	RM-1	X	X
8. Highway 37 Project (Caltrans) A. Phases I, II, III, and Landscaping	ITIP, RTIP	X	X
9. Highway 12- Jameson Canyon (Caltrans)	TCRP, ITIP, STIP-TAP	X	X
10. Highway 12 SHOPP Projects (Caltrans)	SHOPP, STIP-TAP	X	X

PRIORITY PROJECTS (LEAD AGENCY)	FUND SOURCE (S)	2002-2003	2003-2004
11. Highway 113 SHOPP Project (Caltrans)	SHOPP STIP-TAP	X	X
12. Jepson Parkway Project EIS/EIR (STA)	Fed. Earmarks, RTIP, Local \$	X	X
13. Red Top Slide SHOPP Project (Caltrans)	SHOPP, STIP-TAP	X	X
14. Capitol Corridor Rail Facilities- Fairfield/Vacaville Station, Benicia Station, Dixon Station, and track improvements (Local Agencies, CCJPA)	ITIP, RTIP, ADPE-STIP Local \$	X	X
15. Commuter Rail Studies A. Commuter Rail to BART (sBART) (BART) B. Sacramento Commuter Rail Study (RTD) C. Napa/Solano Rail Study (NCTPA)	A. STAF B. STAF C. STAF, Local \$	X	X
16. I-80/680/780 Transit Corridor Study (STA)	PCRP, STAF	X	X
17. Baylink Ferry Support and Operational Funds (Vallejo)	RTIP, Fed. Earmarks, Local \$	X	X
18. Implementation of Countywide Bicycle Plan Priority Projects A. Solano Bikeway Feasibility-Phase 2 (Fairfield) B. Jepson Parkway Bikeway (Suisun City) C. Dixon-Davis Bikeway Phase 4 (Dixon) D. Benicia Bike State Park/780 (Benicia)	A. TDA-ART 3 B. TLC, STIP, CMAQ C. TDA- ART 3 D. TBD	X X X X	X X X X

PRIORITY PROJECTS (LEAD AGENCY)	FUND SOURCE (S)	2002-2003	2003-2004
19. Countywide Trails Plan (STA & County) <ul style="list-style-type: none"> A. Phase 3 Plan B. Implementation for Phase 1 C. Phase 2 Permit 	A. TDA-ART3, YSAQMD B. TBD C. Bay Trails Program, State TEA	X X X	X X
20. Solano Napa Commuter Information Program (STA) <ul style="list-style-type: none"> A. New STA-SNCI Logo B. Marketing Plan C. Incentives Program D. Guaranteed Return Trip Program 	RIDES/MTC TFCA-BAAQMD YSAQMD	X X X X	X X X
21. Provide Staff support for STIA AND CTEP (STA) <ul style="list-style-type: none"> A. Public Information for CTEP B. Support of STIA Board 	STIP/ STP Swap, 3% Planning STAF	X X	X
22. Enhanced Transit Service (STA) <ul style="list-style-type: none"> A. Route 30 Service B. Solano Paratransit 	TDA, YSAQMD, STAF, Local \$	X X	X X
23. Enhanced STA Marketing/Public Information Program (STA) <ul style="list-style-type: none"> A. Website B. Transportation Fair 	Sponsors, TFC	X X	X
24. Monitor Delivery of Local Projects (STA)	STIP-PPM	X	X

NEW AND/OR UNFUNDED PRIORITIES	Fund Source	2002/03	2003/04
25. SR 113 MIS (STA Lead)	TBD		X
26. Update of Countywide Traffic Safety Plan (STA)	TBD		X
27. Union Street/Main Street Re-opening Study (STA)	TBD	X	
28. Develop Local Interchange and Highway Landscape Policies (STA)	General Fund	X	
29. Solano Works Plan Implementation (STA)	TBD	X	X
30. Development of STA's TLC Program (STA) Start after January 1, 2003 A. TLC program and implementation plan B. Land Use Strategies-TLC Best Practices C. TLC Conference (with YSAQMD) spring of 2003.	Regional TLC, CMAQ, STP, Enhancements	X X X	X
31. Countywide Senior and Disabled Transit Study-Paratransit (STA)	STAF, PCRFP	X	X
32. Transit Consolidation Study (STA)	STAF		X
33. Regional Impact Fee Study (STA)	TBD		X
34. Development of Traffic Management Plan/ITS (STA)	TBD		X
35. Highway 12 Bridge Study (STA)	TBD		X



DATE: July 2, 2002
TO: STA Board
FROM: Dan Christians, Director for Planning
Mike Duncan, Director for Projects
RE: I-80/I-680/I-780 MIS/Corridor Status Report

Background:

Since January 2001, the STA has been working with project consultants and Caltrans to complete the *I-80/I-680/I-780 MIS/Corridor Study*. The MIS/Corridor Study has been divided into 7 segments for more efficient and effective evaluation. The Segment 1 study is complete and moving into the PA/ED phase of project development. The study for Segments 6 and 7 is underway with public meetings scheduled for June and July in Dixon, Fairfield and Vacaville. The STA Board approved initiating a Request for Proposal for Segments 2-5 with the goal of starting this study immediately after the completion of the Segments 6 and 7 study.

Discussion:

Segment 1: Two "independent" projects evolved from the Segment 1 study – the I80/680/12 Interchange and the North Connector projects. Both projects are in the PA/ED phase of project development and are funded with separate TCRP grants. A joint venture of MTCo/Nolte was selected for the I80/680/12 Interchange PA/ED and Korve was selected for the same effort on the North Connector.

The pre-audit approval for the MTCo/Nolte team is expected in early July and pre-audit approval for Korve is expected in late July. TCRP Cooperative Agreements have been signed by STA and funding should be available in early July. Contract work for each project will commence after the Cooperative Agreements are returned from Caltrans, pre-award audits are completed, and contracts signed.

Segments 6 and 7: Korve Engineering is preparing the study for Segments 6 and 7. Korve started this effort in March and over the last two months completed the Draft Existing Conditions Report. This report is the first step in the study and provides the baseline existing conditions for this portion of the corridor. The first round of public input meetings are scheduled for June/July and the Draft Report is anticipated in September. The Final Report is scheduled for completion in November/December 2002.

Segments 2 through 5: At the June 12, 2002 meeting, the STA Board approved initiating a Request for Proposal to select a consultant to complete the Corridor Study for Segments 2 through 5. The study will commence immediately after completion of the study for Segments 6 and 7; however, the RFP will be issued in July/August due to the lead times for

issuing the Request for Proposal, selecting a consultant, and completing a Caltrans Pre-Award Audit for the consultant.

Fiscal Impact:

I-80/I-680/SR12 Interchange Project

The Cooperative Agreement for the I-80/I-680/SR12 Interchange Project (District Agreement No. 4-1905-C) authorizes Caltrans to reimburse STA up to \$8,100,000 (\$9,000,000 minus \$900,000 for Quality Assurance) in TCR funds for the Project Report and Environmental Documents for this project. Additionally, \$360,000 (\$400,000 minus \$40,000 for Quality Assurance) in STIP funds have also been allocated for the PR/ED for this project and will be used for the new traffic model. The cost for the Mark Thomas/Nolte Associates Team to prepare the Project Report/Environmental Document for the I-80/680/SR 12 Interchange is estimated to not exceed \$6,500,000. The total reimbursable amount for allowable expenses is \$8,460,000. In addition to consultant expenses, the STA can recover in-house staff costs directly associated with the project.

North Connector Project

The Cooperative Agreement for the North Connector Project (District Agreement No. 4-1904-C) authorizes Caltrans to reimburse STA up to \$2,700,000 (\$3,000,000 minus \$300,000 for Quality Assurance) in TCR funds for the Project Report and Environmental Documents for this project. The cost for Korve Engineering to prepare the Project Report/Environmental Documents for the North Connector project is estimated to not exceed \$2,200,000. As with the I-80/I-680/SR12 Interchange Project, the STA can recover in-house staff costs directly associated with the project in addition to the allowable consultant expenses.

Segments 6 and 7

The original contract cost was set at \$150,000 of TCRP funds to conduct a mainline evaluation for Tier 1 of Segments 6 and 7. However, this did not include funds for evaluation of at least twelve local interchanges that will be conducted in a proposed Tier 2 evaluation to occur later in 2002. A contract for approximately \$150,000 of STIP/STP swap funding will be used for the Tier 2 work. As with the I-80/I-680/SR12 Interchange Project and the North Connector Project, the STA can recover in-house staff costs directly associated with the project in addition to the allowable consultant expenses.

Segments 2 through 5

The estimated cost of the *I-80/I-680/I-780 MIS/Corridor Study* for Segments 2-5 is \$575,000. The study will be funded with a State Planning and Research (SP&R) Grant (\$300,000), Local Match from in-kind services (\$75,000) and Federal STP Planning Funds (\$200,000). STA recently received approval of the SP&R Grant.

Recommendation:

Informational.



DATE: July 2, 2002
TO: STA Board
FROM: Mike Duncan, Director of Projects
RE: Highway Projects Status Update
1.) Highway 37
2.) Highway 12 Jameson Canyon & 12/29 Interchange
3.) Highway 12 SHOPP Projects

Background:

The attached Project Status Report provides an update on the latest activities for the referenced projects.

Discussion:

All projects are moving ahead. The Caltrans team for the Jameson Canyon project has agreed to work closely with the I80/680/12 Interchange team and the North Connector team to coordinate efforts on the environmental studies and public outreach that may be common to all of the projects. FHWA has approved 2030 as the Traffic Horizon Year for the Jameson Canyon project. The same traffic horizon year will also be used for the Interchange and the North Connector projects.

Recommendation:

Informational.

Attachment

PROJECT STATUS REPORTS - 06/07/02

(Please note that bold type indicates new or edited items)

HIGHWAY 37 (ALL PHASES)

Background:

- The Hwy 37 Project is divided into two phases:
 - a) Phase 2 includes "4-laning" from Napa River bridge to the Hwy 29 intersection.
 - b) Phase 3 includes the Hwy 37 / Hwy 29 Interchange
- This project has absorbed much of Solano County's STIP budget for the last 10 years.

Recent Activity:

- The construction of Phase 2 is progressing (started in March 2002). The contractor is OC Jones.
- The microtunnelling (Rados Const.) is complete, and the sewer was commissioned at the end of May 2002. OC Jones was not delayed.
- Phase 3 final PS&E are being prepared. Phase 3 will be submitted at June CTC meeting.

Next Steps:

- Phase 3 will be advertised for construction in summer/fall 2002. Construction is scheduled to start in February 2003.
- Caltrans will prepare scope and budget for the highway planting plan for Phases 2 & 3 (after May 2002). Caltrans has processed \$2.8M from Phase 3 funds for highway planting (will be submitted to June CTC).
- Mediation for the sewer line will be held on July 01 & 02, 2002.

Issues:

- Cost of Force Account work for Rados was approximately \$2M. Total project cost will include delay claims etc, to be determined by mediation.
- Responsibility for the project \$ overrun to be determined by mediation.

Action Items:

- Monitor the sewer relocation mediation/arbitration.

Comments:

- It would be prudent to anticipate at least \$3M cost overrun for the sewer. Final costs will not be known until after the end of mediation/arbitration in July 2002, and could vary from \$0 to \$5M.

- Caltrans has allocated \$2.8M for highway landscaping and planting. The City of Vallejo sees Highway 37 as a gateway to the City, and would like it landscaped accordingly.

HIGHWAY 12 (JAMESON CNYN) & 12/29 INTERCHANGE

Background:

- Caltrans is preparing PA&ED (Project Report and Environmental Document) for Highway 12 (Jameson Canyon) and the 12/29 Interchange. After PA&ED Caltrans will prepare PS&E, and the construction bid documents.
- Project consists of "4-laning" Highway 12 through Jamieson Canyon from the interchange with I-80 to the intersection with SR 12. The Project includes the 12/29 interchange
- Caltrans original schedule anticipates environmental clearance in 2005, and construction in 2009.

Recent:

- Caltrans has obtained the majority of the rights of entry needed for the environmental process.
- A meeting was held on 05/06/02 to discuss traffic issues, purpose & need, and to enhance coordination with north connector & I80/680 Interchange. For each of the three projects (Jamieson, I80/680 Interchange, & North Connector) it was agreed that:
The traffic horizon year will be 2030.
The no build for each project will assume the other two projects are constructed.
- A meeting was held at the end of May 2002 with FHWA to confirm the above decisions.

Next Steps:

- Meeting in June 2002 with resource agencies to start NEPA 404 process.
- Continuing with the environmental document and draft design.

Issues:

- Coordination with I-80 / I-680 project and north connector project. Consistency for the three Environmental Documents is critical.
- Caltrans is trying to prepare a draft environmental study by fall 2003. This is a more aggressive schedule, and if achieved, will facilitate applying for STIP funding in 2004 and will shorten the project schedule.
- Napa County's interim project to improve the Hwy 12/29 intersection is proceeding in expectation of securing funding from Caltrans. Construction scheduled for 2004.
- Napa County's interim 12/29 intersection project shows current LOS F. The interim project will upgrade the intersection to LOS D, but the intersection will return to LOS F by 2015.

Action Items:

- Continue to work with Caltrans to identify potential cost and schedule reductions.

- Continue to coordinate with the adjacent North Connector & I80/680 Interchange projects.
- Continue to encourage Caltrans to prepare draft environmental studies by fall 2003.

Comments:

- It is important that a detailed schedule for the environmental process is created, adopted, and followed by Caltrans. Citizen's groups in Napa are expressing concerns about the schedule (construction 2009 – 2012), and asking if it can be accelerated.
- Caltrans is always very reluctant to commit to an expedited schedule, however if the draft studies are completed in 2003, then the approved Environmental Document should be completed in 2004.
- If ED is complete in 2004, then Design & R/W should be complete by 2007 (and construction could start in 2007). Funding availability will probably control the schedule.

HIGHWAY 12 SHOPP PROJECTS

This work has been divided into 3 separate projects:

- 1) EA OT0900 – Road Rehabilitation from Scandia to Denverton Overhead (6.8 miles).
- 2) EA OT1010 - Road Rehabilitation from Denverton Overhead to Currie Road (5.9 miles).
- 3) EA OT1021 – Replacement of Round Hill Creek Bridge.

Background:

- EA OT0900 – Scandia to Denverton – project consists of road rehabilitation, profile improvement, shoulder widening, drainage modifications.
- EA OT1010 – Denverton to Currie – project consists of overlay, profile improvement, turn lane, intersection widening, drainage modifications.
- EA OT1021 – Replacement of Round Hill Creek Bridge – this was originally part of the Denverton to Currie section but required an expedited schedule.

Recent Activity:

- The Fairy Shrimp surveys are currently the critical path for the two projects in the PA/ED phase. Caltrans met in the field with USFW and have agreement to do dry season surveys. Communication channels between Caltrans & USFW now open. Schedule unchanged.
- EA OT0900 – Scandia to Denverton – preliminary design is underway; NegDec/FONSI under preparation.
- EA OT1010 – Denverton to Currie – preliminary design is underway; NegDec/FONSI under preparation.
- EA OT1021 – Replacement of Round Hill Creek Bridge – the contract was awarded to Parnum Paving and construction started in March 2002.

Next Steps:

- EA OT0900 – Scandia to Denverton – prepare preliminary design and NegDec/FONSI.
- EA OT1010 – Denverton to Currie – prepare preliminary design and NegDec/FONSI.
- EA OT1021 – Replacement of Round Hill Creek Bridge – continue construction (started March 2002).

Issues:

- EA OT0900 – Scandia to Denverton – delays due to entry permit difficulties and possible presence of fairy shrimp. Schedule anticipates PA & ED complete in 2004 and start construction in 2006.

- EA OT1010 – Denverton to Currie – delays due to entry permit difficulties and possible presence of fairy shrimp. Schedule anticipates PA & ED complete in 2004 and start construction in 2006.
- EA OT1021 – Replacement of Round Hill Creek Bridge – 1999 report identified essential bridge work, hence the expedited schedule.
- A court order is being processed to allow rights of entry for fairy shrimp studies.

Action Items:

- Continue to monitor project progress and identify any critical issues.

Comments:

- EA OT0900 – Scandia to Denverton – total anticipated cost is \$11.5M. Amount of allocated SHOPP funding is \$8.5M. Apparent shortfall of \$3M. The fairy shrimp survey has become the critical path for this project.
- EA OT1010 – Denverton to Currie – total anticipated cost is \$25M. Amount of allocated SHOPP funding is \$25M. The fairy shrimp survey has become the critical path for this project.
- EA OT1021 – Replacement of Round Hill Creek Bridge – total anticipated cost is \$1.7M. Amount of allocated SHOPP funding is \$1.7M. Construction started in March 2002.

I-80 DIXON WIDENING

Background:

- Project scope includes widening I-80 from 6 lanes to 8 lanes from Vacaville to Davis (i.e. closure of gap in 8-lane freeway). The widening will be from Meridian Road in Vacaville to Pedrick Road in Dixon
- The work will include widening the freeway to the outside, and upgrading the median & the barriers.

Recent Activity:

- Aerials have been flown, supplementary ground shots have been taken, mapping is being prepared.
- Caltrans starting preparation of Environmental Document (ND?) and Project Report.
- This project is funded by ITIP, but the funding will be reduced. The funding will be sufficient to complete PA&ED, but not PS&E.
- The schedule is: Complete PA&ED – Aug 2003
- Funding for PS&E and Construction is not currently available.

Next Steps:

- Caltrans has been requested to provide cost comparisons for the different median treatments (promised for June 2002).
- The oleander / median issue will be discussed as an item during the I-80 Corridor Study (Segments 6 & 7).
- The City of Dixon has 4 interchanges with I-80 and would like the Corridor Study to look at the Interchange geometrics. It is currently intended that only Solano County's regional interchanges (including Hwy 113) will be included in the corridor study. The scope of the corridor study will be expanded to include the other interchanges.

Issues:

- ITIP funding has been allocated to take the project through environmental process (PA&ED). Funding for the design (PS&E) and construction phases has not yet been identified. The estimated construction cost is \$51M.
- The treatment of the median is a "hot potato" in Solano County. Caltrans would like to remove the oleanders and construct a concrete median barrier.
- If City of Dixon wants the Interchanges upgrading, they will have to contribute funding.

Action Items:

- Need decision on oleanders in the medians. This will be discussed with Solano County Local Agencies during the meetings for

Segments 6 & 7 of the I-80 Corridor Study. Caltrans is providing cost estimates for the various alternatives.

Comments:

- Caltrans has reduced ITIP for this project, but will complete PA&ED. Formerly \$7M was ITIP available, the new funding figure is not yet available.
- Construction could be in stages if funding is restricted.
- City of Dixon wants input / approval from Caltrans for the Interchange Geometrics. The minimum document that Caltrans can approve is a PSR (or PSR/PDS); the City does not have funding for the four PSRs that would be required. The Corridor Study will look at the Interchange Geometrics (although it should be noted that this will be a guide, not a definitive document).
- Caltrans has confirmed that a \$750K Minor A maintenance project will be opened for Hwy 113



DATE: July 2, 2002
TO: STA Board
FROM: Janice Sells, Program Manager
RE: Legislative Update

The attached Legislative Matrix has been updated with most recent activity on identified bills.

Discussion:

California State Budget – As of this date the State Budget has not been approved by the Assembly, which must have a 2/3 vote. Expected transportation issues are contained in SB 1834 which would refinance the Traffic Congestion Relief Fund through a \$474 million loan from the State Highway Account to the TCRF (to be paid back with interest by 6/30/07), establish cash management of the TCRF, State Highway Account (SHA), and Toll Bridge Seismic Retrofit Account, authorize a \$173 million loan to the General Fund from the SHA (to be paid back with interest by 6/30/05), and state legislative intent that new loans shall not delay the delivery of transit projects that are funded by SHA or TCRF.

While the total amount of the transfers from dedicated transportation to the State General Fund accounts exceed \$1 billion, the State Department of Finance and Caltrans believe that these shifts will not impact the delivery of scheduled transportation projects.

The following bills have also been amended:

SB 545 (McClintock) Requires the Department of Transportation, on or before January 1, 2004, to establish standards for the evaluation of HOV lanes. This bill has been re-referred to the Assembly Appropriations Committee. Bill was placed in the suspense file.

SB 873 (Torlakson) Would codify for the Regional Transit Expansion Program for the San Francisco Bay Area as established by the Commission. This bill was amended and re-referred to the Assembly Transportation Committee. Passed out of Committee on June 24.

SB 1491 (Perata) Would establish the San Francisco Bay Area Regional Transit Policy Board and would merge the regional transit coordinating council into the board. This bill in the Assembly Transportation Committee and was pulled by author.

Other issues of interest:

SB 1243 (Parata) Would require MTC to assume the Land Use responsibilities of the Association for Bay Area Governments. This bill has been double referred and was heard in the Assembly Local Government Committee on June 26 and has been suspended.

Recommendation:

Informational

Solano Transportation Authority
2002 Legislative Matrix
July 1, 2002

State Legislation

State Legislation Bill/Author	Subject	Status	Position
AB 419 (Dutra) Transportation: Design – Build Contracts	This bill would authorize until January 1, 2010, certain transportation authorities to enter into certain design-build contracts. The bill would require the transportation authorities to use a design build process for bidding on transportation projects, including a requirement that certain information be verified under oath. The bill would require authorities to report to the Legislature regarding implementation of the design-build process. It would also authorize the department until 1/1/10, to enter into 3 design-build contracts, as defined, for the design and construction of transportation projects that are funded from the Traffic Congestion Relief Fund and have a total capital cost of not more than \$25,000 each.	SEN Transportation (Hearing canceled at the request of author)	
AB 666 (Dutra) Acceleration of Highway Projects	This bill , <i>until January 1, 2007</i> , would establish a coordinated environmental review process for three rail passenger capacity enhancement demonstration projects on corridors with intercity and commuter passenger and freight service. The bill would require the projects to be selected <i>identified for selection</i> by the department, subject to the approval of the California Transportation Commission , <i>in accordance with specified criteria, and would provide for the department to be the lead agency</i> . The bill would require each state resources agency with jurisdiction over approval or permitting of a selected project to participate on a project team in the development of schedules and plans for construction for the project, and would <i>require the department to</i> encourage similar participation by federal resources agencies. The bill would provide for the department to be responsible for any associated costs of staff of those participating agencies relative to project approval <i>provide staff support for the demonstration projects to the extent funds are identified for this purpose</i> . The bill would require each state resources agency to complete its review and determination for each project pursuant to deadlines established by law or regulation, and would provide that a project application or permit is deemed approved if the deadline is not met. The bill would enact other related provisions (Amended 6/19/02)	SEN Transportation (passed)	
AB 1296 (Thomson) Transportation: Commuter Rail	This bill would expand the purposes for which \$35,000,000 may be expended to include intercity rail service and would specify that the service is to be between the Cities of Auburn and Dixon. <i>This bill would authorize one or more local agencies, as</i>	SEN Transportation	Support

	Cities of Auburn and Dixon. <i>This bill would authorize one or more local agencies, as described, to undertake a study or a joint study concerning the feasibility of extending commuter Rail or intercity rail services beyond the City of Davis to the City of Dixon (Amended 4/24/02)</i>	(to third reading)	
AB 2391 (Canciamila) Transportation Development Act	This bill would authorize the Director of Transportation to increase the percentage of funds transmitted by the State Board of Equalization to counties with a population of less than 1,000,000 persons, if the director determines it to be in the best interest of regional and state transportation planning to do so. Existing law authorizes the amount allocated to a transportation planning agency to be up to 70% of its non-federally reimbursed costs for regional transportation planning.	ASM Transportation (re-referred to Committee)	Watch
AB 2535 (Diaz) Congestion	This bill would require the department, within existing resources, to collect, analyze, and summarize the highway congestion data for District 4 and make it available to specified agencies. (Amended 6/25/02)	SEN Appropriations (referred to committee)	Support
AB 2788 (Longville) Passenger Rail, Safety and Modernization	This bill would enact the Passenger Rail Improvement, Safety and Modernization Bond Act of 2002, which, subject to voter approval would provide for the issuance of general obligation bonds in the amount of \$500,000,000, the proceeds of which would be used for the purpose of funding improvements to the state's passenger rail system.	ASM Appropriations (in committee, held under submission)	Support
SB 545 (McClintock) High-Occupancy Vehicle Lanes	This bill would require the Department of Transportation, on or before January 1, 2003- 2004, with respect to only those highways under its jurisdiction, to evaluate and establish standards for <i>the evaluation of the effectiveness of</i> all existing HOV lanes in accordance with specified criteria and to evaluate all other HOV lanes that have been established for at least 2 years in accordance with relevant criteria. The bill would require that the department's engineering estimates include a traffic model study comparing the alternatives of establishing an HOV lane, establishing a high-occupancy toll lane, as defined, establishing a mixed-flow lane, or not establishing additional lanes. The bill would require that the analysis results of the study and a description of the methodology used for the study be completed and documented. Certification of competency of the analysis results and methodology for an HOV lane project would be required for inclusion of the project in the state transportation improvement plan. The bill would require that a copy of the analysis results and methodology description be submitted to the Governor and the Legislature within 6 months of completion. (Amended 6/4/02)	ASM Appropriations (placed in suspense file)	
SB 873 (Torlakson) San Francisco Bay Area Regional Transit Expansion Agreement	This bill would set forth the Regional Transit Expansion Program for the San Francisco Bay area as established by the commission. (Amended 6/17/02)	ASM Appropriations (passed out of committee)	

<p>SB 1243 (Torlakson) Merging of MTC and ABAG</p>	<p>This bill would on January 1, 2004, require the commission to be renamed as the Bay Area Land Use and Transportation Commission and to assume land use responsibilities of the Association for Bay Area Governments. The bill would require the new commission to adopt a long-range policy plan on or before January 1, 2005, and each 5 years thereafter. The bill would also require the commission, on or before January 1, 2005, to present to the Legislature a blueprint for combining regional functions. By increasing the duties of a local agency, the bill would impose a state-mandated local program. <i>or before</i> January 1, 2004. . (Amended 5/16/02)</p>	<p>SEN Appropriations (suspended)</p>	<p>Oppose</p>
<p>SB 1262 (Torlakson) Streets and Highways: local transportation capital improvement projects</p>	<p>This bill would provide <i>until December 31, 2009</i>, for county with more than 200,000 residents that not less than 40%-5% of the funds available for regional improvements shall be used for county transportation incentive programs that reward local jurisdictions that promote new development programs that reduce traffic congestion, provide a better balance of other developments that are within walking distance of local schools, shops, and businesses. The bill would require each county transportation program to base its awards on certain criteria. <i>The bill would require the Department of Transportation, in collaboration with the Department of Housing and Community Development, to issue-submit an evaluation report evaluating this program to the Legislature by December 31, 2009.</i> (Amended 4/23/02)</p>	<p>SEN Appropriations (held in committee and under submission)</p>	<p>Oppose</p>
<p>SB 1491 (Perata) Transportation: San Francisco Bay Area Regional Transit Policy Board</p>	<p>This bill would establish the San Francisco Bay Area Regional Transit Policy Board and would merge the regional transit coordinating council into the board. The bill would provide that the board would be a successor organization to the council and would assume the council's functions and would provide advice to the Metropolitan Transportation Commission on regional transit planning and expansion issues, thereby imposing a state-mandated local program.</p> <p>The bill would provide for the membership of the board and would require the board to develop short-term, medium-term and long-term master regional transit plans. The bill would require the board, after complying with certain requirements, to submit the plans to the commission. The bill would require the commission to consider the plans and to comply with specified procedural requirements if it elects to amend any provision of the plan, thereby imposing a state-mandated local program. The bill would specify that costs incurred by the commission in discharging these functions be paid solely from funds allocated to it for the conduct of the transportation planning and programming process.</p> <p>The bill would require any regional transit expansion policy adopted by the</p>	<p>SEN Appropriations (pulled by author)</p>	<p>Watch</p>

	<p>commission on or after July 1, 2005, to be consistent with the plans, except as specified.</p> <p>The bill would require each agency or operator that appoints a member to the board to make specified monetary and staff support contributions to the board on an annual basis. The bill would require the board to use these funds to cover any costs incurred under these provisions and would require the board to endeavor to complete the specified work elements subject to the budgetary constraints. The bill would provide that the board is under no obligation to exceed the funds available in performing the work specified in the bill. The bill would provide that these funds would be considered in full satisfaction of any in lieu of any reimbursable mandate claims relating to work effort incurred pursuant to the bill. The bill would provide that these provisions would become inoperative on July 1, 2003 if less than 10 members have been appointed to the board by that date. (Amended 5/30/02)</p>		
<p>SB 1492 (Parata) Transportation Metropolitan Transportation Commission ∞</p>	<p>This bill would impose a state-mandated local program by requiring MTC to establish certain goals and measurable objectives for <i>planning corridors and subcorridors</i> and to establish performance measurement criteria to evaluate certain new transportation projects and programs in, the regional transportation plan. The bill would provide that, if the commission finds that in order to carry out the performance measurement criteria, goals, and objectives it intends to submit or submits an application for funds to the State Mandates Commission, it would not be required to meet these requirements. Existing law authorizes the San Francisco Bay Area Rapid Transit District to impose a transaction and use tax for specified purposes. Certain revenues from the tax are required to allocate 75% to MTC of the San Francisco Bay Area Rapid Transit District, the City and County of San Francisco, and the Alameda Contra Costa Transit District for specified uses. This bill would require <i>specify that all costs incurred by the commission in discharging these functions shall be paid solely from funds to utilize funds from these revenues to cover any costs associated with the satisfaction of, and in lieu of, any reimbursable work effort incurred allocated</i> to it for the conduct of the transportation planning program. This bill would provide that if the Legislature finds there is no mandate contained in the bill that will result in costs incurred by a local agency or school district for a new program or higher level of service, which require reimbursement pursuant to these constitutional and statutory provisions. (Amended 5/14/02)</p>	<p>ASM Transportation (passed)</p>	<p>Watch</p>
<p>SCA 3 (Karnette) Transportation: Motor Vehicle Fuel Taxes: additional uses</p>	<p>This bill would amend the State Constitution to expressly authorize capital, maintenance, and operating costs for public mass transit vehicles as a purpose for which revenues from motor vehicle fuel taxes and motor vehicle fees and taxes may be expended.</p>	<p>SEN Transportation (Failed passage in committee –</p>	<p>Watch</p>

	expended.	Reconsideration granted)	
SCA 5 (Torlakson) Local Government: Sales Taxes: Transportation and Smart Growth Planning	This measure would amend the State Constitution to authorize a local government <i>the county, city and county, or the Metropolitan Transportation Commission</i> , with approval of a majority of its voters voting on the proposition, to impose a special tax <i>for the privilege of selling tangible personal property at retail</i> that it is otherwise authorized to impose, if the tax is imposed exclusively to fund transportation projects and services <i>and smart growth planning</i> . (Last amended 2/13/02)	SEN Appropriations (Amended and re-referred to committee)	
SJR 36 (Murray) Federal Highway Funding	This measure would support the efforts of the House of Representatives and the United States Senate to restore federal highway funding for 2003 to the levels anticipated in the Transportation Equity Act for the Twenty First Century.	Chaptered	Support

Solano Transportation Authority
2002 Legislative Matrix
May 21, 2002

Federal Legislation

Federal Legislation Bill/Sponsor	Description	Status	Position
HR 3694 (Young) Highway funding Restoration Act	This bill would provide for highway infrastructure investment at the guaranteed funding level contained in the Transportation Equity Act for the 21 st Century	HOUSE Transportation and Infrastructure (referred to the Committee on Environment and Public Works)	Support
S 1917 (Jeffords) Highway funding Restoration Act 00	This bill would provide for highway infrastructure investment at the guaranteed funding level contained in the Transportation Equity Act for the 21 st Century	SENATE (referred to the Committee on Environment and Public Works)	Support
S 1991 (Hollings) National Defense Rail Act	This bill would establish a national rail passenger transportation system, reauthorize Amtrak, improve security and service on Amtrak, and to promote and fund passenger rail services throughout the country. This bill would allocate \$4.6 billion annually.	SENATE Committee on Commerce, Science and Transportation (ordered to be reported with an amendment in the nature of a substitute favorably)	Support

BILL NUMBER: SB 1834 AMENDED
BILL TEXT

AMENDED IN SENATE JUNE 24, 2002
AMENDED IN SENATE JUNE 6, 2002

INTRODUCED BY Committee on Budget and Fiscal Review

FEBRUARY 22, 2002

An act to amend Sections 14556.5, 14556.8, and 14556.9 of, and to add and repeal Section 14556.75 of, the Government Code, to add Section 99310.6 to the Public Utilities Code, and to amend Sections 183, 188.10, 2182, and 2182.1 of, and to add Section 183.3 to, the Streets and Highways Code, relating to transportation, and declaring the urgency thereof, to take effect immediately.

LEGISLATIVE COUNSEL'S DIGEST

SB 1834, as amended, Committee on Budget and Fiscal Review.
Transportation: funding.

(1) Existing law, the Traffic Congestion Relief Act of 2000, creates the Traffic Congestion Relief Fund (TCRF). The purpose of the act is to relieve traffic congestion, provide additional funding for local street and road deferred maintenance, and provide additional transportation capacity in high growth areas of the state.

Under the act, the Legislature may authorize loans to the TCRF from the State Highway Account, not to exceed a cumulative total of \$180,000,000, for projects that are eligible for grants from the TCRF.

This bill would increase the cumulative total of the loan that the Legislature may authorize from the State Highway Account to the TCRF to \$654,000,000. The bill would require interest to be paid from the General Fund to the TCRF, for transfer to the State Highway Account, on any loan made under these provisions in excess of \$180,000,000. The bill would additionally allow the Director of Finance to authorize short-term loans from the General Fund to the State Highway Account. The bill would also authorize the Department of Finance to establish the accounting and reporting system used to determine the expenditures, cash needs, and balance in the TCRF, the Public Transportation account, the State Highway Account, ~~and~~ and the Toll Bridge Seismic Retrofit Account.

The bill would make other related changes.

(2) Existing law creates the State Highway Account in the State Transportation Fund in which are deposited various transportation revenues subject to Article XIX of the Constitution, including fuel tax revenues. The Constitution authorizes loans of these and other related revenues to the General Fund under certain circumstances.

This bill would authorize a ~~\$50~~ \$173 million loan from the State Highway Account to the General Fund, to be repaid with interest no later than June 30, 2005.

(3) The bill would declare that it is to take effect immediately as an urgency statute.

Vote: 2/3. Appropriation: no. Fiscal committee: yes.
State-mandated local program: no.

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. It is the intent of the Legislature that the loans authorized by this act be administered in a manner that does not delay the delivery of transportation projects that are funded from either the State Highway Account or the Traffic Congestion Relief Fund.

SEC. 2. Section 14556.5 of the Government Code is amended to read:

14556.5. (a) The Traffic Congestion Relief Fund is hereby created in the State Treasury. The fund shall include deposits of funds provided in the annual Budget Act, provided from the Transportation Investment Fund established under Section 7104 of the Revenue and Taxation Code, or provided under any other statute. Notwithstanding Section 13340, the money in the fund is hereby continuously appropriated to the department, without regard to fiscal years, as follows:

(1) For allocation by the department, as directed by the commission pursuant to Section 14556.20, to the department and other regional and local transportation entities for the projects listed in Article 5 (commencing with Section 14556.40).

(2) For allocation by the Controller, the sum of four hundred million dollars (\$400,000,000), for allocation during the 2000-01 fiscal year to cities, counties, and cities and counties , pursuant to Section 2182 of the Streets and Highways Code.

(3) For allocation by the commission to the funding exchange program authorized by Section 182.8 of the Streets and Highways Code.

(b) Notwithstanding any other provision of law, the Department of Finance may establish the accounting and reporting system used to determine the expenditures, cash needs, and balance of the fund.

SEC. 3. Section 14556.75 is added to the Government Code, to read:

14556.75. (a) The Director of Finance may authorize short-term loans from the General Fund to the State Highway Account to provide adequate cash for costs funded from that account. Repayment of these loans shall be the first obligation on revenues deposited into the State Highway Account after any loan is made pursuant to this section.

(b) This section shall become inoperative on July 1, 2008, and, as of January 1, 2009, is repealed, unless a later enacted statute, that is enacted before January 1, 2009, deletes or extends the dates on which it becomes inoperative and is repealed.

SEC. 4. Section 14556.8 of the Government Code is amended to read:

14556.8. (a) (1) To the extent necessary to provide adequate cash to fund projected expenditures under this chapter, the Director of Finance may authorize, by Executive order, the transfer of not more than one hundred million dollars (\$100,000,000), as an interest free loan, from the Motor Vehicle Account in the State Transportation Fund to the TCRF, and the transfer of any available funds, as an interest free loan, from the General Fund to the TCRF. Loans from the Motor Vehicle Account may be made no sooner than July 1, 2004, and shall be repaid no later than July 1, 2007. The Director of Finance shall not authorize a loan from the Motor Vehicle Account, and shall promptly require the repayment of any outstanding balance owed to that account, if the funds are needed in the account to make expenditures authorized in the annual Budget Act and by any other appropriations made by the Legislature.

(2) To provide cash needed for expenditures on projects listed in Section 14556.40, the Legislature may authorize loans from the Public Transportation Account or the State Highway Account to the TCRF through the annual Budget Act. The Legislature may also authorize the State Highway Account to expend funds on behalf of projects listed in Section 14556.40 and those expenditures shall constitute a loan to the TCRF. Loans from the Public Transportation Account shall not exceed a cumulative total of two hundred eighty million dollars (\$280,000,000), and loans from the State Highway Account shall not exceed a cumulative total of six hundred fifty-four million dollars (\$654,000,000).

(b) The Director of Finance shall order the repayment of the loans authorized under this section under those terms and conditions that the director deems appropriate, upon determining that there are adequate funds available for that purpose in the TCRF and that repayment will not jeopardize the availability of money needed to fund approved and projected expenditures under this chapter. All loans from the Public Transportation Account shall be repaid by June 30, 2008, and all loans from the State Highway Account shall be repaid by June 30, 2007. Upon the request of the commission or the Director of Finance, the department shall provide a report, for purposes of this subdivision, projecting the cash needs of the projects approved under this chapter.

(c) (1) Money in the TCRF derived from the General Fund and not currently needed for expenditures on the projects listed in Section 14556.40 may be loaned to the General Fund through the annual Budget Act.

(2) Upon making a determination that funds in the TCRF are not adequate to support expected cash expenditures for the listed projects, the Director of Finance, by Executive order, shall require that funds loaned to the General Fund under paragraph (1) be repaid to the TCRF. All these loans shall be repaid no later than June 30, 2006.

(3) Interest at the rate earned by the Surplus Money Investment Fund shall be paid to the TCRF from the General Fund with respect to the cumulative amount loaned from the State Highway Account to the TCRF pursuant to paragraph (2) of subdivision (a) that is in excess of one hundred eighty million dollars (\$180,000,000). The amount of this interest obligation shall be calculated annually on the balance of this portion of this outstanding loan amount. All interest on the loan shall be paid in full on or before June 30, 2007, and the interest payment shall be transferred from the TCRF to the State Highway Account.

(d) Funds loaned to the TCRF under this section shall be used for purposes consistent with any restrictions on uses of those funds imposed under the California Constitution or by statute. The department shall identify specific projects to which those funds may properly be applied and shall propose that application of funds to the commission. The commission shall designate projects to receive those funds through the processes described in Article 3 (commencing with Section 14556.10) and Article 4 (commencing with Section 14556.25). The department shall report periodically to the commission and the Department of Finance on the expenditure of those funds.

(e) This section shall become inoperative on July 1, 2008, and, as of January 1, 2009, is repealed, unless a later enacted statute, that becomes operative on or before January 1, 2009, deletes or extends the dates on which it becomes inoperative and is repealed.

SEC. 5. Section 14556.9 of the Government Code is amended to read:

14556.9. (a) The department shall submit ~~quarterly~~ *quarter* and annual reports to the Joint Legislative Budget Committee, and to the fiscal and policy committees of the Legislature that consider transportation issues, on all loans and transfers authorized pursuant to Sections 14556.7, 14556.75, and 14556.8 for the most recent reporting period. The reports shall summarize amounts loaned and repaid during the reporting period and any outstanding balances at the end of the reporting period. The annual report required under this section shall be delivered to the Legislature by March 1 of each year and shall include information on and a discussion of the impact of all loans and transfers on project expenditures for each affected program. Additionally, the annual report shall include the amount of loans outstanding as of the end of the reporting period and any actual or projected impacts of those loan balances on funds projected to be used for projects in the latest State Transportation Improvement Program fund estimate required pursuant to subdivision (a) of Section 14525.

(b) The department shall provide the monthly finance report it prepares for the commission to the fiscal and policy committees of the Legislature that consider transportation issues. The report shall include actual cash balances, revenues, and expenditures for the State Highway Account, the TCRF, and the Toll Bridge Seismic Retrofit Account.

(c) This section shall become inoperative on July 1, 2008, and, as of January 1, 2009, is repealed, unless a later enacted statute that is enacted before January 1, 2009, deletes or extends the dates on which it becomes inoperative and is repealed.

SEC. 6. Section 99310.6 is added to the Public Utilities Code, to read:

99310.6. Notwithstanding any other provision of law, the Department of Finance may establish the accounting and reporting system used to determine the expenditures, cash needs, and balance of the Public Transportation Account.

SEC. 7. Section 183 of the Streets and Highways Code is amended to read:

183. (a) All money in the State Highway Account in the State Transportation Fund derived from federal sources or from appropriations to other state agencies, or deposited in the account by local agencies or by others, is continuously appropriated to, and shall be available for expenditure by, the department for the purposes for which the money was made available.

Unless otherwise expressly provided for by law, none of the balance of the money in the State Highway Account shall be expended until it has been specifically appropriated by the Legislature or made available pursuant to Section 13322 of the Government Code.

The Budget Act appropriations shall be made on a program basis only and shall not identify the specific capital outlay projects to be funded. The commission shall be responsible for allocating the funds to specific projects within the budget program categories, except that all funds described in Chapter 5 (commencing with Section 2200) of Division 3 shall be allocated on a program basis to the department for allocation pursuant to that chapter.

(b) Notwithstanding subdivision (a), commencing with the 1985-86 Budget, the department shall submit with its budget requests a detailed description of the acquisition, improvement, and construction of office building projects to the Legislature for review. The total amount appropriated for those projects shall be identified as a separate line item in the Budget Act. Funds appropriated for those projects shall be allocated by the commission only for projects which have been approved by the Legislature. Minor

projects are to be defined consistent with Section 167. The commission may substitute for approved minor projects, if the total sum of minor projects is within the amount approved by the Legislature.

(c) Notwithstanding any other provision of law, the Department of Finance may establish the accounting and reporting system used to determine the expenditures, cash needs, and balance of the State Highway Account.

SEC. 8. Section 183.3 is added to the Streets and Highways Code, to read:

183.3. (a) Upon the order of the Director of Finance, the Controller shall transfer the sum of ~~fifty million dollars (\$50,000,000)~~ *one hundred seventy three million dollars (\$173,000,000)* from the State Highway Account in the State Transportation Fund to the General Fund. This transfer of money constitutes a loan under paragraph (2) of subdivision (b) of Section 6 of Article XIX of the California Constitution.

(b) The General Fund shall pay interest to the State Highway Account on the loan authorized by subdivision (a) at the rate earned by the Surplus Money Investment Fund. The interest shall be calculated annually and the loan shall be repaid no later than June 30, 2005.

SEC. 9. Section 188.10 of the Streets and Highways Code, as added by Section 4 of Chapter 327 of the Statutes of 1997, is amended to read:

188.10. (a) The Toll Bridge Seismic Retrofit Account is hereby created in the State Transportation Fund. The money in the account is hereby appropriated, without regard to fiscal years, to the department for the purpose of funding seismic retrofit or replacement of the bridges listed in Section 188.5.

(b) Notwithstanding any other provision of law, the Department of Finance may establish the accounting and reporting system used to determine the expenditures, cash needs, and balance of the account.

SEC. 10. Section 2182 of the Streets and Highways Code is amended to read:

2182. (a) The funds appropriated from the Traffic Congestion Relief Fund pursuant to paragraph (2) of subdivision (a) of Section 14556.5 of the Government Code shall be allocated by the Controller to cities and counties for street and road maintenance, rehabilitation, and reconstruction. Four hundred million dollars (\$400,000,000) shall be allocated to the counties, including a city and county, and cities, including a city and county, as follows:

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

(A) Seventy-five percent of the funds payable under this paragraph shall be apportioned among the counties in the proportion that the number of fee-paid and exempt vehicles that are registered in the county bears to the number of fee-paid and exempt vehicles registered in the state.

(B) Twenty-five percent of the funds payable under this paragraph shall be apportioned among the counties in the proportion that the number of miles of maintained county roads in each county bears to the total number of miles of maintained county roads in the state. For the purposes of apportioning funds under this subparagraph, any roads within the boundaries of a city and county that are not state highways shall be deemed to be county roads.

(2) Fifty percent to cities, including a city and county, apportioned among the cities in the proportion that the total population of the city bears to the total population of all the

cities in the state.

(b) Funds received under this section shall be deposited as follows in order to avoid the commingling of those funds with other local funds:

(1) In the case of a city, into the city account that is designated for the receipt of state funds allocated for transportation purposes.

(2) In the case of a county, into the county road fund.

(3) In the case of a city and county, into a local account that is designated for the receipt of state funds allocated for transportation purposes.

(c) Funds apportioned to a city or county under this section shall be used only for street and highway pavement maintenance, rehabilitation, and reconstruction of necessary associated facilities such as drainage and traffic control devices. Rehabilitation or reconstruction may include widening necessary to bring the roadway width to the desirable minimum pavement width consistent with accepted design standards for local streets and roads, but does not include widening or increasing the traffic capacity of a street or road.

(d) For the purpose of allocating funds under this section to cities, counties, and a city and county, the Controller shall use the most recent population estimates prepared by the Demographic Research Unit of the Department of Finance. For a city that incorporated after January 1, 1998, that does not appear on the most recent population estimates prepared by the Demographic Research Unit, the Controller shall use the population determined for that city under Section 11005.3 of the Revenue and Taxation Code.

SEC. 11. Section 2182.1 of the Streets and Highways Code is amended to read:

2182.1. (a) The Legislature finds and declares that it intends cities and counties to use the funds made available under paragraph (2) of subdivision (a) of Section 14556.5 of the Government Code to supplement existing local revenues being used for maintenance and rehabilitation of local streets and roads. Cities and counties shall maintain their existing commitment of local funds for maintenance and rehabilitation of local streets and roads in order to remain eligible for allocation and expenditure of the additional four hundred million dollars (\$400,000,000) made available by Section 21 of the act that added this section.

(b) In order to receive any allocation pursuant to Section 2182, the city or county shall annually expend from its general fund for street, road, and highway purposes an amount not less than the annual average of its expenditures from its general fund during the 1996-97, 1997-98, and 1998-99 fiscal years, as reported to the Controller pursuant to Section 2151. For purposes of this subdivision, in calculating a city's or county's annual general fund expenditures and its average general fund expenditures for the 1996-97, 1997-98, and 1998-99 fiscal years, any unrestricted funds that the city or county may expend at its discretion, including vehicle in-lieu tax revenues and revenues from fines and forfeitures, expended for street and highway purposes shall be considered expenditures from the general fund. One-time allocations that have been expended for street and highway purposes, but which may not be available on an ongoing basis, including revenue provided under the Teeter Plan Bond Law of 1994 (Chapter 6.6 (commencing with Section 54773) of Part 1 of Division 2 of Title 5 of the Government ~~Code~~ Code) , may not be considered when calculating a city's or county's annual general fund expenditures.

(c) For any city incorporated after July 1, 1996, the Controller

shall calculate an annual average of expenditure for the period between July 1, 1996, and December 31, 2000, that the city was incorporated.

(d) For purposes of subdivision (b), the Controller may request fiscal data from cities and counties in addition to data provided pursuant to Section 2151, for the 1996-97, 1997-98, and 1998-99 fiscal years. Each city and county shall furnish the data to the Controller not later than 120 days after receiving the request. The Controller may withhold payment to cities and counties that do not comply with the request for information or that provide incomplete data.

(e) The Controller may perform audits to ensure compliance with subdivision (b) when deemed necessary. Any city or county that has not complied with subdivision (b) shall reimburse the state for the funds it received during that fiscal year. Any funds withheld or returned as a result of a failure to comply with subdivision (b) shall be reallocated to the other counties and cities whose expenditures are in compliance.

(f) If a city or county fails to comply with the requirements of subdivision (b) in a particular fiscal year, the city or county may expend during that fiscal year and the following fiscal year a total amount that is not less than the total amount required to be expended for those fiscal years for purposes of complying with subdivision (b).

(g) The allocation made under Section 2182 shall be expended not later than the end of the fiscal year following the fiscal year in which the allocation was made, and any funds not expended within that period shall be returned to the Controller and shall be reallocated to the other cities and counties pursuant to the allocation formulas set forth in Section 2182.

SEC. 12. This act is an urgency statute necessary for the immediate preservation of the public peace, health, or safety within the meaning of Article IV of the Constitution and shall go into immediate effect. The facts constituting the necessity are:

In order to implement necessary changes to facilitate the cash management of transportation funding at the earliest possible time, it is necessary that this act take effect immediately.

June 2002 – Activities.

- Continue coordinating with STA staff regarding Fiscal Year 2003 appropriations project requests and T3 project support efforts.
- Communications with Water Transit Authority regarding supporting Vallejo project.
- Continue communications with regional delegation members regarding the projects.
- Track congressional appropriations and reauthorization activities.

July 2002 – Action Items.

- Continue lobbying our T3 and FY 2003 project requests, including tracking legislation, briefing key congressional staff regarding projects and legislation status, and advising STA regarding communications with congressional offices supporting our requests.
- Continue work with STA staff regarding developing community and regional support for T3 and FY 2003 project requests, including a meeting with STA staff on June 10.

<i>Project</i>	<i>Request</i>	<i>Status</i>
Interstate 80 / 680 Interchange Project	\$13.7 million request – Transportation Appropriations – Interstate Highway Maintenance Discretionary Account	Appropriations process pending. Action possible in July or September. T3 process pending.
Vallejo Station	\$10 million request – Transportation Appropriations – Ferry & Ferry Facilities Account.	Appropriations process pending. Action possible in July or September. T3 process pending.
Jepson Parkway Project (I-80 Reliever Route)	In development.	T3 process pending.
Fairfield – Vacaville Station	\$5.3 million request – Transportation Appropriations – Bus & Bus Facilities Account.	Appropriations process pending. Action possible in July or September. T3 process pending.



DATE: July 2, 2002
TO: STA Board
FROM: Mike Duncan, Director of Projects
RE: MTC Cycle 4 TLC Capital Grants Program

Background:

MTC recently evaluated 55 projects submitted for the FY 2001-02, Cycle 4 TLC Capital Grants Program. Although \$59 million worth of projects were submitted for funding, only \$9.5 million was available for the program.

Discussion:

Solano County was awarded two of the 12 projects selected by MTC for Cycle 4 funding. The City of Suisun City Driftwood Drive Pedestrian Way project was awarded \$350,000 and the City of Vacaville Davis Street Pedestrian and Gateway Improvements project was awarded \$482,000.

Recommendation:

Informational.

Attachment



METROPOLITAN
TRANSPORTATION
COMMISSION

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Marin County and Cities

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and Urban Development

James T. Beall Jr.
Santa Clara County

Mark DeSaulnier
Contra Costa County

Bill Dodd
Napa County and Cities

Dorene M. Giacopini
U.S. Department of Transportation

Scott Haggerty
Alameda County

Randell H. Iwasaki
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Barbara Kaufman
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Sue Lempert
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John McLemore
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James P. Spering
Solano County and Cities

Pamela Torliatt
Association of Bay Area Governments

Sharon Wright
Sonoma County and Cities

Steve Heminger
Executive Director

Ann Flemer
Deputy Director/Operations

Therese W. McMillan
Deputy Director/Policy

May 31, 2002

Dear Project Sponsor:

MTC is pleased to release the draft program of projects for the FY 2001-02, Cycle 4 TLC Capital Grants Program for your information.

As with past grant cycles, competition for TLC funds is fierce. MTC received 55 applications totaling \$59 million in requests. We have \$9.5 million available for programming, and therefore are able to fund 12 high-impact projects that exemplify the goals of the TLC Program. In addition, we establish a contingency list that identifies two projects for funding should additional funds become available before the next capital cycle. If a project on the contingency list does not receive funds, the project will need to be resubmitted to compete in the next TLC cycle. Placement on the contingency list does not guarantee funds in future TLC capital cycles. Overall, while some worthy projects were not selected for funding, we encourage you to pursue other funding sources or, in some cases, resubmit your project to compete in a future TLC cycle.

This draft program will be forwarded to the Metropolitan Transportation Commission's Programming and Allocations Committee on June 12 for action and reference to the Commission for final approval.

If you have questions about the draft program, please call Ashley Nguyen at 510.464.7809.

Sincerely,

Steve Heminger
Executive Director

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- DRAFT -

FY 2001-2002 Transportation for Livable Communities Capital Program*

Part 1: Projects recommended to be funded in June 2002 with currently available TLC capital funds (projects in this section are listed by county and are not in priority order)

Sponsor/Co-Sponsor	Project Title	Description	TLC Funds	Federal Required 11.5% Local Match***
Alameda County				
City of San Leandro	W. Estudillo Street Streetscape and BART-Downtown Connections**	Provides pedestrian connection between the Central San Leandro BART Station and Downtown through streetscape and pedestrian improvements along W. Estudillo Street through the Washington Plaza Shopping Center to the AC Transit Bus Rapid Transit stop located on East 14th Street; and highlights historic buildings along W. Estudillo Street. Project supports new senior housing, recent rezoning to allow greater mixed-use and higher-density residential uses in the Plaza Redevelopment Area, and BART's future plans to build a 200-unit housing complex on an existing surface parking lot adjacent to the BART station (approximately 80+ units per acre). Project elements include pedestrian-scale street lights, bulb-outs, diagonal parking, architectural gateway into the Plaza, murals, improved pedestrian crossings through the Downtown area, and redesign of the transit/historic plaza on East 14th Street.	\$1,000,000	\$129,561
City of Oakland	Coliseum Transit Hub Streetscape Improvements**	Provides pedestrian and streetscape improvements along San Leandro Street between 73rd and 66th Avenues and along 66th and 69th Avenues between San Leandro and Snell Streets to address pedestrian safety and access from the residential neighborhoods to the Coliseum BART station, AC Transit buses, and local businesses. Project supports the City and BART's future redevelopment of the Coliseum BART Station Area, which includes a transit village (50 housing units per acre) on the current BART parking lot, a high-density employment center on the west side of San Leandro Street, and revitalization of the Coliseum Gardens housing development on the northeast side of the BART station. Project elements include a 15-foot wide crosswalk with bulb-outs, lighted bollards, and pedestrian signal across San Leandro Street to the BART station entrance, surveillance cameras, new sidewalks, pedestrian-scaled lights and banners, new street trees, and new median on San Leandro Street.	\$1,000,000	\$129,561
City of Alameda / Park Street Business Association	Park Street Streetscape and Santa Clara Avenue Transit Hub**	Improves the pedestrian environment on Park Street from Central Avenue to Lincoln Avenue through corner, mid-block and transit sidewalk extensions <i>and</i> reinforces the transit hub on Santa Clara Avenue from Park Street to Oak Street through curb extensions and streetscape improvements (pedestrian-scale lighting, street trees and planters, bike racks and lockers, and street furnishings). Project is located within the Business and Waterfront Improvement Project redevelopment area and supports the recent rezoning of the business district to "Community Commercial" classification which permits residential uses above ground floor retail.	\$921,000	\$119,325
Contra Costa County				
City of El Cerrito / El Cerrito Economic Development Board, El Cerrito Redevelopment Agency, and Chamber of Commerce	Fairmont Street Pedestrian and Streetscape Improvements	Provides traffic calming and pedestrian safety improvements along the portion of Fairmont Avenue in front of the El Cerrito Plaza BART station and by the Ohlone Greenway crossing. Project eliminates one traffic lane, constructs diagonal parking, bulbouts at the Fairmont Avenue/Liberty intersection, widens sidewalks, plants new trees, and installs pedestrian-scaled lighting along Fairmont Avenue. Also, extends sidewalks and widens median to shorten crosswalk at BART station where BART pillar obstructs motorists view of pedestrian and bike traffic crossing Fairmont Avenue. Project supports the recently redeveloped El Cerrito Plaza and other City redevelopment activities, including the renovation of the El Cerrito Theatre on San Pablo Avenue.	\$500,000	\$64,780

Sponsor/Co-Sponsor	Project Title	Description	TLC Funds	Federal Required 11.5% Local Match***
Marin County				
City of San Rafael Public Works	Medway/Canal Enhancements**	Constructs wider sidewalks, improved lighting, landscaping, bus stop and crosswalk improvements at the Medway/Canal/Belvedere intersection to improve pedestrian circulation and transit access. The low-income Canal area is densely populated and therefore has extensive foot traffic between residences and nearby commercial areas. Project supports the City's redevelopment efforts in the Canal Neighborhood Improvement Area, including housing improvement programs, rehabilitation loans, code enforcement, and zoning changes to support community serving commercial and mixed-used projects (under study).	\$900,000	\$116,605
San Francisco City and County				
BART / San Francisco County Transportation Authority	Northeast 16th/Mission Streets BART Plaza Redesign**	Renovates the Northeast BART Plaza at 16th and Mission Streets to enhance access to BART and MUNI and improve the overall appearance and function of the BART plaza. Project complements recent improvements such as in-station bicycle parking and new automatic fare equipment as well as supports BART's discussion with adjacent property owners to promote redevelopment. Project elements include replacement of the solid wall around entrance with transparent metal guardrail to improve visibility, expanded plaza through elimination of perimeter fencing and raised planters, pedestrian-scaled lighting, and plaza pavers.	\$1,298,000	\$168,170
San Mateo County				
City of East Palo Alto / City of East Palo Alto Redevelopment Agency	Bay Road Streetscape and Traffic Calming Improvements	Constructs streetscape and traffic calming improvements on Bay Road between University Avenue and Clarke Avenue--the gateway to the Ravenswood Business District. Project elements include bicycle lanes, bulb-outs with planters, improvements to sidewalks and bus stops, medians along Bay Road and a landscaped roundabout and raised crosswalks at Bay Road/Clarke Avenue. Project supports the City's recent and long-term redevelopment efforts including the planned Civic Center that includes public plaza, neighborhood-oriented retail uses and office development (under plan review), Nugent Square housing development (to break ground fall 2002), and new housing opportunity at Illinois Street/Purdue Avenue (community workshops underway).	\$700,000	\$90,692
Santa Clara County				
City of San Jose / City of Santa Clara and Santa Clara Valley Transportation Authority	River Oaks Bike/Pedestrian Bridge**	Constructs a pedestrian and bicycle bridge over the Guadalupe River to connect existing housing and employment centers in the cities of Santa Clara and San Jose (west side of the Guadalupe River) to the River Oaks light-rail transit station (east side of Guadalupe River). Project supports the high density housing across from the River Oaks light-rail transit station in San Jose, employment centers at North First Street/River Oaks in San Jose, and new housing construction along Lick Mill Road in Santa Clara.	\$1,000,000	\$129,561
Santa Clara Valley Transportation Authority	San Fernando Light-Rail Station Plaza	Constructs a multi-use neighborhood plaza at the Vasona San Fernando Light-Rail Transit Station that would also connect to the Los Gatos Creek Trail. Project elements include landscaping, water feature, information kiosk, pedestrian-scaled lighting and other amenities. Directly north of the station, the City of San Jose proposes a large transit-oriented development that includes high-density housing, offices and retail uses, and a trail segment through the development site that will connect the station to the Los Gatos Creek Trail.	\$885,000	\$114,661
City of Palo Alto / Caltrain Joint Powers Board	Caltrain/Homer Street Pedestrian/Bicycle Undercrossing	Constructs a pedestrian/bicycle undercrossing of the Caltrain railroad right-of-way between the Palo Alto Medical Foundation campus and the Homer Street/Alma Street intersection, which is approximately 800 feet south of the Palo Alto Caltrain station. Project will link the Palo Alto Medical Foundation campus and Caltrain station to the mixed residential and commercial South of Forest Area neighborhood to the east.	\$464,000	\$60,116

Sponsor/Co-Sponsor	Project Title	Description	TLC Funds	Federal Required 11.5% Local Match***
Solano County				
City of Suisun City	Driftwood Drive Pedestrian Way	Constructs a pedestrian walkway between Main Street and Driftwood Drive linking to existing pedestrian walkways from the residential neighborhoods east of the Suisun Slough and connecting to downtown businesses and the Suisun/Fairfield train depot that is used by Amtrak's Capitol Corridor service. Project elements include construction of walkways on both sides of the Suisun Marina and associated landscaping, and this project is one phase of a larger project to create a public plaza at the waterfront. Project is within the City Redevelopment Area and supports the City's redevelopment efforts to revitalize the Old Town/Downtown area.	\$ 350,000	\$45,348
Vacaville Redevelopment Agency / City of Vacaville	Davis Street Pedestrian and Gateway Improvements	Provides wider sidewalks, landscaped bulb-outs, sidewalk improvements, and pedestrian-scaled lighting to improve pedestrian circulation on Davis Street and draw people toward historic Main Street, the Ulatis Creek Walk, and a new commercial center at the redeveloped Basic American Foods Industrial site.	\$482,000	\$62,448
TOTAL			\$9,500,000	

Part 2: Contingency list of projects to be funded should additional funds become available before the next capital cycle. Projects are listed in priority order****

Sponsor/Co-Sponsor	Project Title	Description	TLC Funds	Federal Required 11.5% Local Match***
County of Marin	Cal-Park Hill Tunnel Rehabilitation and Class I Bikeway	Constructs a 5,800 foot long Class I bikeway between the cities of Larkspur and San Rafael, includes the rehabilitation of an existing CalPark railroad tunnel (which has been closed for 20 years and partially collapsed). Project connects the San Rafael Transportation Center with the Larkspur Ferry Terminal.	\$1,500,000	\$194,341
City of Petaluma / Eden Housing, Inc.	Downtown River Apartments Riverwalk and Streetscape Improvements	Constructs a landscaped riverwalk along the Petaluma River, a new bike path on Grey Street, a bus stop, and a median with corral refuge area and in-pavement pedestrian warning lights on East Washington Street. Project is a part of the Downtown River Apartments, an 81-unit affordable development with 5,500 s.f. of ground floor retail space, a community center with a computer learning lab, and numerous outdoor amenities in the heart of the historic downtown Petaluma.	\$358,000	\$46,383
TOTAL			\$1,858,000	

Notes:

- * MTC staff will review and approve projects during the design and engineering phase to ensure that projects are consistent with the concept plans.
- ** The project resulted from or is related to a prior TLC planning and/or capital grant.
- *** A federal local match of 11.5% of the total project cost is required. In some cases, projects are not fully funded through TLC funds plus 11.5% match, so project sponsors are providing additional local match.
- **** Additional funds may become available through previously programmed projects by MTC that have been or will be deobligated before the next TLC capital cycle, as allowed for in MTC Resolution 3326. The contingency projects are listed in priority order. If a project on the contingency list does not receive funds, the project will need to be resubmitted to compete in the next TLC cycle. Placement on the contingency list does not guarantee funds in future TLC capital cycles.



DATE: July 2, 2002
TO: STA Board
FROM: Robert Guerrero, Associate Planner
RE: Review Funding Opportunities

The following funding opportunities will be available to STA members during the next few months. Also attached are fact sheets for each program.

<u>Fund Source</u>	<u>Application Available From</u>	<u>Applications Due</u>
Environmental Justice Program Demonstration Grant	Norman Dong, Caltrans (916) 651-6889	July 17, 2002
Recreational Trails Program	Charlie Harris, Parks and Recreation (916) 653-7423	October 1, 2002
Habitat Conservation Fund Grant Program	Charlie Harris, Parks and Recreation (916) 653-7423	October 1, 2002
Environmental Enhancements and Mitigation Program	Chiachi Chen, Caltrans (510) 622-5912	November 2002



FUNDING OPPORTUNITY:

**Environmental Justice (EJ) Program
Demonstration Grants
Context-Sensitive Planning for Communities**

Applications Due: July 17, 2002

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Environmental Justice (EJ) Program Demonstration Grant is intended to assist jurisdictions that are eligible for the program. Please obtain the actual program's application material for complete information. STA staff is available to answer questions on this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Local and state units of government, universities, private and non-profit organizations, and private sector organizations as co-applicants.

Program Description: This demonstration program is for projects that have a clear focus on transportation and community development issues that address the interests of low-income, minority, Native American, or any other under-represented groups.

Funding Available: Up to \$300,000 per grant, with required local match of 10%.

Eligible Projects: Eligible projects include safety improvement projects, feasibility studies, and private sector partnerships projects that enhance mobility and economic vitality to name a few. Projects must qualify with the program as described above.

Further Details: Applications are currently available at www.dot.ca.gov/hq/tpp/grants.htm

Program Contact Person: Norman Dong, Caltrans, 916.651.6889.

STA Contact Person: Robert Guerrero, STA Associate Planner, 707.424.6075
rguerrero@STA-SNCI.com



FUNDING OPPORTUNITY:

Recreational Trails Program

Applications Due: October 1, 2002

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Recreational Trails Program is intended to assist jurisdictions that are eligible for the program. Please obtain the actual program's application material for complete information. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, Counties, districts, state agencies, and nonprofit organizations with management responsibilities over public lands are eligible to apply.

Program Description: The program is intended to assist cities and counties fund bicycle projects.

Funding Available: Approximately \$3.2 million will be available Statewide, about \$2.2 million is available for non-motorized trails projects and \$1.0 million is available for motorized trails projects. This program requires a 20% local match.

Project Details: The Recreational Trails Program (RTP) provides funds for recreational trails and trails-related project.

Further Details: Applications can be obtained from the California State Parks and Recreation Department website at www.parks.ca.gov by clicking Grants & 2000 Bond Act.

Program Contact Person: Charlie Harris, Department of Parks and Recreation, (916) 653-7423.

STA Contact Person:



FUNDING OPPORTUNITY:

Habitat Conservation Fund Grant Program

Applications Due: October 1, 2002

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Habitat Conservation Fund Grant Program is intended to assist jurisdictions that are eligible for the program. Please obtain the actual program's application material for complete information. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities, counties, and special districts

Program Description: The California Wildlife Protection Act of 1990 established the Habitat Conservation Fund Grant Program. Under this program, \$2 million is available annually for competitive grants to public agencies.

Funding Available: \$2 million is available.

Eligible Projects: Eligible projects include habitat acquisitions, wildlife corridors and urban trails, and enhancement and restoration of wetlands riparian habitats.

Further Details: Applications can be obtained from the California State Parks and Recreation Department website at www.parks.ca.gov by clicking Grants & 2000 Bond Act.

Program Contact Person: Charlie Harris, Department of Parks and Recreation, (916) 653-7423.

STA Contact Person: Robert Guerrero, STA Associate Planner, 707.424.6075 rguerrero@STA-SNCI.com



FUNDING OPPORTUNITY:

Environmental Enhancements and Mitigation Program

Applications Due: November 2002

Applications and Program material will be available in Fall 2002

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the 2002-03 Environmental Enhancement and Mitigation Program (EEM) is intended to assist jurisdictions that are eligible for the program. Please obtain the actual program's application material for complete information. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Local and state units of government.

Program Description: Grants to offset vehicular emissions for highway landscaping, resource lands, and roadside recreation.

Funding Available: \$10.0 million available statewide. A local match is not required in this program. However, projects are evaluated and given credit for other sources of cash contributions, which are included in project cost estimates and budgets.

Eligible Projects: Landscaping, acquisition, restoration or other mitigation of resource lands, and projects that provide for the acquisition and/or development of roadside recreation including parks, roadside rests, overlooks and trails.

Further Details: Grants are generally limited to \$250,000. Applications can be obtained by calling the Air Resources Board.

Program Contact Person: Chiachi Chen, EEM Program Coordinator, (510) 622-5912.

STA Contact Person: Robert Guerrero, STA Associate Planner, 707.424.6075
rguerrero@STA-SNCL.com

*Agenda Item XI.F
July 10, 2002*



DATE: July 2, 2002
TO: STA Board
FROM: Kim Cassidy, Office Administrator/Clerk of the Board
RE: Updated STA Meeting Schedule for 2002

Background:

Attached is the revised STA schedule for meetings that may be of interest to the STA Board. This schedule is an overview of the 2002 calendar year.

Fiscal Impact:

None.

Recommendation:

Informational

Attachment

STA MEETING SCHEDULE (For The Calendar Year 2002)

DATE	TIME	DESCRIPTION	LOCATION	CONFIRMED
July 10	6:00 p.m.	STIA Board Meeting	Suisun City Hall	X
July 10	7:00 p.m.	STA Board Meeting	Suisun City Hall	X
July 17	7:00 p.m.	I-80/680/780 Public Input Mtg. Vacaville	TBD	
July 19	1:30 p.m.	Paratransit Coordinating Council (PCC)	STA Conference Room	X
July 23	7:00 p.m.	Old Cordelia Public Input Mtg. I-80/680/SR 12	Cordelia Fire Station	X
July 25	TBD	I-80/680/780 6/7 Public Input Mtg.-Fairfield	TBD	
Aug. 1	6:30p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	X
Aug. 28	10:00 a.m.	STA Consortium	STA Conference Room	X
Aug. 28	1:30 p.m.	STA TAC	STA Conference Room	X
Sept. 4	11:00 a.m.	Executive Board Meeting	STA Conference Room	X
Sept. 11	6:00 p.m.	STIA Board Meeting	Suisun City Hall	X
Sept. 11	7:00 p.m.	STA Board Meeting	Suisun City Hall	X
Sept. 20	1:30 p.m.	Paratransit Coordinating Council (PCC)	STA Conference Room	X
Sept. 25	10:00 a.m.	STA Consortium	STA Conference Room	X
Sept. 25	1:30 p.m.	STA TAC	STA Conference Room	X
Oct. 2	11:00 a.m.	Executive Board Meeting	STA Conference Room	X
Oct. 4	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	X
Oct. 9	6:00 p.m.	STIA Board Meeting	Suisun City Hall	X
Oct. 9	7:00 p.m.	STA Board Meeting	Suisun City Hall	X
Oct. 30	10:00 a.m.	STA Consortium	STA Conference Room	X
Oct. 30	1:00 p.m.	STA TAC	STA Conference Room	X
Nov. 6	11:30 a.m.	Executive Board Meeting	STA Conference Room	X
Nov. 13	6:00 p.m.	STIA Board Meeting	Suisun City Hall	X
Nov. 13	7:00 p.m.	STA Board Meeting	Suisun City Hall	X
Nov. 15	1:30 p.m.	Paratransit Coordinating Council (PCC)	STA Conference Room	X
Nov. 27	10:00 a.m.	STA Consortium Meeting	STA Conference Room	X

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Nov. 27	1:30 p.m.	STA TAC	STA Conference Room	X
Dec. 4	11:30 a.m.	Executive Board Meeting	STA Conference Room	X
Dec. 5	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	X
Dec. 11	6:00 p.m.	STIA Board Meeting	Suisun City Hall	X
Dec. 11	7:00 p.m.	STA Board Meeting	Suisun City Hall	X