Solano Transportation Authority

One Harbor Center, Suite 130
Suisun City, California 94585

Area Code 707
424-6075 • Fax 424-6074

Members:

Benicia
Dixon
Fairfield
Rio Vista
Solano County
Suisun City
Vacaville
Vallejo

REGIONAL TRANSPORTATION IMPACT FEE (RTIF) POLICY COMMITTEE

3:30 p.m. – 5:00 p.m.
Wednesday, December 9, 2009

Suisun City Council Chambers
701 Civic Center Boulevard,
Suisun City, CA 94585

MEETING AGENDA

I. CALL TO ORDER/INTRODUCTIONS Chair Spering
(3:30 – 3:35 p.m.)

II. APPROVAL OF THE AGENDA
(3:35 – 3:40 p.m.)

III. OPPORTUNITY FOR PUBLIC COMMENTS
(3:45 – 3:50 p.m.)

Pursuant to the Brown Act, public agencies must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency's agenda for that meeting. Comments are limited to no more than 3 minutes per speaker. Gov't Code §54954.3(a). By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

This agenda is available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability-related modification or accommodation should contact Johanna Masiclat, Clerk of the Board, at (707) 424-6008 during regular business hours, at least 24 hours prior to the time of the meeting.

IV. CONSENT CALENDAR
(Note: Items under consent calendar may be removed for separate discussion.)

A. RTIF Steering Committee Meeting Minutes of May 4, 2009 Sam Shelton, STA
Recommendation:
Approve the RTIF Committee Meeting Minutes of May 4, 2009.

COMMITTEE MEMBERS

City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Suisun City	City of Vacaville	City of Vallejo	County of Solano
Elizabeth Patterson Jim Erickson	Jack Batchelor, Jr. Nancy Huston	Harry Price Sean Quinn	Jan Vick Hector de la Rosa	Pete Sanchez Suzanne Bragdon	Len Augustine Laura Kuhn	Osby Davis Robert Adams	Jim Spering Michael Johnson

RTIF Committee packet information is available on STA's website: www.solanolinks.com

V. ACTION ITEMS (none)

VI. INFORMATION ITEMS

A. Nexus Study Development Update — Daryl Halls, STA
(3:50 – 4:00 p.m.)

B. Frequently Asked Questions Update — Sam Shelton, STA
(4:00 – 4:10 p.m.)

C. Project Selection Criteria and Impact Fee Program Implementation Options — Jason Moody, Economic Planning Systems (EPS)
(4:10 – 4:50 p.m.)

VII. JANUARY 13, 2010 MEETING TOPICS — Sam Shelton, STA

VIII. CLOSING COMMENTS FROM COMMITTEE MEMBERS — Committee Members
(4:50 – 5:00 p.m.)

IX. ADJOURNMENT
The next Regional Traffic Impact Fee (RTIF) Policy Committee Meeting will be in **January 13, 2010 at 3:30 p.m., at the Suisun City Council Chambers.**

RTIF Committee packet information is available on STA's website: www.solanolinks.com

SOLANO TRANSPORTATION AUTHORITY
Regional Transportation Impact Fee (RTIF)
Policy Committee
May 4, 2009

I. CALL TO ORDER
Chair Jim Spering called the meeting to order at 11:00 a.m.

MEMBERS PRESENT:	Policy Makers	
	Supervisor Jim Spering (Chair)	Solano County
	Mayor Elizabeth Patterson	City of Benicia
	Mayor Jack Batchelor, Jr.	City of Dixon
	Mayor Harry Price	City of Fairfield
	Mayor Jan Vick	City of Rio Vista
	Mayor Pete Sanchez	City of Suisun City
	Curtis Hunt (Alternate)	City of Vacaville
	Mayor Osby Davis	City of Vallejo
	City Managers/CAO	
	Jim Erickson, City Manager	City of Benicia
	Nancy Huston, City Manager	City of Dixon
	Sean Quinn, City Manager	City of Fairfield
	Hector De La Rosa, City Manager	City of Rio Vista
	Suzanne Bragdon, City Manager	City of Suisun City
	Laura Kuhn, Interim City Manager	City of Vacaville
	Gary Leach, (Alternate)	City of Vallejo
	Mike Johnson, CAO	Solano County
MEMBERS ABSENT:	None	
STA STAFF:	Daryl Halls	Executive Director
	Charles Lamoree	STA Legal Counsel
	Johanna Masiclat	STA Clerk of the Board
	Janet Adams	Assistant Executive Director/Director of Projects
	Robert Macaulay	Director of Planning
	Elizabeth Richards	Director of Transit & Rideshare Services
	Robert Guerrero	Senior Planner
	Sam Shelton	Project Manager
	Kenny Wan	Assistant Project Manager
ALSO PRESENT:	Alan Schwartzman	City of Benicia, Councilmember
	Rob Sousa	City of Benicia, Finance Director
	Rick Fuller	City of Dixon, Councilmember
	Royce Cunningham	City of Dixon, Public Works Director
	Wayne Lewis	City of Fairfield, Asst. Public Works Director
	Gene Cortright	City of Fairfield, Public Works Director
	Dan Kasperson	City of Suisun City, Public Works Director
	Jeff Knowles	City of Vacaville, Deputy Public Works Director
	Crystal Odum Ford	City of Vallejo, Vallejo Transit
	Walter Kieser	Economic Planning Systems
	Birgetta Corsello	Solano County, Dept. of Resource Management Director
	Jim Fiack	Solano County, CAO staff

II. APPROVAL OF MAY 4, 2009 REGIONAL TRANSPORTATION IMPACT FEE POLICY COMMITTEE AGENDA

On a motion by Mayor Harry Price and a second by Mayor Jack Batchelor, the RTIF Policy Committee unanimously approved the February 20, 2009 meeting agenda.

III. OPPORTUNITY FOR PUBLIC COMMENTS

No public comment.

IV. CONSENT CALENDAR

On a motion by Mayor Harry Price and a second by Mayor Jack Batchelor, the RTIP Policy Committee approved Consent Calendar Item A.

A. RTIF Steering Committee Meeting Minutes of February 20, 2009

Recommendation:

Approve the RTIF Committee Meeting Minutes of February 20, 2009.

V. ACTION ITEMS

A. Nexus Study Work Plan

Walter Kieser presented Economic Planning System's (EPS) Nexus Study Development Work Plan.

Mayor Elizabeth Patterson asked if the nexus study's impact assessment is standardized, such as those used in environmental documents. Walter Kieser explained that AB1600 requests that a reasonable relationship (nexus) between the fee's use and the type of development project needs to be established. Mr. Kieser added that environmental documents will be required for specific projects.

Mayor Elizabeth Patterson asked if transit projects could be added to a fee program. Walter Kieser stated that transit projects have been incorporated into other fee programs and that project selection criteria will be developed with the RTIF Policy Committee.

Mayor Elizabeth Patterson asked how a fee program could be implemented in phases. Walter Kieser stated that EPS will conduct an economic analysis to determine how best to begin collecting a fee, potentially indexing the fee amount to construction costs or other economic indicators.

Councilmember Curtis Hunt asked how the STA's RTIF program would be coordinated with Solano County's Transportation Impact Fee program. Walter Kieser stated that the nexus study would make it clear that fee programs would not overlap, which follows from impact fee law that developers cannot be charged twice for the same impact.

Supervisor Jim Spering asked how RTIF project selection criteria could be changed. Walter Kieser answered that the project criteria would be more durable than the selected projects, which could change depending on the criteria and nexus study updates.

Supervisor Jim Spering asked how RTIF funding would relate to other funding strategies. Walter Kieser stated that impact fee funds are part of a larger funding strategy. Mr. Kieser added that a more flexible impact fee program would provide the best strategy for developing projects. Supervisor Spering added that impact fee funding could be used to lobby for more funds.

Supervisor Jim Spering asked how project criteria would be developed. Walter Kieser stated that without knowledge of future funds and as development markets change, project criteria should not change but reflect a countywide transportation investment vision while selected projects could change. Supervisor Spering agreed about the fairness of solid criteria and that the "rules" would be hard to change. Mr. Kieser added that individual cities would be more confident about jointing an impact fee joint powers authority based on solid rules for project selection.

Mayor Elizabeth Patterson asked if the RTIF would be affected by AB 32 or SB 375. Walter Kieser stated that AB 32 & SB 375 may change how cities plan development, but that these policies would not be part of the RTIF analysis.

Sean Quinn asked if infill sites would be subject to the regional fee program. Walter Kieser answered that the RTIF could assume that infill development creates less trips and less impact, meaning that it would be charged less fee.

Curtis Hunt asked what the rate schedule would be for cities who don't participate in the RTIF. Walter Kieser answered that cities that don't join the JPA would still charge local transportation impact fees for local projects. Daryl Halls answered that for regional STA projects, the STA Board adopted a 50/50 policy, requiring that local agencies provide 50% of the cost of the project. Mr. Halls stated that the RTIF could be a vehicle for generating the local agency share of the regional project's cost.

Hector De La Rosa asked if it was possible to credit developers for fees paid towards regional projects? Walter Kieser answered that some RTIF program do use credits.

Mayor Harry Price asked how major changes to the land uses at Travis Air Force Based would be affect the RTIF. Walter Kieser stated that the STA's Travel Demand Model could be used to conduct a sensitivity analysis on scenarios of development at the air base and its traffic impacts.

On a motion by Mayor Harry Price and a second from Elizabeth Patterson, the RTIF Policy Committee forwarded a recommendation to the ST Board to approve the Nexus Study Work Plan for the Solano RTIF.

B. RTIF Stakeholder Committee

Robert Macaulay gave an overview of the role of the RTIF Stakeholders Committee and recommended potential membership.

Supervisor Jim Spering stated that the Stakeholders Committee should have a broad exposure beyond the STA Board and its alternates.

Sean Quinn asked who two regional developers and three local developers were recommended for Stakeholder seats. Robert Macaulay answered that regional developers would have similar issues while local developers would have a variety of interests. Sean Quinn recommended that infill and mixed use local developers be asked to sit on the committee.

Mayor Elizabeth Patterson asked if environmental justice representatives were considered for seats on the committee. Mayor Patterson also asked who would be recommended for the variety of seats. Robert Macaulay answered that mostly business representatives would be asked to fill the seats. Supervisor Jim Spering recommended that an Environmental Justice seat be added to the committee.

Suzanne Bragdon recommended that geographic equity be maintained in the stakeholder representation.

Mayor Elizabeth Patterson asked Chuck Lamoree if this committee would be subject to the Brown Act. Chuck Lamoree answered that this committee would be subject to the Brown Act and would be advisory to the RTIF Policy Committee and the STA Board.

Mayor Osby Davis recommended that transit representatives be added to the committee.

On a motion by Jim Spering and a second by Harry Price, the RTIF Policy Committee recommended that the RTIF Stakeholders Committee be composed of the STA Staff recommended positions as well as local infill developers, local mixed use developers, environmental justice representatives, transit representatives, and that the committee representation be geographical equitable.

C. Solano County RTIF Governance

Chuck Lamoree discussed the governance options for a potential RTIF program.

Sean Quinn stated when this JPA would be brought to city councils for their considerations. Supervisor Jim Spering stated that it is too soon to tell. Mr. Quinn suggested that the JPA discussion would wait until after the nexus study is completed. Jim Spering agreed that it would be too early develop a JPA.

Daryl Halls recommended that the RTIF Policy Committee recommend that the STA Board designate the Solano Transportation Improvement Authority (STIA) be the governance body for the RTIF, but also that the RTIF Policy Committee should table its decision to authorize STA Legal Council to draft and circulate a JPA agreement.

On a motion by Mayor Jack Jack Batchelor and a second from Mayor Pete Sanchez, the RTIF Policy Committee recommended designation of the STIA as the governing body for the RTIF Program, but tabled recommending drafting and circulating a JPA agreement.

VI. INFORMATION ITEMS

VI. INFORMATION ITEMS

A. Updated RTIF FAQs

Sam Shelton briefly described the updated Frequently Asked Questions sheet provided in the agenda. Mr. Shelton noted that this FAQ would be updated based on committee discussions.

X. CLOSING COMMENTS FROM COMMITTEE MEMBERS

None.

XI. ADJOURNMENT

The STA's RTIF Policy Committee meeting adjourned at 1:00 p.m. The next Regional Traffic Impact Fee (RTIF) Policy Committee Meeting will be in the Fall of 2009.

Solano Transportation Authority

DATE: November 23, 2009
TO: STA RTIF Policy Committee
FROM: Daryl Halls, Executive Director
RE: Regional Transportation Impact Fee (RTIF) Update

Background:
On December 10th, the STA Board adopted the Regional Transportation Impact Fee (RTIF) Nexus Study Scope of Work and authorized the Executive Director to issue a Request for Proposals (RFP) for consultant services. Between January and August of 2009, STA staff has worked with Economic Planning Systems (EPS) and the following three RTIF committees to begin work on the RTIF Nexus Study (see flow chart on Attachment A):

- RTIF Technical Working Group, (5 meetings to date),
  Public Works & Planning Directors who review the technical feasibility and correctness of STA and EPS staff documents and proposals prior to review by other committees.
- RTIF Stakeholders Committee, (2 meeting to date),
  Various elected officials, development industry leaders, and interested parties review RTIF documents and proposals prior to review by the RTIF Policy Committee.
- RTIF Policy Committee, (3 meetings to date),
  Mayors, City Managers, County Administrators Office (CAO) representative, and Board of Supervisors representative review RTIF documents and proposals for policy implications prior to review by the STA's advisory committees and the STA Board.

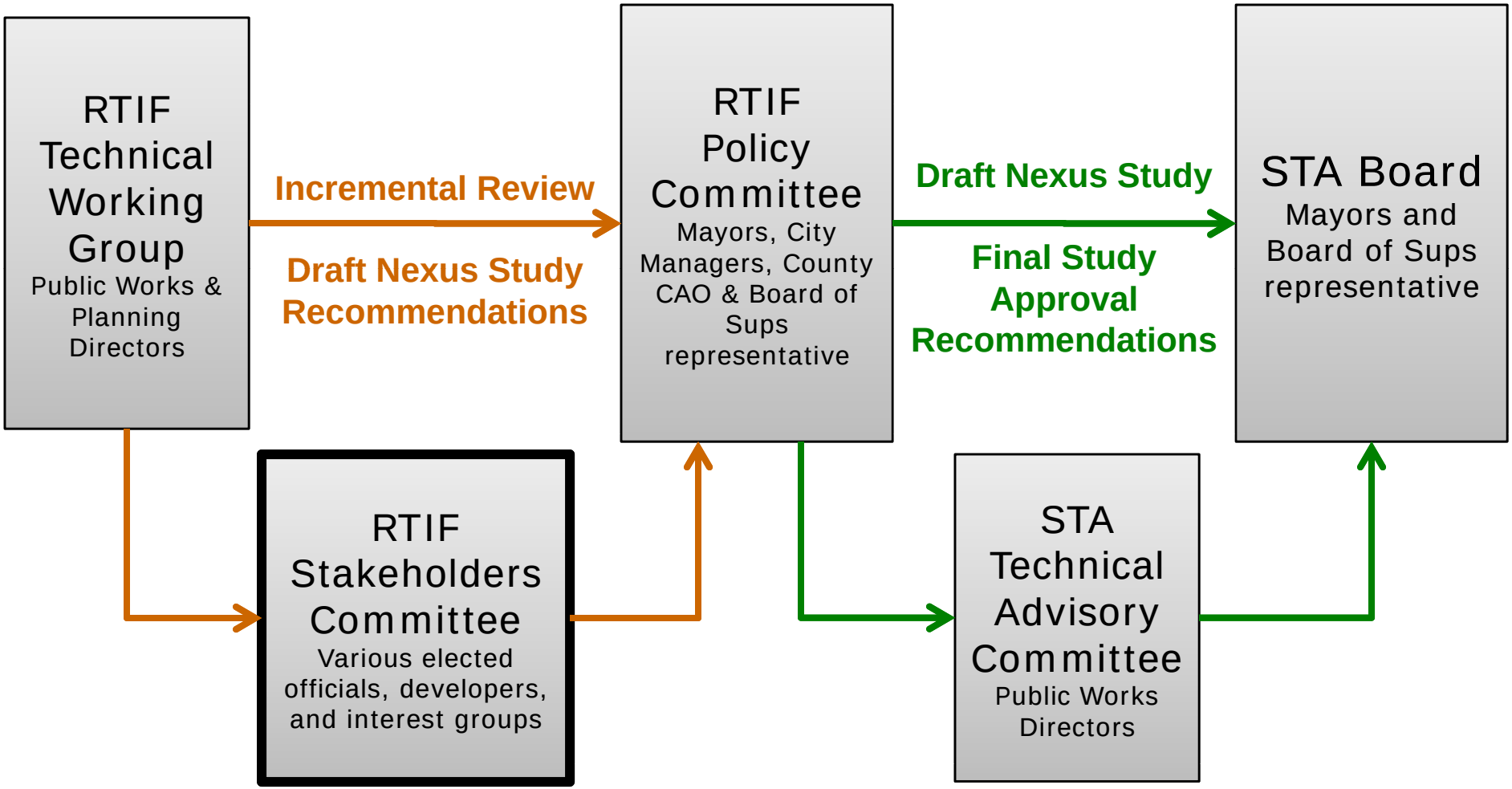
Discussion:
RTIF Development Schedule
Attachment B is the current schedule for the STA's Nexus Study, showing when each group will meet and what items will be on their agendas for information and action. The schedule estimates completing the Nexus Study by September 2010 and begin implementation of an RTIF by the end of 2010. RTIF Technical and Stakeholders groups will meet on even months while the Policy Committee meets on odd months.

To date, no draft nexus study materials have been reviewed by RTIF Committees. The first action items regarding draft project selection criteria and implementation options for the RTIF Working Group and RTIF Stakeholder committee will be in December 2009 and the Policy Committee will take action in January 2010.

Recommendation:
Informational.

Attachments:
A. Regional Transportation Impact Fee (RTIF) Committee Flow Chart, 09-18-09.
B. Regional Transportation Impact Fee (RTIF) Development Schedule, 09-18-09.

Overview of study approval process



The purpose of **Stakeholders committee** will be to review the study and development of a proposed Regional Transportation Impact Fee (RTIF) on new development (e.g., new homes, businesses, and industry) to help fund transportation projects in Solano County.

Solano Transportation Authority

Regional Transportation Impact Fee (RTIF), Summary of Meetings and Discussion Items

Last Updated: 11-05-09

	Technical Working Group (2nd Thurs)		Stakeholder Committee (4th Thurs)		Policy Committee (2nd Weds)	
2009	**Date**	**Items**	**Date**	**Items**	**Date**	**Items**
April	04-01-09	• Intro to EPS • Draft Timeline • Modeling Update • Local Impact Fee Projects			04-08-09	• Board Approves RTIF Outreach
May					05-04-09	• Intro to EPS • Draft Timeline • Recommend Governance Model to STA Board • Adopts Stakeholder committee
June						
July	07-22-09	• Review Capital Project Criteria • Modeling Update				
Aug	08-19-09	• Review revised Capital Project Criteria • Modeling Update				
Sept			09-17-09	• Intro to EPS, Draft Timeline • Collect Concerns		
Oct	10-15-09	• Review revised Capital Project Criteria • Modeling Update • Review Program Implementation Options	10-22-09	• Review revised Capital Project Criteria • Review Program Implementation Options		
Nov						
Dec	12-10-09	• <u>Recommend Capital Project Criteria</u> • <u>Recommend Program Implementation Options</u> • Review draft RTIF Project List & Costs based on criteria	12-17-09	• <u>Recommend Capital Project Criteria</u> • <u>Recommend Program Implementation Options</u> • Review draft RTIF Project List & Costs based on criteria	12-09-09	• Review revised Capital Project Criteria • Review Program Implementation Options

	Technical Working Group (2nd Thurs)		Stakeholder Committee (4th Thurs)		Policy Committee (2nd Weds)	
2010	**Date**	**Items**	**Date**	**Items**	**Date**	**Items**
Jan					01-13-10	• Recommend Capital Project Criteria • Recommend Program Implementation Options • Review draft RTIF Project List & Costs based on criteria
Feb	02-11-10	• Recommend RTIF Project List & Costs • Review Cost Allocation Method • Review preliminary Fee schedule	02-25-10	• Recommend RTIF Project List & Costs • Review Cost Allocation Method • Review preliminary Fee schedule		
Mar					03-10-10	• Recommend RTIF Project List & Costs • Review Cost Allocation Method • Review preliminary Fee schedule
Apr	04-08-10	• Recommend Cost Allocation Method • Recommend preliminary Fee schedule	04-22-10	• Recommend Cost Allocation Method • Recommend preliminary Fee schedule		
May					05-12-10	• Recommend Cost Allocation Method • Recommend preliminary Fee schedule
June	06-10-10	• Review Draft Nexus Study Report	06-10-10	• Review Draft Nexus Study Report		
July					07-14-10	• Review Draft Nexus Study Report
Aug	08-12-10	• Recommend Draft Nexus Study Report	08-26-10	• Recommend Draft Nexus Study Report		
Sept					09-08-10	• Recommend Draft Nexus Study Report
Oct	10-14-10	• Assist with RTIF Implementation	10-21-10	• Assist with RTIF Implementation	10-13-10	• Assist with RTIF Implementation

MEMORANDUM

To: Sam Shelton, STA

From: Jason Moody and Eileen Tumalad

Subject: Solano County RTIF: Project Selection and Program Implementation Options; EPS #19016

Date: October 19, 2009

The Solano County Regional Traffic Impact Fee (RTIF) would provide funding for transportation improvements that serve the regional and collective needs of participating jurisdictions. Given that the revenues would be generated by and allocated to multiple jurisdictions, decisions will need to be made about how the program would be administered, including the determination of eligible projects as well as the sharing and prioritization of funds. This memorandum discusses the range of potential mechanisms and organizational options for implementing the RTIF.

It should be noted that the RTIF Policy Committee has already recommended that the Solano Transportation Improvement Authority (STIA) administer the RTIF program. The STIA is a Joint Powers Authority (JPA) created by the Solano County Board of Supervisors in 2004 to develop a Solano County Transportation Expenditure Plan and administer a transportation sales tax. Although the sales tax measure was not approved by the required two-thirds majority vote, the STIA remains in place. The STIA board of Directors is made up of representatives appointed by elected officials from all the County jurisdictions.

In its role as administrator of the RTIF program, the STIA will have a number of baseline responsibilities that may expand depending upon the choice of implementation mechanisms selected and described herein. At a minimum, the STIA will be responsible for maintaining and updating the RTIF model, calculating the applicable fee(s), approving the list of eligible RTIF projects, and promulgating/monitoring the RTIF implementation process. More expanded responsibilities could include the prioritization and allocation of RTIF expenditures.

While the STIA will serve as the RTIF administrative entity, there exist a variety of options for selecting eligible projects, determining fee levels, and allocating fee revenues among various jurisdictions. Three primary issues are addressed herein: (1) selection of eligible projects, (2) the determination of fee levels by location, and (3) the distribution of fee revenue. As should become clear, these critical program elements are inter-related since decision in one area will affect the implementation and function of others.

Project Selection Criteria Options

Most regional transportation fee programs articulate clear criteria regarding the type of projects or improvements that are eligible to be included. The purpose of these criteria is to ensure that truly regional projects are selected as opposed to more local improvements that may not benefit all the participating jurisdictions. A list of potential selection criteria, and the advantages and disadvantages of each, is summarized in **Table 1**. Although not exhaustive, the list does include the range of selection criteria commonly used in programs of this nature. The list does not constitute a recommendation and some of the criteria listed are mutually exclusive. In addition, regardless of what screening criteria are ultimately selected, all projects must comply with AB 1600 and cannot be already fully funded by another source.

As shown, **Table 1** distinguishes between "absolute" and "relative" criteria. Absolute criteria refer to conditions or factors that must be met in order for a project to be included on an RTIF program. Relative criteria represent more of a ranking mechanism which allows projects to be compared and prioritized based on factors of concern to participating jurisdictions. Most relative criteria can be converted to absolute criteria and vice versa if desired. By way of example, the Regional Significance criteria would rank and prioritize projects based on the absolute or relative number of trips accommodated by the facility that start in one jurisdiction and end in another.[1] Conversely, the criteria could be converted to absolute criteria by eliminating facilities that carry less than an absolute or percentage number of regional trips (e.g., 20 percent).

Fee Levels by Location (Fee Districts)

The RTIF can consist of one County-wide fee or a number of different Fee Districts. A Fee District is the geographical area that contains the inter-community travel patterns that provide the basis for evaluating trip distribution and transportation needs. Fee Districts would separate the County into geographical sub-areas with distinct transportation patterns and needs. Generally speaking separate fee levels are calculated for each fee district (of course, individual jurisdictions are free to develop their own local fees). **Table 2** summarizes the primary Fee District options available.

In addition to reinforcing the regional nature of the fee program, the primary advantages of a single Fee District include ease of implementation and simplicity in transportation modeling. The primary benefit of multiple fee districts is that they can more accurately account for sub-regional differences in growth, transportation needs, trip patterns, and corresponding RTIF contributions. This allows for a more precise "nexus" between the fee level of a particular district and the RTIIF program investments that serve it. A disadvantage is that multiple districts may run counter to

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[1] A regional trip is one that starts in one jurisdiction and ends in another. For the purposed of the RTIF it could be defined as one that both starts and ends in the County or that contains only one "trip end" in the County

Table 1
Potential RTIF Project Screening Criteria [1]

Screening Criteria[2]	Description	Advantages	Disadvantages	STA Travel Demand Model Role
Absolute Criteria				
Included in the CTP, RORS, TFORS, or defined RTIF network	Only Include projects in Comp. Trans. Plan, Routes or Transit Facilities of Regional Significance, or other defined network	Defines parameters of program and narrows the universe of eligible projects	May reduce flexibility to fund desired projects	Not needed
Exclude projects in local fee program(s)	Eliminate projects already included in local fee programs	Avoids overlap and complex cost allocation / technical analysis	Reduces opportunities for regional / shared funding	Not needed
Policy Committee Priority Projects	Include projects selected / approved by Policy Committee	Reflects stakeholder input / consensus. May enhance flexibility.	May not reflect objective, quantified criteria	Not needed
No existing deficiencies	Eliminate projects that address existing deficiencies	Eliminates projects and simplifies nexus	May reduce flexibility to fund desired projects	Actual traffic counts are better for measuring existing deficiencies
Exclude State / Federal Facilities	Exclude projects located on State or federally maintained facilities	Eliminates projects outside local responsibility	Eliminates projects important to regional mobility. Program cannot be used as partial mitigation for impacts on State facilities.	Not needed
Located in unincorporated area	Only include projects at least partially located in unincorporated areas	May help ensure regional nature of RTIF program	May reduce flexibility to fund desired projects	Not needed
Relative Criteria				
Regional significance	Prioritize or rank projects based on the absolute or relative number of regional trips (e.g. 30% regional trips)	Provides an objective basis for ranking projects	Requires technical / modeling accuracy regarding origin-destination patterns	Should be used cautiously - more reliable if one looks a project as part of a screenline. Results can be be compared to Census, MTC, and SACOG data.
Regional equity	Focus on achieving regional equity (e.g., roughly equal proportion of project costs by jurisdiction or fee district)	May promote regional buy-in and geographic equity	May preclude projects with higher utilization	Can be used to predict roughly what % of a given project is used by traffic originating in the different cities within Solano County
Existing / projected traffic characteristics	Select projects that exceed a desired traffic threshold (such as LOS, Vehicle Hours of Delay, AADT, Volume to Capacity ratios, travel time reliability)	Focuses on highly utilized facilities and/or the most needed improvements	Requires technical / modeling accuracy on detailed traffic volume projections. May duplicate or conflict with existing plans / processes.	If *existing* traffic levels are used, then actual traffic counts would be better. Model can be used in tandem with counts for forecasting traffic levels.
Constrained time horizon	Prioritize projects expected to be initiated within defined time frame	Eliminates more speculative, long-term projects (5-year updates)	May not capture complete set of projects needed to accommodate future growth	Not needed
Also address existing deficiencies	Prioritize projects that address both existing deficiencies and future needs	Ensures existing facilities do not get worse	May reduce flexibility to fund desired projects. Adds complexity to cost allocation.	Actual traffic counts are better for measuring existing deficiencies
Reduction in GHG	Prioritize projects that reduce emission of Green House Gases	Addresses State / Federal GHG policies	May be difficult to accurately measure given variety of factors at play	Can be used to determine relative VMT and a proxy for GHG.

(1) List is neither exhaustive nor mutually exclusive. It is possible that a hybrid of these options, or others not considered here, can serve as the basis for the final fee.
(2) Screening criteria assume all projects comply with AB 1600 and are not already fully funded by another source
(3) Absolute criteria determine whether a project is "in" or "out" while relative criteria rank projects that are "in". Most relative criteria can be converted to absolute and vice versa.

the regional nature of the RTIF program. In addition, multiple fee districts generally require more complex, precise and reliable transportation modeling capabilities and results.

It is also possible to create separate fee "sub-districts" that serve as hybrid between the single and multiple fee district approaches. The sub-district approach maintains a single Countywide fee but allows for separate fee layers for a particular set of improvements to be unique to particular geographic areas. For example, a Vallejo-Benicia "sub-district" could include a special "transit fee" on new development in this area to cover a portion of the costs of transit projects that serve these jurisdictions. Ultimately, the RTIF could consist of variety of "sub-district" fees along with one countywide fee.

Table 2: Fee Level by Location (Fee Districts)

Implementation Option	Description	Advantages	Disadvantages
Single County-Wide Fee	One fee is calculated for the entire County	Simplifies the fee modeling requirements and reinforces the regional nature of the RTIF program.	Less precise accounting of sub-regional differences in transportation needs and impacts
Multiple Fee Districts	Separate fee levels for defined sub-areas in the County based on unique trip distribution.	Accounts for sub-regional differences in growth, transportation needs, trip patterns, and corresponding RTIF program fee contributions.	Counter to the regional intent of RTIF program. Requires more complex modeling and administration process.
Fee Sub-Districts	Allow for special fee layers to be included on top of single RTIF fee with unique "sub-districts" to fund desired projects that only benefit the fee sub-district (e.g., HOV lanes, transit, etc.)	Allows for specific areas in the region to provide increased funding for specific priority projects without sacrificing the regional nature of the RTIF program.	May require more complex modeling and administration and with multiple "special districts" with separate priority projects.

Fee Collection and Distribution

This analysis has identified three "prototype" models for allocating fee revenues among various jurisdictions that range from minimal to more centralized control, as described below and summarized in **Table 3**. Of course, a range of permutations exists within this spectrum depending on the specific organization requirements and goals of the entities involved.

1. **Decentralized control:** Each jurisdiction can collect and bank the RTIF revenue generated within their boundaries. The resulting funds can then be applied to a "pick list" of eligible transportation projects approved as part of the RTIF process. This approach will provide maximum flexibility to participating jurisdictions in the prioritization and application of RTIF funds. This "return to source" approach can minimize the need for inter-jurisdictional negotiations regarding the prioritization of investments. Of course, some coordination will still be required for improvements that span jurisdictional boundaries.

Table 3: Revenue Collection and Distribution Options

Implementation Option	Description	Advantages	Disadvantages
Decentralized Control	Each jurisdiction collects and keeps the RTIF revenue generated within its boundaries and applies the funds to eligible RTIF projects of their choice.	Provides maximum flexibility to participating jurisdictions in the prioritization of RTIF funds. Can also minimize the need for inter-jurisdictional negotiations for prioritization.	Requires inter-jurisdictional coordination for funding multi-jurisdictional projects.
Centralized Control	RTIF revenue collected by each jurisdiction and forwarded to STIA for prioritization and expenditure on approved RTIF projects.	Builds in the need for multi-jurisdictional planning and coordination using an established multi-jurisdictional JPA.	Jurisdictions relinquish direct local control of RTIF revenues and ability prioritize "their" projects.
Joint Control	A "hybrid" approach which allows jurisdictions to retain a percentage of the funds collected and forward the rest to the STIA.	Provides a "happy medium" between complete local versus complete centralized control.	Depending on the "return-to-source" percentages, may still have issues with coordination of investments or loss of local buy-in.

2. **Centralized control**: Under this approach the STIA would both administer the RTIF program and be responsible for applying the funds to established RTIF projects. In other words, RTIF revenue collected by each jurisdiction would be transferred directly to the STIA. Funding decisions would be based on input from the STIA Board and would require a multi-jurisdictional agreement on the prioritization and application of RTIF funds. This approach builds in the need for multi-jurisdictional planning and coordination, which requires jurisdictions to utilize a network approach to transportation planning and recognizes the holistic nature of transportation systems.

   The operating agreement for the East Contra Costa Regional Fee and Financing Authority (the Authority) is an example of the "centralized control" prototype. Revenues collected from each jurisdiction are forwarded to the Authority for the funding of transportation projects.

3. **Joint control:** This approach represents a hybrid of the centralized and decentralized models above by allowing for a percentage of the funds collected by each jurisdiction (e.g., 50 percent) to remain and be controlled by that jurisdiction. The remaining revenue would be forwarded to the STIA for administration and application of RTIF funds for eligible projects. This alternative allows for the ability of each jurisdiction to prioritize and apply a portion of RTIF funds, while facilitating the funding of multi-jurisdictional projects. It strikes a balance between a complete "return-to-source" approach and more centralized control.

   The operating agreement for the San Joaquin Council of Governments (SJCOG) is an example of the "joint control" prototype, where a portion of fee revenues collected by each jurisdiction is paid to SJCOG for funding regional transportation improvement projects. Each

participating jurisdiction retains the remainder of the fee revenue and can prioritize and apply funds to selected transportation projects.

Implications and Next Steps

The program implementation and project selection options described above span the spectrum from a more centralized and integrated system to a more decentralized and heterogeneous one. In addition, they can vary significantly in terms of the number of projects covered and the level of transportation model accuracy required. At one end of the spectrum would be a single County-wide fee focused on a relatively small number of projects with the transportation investment decisions funneled through the STIA. On the other end would be multiple fee districts covering numerous projects with individual jurisdictions responsible for distributing fee revenue. Within this spectrum, multiple permutations are possible. The selection of the most appropriate set of implementation mechanisms will depend on the goals of participating jurisdictions. In other words, form should follow function when designing appropriate programmatic approaches.

It is expected that the development and refinement of the appropriate RTIF implementation process will occur concurrently with the development of other program elements, including the modeling process and project selection criteria. The STA intends to incorporate input from the Policy, Steering, and Stakeholder Committees as well as the project consultants to formulate the most effective and palatable approach.