



STA BOARD MEETING AGENDA
6:00 p.m., Regular Meeting
Wednesday, February 12, 2014
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585

Mission Statement: To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. **Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 3 minutes or less.**

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA 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.

Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at jmasiclat@sta-snci.com. **Supplemental Reports:** Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

<u>ITEM</u>	<u>BOARD/STAFF PERSON</u>
<p>1. CALL TO ORDER/PLEDGE OF ALLEGIANCE (6:00 – 6:05 p.m.)</p>	<p>Chair Davis</p>
<p>2. CONFIRM QUORUM/ STATEMENT OF CONFLICT An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.</p>	<p>Chair Davis</p>
<p>3. APPROVAL OF AGENDA</p>	

<u>STA BOARD MEMBERS</u>							
Osby Davis (Chair)	Elizabeth Patterson (Vice Chair)	Jack Batchelor, Jr.	Harry Price	Norman Richardson	Pete Sanchez	Steve Hardy	Jim Sperring
City of Vallejo	City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Suisun City	City of Vacaville	County of Solano
<u>STA BOARD ALTERNATES</u>							
VACANT	Alan Schwartzman	Dane Besneatte	Rick Vaccaro	Constance Boulware	Mike Hudson	Dilenna Harris	Erin Hannigan

4. OPPORTUNITY FOR PUBLIC COMMENT

(6:05 – 6:10 p.m.)

5. EXECUTIVE DIRECTOR’S REPORT – Pg. 1

(6:10 – 6:15 p.m.)

Daryl K. Halls

6. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

(6:20 – 6:25 p.m.)

MTC Commissioner
Jim Spering

7. REPORT FROM CALTRANS

(6:25 – 6:30 p.m.)

8. REPORT FROM STA/PRESENTATIONS

(6:30 – 6:35 p.m.)

A. Federal Legislative Update

Vic Fazio and Susan Lent,
Akin Gump

B. Directors Report

1. Planning

Robert Macaulay

2. Projects

Janet Adams

3. Transit/Rideshare

Judy Leaks/ Liz Niedziela

9. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(6:35 - 6:40 p.m.)

A. Minutes of the STA Board Meeting of January 8, 2014

Johanna Masiclat

Recommendation:

Approve STA Board Meeting Minutes of January 8, 2014.

Pg. 5

B. Draft Minutes of the Technical Advisory Committee (TAC) Meeting of January 29, 2014

Johanna Masiclat

Recommendation:

Approve Draft TAC Meeting Minutes of January 29, 2014.

Pg. 17

C. Renewal of Membership with Solano Economic Development Corporation (EDC) for 2014

Daryl Halls

Recommendation:

Approve the renewal of STA’s membership with the Solano Economic Development Corporation (SolanoEDC) at the Premier Member “Chairman’s Circle” level of \$7,500 for Calendar Year 2014.

Pg. 23

D. Fiscal Year (FY) 2013-14 Abandoned Vehicle Abatement (AVA) Program First Quarter Report

Judy Kowalsky

Recommendation:

Receive and file.

Pg. 27

- E. Contract Amendment – Transit Project Management Nancy Whelan Consulting** Liz Niedziela
Recommendation:
 Authorize the Executive Director to execute a contract amendment for Transit Project Management Services for Nancy Whelan Consulting for an amount not-to-exceed \$111,303 to cover additional transit related project management and financial services for the STA and the City of Rio Vista.
Pg. 29
- F. Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) Recommendation** Liz Niedziela
Recommendation:
 Approve the Federal Section 5311 Allocation for 2014 and 2015 in the amount of \$976,856 as specified in Attachment B.
Pg. 31
- G. 2014 Paratransit Coordinating Council (PCC) Work and Outreach Plans** Anthony Adams
Recommendation:
 Approve the 2014 PCC Work Plan as shown in Attachment A and the 2014 PCC Outreach Plan as shown in Attachment B.
Pg. 35
- H. Jepson Parkway Project - Final Relocation Impact Statement and Last Resort Housing Plan** Janet Adams
Recommendation:
 Adopt the Final Relocation Impact Statement and Last Resort Housing Plan for the Jepson Parkway Project.
Pg. 39
- I. Contract Amendment - Jepson Parkway Project Right of Way Services** Janet Adams
Recommendation:
 Approve a contract amendment of an amount to-to-exceed \$300,000 for the ARWS contract to complete the appraisal and acquisitions including any required goodwill appraisals for the Jepson Parkway Projects Phases I and II over the following 12 to 18 months.
Pg. 47
- J. I-80/I-680/State Route (SR) 12 Interchange - I-80 Freeway Performance Initiative (FPI) Project Bridge Toll Allocation** Janet Adams
Recommendation:
 Approve the following:
 1. Transfer of \$1M of Bridge Toll funds from the I-80/I-680/SR12 Interchange – ICP project to be the used for construction of the I-80 FPI project and a corresponding amount of \$1M in CMAQ funds (federal funds from the regional FPI program) to made available for construction of the I-80/I-680/SR12 Interchange – ICP project;

2. STA Resolution No. 2014-01 and Funding Allocation Transfer Request from Metropolitan Transportation Commission (MTC) to transfer \$1M in Bridge Toll funds to the I-80 FPI Project for construction. The \$1M will be transferred from the previous allocation of \$29.448 million for construction of the I-80/I-680/SR12 Interchange – ICP project; and
3. The Executive Director to enter into a Cooperative Agreement with Caltrans to initiate the I-80 FPI construction project and authorize the use of the \$1M Bridge Toll funds for construction on this project.

Pg. 51

10. ACTION FINANCIAL ITEMS

A. **Conduct Public Hearing and Approve New Fare Structure for SolanoExpress Routes 20, 30, 40, and 90 Operated by Fairfield and Suisun Transit (FAST)**

Wayne Lewis,
FAST

Recommendation:

Conduct a Public Hearing and:

1. Approve the proposed fare structure shown in Attachment 3 for SolanoExpress Routes 20, 30, 40, and 90 operated by FAST for FY 2014-15 through FY 2020-21, with the condition that the approval will be rescinded if the Fairfield City Council does not approve the entire fare proposal as submitted;
2. Request FAST staff provide the STA Board with a six month status report prior to implementation of future year fare adjustments for SolanoExpress Routes 20, 30, 40, and 90; and
3. Authorize the Executive Director to write a letter of support for development and implementation of an operational and maintenance plan for the Fairfield Transportation Center and City of Fairfield's Park and Ride lots consistent with the recently completed Public Private Partnership (P3) Study.

(6:40 – 6:55 p.m.)

Pg. 65

11. ACTION NON-FINANCIAL ITEMS

A. **STA Regional Transportation Impact Fee (RTIF) Implementation**

Robert Guerrero

Recommendation:

Approve the following:

1. RTIF District Boundary Map as illustrated in Attachment B;
2. RTIF Revenue Estimates as shown in Attachment C; and
3. Request Solano County update the Public Facility Fee to include Green Valley Overcrossing as an eligible project for RTIF Working Group District 4.

(6:55 - 7:00 p.m.)

Pg. 101

B. STA's 2014 Legislative Priorities and Platform

Jayne Bauer

Recommendation:

Adopt the STA 2014 Legislative Priorities and Platform as specified in Attachment C.

(7:00 – 7:05 p.m.)

Pg. 117

12. INFORMATIONAL ITEMS – DISCUSSION

A. Update on Active Transportation Program Guidelines

(7:05 – 7:10 p.m.)

Pg. 141

Robert Macaulay
Sofia Recalde

B. Mobility Management Program Update

(7:10 – 7:15 p.m.)

Pg. 173

Anthony Adams

INFORMATIONAL ITEMS – NO DISCUSSION

C. SB 743 California Environmental Quality Act (CEQA) Guidelines Update

Pg. 195

Robert Macaulay

D. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2014

Pg. 223

Johanna Masielat

13. BOARD MEMBERS COMMENTS

14. ADJOURNMENT

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, March 12, 2014**, Suisun Council Chambers.

This page intentionally left blank.



MEMORANDUM

DATE: February 5, 2014
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report –February 2014

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.

Public Hearing to Consider Fairfield and Suisun Transit (FAST) Proposal to Modify Fares for SolanoExpress Routes 20, 30, 40 & 90 *

At the January 2014 STA Board meeting, FAST staff requested the STA Board authorize FAST to conduct public hearings to consider proposed fare changes to the four SolanoExpress Bus Routes operated by FAST, paralleling proposed fare changes to FAST's local service. The STA Board is responsible for authorizing any changes to routes or fares for Routes 30 and 90. Routes 20 and 40 are covered under the multi-agency Intercity Funding Agreement of which STA is a participant and require notification of the funding partners prior to initiating any proposed fare changes. FAST is working with the other Solano County transit operators to accommodate the forthcoming implementation of CLIPPER, the Bay Area's universal transit card that is being implemented on Solano County's transit systems in Fiscal Year 2014-15. FAST will need to make some adjustments to its current fare structure in order to implement CLIPPER on its transit system. In addition, the recently completed FAST Short Range Transit Plan (SRTP) identified a need to address a projected \$600,000 annual operating shortfall beginning this year, and adjusting fares is one of three potential options identified for addressing this projected operating shortfall. Wayne Lewis from FAST is scheduled to provide a summary of the public comments received at a series of public meetings, and the STA Board is tasked to conduct a public hearing to hear final comments prior to acting on the proposal by FAST. Concurrent with this action, staff is recommending the Board authorize the Executive Director to forward a letter to the Fairfield City Council recommending the City of Fairfield help address the projected operating shortfall by developing a operating and maintenance funding plan for the Fairfield Transportation Center and nearby Park and Ride facilities by incorporating recommendations of the draft Public Private Partnership Feasibility that identifies opportunities for covering the future operating and maintenance costs for this facility, including paid parking.

Adoption of STA's Legislative Priorities and Platform for 2014 *

The STA's federal and state legislative priorities platform for 2014 was distributed for review and comment, and the document has been updated to reflect the various comments received. The priorities identified in this year's platform have been modified somewhat to correspond to evolving state and federal transportation funding sources. Susan Lent, representing STA's federal lobbyist firm, Akin and Gump, is scheduled to attend the Board meeting and provide a presentation on the status of transportation issues circulating in Washington, DC.

State and Regional Cap and Trade Program Discussions *

In January, staff informed the Board of the Regional Cap and Trade Program framework adopted by the Metropolitan Transportation Commission (MTC) in December 2013. In January, Governor Jerry Brown's proposed 2014 State Budget recommended \$100 million in Cap and Trade funds be allocated by the Strategic Growth Council, but no Cap and Trade funds to be allocated to the state's regional transportation agencies. Currently, statewide transportation supporters at the regional and local level are discussing options for consideration by the State Legislature to include Cap and Trade funds to be allocated to the regional level for implementation at the local level. Staff will provide an update at the Board meeting.

STA Implementation of Transportation Element of the County Public Facility Fee *

On December 3rd, the Solano County Board of Supervisors unanimously supported revisions to the County's Public Facility Fee (PFF) that includes adding in a \$1,500 dwelling unit equivalent for transportation and authorizing the County to enter into an agreement with STA to administer the transportation portion of the PFF. The seven cities officially began collecting the new version of the fee on behalf of the County on February 3rd. STA staff has already held initial organizational meetings with all seven working groups to begin developing draft expenditure and project delivery plans. A meeting of the STA's RTIF Policy Committee is scheduled for February 12th, prior to the STA Board meeting to review and recommend final RTIF Working Group boundaries and updated revenue estimates and to discuss policies and criteria pertaining to allocating and loaning funds between working groups and projects.

Vantastic Vanpool Promotion in February

February is the regional vanpool promotion for the bay area, called "Vantastic" Commute. The STA's Solano Napa Commuter Information program is organizing four vanpool appreciation events at Curtola Park and Ride, Red Top Park and Ride, Redwood Road Park and Ride, and Vacaville Transit Center. Through the past seven months of Fiscal Year 2013-14, STA's vanpool coordinator Paulette Cooper has helped form 20 new vanpools.

STA Staff Update

I am pleased to announce that STA has recently hired two new staff to fill two of four vacant staff positions. Debbie McQuilkin was hired as the first full-time Customer Service Representative for the Transit and Rideshare Department. She will be helping facilitate the establishment of the new Mobility Management Call Center. She is a resident of Benicia and she started her new job on February 3, 2014. This week, Andrew Hart accepted the position of Associate Planner working in the Planning Department. In this position he will be responsible for bicycle planning, implementing the bicycle way finding signs and coordinating with the two air quality districts. He is relocating from New Jersey and is scheduled to start work with the STA on March 3, 2014.

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated February 2013)

A		J	
ABAG	Association of Bay Area Governments	JARC	Jobs Access Reverse Commute Program
ACTC	Alameda County Transportation Commission	JPA	Joint Powers Agreement
ADA	American Disabilities Act	L	
AVA	Abandoned Vehicle Abatement	LATIP	Local Area Transportation Improvement Program
APDE	Advanced Project Development Element (STIP)	LEV	Low Emission Vehicle
AQMD	Air Quality Management District	LIFT	Low Income Flexible Transportation Program
ARRA	American Recovery and Reinvestment Act	LOS	Level of Service
B		LS&R	Local Streets & Roads
BAAQMD	Bay Area Air Quality Management District	M	
BABC	Bay Area Bicycle Coalition	MAP-21	Moving Ahead for Progress in the 21 st Century
BAC	Bicycle Advisory Committee	MIS	Major Investment Study
BART	Bay Area Rapid Transit	MOU	Memorandum of Understanding
BATA	Bay Area Toll Authority	MPO	Metropolitan Planning Organization
BCDC	Bay Conservation & Development Commission	MTC	Metropolitan Transportation Commission
BT&H	Business, Transportation & Housing Agency	MTS	Metropolitan Transportation System
C		N	
CAF	Clean Air Funds	NCTPA	Napa County Transportation & Planning Agency
CALTRANS	California Department of Transportation	NEPA	National Environmental Policy Act
CARB	California Air Resources Board	NHS	National Highway System
CCCC (4'Cs)	City County Coordinating Council	NOP	Notice of Preparation
CCCTA (3CTA)	Central Contra Costa Transit Authority	O	
CCJPA	Capitol Corridor Joint Powers Authority	OBAG	One Bay Area Grant
CCTA	Contra Costa Transportation Authority	OTS	Office of Traffic Safety
CEQA	California Environmental Quality Act	P	
CHP	California Highway Patrol	PAC	Pedestrian Advisory Committee
CIP	Capital Improvement Program	PCC	Paratransit Coordinating Council
CMA	Congestion Management Agency	PCRCP	Planning & Congestion Relief Program
CMIA	Corridor Mobility Improvement Account	PCA	Priority Conservation Study
CMAQ	Congestion Mitigation & Air Quality Program	PDS	Project Development Support
CMP	Congestion Management Plan	PDA	Priority Development Area
CNG	Compressed Natural Gas	PDT	Project Delivery Team
CTC	California Transportation Commission	PDWG	Project Delivery Working Group
D		PMP	Pavement Management Program
DBE	Disadvantaged Business Enterprise	PMS	Pavement Management System
DOT	Department of Transportation	PNR	Park & Ride
E		PPM	Planning, Programming & Monitoring
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PPP (P3)	Public Private Partnership
EIR	Environmental Impact Report	PS&E	Plans, Specifications & Estimate
EIS	Environmental Impact Statement	PSR	Project Study Report
EPA	Environmental Protection Agency	PTA	Public Transportation Account
EV	Electric Vehicle	PTAC	Partnership Technical Advisory Committee (MTC)
F		R	
FEIR	Final Environmental Impact Report	RABA	Revenue Alignment Budget Authority
FHWA	Federal Highway Administration	RBWG	Regional Bicycle Working Group
FPI	Freeway Performance Initiative	RFP	Request for Proposal
FTA	Federal Transit Administration	RFQ	Request for Qualification
G		RM 2	Regional Measure 2 (Bridge Toll)
GHG	Greenhouse Gas	RPC	Regional Pedestrian Committee
GIS	Geographic Information System	RRP	Regional Rideshare Program
H		RTEP	Regional Transit Expansion Policy
HIP	Housing Incentive Program	RTIF	Regional Transportation Impact Fee
HOT	High Occupancy Toll	RTP	Regional Transportation Plan
HOV	High Occupancy Vehicle	RTIP	Regional Transportation Improvement Program
I		RTPA	Regional Transportation Planning Agency
ISTEA	Intermodal Surface Transportation Efficiency Act		
ITIP	Interregional Transportation Improvement Program		
ITS	Intelligent Transportation System		

S

SACOG	Sacramento Area Council of Governments
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users
SCS	Sustainable Community Strategy
SCTA	Sonoma County Transportation Authority
SFCTA	San Francisco County Transportation Authority
SJCOG	San Joaquin Council of Governments
SHOPP	State Highway Operations & Protection Program
SMAQMD	Sacramento Metropolitan Air Quality Management District
SMCCAG	San Mateo City-County Association of Governments
SNCI	Solano Napa Commuter Information
SoHip	Solano Highway Improvement Plan
SOV	Single Occupant Vehicle
SP&R	State Planning & Research
SR	State Route
SR2S	Safe Routes to School
SR2T	Safe Routes to Transit
STAF	State Transit Assistance Fund
STA	Solano Transportation Authority
STIP	State Transportation Improvement Program
STP	Federal Surface Transportation Program

T

TAC	Technical Advisory Committee
TAM	Transportation Authority of Marin
TAZ	Transportation Analysis Zone
TCI	Transportation Capital Improvement
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Transportation Congestion Relief Program
TDA	Transportation Development Act
TDM	Transportation Demand Management
TE	Transportation Enhancement
TEA-21	Transportation Efficiency Act for the 21 st Century
TFCA	Transportation Funds for Clean Air
TIF	Transportation Investment Fund
TIGER	Transportation Investment Generating Economic Recovery
TIP	Transportation Improvement Program
TLC	Transportation for Livable Communities
TMA	Transportation Management Association
TMP	Transportation Management Plan
TMS	Transportation Management System
TOD	Transportation Operations Systems
TOS	Traffic Operation System
T-Plus	Transportation Planning and Land Use Solutions
TRAC	Trails Advisory Committee
TSM	Transportation System Management

U, V, W, Y, & Z

UZA	Urbanized Area
VHD	Vehicle Hours of Delay
VMT	Vehicle Miles Traveled
VTA	Valley Transportation Authority (Santa Clara)
W2W	Welfare to Work
WCCTAC	West Costa County Transportation Advisory Committee
WETA	Water Emergency Transportation Authority
YCTD	Yolo County Transit District
YSAQMD	Yolo/Solano Air Quality Management District
ZEV	Zero Emission Vehicle



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
January 8, 2014

1. CALL TO ORDER

Chair Hardy called the regular meeting to order at 6:00 p.m. A quorum was confirmed.

MEMBERS

PRESENT:	Steve Hardy, Chair	City of Vacaville
	Osby Davis, Vice Chair	City of Vallejo
	Elizabeth Patterson	City of Benicia
	Jack Batchelor	City of Dixon
	Harry Price	City of Fairfield
	Norman Richardson	City of Rio Vista
	Pete Sanchez	City of Suisun City
	Jim Sperring	County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Exec. Director/Dir. of Projects
	Robert Macaulay	Director of Planning
	Johanna Masiclat	Clerk of the Board/Office Manager
	Susan Furtado	Accounting & Administrative Svc. Manager
	Jayne Bauer	Marketing & Legislative Program Manager
	Liz Niedziela	Transit Manager
	Robert Guerrero	Project Manager
	Judy Leaks	Program Manager
	Jessica McCabe	Assistant Project Manager
	Anthony Adams	Assistant Project Manager
	Sofia Recalde	Associate Planner
	Zoe Zaldivar	Customer Service Representative

ALSO PRESENT: (In alphabetical order by last name.)

Kevin Chen	Kittelson and Associates, Inc.
Alan Chow	Caltrans District 4
Winnie Chung	Caltrans District 4
Amanda Dum	City of Suisun City

Rick Dowling	Kittelson and Associates, Inc.
Barry Eberling	The Daily Republic
Steve Hartwig	City of Vacaville
Dan Kasperson	City of Suisun City
Jenica Keller	KPMG
Liam Kelly	KPMG
Wayne Lewis	City of Fairfield
Adrian Levy	Caltrans District 4
Dan McElhinney	Caltrans District 4
Robert Powell	Member of the Public
Mike Robert	City of Benicia
Josh Shaw	Shaw/Yoder /Antwih, Inc.

2. CONFIRM QUORUM/STATEMENT OF CONFLICT

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

3. APPROVAL OF AGENDA

On a motion by Board Member Batchelor, and a second by Board Member Richardson, the STA Board approved the agenda.

4. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

5. EXECUTIVE DIRECTOR'S REPORT

- Board Selection of STA Board Chair and Vice Chair for 2014
- 2013 STA Chair to Cover Highlights of 2013
- Caltrans' Public Notice of Implementation of Phase 1 of Ramp Metering on I-80
- Fairfield and Suisun Transit (FAST) Proposal to Modify Fares for SolanoExpress Routes 20, 30, 40, & 90
- STA's Draft 2014 Legislative Priorities and Platform for 2014
- STA Implementation of Transportation Portion of County Public Facility Fee
- Mid-Year Budget Revision

6. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

MTC Commissioner Jim Spring presented and provided an update on the development and guideline process of the Regional Cap and Trade Funding Framework and Project Selection categories developed by MTC.

7. REPORT FROM CALTRANS

Dan McElhinney, Deputy Director, Caltrans District 4 and Kevin Chen, Kittelson and Associates, Inc., presented the Stage 1 Implementation of the Solano I-80 Ramp Metering (Eastbound).

8. REPORT FROM STA

- A. STA Highlights of 2013 was presented by Chair Hardy
- B. State Legislative Update was presented by Josh Shaw, Shaw/Yoder/Antwih, Inc.
- C. Directors Report
 - 1. Planning
 - 2. Projects
 - 3. Transit/Rideshare

9. CONSENT CALENDAR

On a motion by Board Member Batchelor, and a second by Board Member Richardson, the STA Board unanimously approved Consent Calendar Items A through K.

A. Minutes of the STA Board Meeting of December 11, 2013

Recommendation:

Approve STA Board Meeting Minutes of December 11, 2013.

B. Draft Minutes of the Technical Advisory Committee (TAC) Meeting of December 18, 2013

Recommendation:

Approve Draft TAC Meeting Minutes of December 18, 2013.

C. Bicycle Advisory Committee (BAC) Appointments

Recommendation:

Reappoint Nancy Lund and David Pyle to the BAC for a three-year term.

D. Pedestrian Advisory Committee (PAC) Appointments

Recommendation:

1. Reappoint Mike Hudson for a three-year term;
2. Reappoint Bil Paul for a three-year term; and
3. Appoint Tim Choi for a three-year term.

E. Compressed Natural Gas (CNG) Feasibility Study for City of Dixon

Recommendation:

Approve the following:

1. Authorize the Executive Director to enter into an agreement with the City of Dixon to assist in the develop a CNG Feasibility Study; and
2. Approve dedicating \$9,500 in State Transit Assistance Funds (STAF) to match the City of Dixon's contribution for the CNG Feasibility Study.

F. Priority Conservation Areas (PCA) Assessment and Implementation Plan Disadvantage Business Enterprise (DBE) Goal

Recommendation:

Approve the DBE goal of 6% for the PCA Assessment and Implementation Plan.

G. North Connector Project – Accept Project Completion

Recommendation:

Accept the North Connector Phase 2 contract as complete and direct the Executive Director to file a Notice of Completion with the County Recorder's office.

H. Contract Amendment - I-80/I-680/State Route (SR) 12 Interchange – Initial Construction Project – Design Service – Mark Thomas & Company

Recommendation:

Approve a contract amendment for Mark Thomas & Co. in the not-to-exceed amount of \$400,000 to cover final design and engineering services during construction for the I-80/I-680/SR 12 Interchange – Initial Construction Package.

- I. Contract Amendment - I-80/I-680/State Route (SR) 12 Interchange Project - Project Management Services – PDM Group**
Recommendation:
 Approve a contract amendment for the PDM Group in the not-to-exceed amount of \$332,180 to cover project management services for the I-80/I-680/SR 12 Interchange project.

- J. Contract Amendment - Coordinated Short Range Transit Plan (SRTP)/Intercity Transit Corridor Update**
Recommendation:
 Authorize the Executive Director to execute a contract amendment with Arup for an amount not-to-exceed \$42,120 to cover the additional cost associated with amendments to the Scope of Work for the Intercity Transit Corridor Study.

- K. Contract Amendment - Public Private Partnership (P3) Feasibility Study – KPMG Inc.**
Recommendation:
 Authorize the Executive Director to execute a third contract amendment with KPMG for an amount of \$50,000 to cover additional services for a total amount not-to-exceed \$250,400 for the P3 Feasibility Study and Implementation Strategy and extend term to June 30, 2014.

10. ACTION – FINANCIAL ITEMS

- A. STA’s Fiscal Year (FY) 2013-14 Proposed Mid-Year Budget Revision**
 Susan Furtado presented the current FY 2013-14 budget reflecting the recent finalization of the STA’s FY 2012-13 Annual Audit. She provided an update to STA’s projected revenues and expenditures for the remaining of the current fiscal year and for FY 2014-15, the second year of the STA’s two-year budget. She noted that this mid-year budget revision includes modifications to the STA’s current planning and projects schedules and funding, the agency’s staff based on the start up of the new mobility management program, and the various programs, fund sources, and grants that the STA coordinates or manages.

Public Comments:
 None presented.

Board Comments:
 None presented.

Recommendation:

Approve the following:

1. Adopt the STA’s FY 2013-14 Proposed Mid-Year Budget Revision as shown in Attachment A;
2. Reinstate STA’s Cost of Living Policy effective February 1, 2014; and
3. Authorize establishment of one (1) full time Program Coordinator and two (2) half-time Customer Service Representatives as part of the new Mobility Management Call Center as shown in Attachment B.

On a motion by Board Member Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendation. (8 Ayes)

B. Solano Rail Facilities Plan Update

Sofia Recalde commented that based on comments received from the STA Board, member agencies, and a need to evaluate freight rail service in Solano County, STA staff has modified the scope of work and budget for the updated Plan. She added that staff is also proposing to issue a Request for Proposal for a qualified consultant to assist in updating the Solano Rail Facilities Plan. She noted that staff recommends obtaining a consultant and initiating the project by February 2013. She concluded by stating that the State Transit Assistance Funds (STAF) and Surface Transportation Program (STP) Planning, Programming and Monitoring (PPM) funds will be used to fund the Plan for an amount not to exceed \$100,000.

Public Comments:

None presented.

Board Comments:

Board Member Patterson raised concerns regarding impact of goods movement, particularly the movement of petroleum products through Solano Communities. Sofia Recalde responded that the study of impact of freight and the movement of petroleum and other potentially hazardous materials are included in the approved scope of work.

Board Member Spring asked about rail connection/coordination with local bus service. Sofia Recalde responded that coordination with local bus service is also included in the study's scope of work.

Recommendation:

Approve the following:

1. The Scope of Work for the Solano Rail Facilities Update as shown in Attachment A;
2. Authorize the Executive Director to issue a RFP for the Solano Rail Facilities Plan Update;
3. Authorize the Executive Director to enter into an agreement with selected consultant for an amount not-to-exceed \$100,000; and
4. Approve dedicating \$45,000 in State Transit Assistance Funds (STAF) and \$5,000 in State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM).
5. Approve the DBE goal of 6% for the Rail Facilities Plan Update.

On a motion by Board Member Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendation. (8 Ayes)

11. ACTION NON-FINANCIAL ITEMS

A. Fairfield and Suisun Transit (FAST) Fare Increase Public Outreach and Public Hearing

Wayne Lewis, FAST, presented FAST's proposal to conduct public hearings to consider proposed fare changes to the four SolanoExpress Bus Routes, 20, 30, 40, and 90, paralleling proposed fare changes to FAST's local service. He indicated that FAST will need to make some adjustments to its current fare structure in order to accommodate the forthcoming implementation of CLIPPER, the Bay Area's universal transit card that is being implemented on Solano County's transit systems in FY 2014-15 and to address a future annually operating shortfall projector by FAST's recently adopted Short Range Transit Plan.

Public Comments:

None presented.

Board Comments:

Board Member Batchelor asked if there was any way staff can look at implementing a card reader system, similar to BART's. Wayne Lewis responded that due to the complexity and advanced stages of implementing the CLIPPER card, a card reader system was not an option.

Vice Chair Davis asked how the fare increase of \$10.00 to \$14.00 was going to be phased-in and asked about the SolanoExpress routes being reduced from 43% (FY 2014-15) to 27% over a six (6) year period (FY 2014-15 to FY 2020-20). Wayne Lewis responded that FAST is proposing to increase intercity one-way fares by approximately 3% per year to keep up with expected cost increases and that passes for local routes are already priced at 34 times the regular fare, so the proposal would maintain that and increase the base fare by 25 cents every 3 years.

Board Member Sanchez asked how much of FAST's reserves have been drawn down over the past five years? Wayne Lewis responded and stated that in FAST's Short Range Transit Plan (SRTP), the operating budget identifies that FAST will need to address an annual operating revenue of \$600,000 through a combination of contract savings, parking fees, and a proposed fare increase.

Board Member Spring asked for clarification on the approval process between the City and the STA to increase fares. Daryl Halls responded that Fairfield's City Council would approve any fare increases on their local services, however, Routes 30 and 90, since it's governed by STA and operated by FAST through an agreement, the decision to adjust fare structure would be decided by the STA Board. He continued by citing that Routes 20 and 40 are governed by the intercity funding working group agreement, which references that FAST would need to notify the funding partners which explains why FAST is bringing all four (4) routes for fare adjustments for consideration by the STA Board tonight.

Board Member Spring requested explanation on one of the slides where it indicates the "need to build reserves for bus replacements". He asked if there is some assurance and/or clear understanding that a certain percentage from the fare increase would be designated strictly for bus replacements. Wayne Lewis responded that they plan to request more federal funding for operations from MTC and to increase their TDA balance.

Board Member Spring noted the conflict between riders' parking savings and charging a parking fee in the future. He cited that he would only support the fare increases if staff can also let the public be aware during the public hearing process of the parking fee charges that will be implemented as early as next year. Wayne Lewis responded that the intent is to get through this fare increase process recognizing all the concerns that the Board have raised tonight.

Board Member Patterson asked if the timing of the fare increase being considered would cause any unforeseen complications with the possibility of a potential consolidation or merging of FAST with SolTrans. Wayne Lewis responded that he does not think the fare structure being proposed would influence the decision of the potential consolidation.

Board Member Patterson also asked what would happen if the Fairfield City Council votes against the fare increase on Routes 30 and 90? Wayne Lewis responded that it would complicate things but can only hope that Council would support the need for the proposed fare structure.

Board Member Sanchez noted his concern related to Fairfield City Council's approval in 2009 to raise the fares in 2009, but asked why FAST staff elected not to implement it? Wayne Lewis clarified that it was an approval from their Council to raise the rates versus not to raise the rates; more of an approval rather than a directive. Board Member Sanchez asked if the approved rates were not implemented then how much of FAST's transit reserves were used? Wayne Lewis responded that since 2009 their annual operating costs has increased by 18%, the fare increases would have been close to the 3.5% range; the difference may have not measured due to the recession. He noted he was not sure how much reserves were used.

Board Member Spring echoed both Board Members Patterson and Sanchez' concerns and asked if STA could wait until Fairfield City Council took action.

Wayne Lewis explained that the STA Board's blessing to approve the fare increase on the two SolanoExpress routes would come before Fairfield City Council's approval of the overall fare structure. Daryl Halls commented that the policy approval process could occur in either order.

Board Member Patterson suggested approving the recommendation as a package and include directive to increase the rates as well as the approval of the budget to replenish the capital reserves for bus replacements.

In closing, Wayne Lewis cited that he would recommend Council's approval of the overall fare structure to include a component that the STA Board would have veto power over any changes to Routes 30 and 90. Board Member Spring specified that the STA Board could condition their approval at that time based on the subsequent action of the Fairfield City Council.

Recommendation:

Approve the following:

1. Authorize Fairfield and Suisun Transit to conduct a public outreach process to receive feedback and comments concerning the proposed fare increase on the SolanoExpress Routes 20, 30, 40, and 90; and
2. Request FAST provide a summary of public comments and present a fare adjustment proposed for consideration by the STA Board on February 12, 2014.

On a motion by Board Member Spring, and a second by Board Member Price, the STA Board supported the staff recommendation, with their approval conditioned based on the subsequent action of the Fairfield City Council to approve the local and SolanoExpress fares.

B. STA's Draft 2014 Legislative Priorities and Platform

Jayne Bauer noted that staff and our federal and state lobbyists have prepared a draft of the STA's federal and state legislative priorities for 2014. She outlined priorities identified in this year's platform that have been modified to correspond to evolving state and federal transportation funding sources.

Public Comments:

None presented.

Board Comments:

Board Member Patterson addressed the following:

- Transit - STA should seek funds not only for transit capital replacement, but also for O&M needs. This involves both seeking out funds from current programs and encouraging future (or amending existing) fund sources for transit to allow both capital and operating expenses to be eligible.
- Goods Movement - wherever we are discussing expanding goods movement infrastructure, we should include water facilities along with rail and roadway.

Recommendation:

Authorize the Executive Director to distribute the STA's Draft 2014 Legislative Priorities Platform for review and comment.

On a motion by Board Member Spring, and a second by Board Member Patterson, the STA Board unanimously approved the recommendation with the amendments requested by Board Member Patterson. (8 Ayes)

C. Bicycle Project List Discussion and Prioritization

Sofia Recalde presented and outlined the Tier 1 and 2 Bicycle Project List. She noted that the Tier 1 and Tier 2 rankings provide STA, the Cities, and the County a framework and priority list for future funding of countywide bicycle projects. She added that the rankings maintain flexibility for adjustments as project and funding status change.

Public Comments:

Rob Powell stated his issues regarding :

- No safe crossing of SR 12 at Red Top Road
- The SR 12 improvements will make it 4 lanes, and increase both traffic and speeds
- The grade separation of SR 12 and Red Top does not have a construction date
- The new Green Valley Road overcrossing, while it will have a bike path, will be an out-of-the-way method of access to McGary Road and Vallejo.
- The existing bike path along the north side of I-80, from Green Valley Road to Red Top Road, is not maintained by Caltrans, is partly obstructed by debris, and will be completely inaccessible during construction of the new Green Valley Road overcrossing

Board Comments:

Robert Macaulay responded the STA is working on getting the wayfinding signs installed and in the field. He noted that the existing bike path along the north side of I-80 is a component of the west portion of the North Connector however, he commented that the existing bike path within the Caltrans right-of-way that crosses over to Red Top Road has not been well-maintained which makes it more and more difficult for bicyclists to use that particular bike path.

Janet Adams added that the Class 1 bike path that parallels I-80 will be fully reconstructed as part of the construction package for the I-80/I-680/SR 12 Interchange Project and once that reconstruction has been completed, the City of Fairfield will manage the maintenance portion as part of the agreement package. She also noted that once the phase 1 of the Interchange project is completed, there will be Business Center Drive extension which will then be an overcrossing road connecting to the Jameson Canyon. At that point, this will

become a Class 2 facility maintained by the County in conjunction with their road maintenance so there will be direct maintenance as they do the road versus an isolated bicycle path which would not be a priority for Caltrans.

Recommendation:

Adopt the following:

1. Bicycle Priority Projects List (Attachment A); and
2. Bicycle Priority Project Tiered List (Attachment B).

On a motion by Board Member Richardson, and a second by Board Member Spring, the STA Board unanimously approved the recommendation. (8 Ayes)

D. Pedestrian Project List Discussion and Prioritization

Sofia Recalde presented and outlined the Tier 1 and 2 Pedestrian Project List. She noted that the Tier 1 and Tier 2 rankings provide STA, the Cities, and the County a framework for future funding countywide pedestrian project prioritization. She added that the rankings maintain flexibility for adjustments as project and funding status change.

Public Comments:

None presented.

Board Comments:

Board Member Richardson asked about the status of the Rio Vista Waterfront project. Sofia Recalde asked if he is referring to the second phase of the Waterfront Project then staff would investigate the status further.

Recommendation:

Adopt the following:

1. Pedestrian Priority Projects List (Attachment A); and
2. Pedestrian Priority Project Tiered List (Attachment B).

On a motion by Board Member Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendation. (8 Ayes)

E. Selection of 2014 STA Chair and Vice Chair

Consistent with STA's Joint Powers Authority (JPA), the STA Board selects its Board Chair and Vice-Chair for 2014 at the first meeting of the year. Following the selection, the newly appointed Board Chair is then requested to designate members of the Board to serve on the 2014 Executive Committee.

Recommendation:

Approve the following:

1. Selection of the STA Chair for 2014 commencing with the STA Board Meeting of February 12, 2014;

On a motion by Board Member Spring, and a second by Board Member Batchelor, the STA Board unanimously approved the selection of Osby Davis (City of Vallejo) as STA Chair for 2014.

2. Selection of the STA Vice Chair for 2014 commencing with the STA Board Meeting of February 12, 2014;

On a motion by Board Member Spring, and a second by Board Member Price, the STA Board unanimously approved the selection of Elizabeth Patterson (City of Benicia) as STA Vice-Chair for 2014.

3. Request the new Chair designate the STA Executive Committee for 2014.

Newly Elected Chair Davis designated the STA Executive Committee for 2014 as follows:

- Elizabeth Patterson, City of Benicia as Vice-Chair
- Steve Hardy, City of Vacaville
- Jim Spring, County of Solano

12. INFORMATIONAL – DISCUSSION

A. STA Regional Transportation Impact Fee (RTIF) Implementation

Robert Guerrero reviewed the next steps after the County Board of Supervisors approval of the updated Public Facility Fee (PFF) at their December 3, 2013 meeting. He noted the update fee includes a \$1,500 per dwelling unit equivalent allocated toward the STA's RTIF. He noted that the fee from the County PFF is expected to begin collection in February 2014, after a 60 day period for any legal challenges. He added that STA staff will coordinate with the RTIF Policy Committee and Technical Working Group which is expected to occur in mid-January 2014. He cited that one key task in the coming new year for the SolanoExpress Intercity Transit Consortium is to discuss options for prioritizing projects included in Package 6. The STA Board approved an allocation of 5% of the total RTIF revenue for Express Bus Transit Centers and Train Stations as part of Package 6.

NO DISCUSSION

B. MTC's Adopted Regional Cap and Trade Program

C. Local Project Delivery Update

D. Mobility Management Program Update

E. Regional Vanpool Campaign

F. Summary of Other Funding Opportunities

G. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2014

13. BOARD MEMBER COMMENTS

None.

14. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.

Attested by:



**Johanna Masiclat
Clerk of the Board**

/February 6, 2014
Date

This page intentionally left blank.



TECHNICAL ADVISORY COMMITTEE
Minutes for the meeting of
January 29, 2014

1. CALL TO ORDER

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

TAC Members Present:

Mike Roberts	City of Benicia
Joe Leach	City of Dixon
George Hicks	City of Fairfield
Dan Kasperson	City of Suisun City
Shawn Cunningham	City of Vacaville
David Kleinschmidt	City of Vallejo
Matt Tuggle	Solano County

TAC Members Absent:

Dave Melilli	City of Rio Vista
Steve Hartwig	City of Vacaville

STA Staff Present: *(In Alphabetical Order by Last Name)*

Anthony Adams	STA
Janet Adams	STA
Jayne Bauer	STA
Robert Guerrero	STA
Robert Macaulay	STA
Liz Niedziela	STA
Sofia Recalde	STA

Others Present: *(In Alphabetical Order by Last Name)*

Amanda Dum	City of Suisun City
Wayne Lewis	City of Fairfield
Julie Pappa	North Bay Engineers

2. APPROVAL OF THE AGENDA

On a motion by Joe Leach, and a second by George Hicks, the STA TAC approved the agenda.

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC AND STA STAFF

Robert Guerrero distributed and reported on the Governor's Budget for FY 2014-15 which proposes a \$1.7 billion increase in transportation funding over current levels.

Janet Adams informed the TAC members of a recent request raised by a Benicia resident to consider building a sound wall along the I-780 corridor. She noted that STA staff is looking into developing a policy regarding both soundwall retrofits and gateway landscaping.

5. CONSENT CALENDAR

On a motion by George Hicks, and a second by David Kleinschmidt, the STA TAC approved Consent Calendar Items A and B.

A. Minutes of the TAC Meeting of December 18, 2013

Recommendation:

Approve TAC Meeting Minutes of December 18, 2013.

B. Fiscal Year (FY) 2013-14 Abandoned Vehicle Abatement (AVA) Program First Quarter Report

Recommendation:

Receive and file.

6. ACTION FINANCIAL ITEMS

A. Fairfield and Suisun Transit Fare Adjustment Proposal - Public Outreach and Public Hearing

Wayne Lewis summarized FAST staff's proposal to establish a new route based fare structure with new fare values designed to meet CLIPPER automated fare collection technology, generate additional revenues to address a project financial shortfall, and improve performance of local and intercity bus services relative to adopted standards. He also noted that a presentation was made to the STA Board at their January 8, 2014 meeting outlining the basis for proposed fare adjustments to the SolanoExpress Routes 20, 30, 40, and 90. He also stated that the STA Board requested a summary of public comments and present a fare adjustment proposal for consideration of the STA Board on February 12, 2014. He added that public information meetings have been scheduled on January 27, 28, and 29 to seek public comment.

Recommendation:

Forward a recommendation to the STA Board to:

1. Request FAST provide a summary of public comments to Consortium members along with any proposed changes to the original fare adjustment proposal for comment prior to requesting approval of the STA Board on February 12, 2014; and
2. Approve FAST's final fare proposal for SolanoExpress Routes 20, 30, 40, and 90 and any comments received from funding partners are included in the staff report.

On a motion by Dan Kasperson, and a second by Joe Leach, the STA TAC unanimously approved the recommendation.

7. ACTION NON FINANCIAL ITEMS

A. STA's Draft 2014 Legislative Priorities and Platform

Jayne Bauer reviewed additional comments received from Solano County Supervisor and STA Board Alternate Erin Hannigan and Josh Shaw of STA's state lobbying firm Shaw/Yoder/Antwih, Inc. In addition, she outlined further comments received from the SolanoExpress Intercity Transit Consortium at their January 28, 2014 meeting. She highlighted them as follows:

1. *Alphabetized the priority projects under the federal and state funding priorities (p. 1-3);*
2. *Federal Funding – 3. Programs – Freight/Goods Movement – added text (“Identify federal fund source for”) to clarify first 2 points (p. 2);*
3. *Federal Funding – 3. Programs – Mobility Management – deleted “ADA” (p. 3);*
4. *State Funding – 1. Active Transportation – reworded “Vine Trail” to “Vallejo segment of Napa Vine Trail” (p. 3);*
5. *Added “Support the State Cap and Trade program” as #7 of the Legislative Priorities (p. 4) keyed to Section II Climate Change/Air Quality #12 (p. 7), and shifted numbers of all following priorities;*
6. *Legislative Priorities #19 – reworded to clarify STA's intent regarding WETA (p. 5) ~~Seek~~ Advocate for Solano County representation on the WETA Board. Concurrently seek sponsorship for and support and ultimately seek legislation to specify that Solano County will have statutory-designated representative on the WETA Board;*
7. *Section V Ferry - #1 edited as follows (p. 8)
Project ~~the~~ existing sources of operating and capital support for San Francisco Bay Ferry service (~~most specifically~~ including the Bridge Tolls-Northern Bridge Group “1st and 2nd dollar” revenues) which do not jeopardize transit operating funds for ~~Vallejo transit~~ FAST, SolTrans, and SolanoExpress Intercity bus operations.*
8. *Section V Ferry - #4 reworded to match Priority #19 (p. 8)*
9. *Section VIII Rail - #4 inserted “service in Solano County” to clarify expansion of intercity rail, and deleted #5 (which read “Monitor the implementation of the High Speed Rail project” due to redundancy with #6 (now #5) (p. 11)*

Without further discussion, the STA TAC concurred with the modifications listed above.

Recommendation:

Forward a recommendation to the STA Board to distribute the STA's Draft 2014 Legislative Priorities Platform for review and comment.

On a motion by Matt Tuggle, and a second by David Kleinschmidt, the STA TAC unanimously approved the recommendation to include modifications listed above in ~~strikethrough~~ and underlined italics.

8. INFORMATIONAL - DISCUSSION

A. Summary of MTC's Regional Cap and Trade Program

Robert Macaulay noted MTC is planning to follow-up with the nine CMAs, regional transit operators and other stakeholders to discuss the specifics of the five regional Cap and Trade program categories over the next few months. He cited that staff intends to follow-up with the Consortium to discuss and identify priorities for the Transit Operating and Efficiency Program category. One opportunity would be to request MTC consider funding the 20% regional capital replacement match requested by STA (estimated at \$5 million) that is needed for replacement of SolanoExpress Buses in the future.

B. STA Regional Transportation Impact Fee (RTIF) Implementation

Robert Guerrero reviewed the discussions of the RTIF working groups on January 15, 2014 and reviewed the discussions at a separate meeting with the Express Bus Transit Centers and Train Stations on January 29, 2014. He noted that the next step is to engage the RTIF Steering Committee to recommend approval for the five District Boundaries and the one year and five year fee estimates. In addition, he noted that the Steering Committee is scheduled to discuss recommendations provided by each Working Group related to policies for RTIF Program, including shifting funds between Working Groups. These initial steps are being taken with the goal to begin implementing the RTIF Program by July 2014.

C. Update on Proposed Active Transportation Program (ATP) Guidelines

Sofia Recalde provided an update to the development of the ATP Guidelines. She noted that at present, the California Transportation Commission (CTC) is finalizing its effort to define the program guidelines through a series of working group meeting open to the public. She commented that primary attendees and participants of these meetings are transportation policy-making, planning, and project implementation agencies. STA staff has been an active participant at the ATP working group meetings.

D. SB 743 California Environmental Quality Act (CEQA) Guidelines Update

Robert Macaulay noted that at the end of 2013, SB 743 was amended to become a CEQA reform bill (passed by the legislature and signed by the Governor). He cited that SB 743 and the new CEQA Guidelines focus first and foremost on Transit Priority Areas (TPAs) – specific locations served by fixed or high-frequency public transit. He added that TPAs are similar, but not identical, to the Priority Development Areas (PDAs) established as part of the Plan Bay Area. He indicated that if the final Guidelines apply a non-LOS standard to all traffic analysis done under SEQA, and not just to projects in TPAs, the impact to impact to transportation planning documents could be substantial.

NO DISCUSSION

E. Draft Mobility Management Plan Update

- F. Mobility Management Program Update**
 - 1. ADA In Person Eligibility**
 - 2. Website**
 - 3. Travel Training Program**

- G. Draft Meeting Minutes of STA Advisory Committees**

- H. STA Board Meeting Highlights of January 8, 2014**

- I. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2014**

9. ADJOURNMENT

The meeting was adjourned at 2:40 p.m.

The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m. on Wednesday, February 26, 2014.**

This page intentionally left blank.



DATE: January 16, 2014
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Renewal of Membership with Solano Economic Development Corporation (EDC) for 2014

Background:

The Solano Economic Development Corporation (Solano EDC) is a unique public-private partnership focused on improving Solano County's economic vitality and climate, and on attracting and retaining major employers. Many of the county's major employers, six of the seven cities and Solano County are members. In 2003, Solano EDC modified its name from SEDCORP to Solano EDC to better promote Solano County and has expanded its efforts to focus on the marketing of Solano County. Historically, Solano EDC has partnered with STA on key issues such as the Advisory Measure F in 1998, Measure E in 2002, Measure A in 2004, Measure H in 2006, advocating for the restoration of Proposition 42 funding through the passage of Proposition 1A, and for the passage of infrastructure bonds for transportation by supporting the passage of Propositions 1A and 1B.

The STA has been a member of Solano EDC since 1996 and has actively partnered in the past on a variety of issues related to infrastructure and economic vitality. Prior to 2003, the STA participated at the Member-Investor level of \$2,500, which provided access to all of Solano EDC's resources, but did not provide representation on its Board of Directors. In recognition of the importance of the public and private partnership (STA/Solano EDC) and the number of transportation projects and plans that will help shape, preserve, and expand the economic vitality of Solano County, the STA Board approved renewing STA's Solano EDC membership at the Executive Member-"Stakeholders" level of \$5,000 in Fiscal Year (FY) 2003-04 to provide the STA with representation on Solano EDC's key decision-making body, its Board of Directors. In addition, the STA Board appointed STA Board Member Jim Spering to represent the STA on the Board of Directors for Solano EDC. At the request of Solano EDC staff, the STA's Executive Director was also added to the Solano EDC's Board of Directors. In FY 2009-10, STA increased its membership to \$7,500 as part of EDC's capital campaign.

Discussion:

The STA's enhanced presence and participation has improved the communication and information sharing between the Solano EDC Board and staff and the STA. The last four years, the Solano EDC staff joined the STA Board at their annual lobbying trips to Sacramento and Washington, D.C. In addition, the STA and Solano EDC partnered with the City County Coordinating Council and the Solano County Board of Supervisors in the development of a countywide economic indicators index. EDC staff also serves on the

Regional Transportation Impact Fee (RTIF) Stakeholders Committee. In 2011, the STA and Solano EDC entered into a partnership for Solano EDC to conduct an economic analysis and evaluation of the State Route (SR) 12 Corridor. Recently, STA has partnered with Solano EDC to conduct a feasibility assessment of SR 12/Church and Solano EDC worked with Rio Vista to help obtain a RuDAT grant that will help the city plan its economic future.

Staff recommends the STA renew its annual membership with Solano EDC at the \$7,500 Board Member Premier level to maintain the STA's support for the Solano EDC, partnership with Solano County's business community and to continue our representation on its Board of Directors.

Fiscal Impact:

The fiscal impact would be \$7,500 and has been budgeted as part of the STA's Board expenditures section of the Administration Budget for FY 2013-14.

Recommendation:

Approve the renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Premier Member "Chairman's Circle" level of \$7,500 for Calendar Year 2014.

Attachment:

- A. Solano EDC's Renewal Notice/Invoice

Solano EDC

360 Campus Lane, Suite 102
 Fairfield, CA 94534
 (707) 864-1855



Invoice

DATE	INVOICE #
11/13/2013	MBR-3142

BILL TO
Solano Transportation Authority One Harbor Center, Suite 130 Suisun City, CA 94585

TERMS
Due on Receipt

DESCRIPTION	AMOUNT
Annual Investment 2014 Chairman's Circle Benefits: * Sponsorship of premiere membership events [Annual meeting; Annual dinner; Annual Golf Tournament and Membership Breakfasts] * Complimentary admission for 4 to all events * Immediate appointment to Board of Directors * Recognition at all Solano EDC events * Free admission for one to CEO Retreat * Access to all Solano EDC resource material and demographic site reports * Banner Advertisement of your business or firm on website * Invitation to all Solano EDC events - current topics and networking opportunities * Expanded company profile listing in annual Connections membership directory JUST A REMINDER	7,500.00
Total	\$7,500.00

We Appreciate Your Support! Thank You for Your Investment in Solano County.

This page intentionally left blank.



DATE: January 30, 2014
TO: STA Board
FROM: Judy Kowalsky, Accounting Technician
RE: Fiscal Year (FY) 2013-14 Abandoned Vehicle Abatement (AVA) Program
First Quarter Report

Background:

The Solano Transportation Authority (STA) administers the Abandoned Vehicle Abatement (AVA) Program for Solano County. These administrative duties include disbursing funds collected by the State Controller's Office from the Department of Motor Vehicle (DMV) vehicle registration fee of \$1 per registered vehicle, using the funding formula of 50% based on population and 50% on vehicles abated.

The AVA Member Agencies for Solano County are the City of Benicia, City of Dixon, City of Fairfield, City of Rio Vista, City of Suisun City, City of Vacaville, City of Vallejo, and County of Solano.

Discussion:

STA has unallocated AVA funds, not claimed by the local agencies, carried over from FY 2012-13 in the amount of \$180,032.56, due to reduced activities and expenditure reimbursement requests from member agencies. These funds are available for local agencies to claim, in addition to the FY 2013-14 funding allocations, based on the DMV funding formula.

For the First Quarter of FY 2013-14, STA received the allocation from the State Controller's Office in the total amount of \$96,461.13 and has deducted \$2,893.83 for administrative costs. The remaining AVA fund balance after the first quarter disbursement to the member agencies is \$116,038.79. This amount includes the carryover funds from FY 2012-13 and will be disbursed in the second quarter utilizing the funding formula.

Attachment A is a matrix summarizing the AVA Program activities through the First Quarter FY 2013-14 and is compared to the total FY 2012-13 numbers of abated vehicles and cost reimbursements submitted by the members of the Solano County's AVA Program.

Fiscal Impact:

None.

Recommendation:

Receive and file.

Attachment:

- A. Summary of Solano Abandoned Vehicle Abatement (AVA) Program for FY 2013-14 and FY 2012-13

**Summary of Solano Abandoned Vehicle Abatement (AVA) Program for
FY 2013-14 and FY 2012-13**

Member Agency	FY 2013-14				FY 2012-13		
	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement	% of Abated Vehicle from Prior FY	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement
City of Benicia	109	\$2,445	\$22	352%	31	\$8,064	\$260
City of Dixon	45	\$4,071	\$90	26%	170	\$12,063	\$71
City of Fairfield	492	\$22,659	\$46	42%	1,162	\$52,891	\$46
City of Rio Vista	0	\$0	\$0	0%	0	\$0	\$0
City of Suisun	47	\$14,839	\$316	46%	103	\$41,709	\$405
City of Vacaville	28	\$24,056	\$859	23%	121	\$87,813	\$726
City of Vallejo	407	\$87,287	\$214	27%	1,484	\$165,252	\$111
Solano County Unincorporated area	11	\$2,204	\$200	58%	19	\$1,975	\$104
Total	1,139	\$157,561	\$138	37%	3,090	\$369,768	\$120

The total remaining AVA fund available after the first quarter disbursement to member agencies is \$116,038.79. This amount is available for disbursement to member agencies utilizing the funding formula, in addition to the State Controller's Office allocation for the second quarter FY 2013-14.



DATE: February 1, 2014
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Contract Amendment – Transit Project Management
Nancy Whelan Consulting

Background:

In the past, Solano Transportation Authority (STA) has contracted with consultants to provide transit support to transit operators, including assist Solano County Transit (SolTrans) with transition tasks during its initial years of operation. The year the City of Benicia and Vallejo’s transit systems were merged to form Soltrans, STA funded and contracted with Nancy Whelan as SolTrans Interim Finance Director and Jim McElroy, SolTrans Interim Executive Director.

In March 2013, STA received two letters requesting assistance from STA for transit support assistance. The first request was from the City of Dixon requesting for STA to provide consulting services to help complete Dixon's transit service analysis. The second request was from the City of Rio Vista requesting assistance from STA regarding the City's transit finances and operations. In April 2013, the STA Board authorized the Executive Director to provide transit financial and operational services to the Cities of Dixon and Rio Vista for a period of six months with an option to extend for an additional six months. In October , the STA Board authorized the Executive Director to exercise the option to extend for an additional six months for STA share not to exceed \$75,000. The contract began in May 2013 with an extended date of April 30, 2014.

The new City Manager of City of Rio Vista requested an additional extension of the contract to the end of the fiscal year, June 30, 2014. STA is recommending to exercise the option to extend the Transit Financial and Operating Services Agreement with the City of Rio Vista until June 30, 2014.

Discussion:

The City of Rio Vista requested an additional extension of the contract to the end of the fiscal year, June 30, 2014. STA is recommending to exercise the option to extend the Transit Financial and Operating Services Agreement with the City of Rio Vista until June 30, 2014.

Nancy Whelan Consulting (NWC) has been providing Transit Financial Services for the Cities of Dixon and Rio Vista through an agreement with STA.

NWC is currently under contract with STA for Transit Financial Services for the Cities of Dixon and Rio Vista and the STA. STA staff recommends amending NWC contract for an additional amount not-to-exceed \$111,303. This will allow NWC to continue working for Rio Vista Delta Breeze in support of this contract through June 30, 2014. In addition, NWC project management services are still needed for the Transit Corridor Study since Arup, (the

consultant for the Transit Corridor Study), recently amended their contract for additional work and analysis for this study. Additionally, recent projects transpired that STA requires transit consultant assistance is the development of a Title VI plan and the Solano Paratransit Service Assessment by STA requested by the County Solano. STA is required to develop a Title VI Plan to continue to be a recipient of Federal New Freedom funding for the Mobility Management Programs. The Solano Paratransit Assessment emerged from a request from Solano County for consideration for Solano Intercity Paratransit Service Deliver by STA (Attachment A). Nelson/Nygaard was contracted under the Executive Director's authority to advance this project. NWC will be developing the financial assessment and multi-year funding and sustainability plan for this effort as well.

Below is a summary of the services to be provided by NWC:

1. Rio Vista Financial Services
 - Sorting out the accounting and coding of revenues and expenditure from July 1, 2013 to date (FY 2013-14).
 - Preparing grant reimbursement requests by March 3, 2014 for the grant that expires next.
 - Working with the Finance staff to get the accounting and coding revised on an ongoing basis.
 - Drafting a FY 2014-15 transit budget.
 - Preparing the FY 2014-15 TDA claim.
 - Assisting in revising the contractor reports to conform to the external reporting requirements and to meet management needs.
 - The budget estimate for this work is \$67,148
2. Transit Corridor Study - Project Management
 - Continue Project Management Services for the Transit Corridor Study Project
 - The budget estimate for this work is \$14,065
3. Paratransit Service Assessment – Project Management and Financial Assessment and Plan
 - The scope of service is to provide Financial Assessment for cost and sustainability (Attachment B)
 - The budget estimate for this work is \$16,520.
4. Title VI
 - To develop a Title VI Plan for STA per Caltrans requirements (Attachment C)
 - The budget estimate for this work is \$13,570.

Fiscal Impact:

The total cost of this amendment to the contact with NWC is \$111,303. This will be funded by State Transit Assistance Fund (STAF) funds already dedicated to transit related consultant services.

Recommendation:

Authorize the Executive Director to execute a contract amendment for Transit Project Management Services for Nancy Whelan Consulting for an amount not-to-exceed \$111,303 to cover additional transit related project management and financial services for the STA and the City of Rio Vista.



DATE: February 3, 2014
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Federal Transit Administration (FTA) Non-Urbanized Area Program
(FTA Section 5311) Recommendation

Background:

The Federal Transit Administration (FTA) Nonurbanized Area Formula Program (Section 5311) makes funding available to each state for public transportation projects in nonurbanized areas. Eligible applicants include public agencies, non-profits agencies, and American Indian tribes. Solano Transportation Authority (STA) approves the 5311 projects for Solano County and submits them to MTC. The Metropolitan Transportation Commission (MTC) annually develops the regional program of 5311 projects for submittal to Caltrans. MTC submits the San Francisco Region 5311 program to Caltrans and then Caltrans submits a statewide program to FTA for approval.

MTC requested STA to program the 5311 funding for Solano County for the next two years for 2014 and 2015 in the amount of \$477,631 in each year. Since Dixon and Rio Vista are the two main rural operators, STA initially met with the two cities' Public Work Directors and Transit staff to discuss their capital and operating needs. Subsequently, STA staff organized a telephone conference call with all interested applicants prior to developing a 5311 funding recommendation.

Attachment A shows the 5311 project request and STA Board approved funding matrix that was adopted in December 2013.

Discussion:

After January's Consortium and STA TAC meetings, STA staff received a communication from MTC staff that there is additional funding made available after Caltrans released the call for projects in January 2014. The additional amount of \$10,797 each year, over the next two years which is available to be programmed in Solano County.

Due to time constraints and not to lose the unexpected funding, STA staff is recommending to program the additional funding to Dixon for operating assistance as a funding swap with TDA funds for the Intercity Bus Replacement cost share for the City of Dixon and Solano County (Attachment B). STA staff sent an email notifying the Consortium and TAC of the additional 5311 funds and the recommendation.

Fiscal Impact:

Federal Section 5311 funding in the amount of \$976,856 is available to Solano County Transit Operators that operate service in rural area for the next two years.

Recommendation:

Approve the Federal Section 5311 Allocation for 2014 and 2015 in the amount of \$976,856 as specified in Attachment B.

Attachments:

- A. Solano County Federal Section 5311 Funding for 2014 and 2015 approved by the STA Board December 2013
- B. Solano County Federal Section 5311 Recommendation for 2014 and 2015

**STA BOARD
Solano County 5311 Funding Recommendation
2014 and 2015**

Operator	Projects	2014 Requested Amount	2015 Requested Amount	2014 STA Recommended Amount	2015 STA Recommended Amount
Dixon	Operating Assistance	\$260,000	\$260,000	\$70,000	\$70,000
*Dixon/Solano County	Fund Swap for Intercity Bus Replacement			\$122,631	\$97,631
**Dixon Bus Reserve (4)	Fund Swap for Local Bus Replacement			\$40,000	\$40,000
Dixon	Bus Replacement	85,000	\$85,000	\$65,000	\$65,000
Fairfield	Operating Assist (Route 30)	\$100,000	\$100,000	\$100,000	\$100,000
Rio Vista	Operating Assistance	\$40,000	\$40,000	\$40,000	\$40,000
Rio Vista	Transit Park and Ride	\$20,000	\$75,000		\$25,000
SolTrans	Operating Assistance (Route 85)	\$40,000	\$40,000	\$40,000	\$40,000
* \$725,924 is Dixon and Solano Co. Share	Total	\$545,000	\$600,000	\$477,631	\$477,631
** \$26,000 is Dixon Federal Share	Amount Available	\$477,631	\$477,631	\$477,631	\$477,631
	Over/Under	(\$67,369)	(\$122,369)	\$ -	\$ -

STA BOARD
Solano County 5311 Funding Recommendation
2014 and 2015

Operator	Projects	2014 Requested Amount	2015 Requested Amount	2014 STA Recommended Amount	2015 STA Recommended Amount
Dixon	Operating Assistance	\$260,000	\$260,000	\$70,000	\$70,000
*Dixon/Solano County	Fund Swap for Intercity Bus Replacement			\$133,428	\$108,428
**Dixon Bus Reserve (4)	Fund Swap for Local Bus Replacement			\$40,000	\$40,000
Dixon	Bus Replacement	85,000	\$85,000	\$65,000	\$65,000
Fairfield	Operating Assist (Route 30)	\$100,000	\$100,000	\$100,000	\$100,000
Rio Vista	Operating Assistance	\$40,000	\$40,000	\$40,000	\$40,000
Rio Vista	Transit Park and Ride	\$20,000	\$75,000		\$25,000
SolTrans	Operating Assistance (Route 85)	\$40,000	\$40,000	\$40,000	\$40,000
* \$725,924 is Dixon and Solano Co. Share	Total	\$545,000	\$600,000	\$488,428	\$488,428
** \$266,000 is Dixon Federal Share	Amount Available	\$477,631	\$477,631		
	Over/Under	(\$67,369)	(\$122,369)	\$ -	\$ -



DATE: January 28, 2014
TO: STA Board
FROM: Anthony Adams, Project Assistant
RE: 2014 Paratransit Coordinating Council (PCC) Work and Outreach Plans

Background

In preparation for 2014, STA staff and the Paratransit Coordinating Council (PCC) have updated the PCC Work Plan and Outreach Plan. The purpose of the PCC Work Plan and outreach activities are to promote awareness of the PCC and its advisory function and to encourage people with disabilities, seniors, and the economically disadvantaged to have the opportunity to provide comments on Solano County's transportation system.

Discussion:

Some of the activities in 2014 PCC Work Plan and Outreach Plan includes: The newest version of the PCC brochure will continue to be distributed throughout the County, including distribution on paratransit vehicles and to a minimum of two locations in each city within Solano County. In addition, the PCC approved a series of targeted outreach activities in the 2014 Outreach Plan, including adding the Florence Douglas Senior Center to the rotating schedule of PCC meeting locations throughout the county to make it easier for the public to attend, broadly publicizing meetings, and improving PCC presence on the internet.

At the January 2014 PCC meeting, the PCC unanimously voted to forward a recommendation to the STA Board to approve the 2014 PCC Work Plan (Attachment A) and the 2014 PCC Outreach Plan (Attachment B). The PCC may wish to add tasks to the Work and/or Outreach Plans throughout the year, as they deem necessary. After approval of any changes to the Work or Outreach Plan by the PCC, the modifications to the Work or Outreach Plan would be brought back to the STA Board for action.

Fiscal Impact:

The 2014 Work Plan expenses are included in the FY 2013-14 budget.

Recommendation:

Approve the 2014 PCC Work Plan as shown in Attachment A and the 2014 PCC Outreach Plan as shown in Attachment B.

Attachment:

- A. 2014 PCC Work Plan
- B. 2014 PCC Outreach Plan

2014 PARATRANSIT COORDINATING COUNCIL (PCC) WORK PLAN

ACTIVITY	TASKS	2014 TIMELINE
Administrative	Elect PCC Officers (if needed)	January 2014
Outreach	Develop a strategy to increase/maintain PCC Membership. (i.e., press releases letters of outreach, etc.)	January – December Until vacancies are filled.
	Improve the identity of the PCC through marketing strategies.	January – December
	Outreach to Solano Community College.	January - December
	Outreach to senior centers, people with disabilities groups, low income and transit dependents.	January – December
	Develop stronger PCC presence on the STA Website.	January – December
Projects	Participate in studies and programs that impact transportation for seniors, people with disabilities, low income, and transit dependents. (Mobility Management Program)	January – December
	Develop expertise and understanding of the range of transportation services for Solano for seniors, people with disabilities, low income, and transit dependents.	January – December
	Improve understanding of Americans with Disabilities Act (ADA) and how it relates to ADA Paratransit and transit services. (The ADA Topics Guide)	January – December
Funding	Establish FTA Section 5310 application scoring subcommittee.	TBA
	Review and score FTA Section 5310 applications.	TBA
	Review TDA Article 4/8 Claims for Cities and County of Solano.	January – December

2014 Solano Paratransit Coordinating
Council
Outreach Plan

Purpose:

- To increase the awareness of the Paratransit Coordinating Council and its information and advisory functions on transportation issues concerning Solano seniors, people with disabilities, the economically disadvantaged, and transit dependent riders.
- To encourage participation in the PCC as committee members and by the public in general.

1. Update and print the Paratransit Coordinating Council Brochure as needed
2. Distribute Paratransit Coordinating Council Brochures
 - a. Paratransit Vehicles
 - i. Make brochures available to all Paratransit providers for distribution on their vehicles
 - b. Distribute brochures at two or more locations in each city in Solano County
 - i. Vallejo
 1. Florence Senior Center
 2. Solano Employment Connection (display rack)
 3. JFK Library
 - ii. Fairfield
 1. Independent Living Center (display rack)
 2. Fairfield Senior Center
 3. Solano Community College (display rack)
 4. City Hall
 - iii. Suisun City
 1. Nelson Community Center (display rack)
 2. Suisun City Hall (display rack)
 - iv. Vacaville
 1. Vacaville Library – Ulatis Community Center (display rack)
 2. Vacaville Senior Center (display rack)
 3. City Hall
 - v. Rio Vista
 1. Rio Vista City Hall (display rack)
 2. The Family Resource Center (display rack)
 3. Rio Vista Senior Center
 - vi. Benicia
 1. Benicia Library (display rack)
 2. Benicia Senior Center
 3. City Hall

- vii. Dixon
 - 1. Dixon Chamber of Commerce (display rack)
 - 2. Dixon Senior Center (display rack)
 - 3. City Hall
- 3. Outreach Program targeting senior centers and groups
 - a. Hold a PCC meeting at a different location throughout the year b. Publicize meetings
 - 1. Distribute agenda to Board Clerk at all Cities/County
 - 2. Flyers on Paratransit vehicles in the city the meeting will be held
 - 3. Senior Centers of the city where the meeting will be held
 - 4. Post on STA website
 - 5. Post in Newspaper
 - c. Improve PCC presence on the internet by linking improved STA website pages to senior and people with disabilities interest groups via weblinks.
 - d. Location of Meetings (depending on availability)
 - 1. Suisun City Hall (DART) – January
 - 2. Solano Community College – Fairfield Campus (DART/SolTrans) -March
 - 3. Ulatis Community Center (Vacaville City Coach Special Services)- May
 - 4. Fairfield Community Center (DART) July
 - 5. Benicia City Hall (SolTrans) - September
 - 6. Vallejo Joseph Room at JFK Library (SolTrans) - November

Potential Additional Meeting Locations

- 1. ~~Dixon Multi-Use/Senior Center (Readi-Ride)~~
- 2. ~~Rio Vista Trilogy Community Center (Delta Breeze)~~
- 3. ~~Florence Douglas Senior Center (SolTrans)~~

Dixon and Rio Vista will not be included in the meeting location rotation until further notice from PCC members.



DATE: February 3, 2014
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
Alan Glen, STA Project Manager
RE: Jepson Parkway Project - Final Relocation Impact Statement
and Last Resort Housing Plan

Background:

In an effort to improve local traffic in central Solano County and to encourage the linkage between transportation and land use, the Solano Transportation Authority (“STA”), City of Fairfield, City of Vacaville, Suisun City, and Solano County completed the proposed Jepson Parkway conceptual plan in 2000. The Project components include the widening of existing roadway on various segments; construction of a northern extension of Walters Road between Cement Hill Road and Air Base Parkway; a grade separation (overpass) of the Union Pacific Railroad tracks as part of the Walters Road extension; improvements (such as bridge widening or culvert extensions) at the Leisure Town Road crossings of Alamo Creek and New Alamo Creek; a new crossing of McCrory Creek and McCrory detention basin; bicycle and pedestrian path; landscaping; and utilities relocation.

The 12-mile Jepson Parkway Project is intended as an Interstate 80 Reliever Route that will improve intra-county mobility for Solano County residents. The Project upgrades a series of narrow local roads to provide a north-south travel route for residents as an alternative to Interstate 80. The Project proposes a continuous four-lane roadway from State Route 12 at the Walters Road intersection in Suisun City to Interstate 80 at the Leisure Town Road interchange in Vacaville. The new Jepson Parkway will generally follow the alignment of the existing two-lane Vanden Road from Peabody Road to the southwest, then extend northeast past the existing section of Vanden Road that turns north and then connects with the existing Leisure Town Road north to Interstate 80. The Project also includes safety improvements, such as the provision for medians, traffic signals, shoulders, and separate bike lanes.

The Project is divided into 10 segments for design and construction purposes. Five segments within the Jepson Parkway Project have been completed: the extension of Leisure Town Road from Alamo to Vanden Road; the relocation of the Vanden Road/Peabody Road intersection; improvements to Leisure Town Road bridges; the Walters Road widening in Suisun City; and the Interstate 80 and Leisure Town Road interchange in Vacaville.

STA has identified that three of the Project segments will require relocations associated with 10 occupied parcels. For purposes of this Final Relocation Impact Statement and Last Resort Housing Plan (“Final Plan”), these three Project segments have been identified as Phase I and Phase II. In order to proceed with the required relocations, the STA has prepared this Final Plan to identify the affected Project area occupants and summarize general information on the residential, business, and personal property only occupants (“Occupants”) of the properties in order to assess the impact the Project may have on the Occupants. This Final Plan will also identify how this proposed Project might affect the Occupants and will discuss the Relocation Assistance Program that would be made available to the Occupants if they were ultimately required to relocate as a result of the Project. If the STA proceeds with the proposed Project, the STA’s Relocation consultants would work with the affected Occupants. A Relocation Advisor would work with each Occupant to help them to understand the STA’s Relocation Assistance Program, to search for available replacement sites, assist with planning for the reconfiguration of their properties, if applicable, and to file claims for monetary assistance to aid with the costs related to the relocation. The STA is prepared to provide Relocation Assistance in accordance with Federal law, 42 U.S.C. 4601 *et seq.* and implement regulations found in 49 CFR Part 24 (the Uniform Relocation Act), and applicable state laws and regulations found in California Government Code Section 7260 *et seq.*, and the California Code of Regulations, Title 25, Chapter 6, Subchapter 1.

Project Parcels

There are 14 parcels in Phase I and 27 parcels in Phase II, 41 parcels in total that will be affected by the proposed Project. It has been determined that a total of 10 parcels, 6 in Phase I and 4 in Phase II are occupied by commercial, residential, storage and/or personal property only occupants. The remaining are comprised of vacant land or do not have any occupants that will be affected by the proposed Project. Of the 10 parcels with occupants, one parcel requires full acquisition of the entire parcel. The remaining nine parcels will only require a partial acquisition. The parcels are generally located on Vanden Road, between Peabody Road to the west and Leisure Town Road to the north-east; and, Leisure Town Road between Vanden Road to the west and just to the north of Elmira Road.

Project Scheduling

In late 2012, the STA initiated the real estate appraisal process and sent Notices of Decision to Appraise to the owners of the affected parcels. The appraisals on the affected parcels have been completed as of September 2013. The STA has commenced its efforts to negotiate for the acquisition of the portions of the affected parcels. For the occupied parcels being addressed in this Final Plan, STA began making offers and negotiating with the property owners in an effort to acquire the portions of the parcels located in both Phase I and Phase II in June 2013. The STA plans to complete the acquisitions and obtain possession of the required proposed Project area parcels in mid-2014. Relocation of the affected Occupants is expected to be completed concurrently with the acquisition of the affected parcels with an estimated vacate date no later than July 2014. All eligible Occupants will promptly be provided written notice of their eligibility to receive relocation assistance from the STA upon the initiation of negotiations for the acquisition of the area parcels. Each eligible affected Occupant will be provided with a minimum of 90-days advanced notice to relocate. If the STA is successful in their efforts to acquire the required portions of all proposed Project area parcels, construction of the Jepson Parkway Project is anticipated to commence during the third quarter of 2015 and is expected to take 18 to 24 months.

Project Assurances

The STA is committed to providing relocation assistance to residential tenant-occupants who are in legal occupancy for 90 consecutive days prior to the STA's presentation of the first written offer to purchase the required portions of the parcels and to residential owner-occupants who have legally owned and occupied the property for 180 consecutive days prior to the STA's presentation of the first written offer to purchase the required portions of the parcels. Business and personal property only occupants who legally occupy a property at the time of STA's first written offer will be provided with relocation assistance in accordance with federal and state laws and guidelines. In addition, it is the intent of the STA that:

- ✓ The Draft Plan is provided to each occupant, has been made available to all personal property only occupants, and has been made available to the public for the mandatory thirty (30) day review and comment period. Comments to the Draft Plan will be included as an addendum to this Final Plan prior to submission for approval before the STA.
- ✓ All occupants displaced as a result of an acquisition by the STA shall receive fair and equitable treatment.
- ✓ No occupant will suffer disproportionate damages as a result of a project proposed for the public's benefit.
- ✓ No eligible residential occupant will be required to move unless adequate replacement housing is available to the displaced person, regardless of race, color, religion, sex, or national origin.
- ✓ No eligible residential occupant will be displaced without 90 days notice and unless "comparable" replacement housing can be located *and is available*.
- ✓ "Comparable" housing includes standards such as: decent, safe, and sanitary (as defined in 49 CFR Part 24 Subpart A §24.2(6) and §24.2(8) of the federal regulations);
- ✓ Functionally equivalent to the displacement dwelling. The term "functionally equivalent" means that it performs the same function, provides the same utility, and is capable of contributing to a comparable style of living; in an area not subject to unreasonable adverse environmental conditions from either natural or manmade sources.
- ✓ No eligible residential tenant occupant will be required to relocate unless comparable replacement housing is available within the financial means of the displaced person (housing costs do not exceed 30% of the household's average monthly income, if the household is low-income based on the U.S. Department of Housing and Urban Development income limits), either by the displaced person's own means or through assistance from the Relocation Program.
- ✓ STA will contract with qualified Relocation Advisors for the following services:
- ✓ Provide current and continuing information on the availability, prices, and rentals of comparable residential and commercial properties and locations.
- ✓ Assist each eligible displaced person to complete applications for payments and benefits.
- ✓ Assist each eligible displaced person in obtaining and becoming established in a suitable replacement location.
- ✓ Provide any services required to insure that the relocation process does not result in different or separate treatment on account of race, color, religion, national origin, sex, marital status, familial status, or any basis protected by state or federal anti-discrimination laws, or any other arbitrary circumstances.

- ✓ Supply to such eligible persons information concerning federal and State housing programs, disaster loan and other programs administered by the Small Business Administration, and other federal or state programs, offering assistance to displaced persons.
- ✓ Provide other advisory assistance to eligible persons in order to minimize their hardships. As needed, such assistance may include counseling and referrals with regard to housing, financing, employment, training, health and welfare, as well as other assistance.
- ✓ Inform all persons who are expected to be displaced about the eviction policies to be pursued in carrying out the project.
- ✓ Promptly after the STA's first written offer to purchase the property, the Relocation Advisor will provide each occupant with (1) a *Relocation Assistance Handbook* which will explain all relocation assistance available to the occupant, and (2) a Letter of Eligibility which explains the specific assistance options available to the occupant. A calculation of any replacement housing payments will be included in a Conditional Entitlement Letter for residential occupants.
- ✓ No eligible occupant will receive a 90-Day Notice to Vacate or be required to relocate without first receiving a Notice of Eligibility for Relocation Assistance, or Conditional Entitlement letter for residential occupants, a *Relocation Assistance Handbook*, and referrals to available replacement sites.
- ✓ Relocation assistance payments will be made in a timely manner. Payments for residential tenants will be based on the STA's Housing Valuation Survey and "spend to get" requirements.
- ✓ Benefits and payments as required in accordance with Federal law 42 U.S.C. 4601 *et seq.* and implementing regulations found in 49 CFR Part 24 (the Uniform Relocation Act), and applicable state laws and regulations found in California Government Code Section 7260 *et seq.*, and the California Code of Regulations, Title 25, Chapter 6, Subchapter 1., will be provided to all displacee's.
- ✓ The STA's appraisal, acquisition and relocation assistance programs are adequate to provide orderly and timely relocation of all persons to be displaced.
- ✓ If the Final Relocation Impact Statement and Last Resort Housing Plan is approved by the STA Board of Directors, STA attests to its commitment to have funds available to provide relocation assistance in accordance with STA's Relocation Program identified herein prior to proceeding with the relocation of an occupant.
- ✓ All relocation benefits will be offered and administered by the STA.
- ✓ This Relocation Plan meets the requirements of the California Code of Regulations, Title 25, Chapter 6.

Basis of Findings

In order to determine the proposed Project impact and the feasibility of relocating Occupants into the surrounding community, an attempt was made to interview each of the residential and business occupants. There are potentially three residential occupants, six business occupants, and 77 personal property only (or storage) occupants. Personal interviews were conducted with two of the three residential occupants and five of the six business occupants. The STA's Relocation Advisors will continue their efforts to interview the remaining Occupants that may be affected by the proposed Project. The intent of the interview is to provide general information regarding the Project, the STA's Relocation Assistance Program, and to determine the number of affected residential, business and

personal property only occupants, and their relocation needs. At the time of the interviews, each occupant was presented with a Relocation Assistance Handbook that describes the assistance available, if the Project proceeds.

A field review of the proposed Project area indicated that there are approximately 93 total occupants impacted by the Project. One business occupant and two residential occupants may need to relocate to a replacement location. The remaining Occupants may need to relocate personal property only.

The 93 affected occupants include potentially six commercial/light industrial service providers, manufacturers, and commercial retail occupants, seven investment property owners, also referred to as “absentee landlords”, potentially two residential tenant-occupants and one residential owner-occupant. A field review determined there are 77 occupants who have personal property only on their respective properties; 75 of them rent individual storage units or spaces to store personal property including recreational vehicles, trailers, automobiles, and boats.

The following table summarizes the residential and business occupants:

Impacted Occupant Description

	Residential	Business	Other
Owner-Occupants	1	3	
Tenant Occupants	2	3	
Personal Property Only Occupants			77
Investment Property Owners		7	

The Occupants may be eligible for relocation assistance. The owners of investment properties also may be eligible to receive assistance.

The STA anticipates that any eligible occupants will be provided with relocation assistance so that they could relocate in 2014.

The following table describes the current occupants.

Current Occupants and Relocation Needs

Occupant Description	Current Site Description	Identified Need
Residential Tenant 1	Tenant-Occupant of on-site Manager’s Unit for a Self-Storage Facility.	Occupant would need to relocate to a replacement dwelling off site or to a new manages unit on the property.
Residential Tenant 2	Owner-Occupant of a 1,388 square foot Single Family Residence.	Occupant would need to purchase a replacement dwelling.
Residential Tenant 3	Tenant-Occupant of a 1,680 square foot Single Family Residence.	If affected by the project, occupant would need to relocate to a replacement dwelling.
Business Tenant 1	Tenant-Occupant leases a 5,000 square foot building, with land, for heavy duty	Similar size and type of building located near

	vehicle and equipment service and repair.	HWY's 680 and 80 and SR-12.
Business Tenant 2	Tenant-occupant offering landscaping supplies and materials. Business leases 2.6+/- acres; approximately 17,000 square feet of which are impacted by the project,	Relocate personal property on-site including possible site reconfiguration.
Business Tenant 3	Tenant-occupant utilizing the property for storage and parking of vehicles used for delivery, transport and hauling. Approximately 1.3 acres will be affected by the project.	Relocate personal property on-site including possible site reconfiguration.
Business Owner 4	Owner-Occupant of a storage facility consisting of 390 storage units, vehicle, boat, and RV parking spaces and one managers unit; located on 7+ acres; 2+/- acres are impacted by the project.	Relocate office to new building on-site. Displacement of storage units and possible site reconfiguration of parking spaces.
Business Owner 5	Owner-Occupant of box trucks and moving equipment rental business. Shares site office with Business Owner 4.	Relocate personal property on-site.
Business Owner 6	Owner-Occupant's property provides access to batch plant business.	Relocate personal property on-site including possible site reconfiguration.
Personal Property Only Tenant 1 - 50	Storage facility: 50 Storage Units and Covered Automobile Spaces	Assumed these tenants would require similar sites.*
Personal Property Only Tenant 51 - 75	Storage facility: 25 Recreational Vehicle, Boat, and Trailer Parking Spaces	Assumed these tenants would require similar sites.*

*No or limited information was provided by the occupant. Identified need was assumed based on current site characteristics.

Vacant Parcels

In February 2013, 31 parcels were vacant or the property occupants are not located in or affected by the proposed Project.

Concurrent Displacement

For purposes of the Final Plan, the concurrent displacement is only representative of the effect of projects taking place prior to and during the Jepson Parkway Project's period of displacement. Over the past several years, the STA has completed and/or is currently in the process of completing various projects such as the I-80/I-680/SR-12 Interchange Project, the Cordelia Truck Scale Relocation, the State Route 12 West – Jameson Canyon Project, and the Fairfield/Vacaville Train Station Project. It has been determined that the STA's current and previous projects will not have an effect on this proposed Project and the Occupants should not experience a shortage of replacement sites during the displacement period.

Relocation Cost Estimate

The following estimates are for budgeting purposes only. These figures should not be interpreted as firm, “not to exceed”, or actual entitlement costs. These figures are based on the data obtained through occupant interviews, current project scope, replacement site availability, market rent research, and the judgment and experience of the writer. They do not include the cost to acquire the proposed Project area parcels nor do they include payments to consultants or to contractors.

Relocation Cost Estimate	
<i>Most Probable Cost</i>	High Estimate
\$525,000	\$965,500

Public Review:

On October 17, 2013, the Draft Relocation Impact Statement and Last Resort Housing Plan was made available for the 30 day public review and comment period. Property owners that are affected by the Project were sent a letter notifying them of the draft plan availability for review and comment. A copy of the Plan was posted on the STA website and hard copies were made available at STA’s office, the City of Fairfield, the City of Vacaville, and the main library in each city.

During the comment period, two verbal comments were received and no written comments were received. Comments received were incorporated into the Final Plan and identified in Appendix G.

Recommendation:

Adopt the Final Relocation Impact Statement and Last Resort Housing Plan for the Jepson Parkway Project.

Attachment:

- A. Final copies of the Relocation Impact Statement and Last Resort Housing Plan for the Jepson Parkway Project can be obtained by contacting the STA.

This page intentionally left blank.



DATE: February 3, 2014
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
Alan Glen, STA Project Manager
RE: Contract Amendment - Jepson Parkway Project Right of Way
Services

Background:

In an effort to improve local traffic in central Solano County and to encourage the linkage between transportation and land use, the Solano Transportation Authority (“STA”), City of Fairfield, City of Vacaville, Suisun City, and Solano County completed the proposed Jepson Parkway conceptual plan in 2000. In May 2011, the California Department of Transportation (“Caltrans”), as the federal lead agency for this project, selected Alternative B as the preferred alternative among the routes and alternatives studied for the Jepson Parkway Project (“Project”). The preferred alternative for the Project includes widening the existing Vanden Road near the City of Fairfield city limits to a four-lane divided arterial for the entire length of the corridor and includes improvements (from north to south) to Leisure Town Road, Vanden Road, Cement Hill Road, and Walters Road. The Project components include the widening of existing roadway on various segments; construction of a northern extension of Walters Road between Cement Hill Road and Air Base Parkway; a grade separation (overpass) of the Union Pacific Railroad tracks as part of the Walters Road extension; improvements (such as bridge widening or culvert extensions) at the Leisure Town Road crossings of Alamo Creek and New Alamo Creek; a new crossing of McCrory Creek and McCrory detention basin; bicycle and pedestrian path; landscaping; and utilities relocation.

The 12-mile Jepson Parkway Project is intended as an I-80 Reliever Route that will improve intra-county mobility for Solano County residents. The Project upgrades a series of narrow local roads to provide a north-south travel route for residents as an alternative to Interstate 80. The Project proposes a continuous four-lane roadway from State Route 12 at the Walters Road intersection in Suisun City to Interstate 80 at the Leisure Town Road interchange in Vacaville. The new Jepson Parkway will generally follow the alignment of the existing two-lane Vanden Road from Peabody Road to the southwest, then extend northeast past the existing section of Vanden Road that turns north and then connects with the existing Leisure Town Road north to Interstate 80. The Project also includes safety improvements, such as the provision for medians, traffic signals, shoulders, and separate bike lanes.

The Project is divided into 10 segments for design and construction purposes. Five segments within the Jepson Parkway Project have been completed: the extension of Leisure Town Road from Alamo to Vanden Road; the relocation of the Vanden Road/Peabody Road intersection; improvements to Leisure Town Road bridges; the Walters Road widening in Suisun City; and the Interstate 80 and Leisure Town Road interchange in Vacaville. To construct the project, there is property acquisition that is required. The STA is the lead for the acquisition of properties for Phases I, II, III and IV. The Cities of Vacaville and Fairfield are the lead for properties that will be dedicated as part of planned development.

Discussion:

Project Parcels

There are 14 parcels in Phase I and 27 parcels in Phase II, 41 parcels in total that will be affected by the proposed Project. It has been determined that a total of 10 parcels, 6 in Phase I and 4 in Phase II are occupied by commercial, residential, storage and/or personal property only occupants. The remaining are comprised of vacant land or do not have any occupants that will be affected by the proposed Project. Of the 10 parcels with occupants, one parcel requires full acquisition of the entire parcel. The remaining nine parcels will only require a partial acquisition. The parcels are generally located on Vanden Road, between Peabody Road to the west and Leisure Town Road to the north-east; and, Leisure Town Road between Vanden Road to the west and just to the north of Elmira Road.

Project Scheduling

In Late 2012, the STA initiated the real estate appraisal process and sent Notices of Decision to Appraise to the owners of the affected parcels. The appraisals on the affected parcels have been completed as of September 2013. The STA has commenced its efforts to negotiate for the acquisition of the portions of the affected parcels immediately after each real estate appraisal is completed. The STA plans to complete the acquisitions and obtain possession of the required proposed Project area parcels in mid-2014. Relocation of the affected Occupants is expected to be completed concurrently with the acquisition of the affected parcels with an estimated vacate date no later than July 2014. All eligible Occupants will promptly be provided written notice of their eligibility to receive relocation assistance from the STA upon the initiation of negotiations for the acquisition of the area parcels. Each eligible affected Occupant will be provided with a minimum of 90-days advanced notice to relocate. If the STA is successful in their efforts to acquire the required portions of all proposed Project area parcels, construction of the Jepson Parkway Project is anticipated to commence during the third quarter of 2015 and is expected to take 18 to 24 months.

Changes that have occurred during process:

In 2012 the STA secured the services of Associated Right of Way, Inc (ARWS) to take the lead in the appraisal and acquisition activities for this project.

During the appraisal and acquisition process, additional parcels have been identified that are affected, design changes have identified additional acquisitions on parcels, owners have exercised their right to have an independent appraisal at a costs not to exceed \$5,000 borne by the project, ownerships have changed, etc. These changes require additional out of scope work to be done by ARWS, our Right of Way Services firm and in many cases require new appraisals to be developed. As a result, this agenda items requests an additional \$300,000 of budget authority over previous authorized levels.

Fiscal Impact:

Funding for the acquisitions are being paid for by the already allocated \$3.8 M State Transportation Improvement Program (STIP) funds. The costs to pay for the original services of ARWS were included in this allocation. The additional costs will be included in the Funding Agreement between the STA and the Cities of Vacaville and Fairfield. These agreements are planned to come to the STA Board in March for approval.

Recommendation:

Approve a contract amendment of an amount to-to-exceed \$300,000 for the ARWS contract to complete the appraisal and acquisitions including any required goodwill appraisals for the Jepson Parkway Projects Phases I and II over the following 12 to 18 months.

This page intentionally left blank.



DATE: February 3, 2014
TO: STA Board
FROM: Janet Adams, Deputy Executive Director/Director of Projects
RE: I-80/I-680/State Route (SR) 12 Interchange - I-80 Freeway Performance Initiative (FPI) Project Bridge Toll Allocation

Background:

Since 2001, STA staff has been working with project consultants, Caltrans and the Federal Highway Administration (FHWA) to complete improvements to the I-80/I-680/SR12 Interchange Complex. In order to advance improvements to the Interchange in a timely fashion, 8 separate projects have either been implemented or are currently being implemented, which include the following:

- North Connector Project (completed)
- I-80 HOV Lanes Project (completed)
- I-80 Eastbound Cordelia Truck Scales Relocation (under construction)
- I-80 Express Lanes Project (Environmental Document underway)
- I-80/I-680/SR12 Interchange – Phase 1 (FEIS/EIR completed December 2012)
 - I-80/I-680/SR12 Interchange – Initial Construction Package (**subject of this staff report**)
 - I-80/I-680/SR12 Interchange – Construction Package 2 (preliminary design underway)
 - I-80/I-680/SR12 Interchange – Construction Package 3 (preliminary design underway)
- I-80 FPI Project (Construction) (**subject of this staff report**)

Discussion:

The latest project to be added to the I-80/I-680/SR12 Interchange Project is the I-80 FPI project. This project has been added to maximize the use of available funding in the I-80 Corridor. There is \$1M of Congestion Mitigation and Air Quality Improvement (CMAQ) funds (federal funds for the regional FPI program) available for the the construction phase of the I-80 FPI project. However, in order to use these federal funds for construction, a project needs to comply with federal requirements. Since the I-80/I-680/SR12 Interchange – Initial Construction Package (ICP) project is eligible to use federal funds and the I-80 FPI project is not, staff is recommending \$1M of Bridge Toll funds be transferred from the I-80/I-680/SR 12 Interchange – ICP project to the I-80 FPI project for construction. A corresponding amount of \$1M of CMAQ funds is recommended to be transferred to the construction phase of the I-80/I-680/SR12 Interchange – ICP project. With this approach both projects will be fully funded and all funds will be utilized in the I-80 Corridor.

As part of the standard process, in order to process an allocation transfer request from MTC, STA is required to approve the attached resolution, the Initial Project Report (IPR) for RM 2 Project 7 and cash flow plan (attachments to resolution) (Attachment A).

Fiscal Impact:

With this approach, \$1M of Bridge Toll funds will be transferred from the I-80/I-680/SR 12 Interchange – ICP project to be the used for construction of the I-80 FPI project and a corresponding amount of \$1M in CMAQ funds will be provided to the construction phase of the I-80/I-680/SR 12 Interchange – ICP project. Both projects will be fully funded.

Recommendation:

Approve the following:

1. Transfer of \$1M of Bridge Toll funds from the I-80/I-680/SR12 Interchange – ICP project to be the used for construction of the I-80 FPI project and a corresponding amount of \$1M in CMAQ funds (federal funds from the regional FPI program) to made available for construction of the I-80/I-680/SR12 Interchange – ICP project;
2. STA Resolution No. 2014-01 and Funding Allocation Transfer Request from Metropolitan Transportation Commission (MTC) to transfer \$1M in Bridge Toll funds to the I-80 FPI Project for construction. The \$1M will be transferred from the previous allocation of \$29.448 million for construction of the I-80/I-680/SR12 Interchange – ICP project; and
3. The Executive Director to enter into a Cooperative Agreement with Caltrans to initiate the I-80 FPI construction project and authorize the use of the \$1M Bridge Toll funds for construction on this project.

Attachment:

- A. STA Resolution No. 2014-01

**SOLANO TRANSPORTATION AUTHORITY
RESOLUTION No. 2014-01**

**A RESOLUTION OF THE SOLANO TRANSPORTATION AUTHORITY
AUTHORIZING THE AB1171 ALLOCATION TRANSFER REQUEST FOR
REGIONAL MEASURE 2 FUNDS FROM THE METROPOLITAN
TRANSPORTATION COMMISSION TO THE I-80 FPI PROJECT**

WHEREAS, the Metropolitan Transportation Commission (“MTC”) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code Sections 66500 et seq; and

WHEREAS, Streets and Highway Code Sections 30950 et seq. created the Bay Area Toll Authority (“BATA”), which is a public instrumentality governed by the same board as that governing MTC; and

WHEREAS, pursuant to Streets and Highways Code (“SHC”) Section 31010 (b), funds (generally referred to as “AB1171 funds”) generated in excess of those needed to meet the toll commitments as specified in paragraph (4) or subdivision (b) of section 188.5 of the SHC shall be available to BATA for funding projects consistent with SHC Code Sections 30913 and 30914; and

WHEREAS, SB 916 (Chapter 715; Statutes 2004), commonly referred to as Regional Measure 2 (“RM2”) identified projects eligible to receive funding under the Regional Traffic Relief Plan; and

WHEREAS, MTC is responsible for funding projects eligible for RM2 funds pursuant to Streets and Highways Code Section 30914 (c) and (d); and

WHEREAS, MTC has established a process whereby eligible transportation project sponsors may submit allocation requests for RM2 and AB1171 bridge toll funding; and

WHEREAS, allocations to MTC must be submitted consistent with procedures and conditions; and

WHEREAS, Solano Transportation Authority is the sponsor of the I-80/I-680/SR12 Interchange Project, which is eligible for RM2 and AB 1171 funding; and

WHEREAS, the AB1171 allocation transfer request, attached hereto in the Initial Project Report and incorporated herein as though set forth at length, lists the project, purpose, schedule, budget, expenditure and cash flow plan for which Solano Transportation Authority is requesting that MTC allocate funds; and

NOW, THEREFORE, BE IT:

RESOLVED, that Solano Transportation Authority certifies the PROJECT is consistent with the Regional Transportation Plan (“RTP”); and be it further

RESOLVED, that the year of funding for any design, right-of-way and/or construction phases has taken into consideration the time necessary to obtain environmental clearance and permitting approval for the project; and be it further

RESOLVED, that Solano Transportation Authority approves the updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority approves the cash flow plan, attached to this resolution; and be it further

RESOLVED, that Solano Transportation Authority has reviewed the project needs and has adequate staffing resources to deliver and complete the project within the schedule set forth in the updated Initial Project Report, attached to this resolution; and be it further

RESOLVED, Solano Transportation Authority is an eligible sponsor of projects in the RM2 Regional Traffic Relief Plan, Capital Program, in accordance with California Streets and Highways Code 30914 (c); and be it further

RESOLVED, the PROJECT is eligible for receipt of AB1171 funds consistent with California Streets and Highway Code section 31010 (b); and be it further

RESOLVED, that Solano Transportation Authority is authorized to submit an application for RM2 and AB1171 funds for PROJECT in accordance with California Streets and Highways Code sections 30913 and 30914(c) as applicable; and be it further

RESOLVED, that there is no legal impediment to Solano Transportation Authority making allocation requests for RM2 and AB1171 funds; and be it further

RESOLVED, that there is no pending or threatened litigation which might in any way adversely affect the proposed project, or the ability of Solano Transportation Authority to deliver such project; and be it further

RESOLVED that Solano Transportation Authority indemnifies and holds harmless MTC, its Commissioners, representatives, agents, and employees from and against all claims, injury, suits, demands, liability, losses, damages, and expenses, whether direct or indirect (including any and all costs and expenses in connection therewith), incurred by reason of any act or failure to act of Solano Transportation Authority, its officers, employees or agents, or subcontractors or any of them in connection with its performance of services under this allocation of RM2 and AB1171 funds. In addition to any other remedy authorized by law, so much of the funding due under this allocation of RM2 and AB1171 funds as shall reasonably be considered necessary by MTC may be retained until disposition has been made of any claim for damages; and be it further

RESOLVED, that Solano Transportation Authority shall, if any revenues or profits from any non-governmental use of property (or project) that those revenues or profits shall be used exclusively for the public transportation services for which the project was initially approved, either for capital improvements or maintenance and operational costs, otherwise the Metropolitan Transportation Commission is entitled to a proportionate share equal to MTC's percentage participation in the projects(s); and be it further

RESOLVED, that assets purchased with RM2 and AB1171 funds including facilities and equipment shall be used for the public transportation uses intended, and should said facilities and equipment cease to be operated or maintained for their intended public transportation purposes for its useful life, that the Metropolitan Transportation Commission (MTC) shall be entitled to a present day value refund or credit (at MTC's option) based on MTC's share of the Fair Market Value of the said facilities and equipment at the time the public transportation uses ceased, which shall be paid back to MTC in the same proportion that RM2 and AB1171 funds were originally used; and be it further

RESOLVED, that Solano Transportation Authority shall post on both ends of the construction site(s) at least two signs visible to the public stating that the PROJECT is funded with AB1171 Toll Revenues; and be it further

RESOLVED, that Solano Transportation Authority authorizes its Executive Director, or his/her designee, to execute and submit an allocation transfer request to MTC for Regional Measure 2 funds in the amount of \$1,000,000 for the construction phase for the I-80 FPI project, purposes and amounts included in the project application attached to this resolution (the \$1.0 million will be transferred from the previous allocation of \$29.448 million for construction of the I-80/I-680/SR12 Interchange – Initial Construction Project (ICP); and be it further

RESOLVED, that Solano Transportation Authority authorizes its Executive Director, or his designee, has been delegated the authority to make non-substantive changes or minor amendments to the IPR as he deems appropriate; and be it further

RESOLVED, that a copy of this resolution shall be transmitted to MTC in conjunction with the filing of the Solano Transportation Authority application referenced herein.

Osby Davis, Chair
Solano Transportation Authority

Passed by the Solano Transportation Authority (STA) Board on this 12th day of February, 2014 by the following vote:

Ayes: _____
Nos: _____
Absent: _____
Abstain: _____

Attest: _____
Johanna Masielat
Clerk of the Board

I, Daryl K. Halls, the Solano Transportation Authority Executive Director, do hereby certify that the above and foregoing resolution was introduced, passed and adopted by said Authority at the regular meeting thereof held this day of February 12, 2014.

Daryl K. Halls, Executive Director
Solano Transportation Authority

Regional Measure 2 Initial Project Report (IPR) February 2014

Project Title:

Solano County Corridor Improvements near Interstate 80/Interstate 680 Interchange

RM2 Project No.

7

Allocation History:

	MTC Approval Date	Amount	Phase

Total: 0

Current Allocation Request:

IPR Revision Date	Amount Being Requested	Phase Requested
February 2014	\$1,000,000	Transfer from Construction Phase of the I-80/I-680/SR12 Interchange – Initial Construction Package (ICP) to the Construction Phase of the I-80 FPI Project

I. OVERALL PROJECT INFORMATION

Project Sponsor / Co-sponsor(s) / Implementing Agency

Solano Transportation Authority is the project sponsor and implementing agency.

Project Purpose

The I-80/I-680/SR-12 Interchange experiences traffic congestion due to San Francisco Bay Area commuter traffic, regional traffic using the interstate system, and recreational traffic traveling between the San Francisco Bay Area and Lake Tahoe. The objectives of the proposed project are to alleviate congestion, improve safety, and provide for existing and proposed traffic demand by upgrading the capacity of the freeway (including Express Lanes and the relocation of the I-80 Cordelia Truck Scales) and completing a local roadway system that will provide local travelers alternatives to using the freeways for local trips.

Regional Measure 2 – INITIAL PROJECT REPORT

Project Description (please provide details, expand box as necessary)

The I-80/I-680/State Route (SR) 12 Interchange Project proposes improvements to address traffic operations and congestion in the existing interchange complex, which is located in Solano County.

One of the projects included within the overall I-80/I-680/SR12 Interchange is the I-80 Freeway Performance Initiative (FPI) project. This project proposes to install ramp metering and traffic operations system (TOS) elements to regulate and manage traffic entering the freeway, resulting in smoother freeway flow and reduced congestion/accidents due to traffic merge. TOS includes changeable message signs, closed circuit television cameras and traffic monitoring stations.

Project Graphics to be sent electronically with This Application

Impediments to Project Completion

The major impediment to accomplish the project completion will be securing necessary funds to complete the interchange improvements. However, there are deliverable phases of this project that are serviceable, provide independent utility and have logical termini. Some of these phases, one of which is the I-80 FPI project (as discussed below) can be and are being delivered by currently identified fund sources.

Operability

Caltrans will be responsible for owning and operating the I-80 FPI project improvements.

II. PROJECT PHASE DESCRIPTION and STATUS

Environmental –

Does NEPA Apply: Yes X No

I-80 FPI Project - The environmental document for the I-80 FPI project was completed by Caltrans.

Design –

Final Design for the I-80 FPI project was completed by Caltrans.

Right-of-Way Activities / Acquisition –

Right-of-way phase for the I-80 FPI project was completed by Caltrans.

Construction / Vehicle Acquisition -

Construction of the I-80 FPI project started in April 2013, and will be completed in October 2014.

Regional Measure 2 – INITIAL PROJECT REPORT

III. PROJECT BUDGET

Project Budget (Escalated to year of expenditure)

Phase: I-80 FPI Project	Total Amount - Escalated (Thousands)
Environmental Studies & Preliminary Eng (ENV / PE / PA&ED)	\$1,493
Design - Plans, Specifications and Estimates (PS&E)	\$2,478
Right-of-Way Activities /Acquisition (R/W)	\$118
Construction / Rolling Stock Acquisition (CON)	\$19,371
Total Project Budget (in thousands)	\$23,460

IV. OVERALL PROJECT SCHEDULE

I-80 FPI Project Phase-Milestone	Planned (Update as Needed)	
	Start Date	Completion Date
Environmental Document	12/3/2009	9/20/2011
Environmental Studies, Detailed Preliminary Eng. (ENV / PE / PA&ED)	4/15/2010	9/29/2011
Final Design - Plans, Specs. & Estimates (PS&E)	9/30/2011	6/18/2012
Right-of-Way Activities /Acquisition (R/W)	9/30/2011	4/30/2012
Construction (Begin – Open for Use) / Acquisition / Operating Service (CON) – MAJOR PROJECT	4/23/2013	10/31/2014

V. ALLOCATION REQUEST INFORMATION

Detailed Description of Allocation Request

FY 2013-14: Construction Phase for the I-80 FPI Project

Amount being requested (in escalated dollars)	\$1,000,000
Project Phase being requested	Construction
Are there other fund sources involved in this phase?	X Yes <input type="checkbox"/> No
Date of anticipated Implementing Agency Board approval the RM2 IPR Resolution for the allocation being requested	February 2014
Month/year being requested for MTC Commission approval of allocation	February 2014

Status of Previous Allocations (if any)

Work is progressing well with the previous allocations.

Regional Measure 2 – INITIAL PROJECT REPORT

Workplan

Workplan in Alternate Format Enclosed

TASK NO	Description	Deliverables	Completion Date
1	I-80 FPI Project	Draft ED	N/A
2	I-80 FPI Project	Final ED	9/20/2011(A)
3	I-80 FPI Project	Final Design	6/18/2012(A)
4	I-80 FPI Project	Construction	10/31/2014

(A) = Actual Date

Impediments to Allocation Implementation

No impediments. Caltrans is moving forward with the completion of construction.

VI. RM-2 FUNDING INFORMATION

RM-2 Funding Expenditures for funds being allocated

X The companion Microsoft Excel Project Funding Spreadsheet to this IPR is included

Next Anticipated RM-2 Funding Allocation Request

None at this point

VII. GOVERNING BOARD ACTION

Check the box that applies:

X Governing Board Resolution attached

Governing Board Resolution to be provided on or before:

VIII. CONTACT / PREPARATION INFORMATION

Contact for Applicant's Agency

Name: Janet Adams
Phone: (707) 424-6010
Title: Director of Projects
E-mail: jadams@sta-snci.com

Information on Person Preparing IPR

Name: Dale Dennis
Phone: (925) 595-4587
Title: STA Project Management Consultant
E-mail: dodennis@dataclonemail.com

Applicant Agency's Accounting Contact

Name: Susan Furtado

Regional Measure 2 – INITIAL PROJECT REPORT

Phone: (707) 424-6075
Title: Accounting Manager
E-mail: SFurtado@STA.local

Revised IPR 09.28.07.doc

Instruction Sheet

Cover Page

Project Title and Number - Project name familiar with project sponsor, as displayed in the federal Transportation Improvement Program (TIP) or other funding/planning documents. Provide RM2 project number for the individual project(s).

Allocation History and Current Allocation Request- Include information on past allocations and current allocation request. Add additional entries as necessary.

I. Overall Project Information

Project Title- Project name familiar with project sponsor, as displayed in the federal Transportation Improvement Program (TIP) or other funding documents. If this project is subset of a larger RM2 project, please state and summarize overall project but fill out this report for the individual project(s).

Project Sponsor/ Co-sponsor(s)/Implementing Agency- Identify Project Sponsor and any co-sponsor(s) as specified in statute. Identify a Lead Sponsor responsible for ensuring the delivery of the RM-2 project and responsible for addressing any funding shortfalls. If different from the sponsor, identify the Implementing Agency responsible for delivering the project. If multiple agencies identify agency responsibilities for delivering the project or project elements, and if necessary, specify the agency responsible for seeking and processing the RM2 allocation(s).

Project Purpose- Describe the project purpose, including the problem being addressed and specific accomplishment to be achieved and resulting benefits, as well as the value of the project to the region or corridor, and an explanation of the project as a worthy transportation investment.

Project Description- Highlight any differences or variations from the RM-2 legislated project description, or changes in project scope since the previous IPR. If the RM-2 funding is for a deliverable phase or useable segment of the larger project, the RM-2 segment should be described separately as a subset of the overall project description. It must be demonstrated that the RM-2 funded component or phase will result in an operable or useable segment. Include a summary of any prior completed phases and/or future phases or segments associated with the RM-2 segment. Check off whether project graphics information is included in the application.

Impediments to Project Completion - Discussion should include, but not be limited to, the following potential issues that may adversely affect the proposed project or the ability of the sponsor or implementing agency to carry out such projects:

- Any uncommitted future funding needs
- Significant foreseeable environmental impacts/issues
- Community or political opposition
- Relevant prior project funding and implementation experience of sponsor/implementing agency
- Required public or private partnerships
- Right of way constraints
- Timeliness of delivery of related transportation projects
- Availability and timeliness of other required funding
- Ability to use/access other funding within required deadlines
- Legal impediments and any pending or threatened litigation.

Regional Measure 2 – INITIAL PROJECT REPORT

Operability- Discuss ability to operate and maintain the transportation investment once completed, including timeframe and expected fund source and amount needed to support the continued operations and maintenance of the delivered project.

II. Project Phase and Status

Describe the status of each phase of the RM-2 funded phase or operable/useable segment.

- **Environmental** – Discuss status and type of environmental document (indicate if NEPA applies by checking the correct box), scheduled date of circulation of draft document and expected final document date. Explanation of environmental issues requiring special attention. Identification of Lead Agency under CEQA.
- **Design** – Discuss status of project design, including identification of special design considerations, such as design-build or design sequencing, and any special circumstances for the design of the RM-2 funded operable/useable segment.
- **Right-of-Way Activities / Acquisition** – Discuss status of right of way acquisition including any right of way constraints for the RM-2 funded operable/useable segment.
- **Construction / Vehicle Acquisition / Operating Service** - Discuss status or special circumstances for project construction, equipment / vehicle acquisition or service operations for the RM-2 funded operable/useable segment.

III. Total Project Budget Information

Provide the total cost estimates for the four phases (ENV, PS&E, R/W and CON / Operating). The estimate shall be in both escalated (to the year of expenditure including prior expenditures) and current (at time of the preparation of the IPR) dollars. If the project is for planning activities, include the amount in environmental phase.

IV. Project Schedule

Provide planned start and end dates for key milestones of project phases (as applicable). The RM-2 funded phase or component must result in a useable or operable segment. Information shall be provided by month and year.

V. Allocation Request Information

Provide a description of the phase; include an expanded description outlining the detailed scope of work, status of work, work products. Include any prior completed phases and/or future phases or segments associated with the RM-2 segment. Indicate whether there are non-RM2 funds in the phase by checking the correct box. It must be demonstrated that the RM-2 funded component or phase will be fully funded and result in an operable or useable segment. Include details such as when the board of the Implementing Agency will approve the allocation request and the month/year being requested for the MTC to approve the request noting that this will normally take sixty days from the submission of the request.

Status of Previous Allocations - Please provide an update of the previous allocations for this project or subproject, referencing the outcome, approval dates of important actions, and pertinent completed documents.

Regional Measure 2 – INITIAL PROJECT REPORT

Workplan - Either populate the table below or attach a workplan in a comparable format. If a consultant is being hired to complete the workplan, please indicate such and enclose a copy of that plan to MTC. If the workplan is to be detailed out by the Regional Measure 2 allocation, please fill out the work plan to the best of your knowledge and indicate when a more detailed workplan will be submitted.

Impediments to Allocation Implementation - Include a summary of any impediments to complete the phase. Summary should include, but not be limited to, discussion of any potential cost increases, significant environmental impacts/issues, community or political opposition, viability of the project sponsor or implementing agency, relevant prior project funding and implementation experience, required public or private partnerships, potential project implementation issues including right of way constraints, timeliness of delivery of related transportation projects, availability and timeliness of other required funding, ability to use/access other funding within required deadlines, legal impediments, and any pending or threatened litigation which might in any way adversely affect the proposed project or the ability of the sponsor or implementing agency to carry out such projects.

VI. RM-2 FUNDING INFORMATION

RM-2 Funding Spreadsheet - To capture the funding data for your project, you will need to refer to the Microsoft Excel spreadsheet that is part of this IPR. The spreadsheet comprises of five tabs that needs to be completed or updated. Instructions are included on the accompanying Excel file to the IPR. Confirm that the required fundingspreadsheet (Microsoft Excel) is completed and enclosed by checking the box.

Next Anticipated RM-2 Funding Allocation Request - Summarize the approximate timing of the RM-2 funding need. If previously allocated RM-2 funds were not fully expended in the year for which an allocation was made, or there is a balance of unexpended RM-2 allocations, provide a status of the non-expenditure of RM-2 allocations, and the expected expenditure date(s). Explain any impacts to RM-2 funding needs as a result of any project delays or advances.

VII. GOVERNING BOARD ACTION

The IPR must be approved by the board or governing body of the agency responsible for preparing and submitting the IPR prior to MTC approval of the IPR and allocation of funds. Check the box on whether verification of the governing board action is attached. If not, indicate when the verification will be available

VIII. CONTACT / PREPARATION INFORMATION

Provide applicable contact information including agency, contact/project manager names, phone numbers, e-mail, and mailing addresses. Also provide the date the report was prepared, agency and name of person preparing this report.

TOTAL PROJECT FUNDING PLAN

(Amounts Escalated in Thousands)

Project Title: Solano County Corridor Improvements near Interstate 80/Interstate 680 Interchange															Project ID: 7
Agency: Solano Transportation Agency															Plan Date: 3-Feb-14
TOTAL PROJECT: COMMITTED + UNCOMMITTED															
Fund Source	Phase	Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future Committed	TOTAL
COMMITTED FUNDING PLAN															
TCRP - I-80/I-680/SR12 Interchange - Overall	ENV	8,400													8,400
STIP - I-80/I-680/SR12 Interchange - Overall	ENV	400													400
TCRP - N. Conn	ENV		3,000												3,000
Local - N. Conn	PS&E			2,300											2,300
Local - N. Conn	R/W			1,000											1,000
Local - N. Conn	CON					18,900									18,900
RM2 - N. Conn	ENV			2,500											2,500
RM2 - N. Conn	PS&E					1,000									1,000
RM2 - N. Conn	R/W					7,000									7,000
RM2 - N. Conn	CON					2,300	15,200				(4,000)				13,500
RM2 - HOV Lanes	ENV			3,475	1,000										4,475
RM2 - HOV Lanes	PS&E				4,525							(600)			3,925
RM2 - HOV Lanes	CON				2,000		(78)								1,922
CMIA - HOV Lanes	CON					24,324		8,226							32,550
Federal - HOV Lanes	CON						15,377								15,377
RM2 - I-80/I-680/SR12 Interchange - Overall	ENV					8,300		5,200							13,500
AB1171 - Interchange (ICP, CP2, CP3)	ENV								7,000	7,000	1,500				15,500
AB1171 - Interchange (ICP, CP2, CP3)	PS&E										78				78
AB1171 - Interchange (ICP, CP2, CP3)	PS&E									822	5,513				6,335
RM2 - Interchange (ICP)	R/W							2,900				(591)			2,309
RM2 - Interchange (ICP)	R/W											12,791			12,791
AB1171 - Interchange (ICP)	R/W								14,280						26,134
AB1171 - Interchange (ICP)	CON											29,448			29,448
AB1171 - Interchange (ICP)	CON											(1,000)			(1,000)
CMAQ	CON											1,000			1,000
STIP (ICP)	CON											11,412			11,412
TCIF (ICP)	CON											24,000			24,000
TCRP - EB Truck Scales	ENV					600									600
RM2 - I-80 EB Truck Scales	ENV				5,200			1,000							6,200
RM2 - I-80 EB Truck Scales	PS&E							16,700	(4,500)	(870)	(2,100)				9,230
RM2 - I-80 EB Truck Scales	R/W							7,500			(2,000)				5,500
RM2 - I-80 EB Truck Scales	CON									870					870
AB1171 - I-80 EB Truck Scales	CON									22,583					22,583
TCIF/SHOPP	CON									37,292					37,292
RM2 - FF-Vac Express Lanes	ENV							1,100	15,300			(1,200)			15,200
CMAQ	ENV						1,493								1,493
CMAQ	PS&E							2,478							2,478
CMAQ	R/W									118					118
CMIA, SHOPP	CON										18,371				18,371
AB1171 - I-80 FPI Project	CON											1,000			1,000
														100,000	100,000
UNCOMMITTED FUNDING PLAN (NON-PROGRAMMED/ALLOCATED, BUT PLANNED FUNDING)															
Br Tolls/Fed/STIP/Local (CP 2)	R/W											6,696			6,696
Br Tolls/Fed/STIP/Local (CP 2,3)	R/W												46,785		46,785
Br Tolls/Fed/STIP/Local (CP 2, 3)	CON											37,354	87,390		124,744
FUNDING SOURCE STILL TO BE DETERMINED (LIST POTENTIAL SOURCES THAT WILL LIKELY BE PURSUED)															
Local, Federal or STIP	ENV													14,168	14,168
Local, Federal or STIP	PS&E													122,085	122,085
Local, Federal or STIP	R/W													79,485	79,485
Local, Federal or STIP	CON													1,416,806	1,416,806
TOTAL PROJECT: COMMITTED + UNCOMMITTED															
		Prior	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	Future Committed	TOTAL
		8,800	3,000	9,275	7,525	83,001	16,615	45,104	17,800	81,273	12,671	137,677	46,785	1,719,934	2,189,460
Comments:															

Enter all funding for the project - both Committed and Uncommitted. Enter amounts in thousands and escalated to the year of funding.
 Eligible Phases: ENV (or PA&ED), PS&E, R/W or CON. For planning activities use ENV. For Vehicles, Equipment or Operating use CON. OK to use CT R/W SUP or CT CON SUP for Caltrans support, but not necessary (optional).



DATE: February 3, 2014
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
Wayne Lewis, FAST Transit Manager
RE: Conduct Public Hearing and Approve New Fare Structure for SolanoExpress Routes 20, 30, 40, and 90 Operated by Fairfield and Suisun Transit (FAST)

Background:

In February 2009, the Fairfield City Council approved fare increases for the intercity routes operated by Fairfield and Suisun Transit (FAST). FAST staff noted the fare increase was needed due to increases in operating costs and that FAST was in jeopardy of falling below the State-mandated minimum farebox recovery goal of 20%. Prior to 2009, the previous fare adjustment on FAST operated services was in October 2006 for both local and intercity routes. The 2009 intercity fare increase included the following adjustments.

- \$.25 fare increase on one-way trips
- Monthly passes increased from \$16 to \$40 to achieve a \$20 fare step between zones
- Elimination of youth fares
- Elimination of Zones 6, 7, 8, and 9.
- Approval of annual fare adjustments based on averages of national transportation and consumer indexes. Note that FAST has not implemented any fare changes since 2009 to limit impacts on riders during the recent economic downturn.

The CLIPPER® universal transit card is scheduled to be rolled out to Solano County in the fall of 2014. FAST will need to modify its fare structure before the new CLIPPER® Card can be used in Solano County for transit services operated by FAST.

The FAST Short Range Transit Plan (SRTP) approved in 2013 identified the need for FAST to increase fares and begin charging for parking at park and ride lots to generate additional revenues of approximately \$600,000 per year that are needed to ensure financial stability in future years.

On January 8, 2014, the STA Board authorized FAST to conduct a public outreach process to receive feedback and comments concerning the proposed fare increase for SolanoExpress Routes 20, 30, 40, and 90 (See Attachment 1 for a summary of the proposed changes and the current FAST fares). The STA Board requested that FAST provide a summary of public comments and present a fare adjustment proposal for consideration of the STA Board on February 12, 2014. The STA Board indicated it would want assurances that FAST would establish a reserve for bus purchases. The STA Board also requested that information about a future paid parking program be provided at the public meetings. FAST held public information meetings on January 27, 28, and 29 to seek public comment on the proposed fare changes. Attachment 2 is an information document distributed at the public meetings and posted on the FAST website that explains the proposed fare changes and the approval process for any changes. The last page of Attachment 2 lays out principles that are expected to guide development of a future parking fee program.

Discussion:

FAST staff is requesting approval of a new route based fare structure with new fare values designed to:

1. Meet CLIPPER® automated fare collection technology requirements;
2. Generate additional revenues to address a projected financial shortfall; and
3. Improve performance of local and intercity bus services relative to adopted standards.

Proposed Fare Increase

Attachment C provides the details of the Fare Proposal which includes gradual fare increases over seven years for SolanoExpress routes that would increase the regular fares at approximately 3% per year, to keep up with the expected cost increases to provide service identified in the SRTP, and reduce the discount on 31-day passes from approximately 43% in Fiscal Year (FY) 2014-15 to approximately 27% in FY 2020-21.

Seniors, People with Disabilities, and Medicare Card Holders (SDM) will continue to pay 1/2 the regular adult fare. The fares for FAST's DART paratransit service would increase to \$3.50 for local trips and to \$6.50 for intercity trips. For SolanoExpress routes, FAST staff is proposing to eliminate the five (5) zone fare and proposing a two tier fare structure. The longest trips will be eligible for CLIPPER® use when CLIPPER® is implemented in Solano County later this year. To get discounted fares on the in-between trips, called Short Hops, riders will need to pay cash or purchase a paper pass from FAST, because CLIPPER® will only recognize one fare structure per route.

FAST operates four SolanoExpress routes, but many partners help fund the intercity services and different agreements govern the various routes. Fairfield has a contract with the STA to operate Routes 30 and 90, so any modifications to fares or service of those routes must be approved by the STA Board. The STA does not have a direct role in management of Routes 20 and 40 which are governed only by the Intercity Transit Funding Agreement. FAST is required to notify the funding partners, including STA, but not necessarily get their approval for changes to these routes. As a practical matter, the continued success for all of the jointly funded intercity routes depends on maintaining a consensus of the funding partners which are all represented on the STA Board.

FAST is requesting that the STA Board hold a public hearing and approve the changes for SolanoExpress Routes 20, 30, 40, and 90. The Intercity Transit Consortium and the STA Technical Advisory Committee have both recommended approval of the proposed fare structure if FAST staff provides a summary of both the public comments and any comments from members of the Consortium at the STA Board Meeting on February 12, 2014. At its February 18, 2014 meeting, the Fairfield City Council will hold a public hearing before considering approval of the proposed fare changes for all routes and services. The Fairfield City Council is expected to direct FAST staff to develop a proposal for implementing a paid parking for the City's park and ride lots in the next fiscal year.

Proposal Summary

Besides the shift from zone fares to route fares, other significant changes include:

1. New youth discount fare category – persons between the ages of 6 and 18 receive discounts off the adult cash fare: \$0.25 local fare discount, \$0.75 intercity short distance fare discount, \$1.00 intercity long distance fare discount.

2. Establishing a short distance cash/paper pass fare distinct from the regular fares recognized by CLIPPER® on Route 30 and Route 40.

Currently, the FAST zone fare structure allows passengers to transfer free between intercity routes if they have paid the appropriate zone fare or have a pass for the longest leg of the trip. With CLIPPER®, the passenger will need to pay a fare every time they board a bus, but the fare on the second route will be reduced by a transfer credit of \$1.75 (The proposed new local fare). There will be separate 31-day passes for each intercity route, but holders of 31-day passes for a more expensive route can transfer to a less expensive route without charge and holders of a pass for a less expensive route can transfer to a more expensive route by paying the difference in the regular one-way fare.

Ridership and Revenue Impacts

The implementation of these fare changes is estimated to result in a loss of annual ridership for the intercity routes of 2% (8,648) and the annual increase of revenue from the intercity routes is 8% (\$121,034). Table 1 provides an estimate of the ridership and revenue by route. According to the Intercity Transit Funding Agreement, fares are one of the revenue sources subtracted to determine the net cost of each partner’s share, so FAST would retain only about 62% (\$75,041) of the increased intercity revenue and the remainder would reduce the other partners’ contributions.

TABLE 1

Route	Estimated Ridership	Ridership %	Estimated Revenues	Revenue %
Local	(14,302)	-2%	\$ 67,462	11%
20	(1,546)	-3%	\$ 7,615	8%
30	(607)	-1%	\$ 7,877	4%
40	589	1%	(\$ 9,352)	-5%
90	(7,7074)	-3%	\$114,894	10%
Total	(22,940)		\$188,496	
Local Total	(14,302)	-2%	\$ 67,462	+11%
Intercity Total	(8,638)	-2%	\$121,034	+8%

STA Staff Analysis

The FAST fare proposal makes some initial steps to increase needed fare revenue to the system and to improve the fare structure. For example, the following improvements are included with this proposal:

- Youth discounts introduced
- CLIPPER® integration is provided for the longer routes
- Overall fare revenue is estimated to increase

In the January 8, 2014 staff report, it was suggested that FAST may want to adjust some elements of the proposal or provide more details when they bring the proposed fare changes back for STA Board consideration in February:

- With the additional analysis summarized in Table 1, STA staff recommends supports for the fare structure as presented. One-way fares for some riders are increasing between \$0.25 and \$1.00, but fares for other riders are decreasing by similar amounts. The proposed fares for FY 2014/15 are close to, or less than, what the fares would have escalated to if annual adjustments for inflation had been made since the last increase in 2009. For example, the top fare on Routes 30 and 90 would both be \$6.50 and the top fare on Route 40 from Vacaville to BART would be \$7.60 compared to the \$6.50 now proposed for Route 90 and the top fares of \$5.75 proposed for Routes 30 and 40.
- The proposed fare structure increases the one way fares for intercity routes by approximately 3% per year which is equal to the inflation adjustment for transit operating costs assumed in the SRTP. 31-day pass prices currently provide a much deeper discount than offered by most transit agencies, but the proposal mitigates the impact of reducing the discount by spreading it over seven years. Seven years might seem like a long time, but even after seven years, FAST will have generated about \$650,000 less than anticipated by the financial consultants that prepared the FAST SRTP and the seven year plan provides predictability for financial planning.
- FAST staff discussed the principles they expected to use for developing a paid parking program for the park and ride lots owned and operated by the City of Fairfield at the public meetings held to get input on the fare proposal. Lack of parking at the Fairfield Transportation Center (FTC) was the top concern for most people that attended the public meetings. A parking fee will not create any new parking capacity, but it will help offset operating costs of the park and rides and give FAST a tool to provide better access for transit riders to the parking at the FTC. FAST will be requesting direction from the Fairfield City Council to begin development of a paid parking program. FAST staff expects a parking fee will be implemented at Fairfield Transportation Center as early as 2015.
- FAST staff has advised that they do offer a single ride pass to social service agencies which provides similar benefits as a Day Pass for those agencies.
- Fares for all local trips and longer trips on the four SolanoExpress routes are CLIPPER® compatible. There is a non-CLIPPER® lower fare option for short trips.
- While it is not possible to have a separate account in the Local Transportation Fund (LTF) for bus replacements, FAST is committed to meeting its commitments for replacement of all SolanoExpress buses and LTF balances can be monitored by all of the funding partners.

At the January 2014 Board meeting, members of the STA Board proposed conditioning STA Board approval of fare adjustments to SolanoExpress Routes 20, 30, 40, and 90 based on subsequent approval of the fare proposal by the Fairfield City Council. STA staff is also recommending two additional recommendations as a condition of approving FAST's proposed fare adjustments; 1.) requesting FAST return to the STA Board with a six month status report prior to future fare adjustments going into effect, and 2.) authorizing the Executive Director to write a letter of support to the Fairfield City Council for development and implementation of an operational and maintain plan for the Fairfield Transportation Center and City of Fairfield's Park and Ride lots consistent with the recently drafted Public Private Partnership Study to help address annual operating shortfall identified in Fairfield's recent adopted Short Range Transit Plan (SRTP).

Fiscal Impact:

In FAST's Short Range Transit Plan (SRTP), the operating budget identifies that FAST will need to increase annual operating revenue by approximately \$600,000 starting FY 2014-15. This revenue assumption was based on a combination of fare increases and new parking fees. Intercity route fare increases are shared with partners to the Intercity Funding Agreement. The net new revenues from the fare proposal are approximately \$112,500 in FY 2014-15 which is less than the approximate \$200,000 originally anticipated by the SRTP. Over the seven years of the fare proposal, the total net new revenue to Fairfield from fares would be approximately \$850,000 versus approximately \$1,500,000 anticipated in the SRTP. It will be important to reevaluate both the fare receipts and any subsequent parking revenues when the Fairfield SRTP is updated in a few years.

Recommendation:

Conduct a Public Hearing and:

1. Approve the proposed fare structure shown in Attachment C for SolanoExpress Routes 20, 30, 40, and 90 operated by FAST for FY 2014-15 through FY 2020-21, with the condition that the approval will be rescinded if the Fairfield City Council does not approve the entire fare proposal as submitted;
2. Request FAST staff provide the STA Board with a six month status report prior to implementation of future year fare adjustments for SolanoExpress Routes 20, 30, 40, and 90; and
3. Authorize the Executive Director to write a letter of support for development and implementation of an operational and maintenance plan for the Fairfield Transportation Center and City of Fairfield's Park and Ride lots consistent with the recently developed Public Private Partnership (P3) Study.

Attachments:

- A. Summary of FAST Fare Proposal for SolanoExpress Intercity Routes with Current Fares
- B. FAST Proposed Fare Structure Handout
- C. FAST Fare Proposal
- D. Summary of Draft P3 Study recommendations for Fairfield Transit Center

FAST 's Fare Proposal for SolanoExpress Intercity Routes

One Way Fare			Proposed			
Zone	Existing	Proposed	Route 20	Route 30	Route 40	Route 90
+ 1	\$ 2.75	\$ 3.50	\$ 3.25	\$ 3.25	\$ 3.25	
+ 2	\$ 3.75	\$ 3.50		\$ 3.25	\$ 3.25	
+ 3	\$ 4.75	\$ 3.50		\$ 5.75	\$ 3.25	
+ 4	\$ 5.75			\$ 5.75	\$ 5.75	\$ 6.50
+ 5	\$ 6.75				\$ 5.75	

Monthly Pass			Proposed			
Zone	Existing	Proposed	Route 20	Route 30	Route 40	Route 90
+ 1	\$ 70.00	\$ 3.50	\$ 75.00	\$ 75.00	\$ 75.00	
+ 2	\$ 90.00	\$ 3.50		\$ 75.00	\$ 75.00	
+ 3	\$ 110.00	\$ 3.50		\$ 132.00	\$ 75.00	
+ 4	\$ 130.00			\$ 132.00	\$ 132.00	\$ 150.00
+ 5	\$ 150.00				\$ 132.00	

CLIPPER® Compatible

Route 20	Route 30 S	Route 30	Route 40 S	Route 40	Route 90
\$3.25	\$3.25	\$5.75	\$3.25	\$5.75	\$6.50
FF-VV	FF-VV	FF-Sac	VV-FF	VV-BART	FF-BART
	FF-DX	VV-Sac	VV-BN	FF-BART	
	VV-DX	FF-UCD	FF-BN		
	VV-UCD		BN-BART		
	DX-UCD				
	DX-Sac				

- FF = Fairfield
- VV = Vacaville
- DX = Dixon
- UCD = U.C. Davis
- Sac = Sacramento
- BN = Benicia
- BART = Bay Area Rapid Transit stations
- BART on Route 40 = Pleasant Hill and Walnut Creek
- BART on Route 90 = El Cerrito del Norte for Route 90

CURRENT FAST BUS PASSES AND FARES								
ZONES	TAFB	Fairfield/Suisun	Vacaville	Dixon	UC Davis	Sacramento	Benicia	BART*
TAFB	Local	Local	+1	+2	+3	+4	+2	+4
Fairfield/Suisun	Local	Local	+1	+2	+3	+4	+2	+4
Vacaville	+1	+1		+1	+2	+3	+3	+5
Dixon	+2	+2	+1		+1	+2	+5	+5
UC Davis	+3	+3	+2	+1		+1	+5	+5
Sacramento	+4	+4	+3	+2	+1		+5	+5
Benicia	+2	+2	+3	+5	+5	+5		+2
BART*	+4	+4	+5	+5	+5	+5	+2	

**Pleasant Hill, Walnut Creek, El Cerrito del Norte*

BUS PASSES	REGULAR FARE	SDM FARE	31-DAY PASS	SDM 31-DAY PASS	10-RIDE PASS
TAFB	\$1.50	\$0.75			
Local	\$1.50	\$0.75	\$50.00	\$25.00	\$15.00
+1	\$2.75	\$1.25	\$70.00	\$35.00	\$27.50
+2	\$3.75	\$1.75	\$90.00	\$45.00	\$37.50
+3	\$4.75	\$2.25	\$110.00	\$55.00	\$47.50
+4	\$5.75	\$2.75	\$130.00	\$65.00	\$57.50
+5	\$6.75	\$3.25	\$150.00	\$75.00	\$67.50

To purchase a Senior / Disabled / Medicare (SDM) pass, you must show one of the following:

- Medicare card (not Medi-Cal)
- DART card*
- ADA photo ID card from any
- Regional Transit Connection
- DMV disabled person placard
- Proof of age 65 or older*

***Must Show Photo Identification**

Proposed Fare Changes for FAST DART Paratransit, FAST Local Routes, and SolanoExpress Routes Operated by FAST



January 2014

Why Change Fares Now?

- CLIPPER Card coming soon, and it will not support current zoned fare structure.
- Transit operating costs have increased steadily.
- No Local Route fare increases since 2006.
- No SolanoExpress fare increases since 2009.
- Need to build reserves for bus replacements.
- To meet performance criteria established by MTC, STA, and FAST's Short Range Transit Plan (SRTP).

CLIPPER

- Solano County will be included in the CLIPPER system in early fiscal year (FY) 2014/2015.
- CLIPPER will only recognize one set of fares on each route.
- Current FAST fare structure for SolanoExpress routes is based on five zones and fares are determined by how many zones one passes through.
- New fare structure must be implemented before CLIPPER can be activated in Solano County.

The Great Recession

- The Great Recession had serious impacts on SolanoExpress riders.
- Transit operating costs continued to climb during the recession.
- FAST is one of only a few transit agencies that did not raise fares and decrease service in the past five years.
- To keep fares as low as possible, FAST postponed fare increases and drew down reserves that must now be replenished so we can replace the buses in our aging fleet that are nearing the end of their expected useful life.

RATIONALIZING FARE RESTRUCTURING

- Fare restructuring required for CLIPPER is opportunity to reevaluate fares.
- Fares have changed only incrementally for the past decade.
- FAST did not implement any fare changes during last five years.
- What is the value of transit trip for rider?
- What fares are charged in other places?
- Can changes be phased in?

Value to Riders

- What is the value of the benefits riders receive by riding SolanoExpress?
 - Fuel Savings
 - Toll Savings
 - Less Stress
 - Time Savings
 - Parking Savings
 - General Auto Ownership Savings (Insurance, Financing, Tires, Depreciation, Scheduled Maintenance, etc.)

Increasing Costs

- Over past five years operating costs have increased over 18% (Approx. 3.5% per year).
- The FAST Short Range Transit Plan (SRTP) projects that costs will continue to increase at approximately 3.0% per year.

OTHER FACTORS TO CONSIDER

- Ridership on SolanoExpress routes operated by FAST has grown to 391,000, up 14.5 % over the past four years.
- Ridership growth in the past year was less than 1 %, because parking demand at the Fairfield Transportation Center exceeds capacity and neighboring businesses have begun enforcing parking limits.
- Fares need to be set at a reasonable level to recover costs without discouraging ridership growth.
- Want commuters to be able to use CLIPPER.
- Want to keep costs low for travel on SolanoExpress buses within Solano County.

Current Fare Structure

- FAST local fare has been \$1.50 since 2006
- DART fares (\$3.00 local and \$5.50 intercity) unchanged since 2006.
- Current fare structure for intercity routes is based on five zones.
- Distances traveled on intercity routes vary from 8.5 to 42.3 miles.
- Regular adult fares for intercity travel vary from \$2.75 to \$6.75.
- All riders on Route 20 travel the same distance.
- All riders on Route 90 travel the same distance.
- Distances traveled on Routes 30 and 40 have the most variance.

Fare Comparison

- SolanoExpress routes operated by SolTrans all charge the same \$5.00 fare because distances traveled are comparable. Distance to El Cerrito del Norte BART is approximately 16 miles.
- The distances traveled on SolanoExpress routes operated by FAST vary significantly (from 8.5 to 42.5 miles), so a single fare would not be fair for many riders. FAST currently charges only \$5.75 for the 30 mile trip to El Cerrito del Norte BART.

Fare Comparison

- Most transit agencies surveyed currently price their monthly passes for intercity trips from 31 to 35 times the one-way fare, but FAST, SolTrans, and Napa VINE charge less than 23 times the single fare, so they provide discounts much larger than the industry norms.
- If a rider makes 20 round trips per month the current discount is approximately 43%.

FARE PROPOSAL

- FAST is proposing a new youth discount for all fixed routes. (\$0.25 Local, \$0.75 short SolanoExpress, and \$1.00 long SolanoExpress.)
- DART fares two times regular bus fares.
- FAST is proposing a new fare structure that has a single fare structure for Local Routes, Route 20, and Route 90.
- FAST is proposing two tier fare structures for Route 30 and Route 40.
 - For longer trips outside the County commuters will be able to use CLIPPER once it is turned on in Solano County.
 - Each route will have a lower fare for “Short Hops”, but CLIPPER will not recognize those fares, so cash or paper passes will be required to get the lower fare even after CLIPPER is turned on in Solano County.

FARE PROPOSAL

Proposed Fares for Fiscal Year 2014/2015							
Cash and CLIPPER e-cash Single Ride Fares				31-Day Paper and CLIPPER Passes			
ROUTE	ADULT	YOUTH	SENIOR DISABLED MEDICARE (SDM)	ROUTE	ADULT	YOUTH	SENIOR DISABLED MEDICARE (SDM)
FAST Local	\$ 1.75	\$ 1.50	\$ 0.85	FAST Local	\$ 60.00	\$ 50.00	\$ 30.00
SolanoExpress 20	\$ 3.25	\$ 2.50	\$ 1.60	SolanoExpress 20	\$ 75.00	\$ 58.00	\$ 37.50
SolanoExpress 30	\$ 5.75	\$ 4.75	\$ 2.85	SolanoExpress 30	\$ 132.00	\$ 109.00	\$ 66.00
*SolanoExpress 30 S	\$ 3.25	\$ 2.50	\$ 1.60	*SolanoExpress 30 S	\$ 75.00	\$ 58.00	\$ 37.50
SolanoExpress 40	\$ 5.75	\$ 4.75	\$ 2.85	SolanoExpress 40	\$ 132.00	\$ 109.00	\$ 66.00
*SolanoExpress 40 S	\$ 3.25	\$ 2.50	\$ 1.60	*SolanoExpress 40 S	\$ 75.00	\$ 58.00	\$ 37.50
SolanoExpress 90	\$ 6.50	\$ 5.50	\$ 3.25	SolanoExpress 90	\$ 150.00	\$ 127.00	\$ 75.00

*These Short Hop fares will not be available on CLIPPER

DART \$3.50 Local \$6.50 Intercity

FARE PROPOSAL

- Local Routes would increase 25 cents.
- Route 20 would increase 50 cents.
- Route 90 would increase 75 cents.
- The changes for Route 30 and Route 40 would vary depending on distance traveled. Many trips will qualify for the lower Short Hop fares.
- Many riders will see fare decreases, but fares on other trips will increase from between \$0.25 and \$1.00.

FARE PROPOSAL

- The immediate increases for 31-day passes have been scaled back and increases will be phased in gradually with this proposal.
- For example, the 31-day pass for Route 90 will only increase \$20 from \$130 to \$150 in FY 2014/15 and then increase \$10-14 every year over the next six years.
- The 31-day pass for Route 20 will only increase \$5 from \$70 to \$75 in FY 2014/15 and then increase \$5-8 every year over the next six years.

FARE PROPOSAL

- With the new fare structure, a fare must be paid each time a bus is boarded, but a transfer credit equal to the local fare will be subtracted from the second and subsequent fares.
- Cost changes for 31-day passes on SolanoExpress Route 30 and Route 40 depend on the distance traveled and whether a transfer is required.
- Impacts on pass holders generally reduced, because transfers to less expensive routes are covered by the pass from a more expensive route.
- With 31-day pass from less expensive route, a rider will need only to pay the difference in one-way fare to ride a more expensive route.

FARE PROPOSAL

- FAST is proposing to increase intercity one-way fares by approximately 3% a year to keep up with expected cost increases.
- FAST is proposing that the discount for buying a 31-day pass on SolanoExpress routes be reduced from approximately 43% in FY 2014/15 to approximately 27 % in FY 2020/2021.
- Passes for Local Routes are already priced at approximately 34 times the regular fare, so the proposal would maintain that and increase the base fare by 25 cents every 3 years.

CONCLUSIONS

- Fares on SolanoExpress routes operated by FAST have been held at an artificially low rate.
- FAST discounts for purchasing 31-day passes for intercity routes are much larger than industry standards.
- To minimize the immediate impact, the fare change proposal has been modified to reduce most of the initial one-way fare increases and to gradually raise daily fares over seven years to a more normal level, while also gradually reducing the discount for purchasing a monthly pass.

RECOMMENDATIONS

- FAST staff is requesting the Solano Transportation Authority Board approve the proposed new fare structures for SolanoExpress Routes 30 and 90, and recommend approval of the fare structures for SolanoExpress Routes 20 and 40.
- FAST staff is requesting the Fairfield City Council approve the proposed fare structures for FAST Local Routes, DART paratransit, and all SolanoExpress routes operated by FAST.

PUBLIC INPUT

- Three public information meetings scheduled.
 - January 27, 2014 from 1:00 pm to 8:00 pm at the Fairfield Transportation Center in Fairfield.
 - January 28, 2014 from 4:00 pm to 7:00 pm at the Ulatis Cultural Center in Vacaville.
 - January 29, 2014 from 1:00 pm to 8:00 pm at the Fairfield Transportation Center in Fairfield.

PUBLIC INPUT

- Two public hearings will be held.
 - February 12, 2014 at 6:00 pm during the STA Board Meeting in the Suisun City Council Chambers.
 - February 18, 2014 at 6:00 pm during the Fairfield City Council Meeting.

APPROVAL PROCESS

- FAST will present public comments on the fare changes proposed for SolanoExpress Routes 20, 30, 40, and 90 to the Solano Transportation Authority (STA) on February 12, 2014, and will request approval of the intercity fare structure after a public hearing.
- FAST will present a summary of public comments received and the recommendations from the STA Board to the Fairfield City Council on February 18, 2014 and will request approval of the fare structures for FAST's local routes, FAST's DART paratransit service, and the SolanoExpress routes operated by FAST after a public hearing.
- FAST is requesting approvals to implement the new fare structure on July 1, 2014.

PARKING FEE PROGRAM

- FAST's Short Range Transit Plan (SRTP) identified the need to both increase fares and implement a paid parking program at the City of Fairfield's park and ride lots to ensure the sustainability of the transit system.
- FAST will be requesting approval to conduct a public outreach process to determine how a parking fee program should be structured and managed.
- FAST does not anticipate charging fees for parking before the new Oliver Road park and ride lot opens in the fall of 2014.

PRINCIPLES TO GUIDE DEVELOPMENT OF A PARKING FEE PROGRAM

- Parking fees should be set at level needed to recover the operating costs of park and ride lots. Daily fees are expected to be no higher than \$5.00.
- There should be discounts for purchasing a monthly parking pass.
- Regular transit riders should get a larger discount at the Fairfield Transportation Center (FTC), because they need to be near the buses.
- Parking fees should be lower at Red Top Road and Oliver Road park and ride lots to encourage vanpools and carpools to use those facilities.
- FAST will be requesting approval to conduct a public outreach process to determine how a parking fee program should be structured and managed.

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$1.75	\$1.50	\$0.85
SolanoExpress 20	\$3.25	\$2.50	\$1.60
SolanoExpress 30	\$5.75	\$4.75	\$2.85
SolanoExpress 30 Short	\$3.25	\$2.50	\$1.60
SolanoExpress 40	\$5.75	\$4.75	\$2.85
SolanoExpress 40 Short	\$3.25	\$2.50	\$1.60
SolanoExpress 90	\$6.50	\$5.50	\$3.25
31-Day Pass	Adult	Youth	SDM
FAST Local	\$60.00	\$50.00	\$30.00
SolanoExpress 20	\$75.00	\$58.00	\$37.50
SolanoExpress 30	\$132.00	\$109.00	\$66.00
SolanoExpress 30 Short	\$75.00	\$58.00	\$37.50
SolanoExpress 40	\$132.00	\$109.00	\$66.00
SolanoExpress 40 Short	\$75.00	\$58.00	\$37.50
SolanoExpress 90	\$150.00	\$127.00	\$75.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$17.50	\$15.00	\$8.50
SolanoExpress 20	\$32.50	\$25.00	\$16.00
SolanoExpress 30	\$57.50	\$47.50	\$28.50
SolanoExpress 30 Short	\$32.50	\$25.00	\$16.00
SolanoExpress 40	\$57.50	\$47.50	\$28.50
SolanoExpress 40 Short	\$32.50	\$25.00	\$16.00
SolanoExpress 90	\$65.00	\$55.00	\$32.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$3.50
Intercity	\$6.50
Stored Value	\$35.00

**FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org**

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$1.75	\$1.50	\$0.85
SolanoExpress 20	\$3.35	\$2.60	\$1.65
SolanoExpress 30	\$5.90	\$4.90	\$2.95
SolanoExpress 30 Short	\$3.35	\$2.60	\$1.65
SolanoExpress 40	\$5.90	\$4.90	\$2.95
SolanoExpress 40 Short	\$3.35	\$2.60	\$1.65
SolanoExpress 90	\$6.70	\$5.70	\$3.35
31-Day Pass	Adult	Youth	SDM
FAST Local	\$60.00	\$50.00	\$30.00
SolanoExpress 20	\$80.00	\$63.00	\$40.00
SolanoExpress 30	\$142.00	\$118.00	\$71.00
SolanoExpress 30 Short	\$80.00	\$63.00	\$40.00
SolanoExpress 40	\$142.00	\$118.00	\$71.00
SolanoExpress 40 Short	\$80.00	\$63.00	\$40.00
SolanoExpress 90	\$160.00	\$137.00	\$80.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$17.50	\$15.00	\$8.50
SolanoExpress 20	\$33.50	\$26.00	\$16.50
SolanoExpress 30	\$59.00	\$49.00	\$29.50
SolanoExpress 30 Short	\$33.50	\$26.00	\$16.50
SolanoExpress 40	\$59.00	\$49.00	\$29.50
SolanoExpress 40 Short	\$33.50	\$26.00	\$16.50
SolanoExpress 90	\$67.00	\$57.00	\$33.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$3.50
Intercity	\$6.70
Stored Value	\$35.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$1.75	\$1.50	\$0.85
SolanoExpress 20	\$3.45	\$2.70	\$1.70
SolanoExpress 30	\$6.10	\$5.10	\$3.05
SolanoExpress 30 Short	\$3.45	\$2.70	\$1.70
SolanoExpress 40	\$6.10	\$5.10	\$3.05
SolanoExpress 40 Short	\$3.45	\$2.70	\$1.70
SolanoExpress 90	\$6.90	\$5.90	\$3.45
31-Day Pass	Adult	Youth	SDM
FAST Local	\$60.00	\$50.00	\$30.00
SolanoExpress 20	\$86.00	\$68.00	\$43.00
SolanoExpress 30	\$152.00	\$128.00	\$76.00
SolanoExpress 30 Short	\$86.00	\$68.00	\$43.00
SolanoExpress 40	\$152.00	\$128.00	\$76.00
SolanoExpress 40 Short	\$86.00	\$68.00	\$43.00
SolanoExpress 90	\$172.00	\$148.00	\$86.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$17.50	\$15.00	\$8.50
SolanoExpress 20	\$34.50	\$27.00	\$17.00
SolanoExpress 30	\$61.00	\$51.00	\$30.50
SolanoExpress 30 Short	\$34.50	\$27.00	\$17.00
SolanoExpress 40	\$61.00	\$51.00	\$30.50
SolanoExpress 40 Short	\$34.50	\$27.00	\$17.00
SolanoExpress 90	\$69.00	\$59.00	\$34.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$3.50
Intercity	\$6.90
Stored Value	\$35.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$2.00	\$1.75	\$1.00
SolanoExpress 20	\$3.55	\$2.80	\$1.75
SolanoExpress 30	\$6.30	\$5.30	\$3.15
SolanoExpress 30 Short	\$3.55	\$2.80	\$1.75
SolanoExpress 40	\$6.30	\$5.30	\$3.15
SolanoExpress 40 Short	\$3.55	\$2.80	\$1.75
SolanoExpress 90	\$7.10	\$6.10	\$3.55
31-Day Pass	Adult	Youth	SDM
FAST Local	\$68.00	\$58.00	\$34.00
SolanoExpress 20	\$92.00	\$73.00	\$46.00
SolanoExpress 30	\$164.00	\$138.00	\$82.00
SolanoExpress 30 Short	\$92.00	\$73.00	\$46.00
SolanoExpress 40	\$164.00	\$138.00	\$82.00
SolanoExpress 40 Short	\$92.00	\$73.00	\$46.00
SolanoExpress 90	\$186.00	\$159.00	\$93.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$20.00	\$17.50	\$10.00
SolanoExpress 20	\$35.50	\$28.00	\$17.50
SolanoExpress 30	\$63.00	\$53.00	\$31.50
SolanoExpress 30 Short	\$35.50	\$28.00	\$17.50
SolanoExpress 40	\$63.00	\$53.00	\$31.50
SolanoExpress 40 Short	\$35.50	\$28.00	\$17.50
SolanoExpress 90	\$71.00	\$61.00	\$35.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$4.00
Intercity	\$7.10
Stored Value	\$40.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$2.00	\$1.75	\$1.00
SolanoExpress 20	\$3.65	\$2.90	\$1.80
SolanoExpress 30	\$6.50	\$5.50	\$3.25
SolanoExpress 30 Short	\$3.65	\$2.90	\$1.80
SolanoExpress 40	\$6.50	\$5.50	\$3.25
SolanoExpress 40 Short	\$3.65	\$2.90	\$1.80
SolanoExpress 90	\$7.30	\$6.30	\$3.65
31-Day Pass	Adult	Youth	SDM
FAST Local	\$68.00	\$58.00	\$34.00
SolanoExpress 20	\$98.00	\$79.00	\$49.00
SolanoExpress 30	\$176.00	\$149.00	\$88.00
SolanoExpress 30 Short	\$98.00	\$79.00	\$49.00
SolanoExpress 40	\$176.00	\$149.00	\$88.00
SolanoExpress 40 Short	\$98.00	\$79.00	\$49.00
SolanoExpress 90	\$198.00	\$170.00	\$99.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$20.00	\$17.50	\$10.00
SolanoExpress 20	\$36.50	\$29.00	\$18.00
SolanoExpress 30	\$65.00	\$55.00	\$32.50
SolanoExpress 30 Short	\$36.50	\$29.00	\$18.00
SolanoExpress 40	\$65.00	\$55.00	\$32.50
SolanoExpress 40 Short	\$36.50	\$29.00	\$18.00
SolanoExpress 90	\$73.00	\$63.00	\$36.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$4.00
Intercity	\$7.30
Stored Value	\$40.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$2.00	\$1.75	\$1.00
SolanoExpress 20	\$3.80	\$3.05	\$1.90
SolanoExpress 30	\$6.70	\$5.70	\$3.35
SolanoExpress 30 Short	\$3.80	\$3.05	\$1.90
SolanoExpress 40	\$6.70	\$5.70	\$3.35
SolanoExpress 40 Short	\$3.80	\$3.05	\$1.90
SolanoExpress 90	\$7.50	\$6.50	\$3.75
31-Day Pass	Adult	Youth	SDM
FAST Local	\$68.00	\$58.00	\$34.00
SolanoExpress 20	\$106.00	\$86.00	\$53.00
SolanoExpress 30	\$188.00	\$160.00	\$94.00
SolanoExpress 30 Short	\$106.00	\$86.00	\$53.00
SolanoExpress 40	\$188.00	\$160.00	\$94.00
SolanoExpress 40 Short	\$106.00	\$86.00	\$53.00
SolanoExpress 90	\$212.00	\$182.00	\$106.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$20.00	\$17.50	\$10.00
SolanoExpress 20	\$38.00	\$30.50	\$19.00
SolanoExpress 30	\$67.00	\$57.00	\$33.50
SolanoExpress 30 Short	\$38.00	\$30.50	\$19.00
SolanoExpress 40	\$67.00	\$57.00	\$33.50
SolanoExpress 40 Short	\$38.00	\$30.50	\$19.00
SolanoExpress 90	\$75.00	\$65.00	\$37.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$4.00
Intercity	\$7.60
Stored Value	\$40.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org

PROPOSED  FARE STRUCTURE

Cash Fare (Single Ride)	Adult	Youth	SDM
FAST Local	\$2.25	\$2.00	\$1.10
SolanoExpress 20	\$3.90	\$3.15	\$1.95
SolanoExpress 30	\$6.90	\$5.90	\$3.45
SolanoExpress 30 Short	\$3.90	\$3.15	\$1.95
SolanoExpress 40	\$6.90	\$5.90	\$3.45
SolanoExpress 40 Short	\$3.90	\$3.15	\$1.95
SolanoExpress 90	\$7.75	\$6.75	\$3.85
31-Day Pass	Adult	Youth	SDM
FAST Local	\$76.00	\$66.00	\$36.00
SolanoExpress 20	\$114.00	\$92.00	\$57.00
SolanoExpress 30	\$200.00	\$171.00	\$100.00
SolanoExpress 30 Short	\$114.00	\$92.00	\$57.00
SolanoExpress 40	\$200.00	\$171.00	\$100.00
SolanoExpress 40 Short	\$114.00	\$92.00	\$57.00
SolanoExpress 90	\$226.00	\$196.00	\$113.00
10-Ride Pass	Adult	Youth	SDM
FAST Local	\$22.50	\$20.00	\$11.00
SolanoExpress 20	\$39.00	\$31.50	\$19.50
SolanoExpress 30	\$69.00	\$59.00	\$34.50
SolanoExpress 30 Short	\$39.00	\$31.50	\$19.50
SolanoExpress 40	\$69.00	\$59.00	\$34.50
SolanoExpress 40 Short	\$39.00	\$31.50	\$19.50
SolanoExpress 90	\$77.50	\$67.50	\$38.50

SolanoExpress 30 Fare: Travel between Fairfield and Sacramento, Fairfield and UC Davis, Vacaville and Sacramento

SolanoExpress 30 Short Fare: Travel between Fairfield and Vacaville, Fairfield and Dixon, Vacaville and Dixon, Vacaville and UC Davis, Dixon and UC Davis, Dixon and Sacramento, UC Davis and Sacramento

SolanoExpress 40 Fare: Travel between Vacaville and BART, Fairfield and BART

SolanoExpress 40 Short Fare: Travel between Vacaville and Fairfield, Vacaville and Benicia, Fairfield and Benicia, Benicia and BART

DART Paratransit	
Local	\$4.50
Intercity	\$7.80
Stored Value	\$45.00

FAST Administrative Office ~ 2000 Cadenasso Drive ~ Fairfield
707-434-3800 ~ www.fasttransit.org



cutting through complexity

P3 Feasibility Study Market Sounding Summary

Fairfield Transportation Center
Fairfield/Vacaville Train Station
Fairfield Red Top Park & Ride Lot

November 13, 2013

Solano Transportation Authority (STA) engaged KPMG Corporate Finance LLC (KPMG) as advisors to conduct a Public-Private Partnership (P3) Feasibility Study at ten (10) of its transit centers. KPMG submitted an initial assessment of the suitability of transit center opportunities based on site visits, collected data and meetings with STA executives. KPMG conducted a Market Sounding with private sector firms to gauge their interest in the identified opportunities.

Market Sounding Exercise

KPMG and STA staff interviewed ten private sector with expertise in:

- Solar Photovoltaic Facilities
- Operations and Maintenance
- Parking Fees
- Advertising and Sponsorship
- Transit-Oriented Development

Participants were provided teasers with data on the transit centers and asked to provide insight into whether the opportunities are commercially viable and would be of interest to the private sector.

The purpose of this document is to summarize participant comments from an informal market sounding of private sector operators that expressed interest in certain commercial opportunities at Fairfield Transportation Center, Fairfield/Vacaville Train Station, and Fairfield Red Top Park & Ride Lot.

Transit Centers and Initial Opportunity Identification

Ten transit centers from five municipalities in Solano County are included in this study:

1. Dixon Multimodal Transportation Center (Dixon, CA)
2. Curtola Parkway & Lemon Street Transit Center (Vallejo, CA)
3. Vallejo Transit Center (Vallejo, CA)
4. Suisun Train Station (Suisun, CA)
5. Benicia Transit Center (Benicia, CA)
6. Vacaville Transportation Center (Vacaville, CA)
7. East Monte Vista Transit Center (Vacaville, CA)
8. Fairfield Transportation Center (FTC) (Fairfield, CA)
9. Fairfield/Vacaville Train Station (FF/VV) (Fairfield, CA)
10. Fairfield Red Top Park & Ride Lot (Red Top) (Fairfield, CA)

Several potential transit center opportunities were identified and evaluated during the initial suitability and screening assessment and for the market sounding:

- **Parking Fees** – parking fees that may help the municipalities generate additional revenue, offset operating costs, and/or fund capital projects.
- **Advertising and Sponsorship** – advertising (e.g. Billboards or similar media displays) and sponsorship (e.g. Naming Rights or “Official provider of”) revenues that may generate additional revenues to offset operating costs and/or fund capital projects.
- **Operations and Maintenance (O&M)** – private operations and maintenance of transit center(s) that may create efficiencies, cost savings or improved service to users.
- **Transit-Oriented Development (TOD)** – transit-oriented development that may generate revenues for the city(ies) or help to achieve development policies and goals.
- **Solar Photovoltaic (PV) Facilities** – solar PV facilities that may help to offset energy costs at the transit centers.
- **Capital Projects** – public-private partnership delivery and procurement options for capital projects that may lead to cost savings for capital, lifecycle, or O&M aspects of the project.



Summary of Market Sounding Results Fairfield Transportation Center – City of Fairfield

Overall Interest in Identified Opportunities	Medium - high interest: <ul style="list-style-type: none">■ Parking Fees■ O&M■ Solar PV Facilities■ TOD■ Advertising■ Sponsorship (Naming Rights)
Market Sounding Key Findings	<ul style="list-style-type: none">■ Parking Fees<ul style="list-style-type: none">■ Participants believe FTC has potential to generate additional revenues through parking fees – public outreach is likely required for acceptance by FTC users.■ The private sector is interested in:<ul style="list-style-type: none">■ Conducting a pilot parking program to assess a potential revenue base line and the public's reaction to parking fees.■ Assisting with a parking demand study and advising the city on parking fee policies and rates.■ Installation, equipment financing, and management of parking operations for the current 640 parking spaces (and expected 1,080 spaces for Phase 1 and 1,600 spaces for Phase 2).■ As a revenue track record is established with the data collected from the pilot program, a private operator may be willing to share in risks – such as, minimum revenue guarantees, revenue sharing mechanisms, equipment financing, and possibly long-term concessions.
	<ul style="list-style-type: none">■ O&M<ul style="list-style-type: none">■ Market sounding participants suggested that bundling the O&M opportunities across multiple transit centers is necessary – individual transit centers are probably not large enough to gain significant market interest. FTC is a likely candidate for private O&M outsourcing opportunities.<ul style="list-style-type: none">■ Greater savings benefits are anticipated if a larger group (including other cities) is bundled.■ Typical savings associated with private sector delivery could range from 5% to 30% - the current annual O&M costs are close to \$400K and will increase with Phase 1.■ Bundling centers may require cities to create an entity to be counterparty to the contractor – e.g., JPA.■ Labor policies for O&M will also need to be addressed (ex. subcontracts, prevailing wages, liability, insurance, etc).

Market Sounding Key Findings

- **O&M cont'd**
 - Private sector would provide suite of activities, including security, landscaping, equipment maintenance, and janitorial services.
 - Parking may be bundled with O&M to enhance the marketability of the O&M opportunities.
 - Performance standards for O&M must be established; predictability is essential for private sector to take on risks.
 - To best inform potential O&M providers, a procurement will require relevant operations cost history and equipment data (ex. lifecycle costs, operating expenses, equipment list, facility condition and maintenance scheduling).
- **Solar PV**
 - Participants suggested that solar PV could generate up to 80% of energy costs savings depending on the existing usage levels and costs.
 - FTC has a large enough “load” demand to benefit from PV panels.
 - FTC uses about 570,120 kWh/year, although not a large load, its power demand is large enough to generate cost savings from a PV facility.
 - Minimum capacity is 50kw or less, while a large load has a 500kw capacity or more.
 - Various commercial structures that share risks ranging from direct purchases to a Power Purchase Agreement (PPA) are available.
 - If Fairfield elects to purchase PV system (which saves on financing costs), private sector could provide O&M and a performance guarantee.
 - An established financing market is available for upfront installation costs - additional risks are transferred to the private sector.
 - Financing requires a credit-worthy counterparty – deal has to be “bankable.”
 - Procurement may involve an inspection phase for solar providers to better assess technical issues and potential resolutions (e.g., structural installation issues related to the 10 bus bays, the office building, and planned 5-story parking structure).
 - Integrating solar PV during the design phase of the planned 5-story parking structure will lower installation costs and ensure that Fairfield has input in the design requirements.

■ **TOD**

- Developers demonstrated a high level of interest in FTC for mixed-use developments over the long term.
- Developers prefer to develop high density (18 – 20K people/acre) for TOD.
 - Developers were interested in the FTC's proximity to I-80, high volume of patrons, and location in a fairly dense area.
- Fairfield may consider financial and non-financial incentives to attract TOD investments such as:
 - Financial incentives include various tax breaks, reduction in developer fees, low-cost debt, direct equity contribution or grants, low-cost ground lease.
 - Non-financial incentives include re-zoning, denser development or low density communities, land assembly, and reductions in parking requirements.
- Renewing the local community's perception of the area surrounding FTC may also help attract local TOD investors, for example, engaging nearby vendors, such as Target and Home Depot, in marketing campaigns to encourage local residents to take advantage of their neighborhood shops and use FTC.
- Developers prefer simple partnerships, the city's Planning Department should begin to identify key potential funding and planning partners.
 - The Planning Department should also begin drafting an effective master TOD plan that can endure unstable financial markets.

Market Sounding Key Findings

■ **Advertising**

- Outdoor advertising agencies are interested in stations with clear highway visibility.
 - FTC is located near the I-80 and is visible to thousands of drivers from the highway each day.
 - Outdoor advertising firms may be interested in installing, and possibly financing, digital billboards at the center facing the freeway.
 - FTC is located near a landscaped freeway, thus, billboard installations will need to satisfy Caltrans Outdoor Advertising Regulations.
- Local advertising firms may be better equipped to serve the advertising needs at the transit center, as they are likely to be more familiar with Fairfield's unique demographic qualities and challenges.
- Advertisers did not express a high level of interest in onsite transit advertising displays (e.g., displays that transit users would view).

■ **Sponsorship (Naming Rights)**

- The private sector suggested that FTC has a high impression value and entering into a separate naming rights deal will maintain this value (bundling would decrease the value).
- Naming rights firms will find sponsors for a fee or commission. Sponsorship contracts take on average 12 – 18 months to structure, negotiate and execute.
- The city will need to assess its budgetary needs and revenue expectations early and also consider the types of sponsors with which they may contract (ex. car dealerships, beverage companies, retailers, local health agencies).
- The city may also work with a naming rights or advertising firm to incorporate requirements during the design phase.
 - Fairfield should confirm designs of planned expansions for Phase 1 and 2 and identify what technical issues may affect sponsorship (ex. advertising space, electricity outlets for kiosks, retail and back office space, lighting).



Summary of Market Sounding Results Fairfield/Vacaville Train Station - City of Fairfield

Overall Interest in Identified Opportunities

Low – medium interest:

- TOD

Market Sounding Key Findings

■ TOD

- There do not appear to be near-term TOD opportunities; however, developers demonstrated a medium-level of interest in longer term development opportunities.
 - Before the demand factor for TOD can be assessed for FFVV, construction should be completed, operations need to begin and the city's Specific Plan for mixed-use needs to be finalized.
- Fairfield may consider financial and non-financial incentives to attract TOD investments:
 - Financial incentives include various tax breaks, reduction in developer fees, low-cost debt, direct equity contribution or grants, low-cost ground lease.
 - Non-financial incentives include re-zoning, denser development or low density communities, developed land assembly process, and reductions in parking requirements.
- Developers will typically bear the environmental, permitting and land assemblage costs but prefer to have a pre-construction process that is simple and efficient.
 - The city will need to examine its current construction process to ensure that is well-organized.



Summary of Market Sounding Results

Fairfield Red Top Park & Ride Lot - City of Fairfield

<p>Overall Interest in Identified Opportunities</p>	<p>Low - medium interest:</p> <ul style="list-style-type: none"> ■ Advertising ■ O&M ■ Solar PV
<p>Market Sounding Key Findings</p>	<ul style="list-style-type: none"> ■ Advertising <ul style="list-style-type: none"> ■ Outdoor advertising agencies are interested in stations with clear highway visibility for digital billboards. <ul style="list-style-type: none"> ■ Redtop faces I-80 with significant annual daily traffic and may be appealing to outdoor advertising firms. ■ Outdoor advertising firms would install and possibly finance billboards over the contract term of 5 to 10 years. ■ The low usage at Red Top Park and Ride will not likely be able to attract advertisers for the station. ■ Advertisers did not express a high level of interest in onsite transit advertising displays (e.g., displays that transit users would view). ■ O&M <ul style="list-style-type: none"> ■ Market sounding participants suggested that bundling the O&M opportunities across multiple transit centers is necessary – individual transit centers are probably not large enough to gain significant market interest. ■ The lot may not benefit from private sector operations due to its minimal O&M costs and will likely not be bundled. ■ The market sounding provided insightful feedback. <ul style="list-style-type: none"> ■ Greater savings benefits are anticipated if a larger group (including other cities) is bundled ■ Typical savings associated with private sector delivery could range from 5% to 30%. ■ Bundling centers may require cities to create an entity to be counterparty to the contractor – e.g., JPA. ■ Labor policies for O&M will also need to be addressed (ex. subcontracts, prevailing wages, liability, insurance, etc). ■ Parking may be bundled with O&M to enhance the marketability of the O&M opportunities. ■ Performance standards for O&M must be established; predictability is essential for private sector to take on risks. ■ To best inform potential O&M providers, a procurement will require relevant operations cost history and equipment data (ex. lifecycle costs, operating expenses, equipment list, facility condition and maintenance scheduling). ■ Solar PV <ul style="list-style-type: none"> ■ Red Top Park and Ride will not benefit from solar PV because it does not have the load to support a facility. ■ Fairfield may need to consider whether electricity generated by PV panels installed on the six acres near the center could be used at Red Top Park and Ride and sold to nearby businesses. ■ Fairfield may also consider exploring an innovative new structure (implemented in Marin County) to develop PV on available land to offset the electricity usage of the entire city.

This page intentionally left blank.



DATE: February 4, 2014
TO: STA Board
FROM: Robert Guerrero, Project Manager
RE: STA Regional Transportation Impact Fee (RTIF) Implementation

Background:

On December 3rd, 2013, the Solano County Board of Supervisors unanimously approved their Public Facility Fee (PFF) Update which includes adding a \$1,500 per dwelling unit equivalent allocated toward the STA's RTIF. The County began collecting the new PFF on February 3rd. Seven construction packages were approved as part of the STA's RTIF. Each construction package includes at least one or more transportation improvement projects. Working Groups comprised primarily of STA Technical Advisory Committee members were established for each construction package. One of the seven packages includes transit facilities for Solano County's express bus transit centers and train stations. The Working Group participants in this package include the SolanoExpress Transit Consortium members and public works staff.

Discussion:

The STA staff kicked off a series of meetings with six of the seven Working Groups on January 15th. The purpose for the kick off meetings was to begin discussing early implementation steps for the STA's RTIF Program. The three primary topics for discussion included:

1. Estimated RTIF revenue/RTIF district boundaries
2. RTIF Projects
3. Policies for shifting and/or loaning of funds between working groups

A summary of the discussion at the Working Group meetings is included as Attachment A. STA staff anticipates further discussions regarding RTIF policies with the RTIF Steering Committee and will bring a formal recommendation for an initial implementation and expenditure plan to the STA Board in June 2014

Based on the Working Group discussions thus far, STA staff recommends STA Board action on two items for this RTIF District Boundaries and Revenue Estimates.

RTIF District Boundaries:

STA staff and its consultant have developed a preliminary map of five distinct geographically based districts that correspond to the approved RTIF construction packages (Attachment B). The purpose of the map is to illustrate the boundaries of each RTIF District and where the fee generation from each district would be applied. The map was presented to the RTIF Working Groups and the Planning Directors Group last month. Based on the comments received, the map was revised with the following changes:

1. City of Suisun eastern City Limit to be included in District 2
2. City of Fairfield's Downtown Fairfield Priority Development Area to be included in District

The cities of Fairfield and Suisun City District 2 boundary changes were a logical revision. The growth in those areas have more of an impact to State Route 12 which corresponds to RTIF Projects identified in District 3. Previously those city segments were included in District 1 which directly benefits the Jepson Parkway and Peabody.

During the past year, STA has been working with the City of Fairfield to develop a full funding plan for the Green Valley Interchange project. As part of the Working Group meeting for District 4, the City of Fairfield requested STA and the County of Solano consider adding this project to the RTIF. Both STA and County staff are supportive of this request to help complete the funding plan for this project.

RTIF Revenue Estimates:

On January 16th, STA staff met with the County Planning Directors to provide an overview of the RTIF Program and to seek their input for the development of the annual estimated fee revenue. The goal is to have a consistent countywide method of estimating the revenues for the next year and next 5 years. There was consensus for estimating the revenue based on the past years of actual building permits pulled combined with a forecasted growth estimate. Fehr and Peers consultants were hired on to assist in this task. Attachment C includes the RTIF revenue estimates. It should be noted that estimates are based on growth forecast information and building permit data provided by the cities of Benicia, Dixon, Fairfield and Suisun City and Solano County. Fehr and Peers provided growth assumptions for the cities that did not respond. Those assumptions are noted in Attachment C.

It should be noted that the STA RTIF Policy Committee is scheduled to meet on February 12th at 4:00 p.m. and STA staff's recommendation is subject to change based on the meeting discussion. The RTIF Revenue Estimates and District Boundaries will be key factors for each RTIF Working Group to prioritize projects and develop their Strategic Implementation Plans in the next few months. STA staff will coordinate with each Working Group to complete their Plans for STA Board consideration by their June 11th meeting.

Fiscal Impact:

No impact to the STA Budget at this time.

Recommendation:

Approve the following:

1. RTIF District Boundary Map as illustrated in Attachment B;
2. RTIF Revenue Estimates as shown in Attachment C; and
3. Request Solano County update the Public Facility Fee to include Green Valley Overcrossing as an eligible project for RTIF Working Group District 4.

Attachments:

- A. Summary: RTIF Working Group Meetings
- B. RTIF District Boundary Map
- C. Fee Revenue Estimates for STA RTIF Program

Summary: Regional Transportation Impact Fee Working Group Meetings

January 15, 2014 Working Group Attendees

- 10 a.m.- Unincorporated County Road Improvements Working Group
Matt Tuggle and Bill Emlen, Solano County
- 11 a.m.- State Route 113 Corridor Working Group
Joe Leach and Jason Riley, City of Dixon; Matt Tuggle, Solano County
- 1 p.m.- South County Working Group-
Jill Mercurio, City of Vallejo; Mike Roberts (by phone), City of Benicia; Matt Tuggle, Solano County
- 2 p.m.- Jepson Parkway Corridor Working Group
Steve Hartwig, City of Vacaville; George Hicks, City of Fairfield; Matt Tuggle, Solano County
- 3 p.m.- State Route 12 Corridor Working Group
Nick Lozano and John Kerns, City of Suisun City; George Hicks, City of Fairfield; David Mellili and Tim Chapa, City of Rio Vista; Matt Tuggle, Solano County
- 4 p.m.- Central County I-80 Reliever Route Working Group
George Hicks, City of Fairfield; Matt Tuggle, Solano County

January 29, 2014 Working Group Attendees

- 12 p.m.- Express Bus Transit Centers and Train Stations Working Group
Mike Roberts, City of Benicia; George Hicks and Wayne Lewis, City of Fairfield; Matt Tuggle, Solano County; Brian McLean and Shawn Cunningham, City of Vacaville; Mona Babauta, Soltrans; David Klienschmidt, City of Vallejo; Joe Leach, City of Dixon.

STA Staff

Daryl Halls; Janet Adams; Robert Macaulay; Robert Guerrero

Discussion Summary

- I. RTIF Boundary
 - Suisun boundary to be corrected to show city limits included entirely in District 2
 - Vallejo border has anomalies related to the northeastern city limit. Notation needed to indicate that the intention is to include any parcels within Vallejo City Limit in District 3.
 - City of Fairfield is considering boundary adjustment for District 2 to include the entire Fairfield Downtown PDA. The current map splits the PDA boundary. Fairfield to provide suggested boundary changes by January 29.
- II. RTIF Revenue Estimate
 - Engage Planning Directors in developing a refined revenue estimate based on local growth assumptions.
 - Planning Directors requested to provide updated near-term growth projections by January 29th.
- III. Working Group Project Priorities

- Need for commitment to ensure a project or a phase leading to project completion (i.e. Environmental Docs and/or PE) within the next 5 years.
- Priority for projects that can utilize the RTIF revenue for attracting other sources of funding.
- County list of projects eligible for their 5% Unincorporated County Road Improvement RTIF Category are also eligible for Working Groups to consider in addition to each group's unique project(s).
- Projects priority should be adopted in local agency's Capital Improvement Plan (CIP).
- Selected projects must have an implementation plan which potentially includes:
 - i. Interagency agreement
 - ii. Detailed scope
 - iii. Realistic schedule
 - iv. Funding plan which includes funds in addition to the RTIF
- Express Bus Transit Centers and Train Station Working Group agreed to involve the Solano Express Transit Consortium to provide input on potential projects at their March meeting.

IV. Policies

- STA TAC will weigh in on decision to redistribute RTIF funding if project is not being implemented by a certain yet-to-be determined timeframe.
- Loaning options within and outside of Working Groups is a possible option for Working Groups with projects not ready for implementation. STA staff to develop scenarios for loaning funding.
- Selected projects must continue to show progress towards completion through quarterly reporting.
- Project progress should be assessed annually by each Working Group for purposes of determining whether funds should be loaned or redistributed.
- Working Groups should work toward consensus and elevate issues within jurisdictions (e.g. city managers/CAO) if consensus cannot be reached at the local staff level. If consensus is still not reached then STA TAC will consider redistribution option recommendations.
- Working Groups should be allowed opportunities to advance projects with local funds and be repaid with future RTIF revenue.
- Express Bus Transit Centers and Train Station Working Group discussed options of keeping the 5% RTIF share within their Working Group rather than consider loaning funding out. However, options for obtaining funds from other Working Groups can be considered.

V. Revenue Tracking

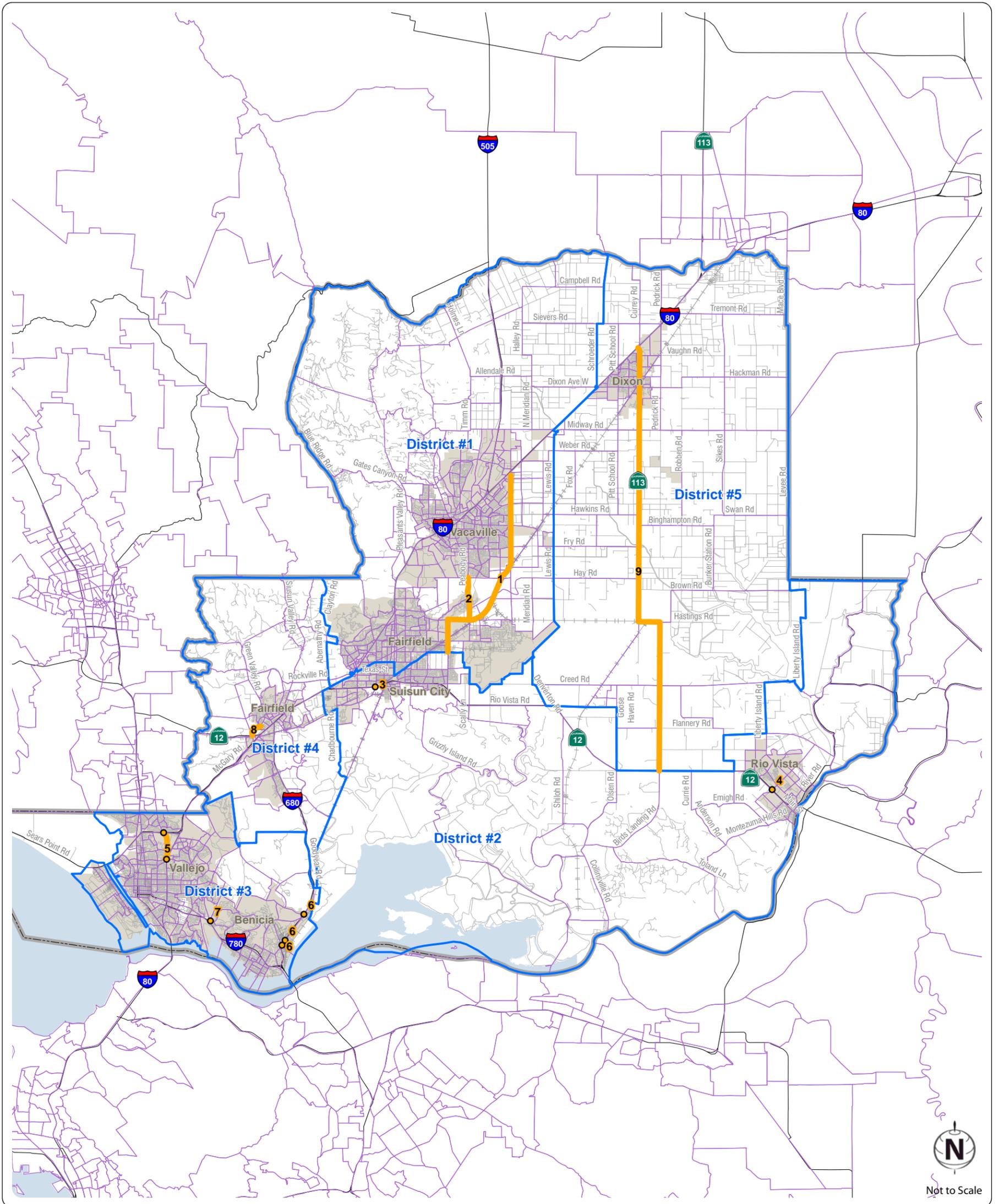
- Working Groups were requested to ensure that their permitting process will track and report APN and street address for each building permit issued. This ensures that the fee revenues can be tracked by district. This is especially important for the local agencies included in multiple districts (i.e. County and City of Fairfield).

Regional Traffic Impact Fee Implementation Packages

Agencies	Project
<i>Package 1, Jepson Parkway Corridor</i>	
City of Fairfield City of Vacaville Solano County	Remaining Segments of Jepson Parkway Unincorporated segment of Peabody Road
<i>Package 2, State Route 12 Corridor</i>	
City of Suisun City City of Fairfield City of Rio Vista County of Solano	State Route 12 & Pennsylvania Ave Interchange State Route 12, Church Road Intersection
<i>Package 3, South County</i>	
City of Vallejo City of Benicia Solano County	SR37/Redwood St/Fairgrounds Dr I-680 Industrial Park Access Improvements Columbus Parkway Improvements Near I-780
<i>Package 4, Central County I-80 Reliever Route</i>	
City of Fairfield County of Solano	North Connector West
<i>Package 5, State Route 113 Corridor</i>	
City of Dixon Solano County	2009 State Route 113 Major Investment Study Priorities: TSM, TDM and ITS (e.g. incentives for carpooling, transit services, Park and Ride facilities, advance swerve warning signs, speed feedback signs and fog detection or closed circuit TV)
<i>Package 6, Express Bus Transit Centers and Train Stations</i>	
Soltrans or City of Benicia City of Dixon City of Fairfield City of Fairfield City of Suisun City City of Vacaville Soltrans or City of Vallejo Solano County	Benicia Industrial Park Multi-modal Transit Center Dixon Multimodal Transportation Center Fairfield Transportation Center Fairfield/Vacaville Train Station Suisun City Train Station improvements Vacaville Transportation Center Vallejo Station or Curtola Park & Ride, next phase 360 Project Area Transit Center
<i>Package 7, Unincorporated County Roadway Improvements</i>	
Solano County	Unincorporated County roadway improvements that address new growth impacts

Working Group 7: Unincorporated County Roadway Improvement Project List

Road Names_Name	Begin Location	End Location
ABERNATHY ROAD	Suisun Parkway	Mankas Corner Road
AZEVEDO ROAD	SR 12	Canright Road
CANRIGHT ROAD	McCormack Road	0.5 mi e/Azevedo Road
CHERRY GLEN ROAD	I-80 at Lyon Road	Vacaville c/l (at I-80)
CORDELIA ROAD	I-680	Suisun City c/l
FRY ROAD	Leisure Town Rd	SR 113
FOOTHILL ROAD	Vacaville c/l	Pleasants Valley Road
LAKE HERMAN ROAD	Vallejo c/l	Benicia c/l
LEWIS ROAD	Fry Rd	I-80
LOPES ROAD	Fairfield c/l	Lake Herman Road
LYON ROAD	Fairfield c/l	Cherry Glen Road
MANKAS CORNER ROAD	Abernathy Road	Fairfield c/l
McCLOSKEY ROAD	SR 12	McCormack Road
McCORMACK ROAD	SR 113	Rio Vista c/l
MIDWAY ROAD	I-80 at Vacaville c/l	SR 113
PEDRICK ROAD	Midway Road	Yolo County Line
PITT SCHOOL ROAD	Midway Road	Dixon c/l
PLEASANTS VALLEY ROAD	Cherry Glen Road	Vaca Valley Road
PORTER ROAD	Midway Road	Dixon c/l
ROCKVILLE ROAD	I-80	Suisun Valley Road
SUISUN VALLEY ROAD	Fairfield c/l	Rockville Road
VACA VALLEY ROAD	Pleasants Valley Road	Vacaville c/l



LEGEND

- Capital Improvement Project
- Fee District
- Traffic Analysis Zone (TAZ)
- Solano County Boundary

District	Project #	Agency	Project	Description
1	1	Fairfield/Vacaville/Solano County	Jepson Parkway	Remaining segments of Jepson Parkway
1	2	Fairfield/Solano County	Peabody Road	Widen to make Peabody a consistent 4-lane segment between Fairfield and Vacaville
2	3	Suisun City/Fairfield	SR 12 and Pennsylvania Avenue Interchange	Replace the existing SR 12/Pennsylvania at-grade intersection with a new grade-separated interchange.
2	4	Rio Vista/Solano County	SR 12/Church Road Intersection	Improve the SR 12 and Church Road intersection.
3	5	Vallejo/Solano County	SR 37/Redwood Parkway/Fairgrounds Drive	Improve Fairgrounds Drive and Redwood Parkway, including the SR37/Fairgrounds Drive and I-80/Redwood Parkway interchanges.
3	6	Benicia	Industrial Park Access Improvements	Reconfigure the Park/Bayshore and Park/Industrial split interchange, and the I-680/Lake Herman Road interchange, to add traffic signals, improve sight distance and better accommodate truck movements
3	7	Benicia	Columbus Parkway Improvements	Add westbound approach at Rose Drive, and add traffic signal at Rose/Columbus Parkway.
4	8	Fairfield/Solano County	North Connector West	Construct a 2-lane roadway connecting Business Center Drive to SR 12 Jameson Canyon.
5	9	Dixon/Solano County	SR 113 Improvements	ITS enhancements to improve safety through advanced curve warning signs, speed feedback and fog detection signs, and potential construction of a park-n-ride facility, along SR 113 between SR 12 and Dixon.



MEMORANDUM

Date: February 5, 2014
To: Robert Guerrero, STA
From: Julie Morgan, Fehr & Peers
Subject: Draft Fee Revenue Estimates for STA RTIF Program

WC09-2657; WC14-3103

STA is embarking on the implementation of a Regional Transportation Impact Fee (RTIF) program, in which fees will be charged to new development throughout Solano County and will be used to fund important transportation capital improvement projects. The County will be divided into five districts; the fee revenues generated in each district will be returned to that district (with some exceptions for revenues that are targeted toward transit improvements and County road projects), and the jurisdictions making up each district would jointly decide how to use those revenues to advance the RTIF-eligible capital improvement projects in the district.

District Locations

The attached Figure 1 displays the proposed boundaries of the five districts, as well as the locations of the RTIF-eligible capital improvement projects. These proposed boundaries were drawn to reflect logical geographic divisions and the locations of the RTIF-eligible projects, and have been reviewed with the staff representatives from each jurisdiction. In most cases, cities are contained within a single district. The one exception is the City of Fairfield, which is divided between districts 1, 2, and 4.

Estimated Fee Revenue by District

The Planning staff from each jurisdiction were asked to review recent building permit activity for each major land use category and to estimate future activity for each of the next five years. The RTIF fees that will be charged for each land use category were then applied to those estimates of future building permit activity, and the resulting fee revenue estimates for each district are shown



in the attached set of tables. There are a few important items to note when reviewing the revenue estimates:

1. The revenue estimates shown on each table are the total amount of fees anticipated to be generated within that district. The RTIF program is set up so that 90% of those fees are returned to the district where they were generated; the other 10% are to be divided between transit improvements and County road projects. Therefore, each district could expect to receive **90% of the fee revenue shown on the attached tables.**
2. Projections of future building permit activity are not yet available from some of the local jurisdictions, namely Vallejo, Vacaville, and Rio Vista. Until more specific information becomes available, estimates of growth over the next five years in those jurisdictions have been made and are noted at the bottom of each table.

I look forward to discussing these topics with you and the stakeholders. Please contact me with any questions.

**Five-Year Projections for Solano Regional Transportation Impact Fee
Working Group Strategic Implementation Plan: District 1**

Land Use Category	Estimated Fee Revenue					Five-year Total
	2014	2015	2016	2017	2018	
Residential:						
Single-family	\$463,500	\$762,600	\$927,900	\$1,003,500	\$929,100	\$4,086,600
Multi-family	\$0	\$149,730	\$438,030	\$247,380	\$186,000	\$1,021,140
Secondary/Accessory units	\$1,771	\$1,932	\$2,093	\$2,415	\$2,576	\$10,787
Non-Residential:						
Retail	\$9,646	\$11,651	\$21,774	\$15,280	\$13,370	\$71,721
Office	\$0	\$0	\$0	\$6,725	\$6,725	\$13,450
Industrial	\$118	\$27,596	\$22,108	\$28,715	\$27,566	\$106,104
Warehouse/Distribution	\$190	\$4,695	\$3,806	\$3,816	\$3,827	\$16,333
Other	\$8,000	\$8,000	\$0	\$0	\$0	\$16,000
Total	\$483,224	\$966,204	\$1,415,711	\$1,307,831	\$1,169,164	\$5,342,134

Note: District 1 contains all of Vacaville and the central part of Fairfield. Projections are not currently available from Vacaville. The Solano PFF Study projects that the 20-year residential growth in Vacaville will be very similar to the residential growth in Fairfield, and that the employment growth in Vacaville will be about 50% of the employment growth in Fairfield. Until more specific information is made available, Vacaville's growth has been estimated based on the above relationships to Fairfield's growth.

**Five-Year Projections for Solano Regional Transportation Impact Fee
Working Group Strategic Implementation Plan: District 2**

Land Use Category	Estimated Fee Revenue					Five-year Total
	2014	2015	2016	2017	2018	
Residential:						
Single-family	\$124,500	\$279,600	\$393,900	\$325,500	\$275,100	\$1,398,600
Multi-family	\$0	\$55,800	\$0	\$46,500	\$46,500	\$148,800
Secondary/Accessory units	\$1,771	\$1,932	\$2,093	\$2,415	\$2,576	\$10,787
Non-Residential:						
Retail	\$141,340	\$57,300	\$57,300	\$57,300	\$57,300	\$370,540
Office	\$0	\$0	\$10,760	\$10,760	\$10,760	\$32,280
Industrial	\$118	\$124	\$130	\$137	\$143	\$652
Warehouse/Distribution	\$190	\$199	\$209	\$220	\$231	\$1,048
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$267,919	\$394,955	\$464,392	\$442,831	\$392,610	\$1,962,708

Note: District 2 contains all of Suisun City, Rio Vista, and a small part of Fairfield. Projections are not currently available from Rio Vista. The Solano PFF Study projects that the 20-year residential growth in Rio Vista will be similar to the residential growth in Dixon, and that the employment growth in Rio Vista will be similar to that in Suisun City. Until more specific information is made available, Rio Vista's growth has been estimated based on the above relationships.

**Five-Year Projections for Solano Regional Transportation Impact Fee
Working Group Strategic Implementation Plan: District 3**

Land Use Category	Estimated Fee Revenue					Five-year Total
	2014	2015	2016	2017	2018	
Residential:						
Single-family	\$282,000	\$428,100	\$555,900	\$594,000	\$557,100	\$2,417,100
Multi-family	\$0	\$149,730	\$368,280	\$177,630	\$93,000	\$788,640
Secondary/Accessory units	\$1,771	\$1,932	\$2,093	\$2,415	\$2,576	\$10,787
Non-Residential:						
Retail	\$8,977	\$10,314	\$29,796	\$30,560	\$26,740	\$106,387
Office	\$0	\$0	\$0	\$13,450	\$13,450	\$26,900
Industrial	\$118	\$18,439	\$14,782	\$27,989	\$25,685	\$87,013
Warehouse/Distribution	\$190	\$3,196	\$2,607	\$2,617	\$2,628	\$11,238
Other	\$16,000	\$16,000	\$0	\$0	\$0	\$32,000
Total	\$309,056	\$627,711	\$973,458	\$848,661	\$721,180	\$3,480,065

Note: District 3 contains all of Vallejo and Benicia. Projections are not currently available from Vallejo. The Solano PFF Study projects that the 20-year growth in Vallejo, both for residential and employment uses, will be similar to the growth in Fairfield. Until more specific information is made available, Vallejo's growth has been estimated based on the above relationships to Fairfield's growth

**Five-Year Projections for Solano Regional Transportation Impact Fee
Working Group Strategic Implementation Plan: District 4**

Land Use Category	Estimated Fee Revenue					Five-year Total
	2014	2015	2016	2017	2018	
Residential:						
Single-family	\$88,500	\$87,600	\$177,900	\$178,500	\$179,100	\$711,600
Multi-family	\$0	\$149,730	\$298,530	\$107,880	\$0	\$556,140
Secondary/Accessory units	\$1,771	\$1,932	\$2,093	\$2,415	\$2,576	\$10,787
Non-Residential:						
Retail	\$3,820	\$3,820	\$22,920	\$30,560	\$26,740	\$87,860
Office	\$0	\$0	\$0	\$13,450	\$13,450	\$26,900
Industrial	\$118	\$124	\$130	\$13,337	\$11,033	\$24,742
Warehouse/Distribution	\$190	\$199	\$209	\$220	\$231	\$1,048
Other	\$16,000	\$16,000	\$0	\$0	\$0	\$32,000
Total	\$110,399	\$259,405	\$501,782	\$346,361	\$233,130	\$1,451,078

**Five-Year Projections for Solano Regional Transportation Impact Fee
Working Group Strategic Implementation Plan: District 5**

Land Use Category	Estimated Fee Revenue					Five-year Total
	2014	2015	2016	2017	2018	
Residential:						
Single-family	\$85,500	\$165,600	\$279,900	\$211,500	\$123,600	\$866,100
Multi-family	\$0	\$55,800	\$0	\$0	\$0	\$55,800
Secondary/Accessory units	\$1,771	\$1,932	\$2,093	\$2,415	\$2,576	\$10,787
Non-Residential:						
Retail	\$8,480	\$0	\$0	\$0	\$0	\$8,480
Office	\$0	\$0	\$0	\$0	\$0	\$0
Industrial	\$118	\$124	\$130	\$137	\$143	\$652
Warehouse/Distribution	\$190	\$199	\$209	\$220	\$231	\$1,048
Other	\$0	\$0	\$0	\$0	\$0	\$0
Total	\$96,059	\$223,655	\$282,332	\$214,271	\$126,550	\$942,868

**Five-Year Projections for Solano Regional Transportation Impact Fee
Overall Summary**

Estimated Fee Revenue						
Area	2014	2015	2016	2017	2018	Five-year Total
District 1	\$434,902	\$869,584	\$1,274,140	\$1,177,048	\$1,052,248	\$4,807,921
District 2	\$241,127	\$355,460	\$417,953	\$398,548	\$353,349	\$1,766,437
District 3	\$278,150	\$564,940	\$876,112	\$763,795	\$649,062	\$3,132,059
District 4	\$99,359	\$233,465	\$451,604	\$311,725	\$209,817	\$1,305,970
District 5	\$86,453	\$201,290	\$254,099	\$192,844	\$113,895	\$848,581
Dedicated to Transit	\$63,333	\$123,597	\$181,884	\$157,998	\$132,132	\$658,943
Dedicated to County Roads	\$63,333	\$123,597	\$181,884	\$157,998	\$132,132	\$658,943
Total	\$1,266,657	\$2,471,931	\$3,637,675	\$3,159,955	\$2,642,634	\$13,178,853

Notes:

- 1) 5% of all RTIF revenues are dedicated to County roads, and 5% are dedicated to transit projects. The Districts receive the remaining 90%.
- 2) These estimates are based on projections of future building permit activity provided by local jurisdictions; these estimates are subject to change over time as new information becomes available about the timing and location of new developments.

This page intentionally left blank.



DATE: January 30, 2014
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: STA's 2014 Legislative Priorities and Platform

Background:

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. On March 13, 2013, the STA Board approved its amended 2013 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2013. The Platform was again amended in October to include support for seeking a Solano seat on the Water Emergency Transportation Authority Board.

Monthly legislative updates are provided by STA's State and Federal lobbyists for your information (Attachments A and B). A Legislative Bill Matrix listing state bills of interest is available at <http://tiny.cc/staleg>.

Discussion:

To help ensure the STA's transportation policies and priorities are consensus-based, the STA's Legislative Platform and Priorities is first developed in draft form by staff with input from the STA's state (Shaw/Yoder/Antwih, Inc.) and federal (Akin Gump) legislative consultants. The project priorities have been restructured this year to identify the appropriate potential funding sources.

The draft was distributed for review and comment to STA member agencies, members of our federal and state legislative delegations, the STA Technical Advisory Committee (TAC) and Transit Consortium. The STA Board approved in January the distribution of the draft document for review and comment.

The TAC and Consortium voted to forward a recommendation to the STA Board to adopt this Final Draft 2014 Legislative Platform and Priorities (Attachment C) which includes further comments from Solano County Supervisor and STA Board Alternate Erin Hannigan and Joshua Shaw of STA's state lobbying firm Shaw/Yoder/Antwih, Inc. and the SolanoExpress Intercity Transit Consortium.

STA's state legislative advocate (Josh Shaw of Shaw/Yoder/Antwih, Inc.) is working with STA staff to schedule project briefings in late February/early March with each of Solano's state legislators and their staff to provide the current status of STA priority projects.

STA's federal legislative advocate (Susan Lent of Akin Gump) is working with STA staff to refine the STA's strategy and objectives for the annual lobbying trip to Washington, DC, which is scheduled the week of March 31-April 3, 2014.

Revisions are highlighted in the STA's Final Draft 2014 Legislative Priorities and Platform (Attachment C), and listed below.

1. Alphabetized the priority projects under the federal and state funding priorities (p. 1-3)
2. Federal Funding – 3. Programs – Freight/Goods Movement – added text (“Identify federal fund source for”) to clarify first 2 points (p. 2)
3. Federal Funding – 3. Programs – Mobility Management – deleted “ADA” (p. 3)
4. State Funding – 1. Active Transportation - reworded “Vine Trail” to “Vallejo segment of Napa Vine Trail” (p. 3)
5. Added “Support the State Cap and Trade program” as #7 of the Legislative Priorities (p. 4) keyed to Section II Climate Change/Air Quality #12 (p. 7), and shifted numbers of all following priorities
6. Legislative Priorities #19 – reworded to clarify STA’s intent regarding WETA (p. 5)
~~Seek~~Advocate for Solano County representation on the WETA Board. Concurrently seek sponsorship for and support ~~and ultimately seek~~ legislation ~~to~~ specifying that Solano County will have a statutorily-designated representative on the WETA Board.
7. Section V Ferry - #1 edited as follows (p. 8)
Protect ~~the~~ existing sources of operating and capital support for San Francisco Bay Ferry service (~~most specifically~~ including the Bridge Tolls-Northern Bridge Group “1st and 2nd dollar” revenues) which do not jeopardize transit operating funds for ~~Vallejo transit~~ FAST, SolTrans, and SolanoExpress intercity bus operations.
8. Section V Ferry - #4 reworded to match Priority #19 (p. 8)
9. Section VIII Rail - #4 inserted “service in Solano County” to clarify expansion of intercity rail, and deleted #5 (which read “Monitor the implementation of the High Speed Rail project” due to redundancy with #6 (now #5) (p. 11)

Fiscal Impact:

None.

Recommendation:

Adopt the STA 2014 Legislative Priorities and Platform as specified in Attachment C.

Attachment:

- A. State Legislative Update
- B. Federal Legislative Update
- C. STA’s Final Draft 2014 Legislative Priorities and Platform – **highlighted revisions**



SHAW/YODER/ANTWIH, inc.
LEGISLATIVE ADVOCACY • ASSOCIATION MANAGEMENT

January 28, 2014

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Partner
Matt Robinson, Legislative Advocate
Shaw / Yoder / Antwih, Inc.

RE: STATE LEGISLATIVE UPDATE – February 2014

Since our last report, the Legislature reconvened for the second year of the two-year session and began hearing bills held over from 2013. The deadline to pass bills introduced in 2013 out of the house of origin is January 31. The Legislature has until February 21 to introduce new legislation for consideration in 2014.

As we reported to the Board at its January 8 meeting, the Governor released his proposed 2014-15 Budget, which, in the transportation world, proposes: to appropriate \$850 million in Cap and Trade revenues, \$600 million of which are earmarked for transportation; the repayment of approximately \$351 million in transportation funds borrowed in recent years to be used for local streets and roads, traffic management, highway rehabilitation and maintenance, active transportation, and environmental mitigation; and, the appropriation of the remaining \$800 million in Proposition 1B bonds (mostly for transit capital purposes).

In conjunction with the budget process, California State Transportation Agency (CalSTA) Secretary Brian Kelly has been working with stakeholders to finalize transportation infrastructure recommendations to the Governor via the California Transportation Infrastructure Priorities (CTIP) working group. The Secretary will release his final report in the coming months and will focus on five key areas of the transportation system: preservation, innovation, integration, reform, and funding. We participate in that process and will keep you updated as the CalSTA Secretary's CTIP recommendations develop.

The Board has been monitoring several bills held over from the 2013 session. We provide in the following pages an update on those bills, as well as additional information on the Governor's Cap and Trade proposal and Secretary Kelly's CTIP process.

Finally, as new bills are introduced in the coming months, we will be referring the transportation-related measures to your staff, and we look forward to working with you and staff in developing Authority positions on the most critical measures.

Bills of Interest

1. **SB 556 (Corbett)** was amended at one point last year to require *all public agencies*, including public transit systems, to “label” employees and vehicles which are independent contractors or operated by independent contractors with a "NOT A GOVERNMENT EMPLOYEE" or "THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE" disclosure.

The STA Board Opposed that version of the bill, due to its adverse impact on transit systems. In the face of substantial opposition around the state, the author narrowed the bill’s cope late in the session; it now applies only to public health or safety service providers. **The Author’s office indicates there is currently no intention to move this bill in 2014.**

2. **AB 431 (Mullin)** was introduced as a regional transportation funding bill. **The STA Board Opposed that version of the bill**. However, the bill was subsequently amended to apply to an entirely different subject matter (by revising various provisions of County Employees Retirement Law). **This bill failed passage and is no longer active.**
3. **AB 574 (Lowenthal)** would require the Air Resources Board, in consultation with the California Transportation Commission and the Strategic Growth Council, to establish criteria for the development and implementation of regional grant programs for the use of Cap and Trade revenues. **The STA Board Supported this bill**. **This bill failed passage and is no longer active.** (See below for more on Cap and Trade developments.)
4. **AB 935 (Frazier)** would change the composition of the WETA board of directors, adding additional Senate and Assembly appointments. Because the bill specifically authorized the STA to develop the list of nominees for the seat to be appointed from Solano County, **the STA Board Supports this bill**. **This bill was referred to the Senate Transportation and Housing Committee. No hearing has been set in 2014.**

In the meantime, we have been working with the Governor’s Office to ensure that Solano County continues to be represented on the board, as the Governor’s appointees are all due for consideration early this year.

5. **SB 791 (Wyland)** would have reduced transportation funding by eliminating the requirement that the State Board of Equalization adjust the rate of the excise tax on motor vehicle fuel. The rate for the state's next fiscal year would remain the same as the rate of the current fiscal year or would decrease based on the reported rate. **The STA Board Opposed this bill**. **This bill failed passage and is no longer active.**
6. **SCA 4 (Liu) and SCA 8 (Corbett)** would lower the two-thirds voter threshold to raise taxes to fund transportation projects to fifty-five percent. **The STA Board Supports both of these bills**. One of the bills was subsequently amended to add “strings” to the expenditure of local funds raised with the lowered threshold; the Board should discuss over the coming months its priorities relative to these state impositions. **Both measures are currently in the Senate Appropriations Committee.**

Transportation Funding in 2014

Cap and Trade

The 2014-15 Governor's Budget proposes the appropriation of \$850 million in Cap and Trade revenues (\$100 from a General Fund loan repayment, and \$750 million in new auction revenues) to be used as follows:

- \$100 million to the Strategic Growth Council for Sustainable Communities Strategies/ SB 375 implementation, including transit, active transportation, affordable housing near transit, agricultural land preservation, and local planning;
- \$200 million to the Air Resources Board for programs that accelerate low-carbon freight and passenger transportation, including purchase credits for zero-emission vehicles (including trucks and buses);
- \$300 million for rail modernization, with \$250 million for high-speed rail and \$50 million to Caltrans for local and regional rail systems integration and connectivity to high-speed rail;
- \$110 million for natural resources protection and restoration, as well as waste diversion; and,
- \$140 million for energy efficiency.

As noted above, \$100 million is proposed for Sustainable Communities Strategies programs consistent with SB 375. These funds are to be administered by the Strategic Growth Council (SGC) to manage the Sustainable Communities Implementation Program, a new competitive program that would support land-use, housing, transportation, and agricultural land preservation practices that reduce GHG emissions through infill and compact development. The SGC will develop and adopt program guidelines, in coordination with other state agencies and local entities, to fund investments in transit projects that increase ridership, pedestrian and bicycle facilities, transit-oriented development, and prevention of agricultural land conversion. The SGC will work with MPOs and other regional agencies to identify and recommend projects for funding. The SGC proposes using 50 percent of program revenues to benefit disadvantaged communities.

The Governor's proposed expenditure of Cap and Trade revenues for SB 375 implementation may differ from the program adopted by the Metropolitan Transportation Commission (MTC), which anticipates the receipt of \$3 billion from the program through 2040 based on a formula-share of available Cap and Trade revenues. Compared to the MTC expenditure plan for Cap and Trade, the Governor's plan appears to provide only a small amount of funding for transit and transit-oriented development (including affordable housing) in 2014-15, and does not provide specific funding for transit operations and improved goods movement. And, the role of MPOs like MTC is unclear in the Governor's proposal.

We suggest that the Board and staff engage us in a dialogue to determine STA's advocacy approach in the Legislature with regard to the Governor's proposed Cap and Trade program.

Infrastructure Financing Districts

In addition to Cap and Trade expenditures, another important element in the Governor's Budget is a proposal to revamp Infrastructure Financing Districts (IFD), by expanding the types of projects that can be financed using an IFD and lowering the voter-threshold for funding a project in an IFD. An IFD is a tool currently available to local governments for using tax-increment funding to finance specific types of projects, limited to: highway and transit projects; water, flood control, sewer, and solid waste projects; child care facilities; and, libraries and parks. Currently, a local government must receive two-thirds voter approval of the effected electorate. The Governor's proposal would add military base reuse, urban infill, transit priority projects, and affordable housing to the types of projects that can be funded through an IFD. Local governments would need to meet certain requirements with regard to the dissolution of redevelopment agencies in order to invoke the proposed changes to IFD law (mainly a lower-voter threshold and expanded project eligibility).

California Transportation Infrastructure Priorities

Secretary Kelly convened the CTIP working group on January 22 to allow stakeholders to preview the draft report and offer comments and suggestions on the draft. The report was not retained by members of the working group and will be held in confidence until it is released publicly.

At the center of the CTIP draft report were five key principles:

- Preservation – preserving local and regional assets and placing an emphasis on “fix-it-first” for state highways;
- Innovation – improving the use of technology to manage congestion, improving mobility services, and high-speed rail;
- Integration – coordinated planning at all levels of government, consideration of goods movement in planning and funding, advanced mitigation, and integrating high-speed rail and transit;
- Reform – changes at Caltrans as the transportation system becomes more regional and improving the state/local role; and,
- Funding – use of Cap and Trade, repaying debt, appropriation of remaining Proposition 1B bonds, exploration of a VMT-fee pilot program, congestion pricing, infrastructure financing districts, lower voter-thresholds, and performance measures for the State Transportation Improvement Program (STIP).

The Secretary is scheduled to reconvene the working group in the coming weeks to continue development of the CTIP report, as well as organize focus groups to look closer at specific elements of the report, such as the VMT-fee and STIP performance measures.

SolTrans Park & Ride Legislation

We are working with your staff and the Solano County Transit (SolTrans) staff to frame up state legislation that ensures state-owned property in Vallejo can be turned over to SolTrans for long-term operation, maintenance and improvements. Specifically, SolTrans would construct improvements to modernize and expand the existing park & ride lots on Curtola Parkway on either side of Lemon Street.

M E M O R A N D U M

January 29, 2014

To: Solano Transportation Authority
From: Akin Gump Strauss Hauer & Feld LLP
Re: January Report

During the month of January we drafted comments on the Department of Transportation's proposed designation of the primary freight network. We also brought to STA staff's attention new grant funding opportunities and developments at DOT regarding the environmental review process. We had discussions with STA staff regarding the Board's upcoming trip to Washington, D.C. for meeting with legislators and agency officials.

Fiscal Year 2014 Appropriations

On January 17, 2014, President Obama signed an omnibus spending bill for fiscal year 2014 that made available \$1.01 trillion, which is consistent with the December budget agreement. The House approved the spending bill on January 15 by a vote of 359-67. The Senate approved the bill by a vote of 72-26 on January 16.

The legislation makes available \$41 billion in highway funding and \$8.6 billion in transit funding, consistent with MAP-21. The bill also includes \$600 million for the TIGER grant program, a \$126 million increase over fiscal year 2013.

Fiscal Year 2015 Appropriations

The Leadership of the House and Senate Appropriations Committees have stated that they soon will begin work on the fiscal year 2015 spending bills based on the funding levels in the December budget agreement. The two year budget agreement set domestic and defense-related spending for fiscal year 2015 at \$492.5 billion and \$521.4 billion, respectively.

The President has said that he will release his 2015 budget request on March 4. The budget will call for reauthorization of MAP-21, which will expire on September 30. The Administration has proposed rewriting the tax code and using new revenues for infrastructure. The budget request may include more details surrounding the proposal; however, revision of the tax code appears unlikely. Senate Finance Committee Chairman Max Baucus (D-MT) and House Ways and Means Committee Chairman Dave Camp (R-MI) had discussions regarding comprehensive tax reform legislation in 2013, but were unable to reach agreement on a joint proposal. Chairman

Solano Transportation Authority
<January 29, 2014>
Page 2

Baucus's confirmation as U.S. Ambassador to China and Sen. Ron Wyden's (D-OR) anticipated appointment as Finance Chairman likely will require a restart to any tax reform discussions.

Surface Transportation Act Reauthorization

On January 14, 2014, House Transportation and Infrastructure Committee Chairman Bill Shuster (R-PA) convened the first in a series of hearings on the reauthorization of the surface transportation bill. Chairman Shuster stated his intention to bring a bill to the House floor before the August recess and enact it by September. He stated that he hopes to hold a series of hearings and roundtable discussions over the coming months and to draft a bill in the Spring. Chairman Shuster highlighted some key principles, including freight mobility, fiscal responsibility, reduction of regulatory barriers and increasing flexibility in how the funding is spent and projects are approved.

Witnesses at the January 14 hearing, Oklahoma Governor Mary Fallin, testifying on behalf of the National Association of Governors, Atlanta Mayor Kasim Reed, testifying on behalf of the U.S. Conference of Mayors, Caterpillar Group President Stuart Levinick, and Amalgamated Transit Union International President Lawrence Hanley, urged the Committee to enact a six-year transportation bill with sustainable funding.

Public-Private Partnerships Special Panel

On January 16, Chairman Shuster announced the formation of a special panel to focus on the use of and opportunities for public-private partnerships (P3s) across all modes of transportation, economic development, public buildings, water, and maritime infrastructure and equipment. Rep. John J. Duncan, Jr. (R-TN) was appointed chairman of the panel and Rep. Michael Capuano (D-MA) will serve as the ranking member. Rep. Duncan also led the Committee's first special panel, which examined U.S. freight transportation and concluded its work in October. Chairman Shuster has said that he will use the information learned by the Panel to develop future legislation, including the reauthorization of MAP-21.

The Panel will examine the current state of P3s in the United States to identify: 1) the role P3s play in development and delivery of transportation and infrastructure projects in the U.S., and on the U.S. economy; 2) if and how P3s enhance delivery and management of transportation and infrastructure projects beyond the capabilities of government agencies or the private sector acting independently; and 3) how to balance the needs of the public and private sectors when considering, developing, and implementing P3 projects.

Solano Transportation Authority
<January 29, 2014>
Page 3

MAP-21 Implementation

During a January 16 hearing before the Senate Banking Committee on the implementation of MAP-21's transit provisions, Chairman Tim Johnson (D-SD) and Sen. Larry Crapo (R-IN), the Committee's Ranking Member, urged the FTA to tailor regulations implemented under MAP-21 to the size of the transit agency, so that smaller, rural transit systems are not overburdened. Then FTA Administrator Peter Rogoff agreed that adding additional bureaucracy may distract operators from their core mission. Rogoff testified that the FTA is making progress in the implementation of MAP-21, but added that budget constraints have delayed some of the rulemakings. He reported that FTA is currently reviewing comments on the ANPRM on Safety and Transit Asset Management. During his testimony, Rogoff acknowledged concerns that investment in transit is not keeping pace with demands, estimating an \$86 billion backlog in system needs and a \$2.5 billion annual shortfall in investment. Rogoff warned the Committee that the balance of both the highway and transit accounts of the Highway Trust Fund is low and although the reauthorization was intended to be sufficient to last until the end of the fiscal year, there are concerns that the highway account will not have sufficient revenues to meet obligations sometime this summer due to declining revenue from the gasoline tax.

Legislation Introduced

On January 14, Representatives Richard Hanna (R-NY) and Janice Hahn (D-CA) introduced a bill (H.R. 3872) to reauthorize state infrastructure banks to help fund local transportation initiatives. *The State Transportation and Infrastructure Financing Innovation Act (STIFIA)* would amend MAP-21 to authorize states to establish infrastructure banks using existing federal transportation dollars through 2014. The bill would authorize states to use up to 10 percent of a state's existing federal transportation dollars to establish a bank to provide loans, short- or long-term construction debt financing, or lines of credit to highway or transit projects in local communities. Authority for the program expired in 2009. Prior to the expiration, banks operated in California, New York, Arizona, Delaware, Arkansas, Oklahoma, Tennessee, Indiana, Rhode Island and Iowa. Similar legislation (S. 1553) has been introduced in the Senate by Sen. Kelly Ayotte (R-NH).

On January 19, Senators Michael Bennet (D-CO) and Roy Blunt (R-MO) introduced legislation that would utilize the repatriated earnings of multinational companies to finance infrastructure. *The Partnership to Build America Act (S. 1957)* would create a \$50 billion fund, financed by bonds purchased by corporations seeking to repatriate foreign profit. In return, the corporations would receive a limited tax exemption as an incentive to repatriate the earnings. The fund would be used to provide loan guarantees or low-cost loans for a broad range of infrastructure projects backed by state and local governments, including roads, port facilities, school, communications

Solano Transportation Authority
<January 29, 2014>
Page 4

and water projects. Thirty-five percent of the funds would be directed to public private partnerships. The bill has 10 cosponsors and was referred to the Senate Committee on Finance. A similar proposal was introduced in the House by Rep. John Delany (D-MD). The House bill has 51 cosponsors and is pending before the House Transportation and Infrastructure Committee.



Solano Transportation Authority Draft 2014 Legislative Priorities and Platform

(For Consideration by STA Board February 12, 2014)

1/31/2014 7:57 AM



PROJECTS AND FUNDING PRIORITIES

Pursue (and seek funding for) the following priority projects:

Roadway/Highway:

- I-80/I-680/SR 12 Interchange Packages II & III
- I-80 Express Lanes – Vacaville Segment (Airbase Parkway to I-505)
- I-80 Westbound Truck Scales
- Jepson Parkway

Transit Centers:

Tier 1:

- Fairfield/Vacaville Multimodal Train Station, Phase 1 Vallejo USPS Relocation (advance project of Transit Center Parking Structure)

Tier 2:

- Fairfield Transportation Center Expansion
- Parkway Blvd. Overcrossing / Dixon Intermodal Station
- Vacaville Transit Center, Phase 2
- Vallejo Transit Center (Downtown) Parking Structure Phase B
- Vallejo Transit Center at Curtola and Lemon, Phase 1B Parking Structure

Federal Funding

1. Roadway/Highway

- I-80/I-680/SR 12 Interchange Packages II and III
 - Candidate for TIGER or Projects of National or Regional Significance grant
 - Eligible for funding under National Highway Performance Program, Surface Transportation Program and Highway Safety Improvement Program
- I-80 Express Lanes
 - Candidate for TIFIA financing (via MTC)
- I-80 Westbound Truck Scales
 - Potential candidate for TIGER or Project of National or Regional Significance grant (in lieu of the I-80/I-680/SR-12 project)
 - Pursue funding under Surface Transportation Program
- Jepson Parkway
 - Eligible for funding under National Highway Performance Program, Surface Transportation Program and Highway Safety Improvement Program
- SR 12 East Improvements
 - Eligible for funding under National Highway Performance Program, Surface Transportation Program and Highway Safety Improvement Program

2. Transit Centers

- Fairfield/Vacaville Multimodal Train Station, Phase 1
 - Eligible for federal transit funds distributed by formula
 - Eligible for Surface Transportation Program funds
 - Consider joint development opportunities to leverage federal dollars
 - Consider New Starts funding
- Fairfield Transportation Center Expansion
 - Eligible for federal transit funds distributed by formula
 - Eligible for Surface Transportation Program funds
 - Consider joint development opportunities to leverage federal dollars
 - Likely eligible for CMAQ Funds
- Parkway Blvd. Overcrossing/Dixon Intermodal Station
 - Candidate for Highway Safety Improvement Program funds
- Vacaville Transit Center, Phase 2
 - Eligible for federal transit funds distributed by formula
 - Eligible for Surface Transportation Program funds
 - Consider joint development opportunities to leverage federal dollars
 - Likely eligible for CMAQ Funds
- Vallejo Transit Center (Downtown) Parking Structure Phase B
 - Eligible for federal transit funds distributed by formula
 - Eligible for Surface Transportation Program funds
 - Consider joint development opportunities to leverage federal dollars
 - Likely eligible for CMAQ Funds
- Vallejo Transit Center at Curtola and Lemon, Phase 1
 - Eligible for federal transit funds distributed by formula
 - Eligible for Surface Transportation Program Funds
 - Likely eligible for CMAQ funds
 - Consider joint development opportunities to leverage federal dollars

3. Programs

- Active Transportation (bike, ped, SR2S, PD, PCA) – *formerly called alternative modes*
 - Seek funding from Transportation Alternatives program
 - Projects would be eligible for CMAQ funding
- Climate Change/Alternative Fuels
 - Can use federal transit funds and CMAQ funds for alternative fuel transit vehicles and fueling infrastructure
 - Pursue Diesel Emission Reduction Act Funding
 - Pursue Department of Energy Clean Cities technical support
- Freight/Goods Movement
 - Identify federal fund source for I-80/I-680/SR 12 Interchange Packages II and III
 - Identify federal fund source for I-80 Westbound Truck Scales
 - Rail Crossings/Grade Separations
 - Candidate for TIGER or Projects of National or Regional Significance grant
 - Eligible for funding under National Highway Performance Program, Surface Transportation Program and Highway Safety Improvement Program
 - Grade crossing eligible for funding under Highway Safety Improvement Program

- **Mobility Management**

- Eligible for Transportation for Elderly Persons and Persons with Disabilities formula program
- Eligible for federal transit funds distributed by formula
- Safe Routes to School
 - Seek funding from Transportation Alternatives program

State Funding

1. Active Transportation

- Jepson Parkway Bike Path
- SR2S – Walking School Bus Phase 2
- SR2S Middle School Program Implementation
- **Vallejo segment of Napa** Vine Trail (future)

2. Cap and Trade

- Capital Bus Replacement – SolanoExpress
- OBAG Priorities (bicycle, pedestrian, PDA, PCA, SR2S)

3. Freight/Goods Movement

- I-80 Westbound Truck Scales
- Rail Crossings/Grade Separations
- SR 12

4. ITIP

- I-80 Express Lanes – Vacaville segment (Airbase Parkway to I-505)
- I-80/I-680/SR 12 Interchange Packages II & III

5. RTIP

- I-80 Express Lanes – Vacaville segment Airbase Parkway to I-505
- I-80/I-680/SR 12 Interchange Phase II & III
- Jepson Parkway

6. SHOPP

- I-80 Westbound Truck Scales
- SR 12/113 Intersection
- SR 12 Summerset to Drouin Gap – Rio Vista
- SR 113 Rehabilitation

LEGISLATIVE PRIORITIES

1. Monitor/support/seek/sponsor, as appropriate, legislative proposals in support of initiatives that increase funding for transportation, infrastructure, operations and maintenance in Solano County.
2. Support legislation that encourages public private partnerships and provides low cost financing for transportation projects.
3. Oppose efforts to reduce or divert funding from transportation projects.
4. Support initiatives to pursue the 55% voter threshold for county transportation infrastructure measures.
5. Support establishment of regional Express Lanes network with assurance that revenues collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate.
6. Monitor and participate in the implementation of state climate change legislation, including the California Global Warming Solutions Act and SB 375. Participate in the Plan Bay Area, the Bay Area's Sustainable Communities Strategy (SCS), and ensure that locally-beneficial projects and programs are contained in the SCS. Support the funding and development of a program to support transportation needs for agricultural and open space lands as part of the Plan Bay Area.
7. Support the State Cap and Trade program:
 - a) Dedicate the allocation revenues related to fuels to transportation investments.
 - b) Invest a major portion of fuels related revenues to implement the AB 32 regulatory program by reducing GHG emissions from transportation.
 - c) Structure the investments to favor integrated transportation and land use strategies.
 - d) Distribute available funds to strategically advance the implementation of Plan Bay Area and related regional policies to meet GHG reduction goals through transportation and land use investments.
 - e) Provide the incentives and assistance that local governments need to make SB 375 work.
8. Monitor proposals and, where appropriate, support efforts to exempt projects funded by local voter-approved funding mechanisms from the provisions of SB 375 (Steinberg).
9. Support efforts to protect and preserve funding in the Public Transportation Account (PTA).
10. Support timely reauthorization of MAP-21 with stable funding for highway and transit programs.
11. Monitor state implementation of MAP-21 and support efforts to ensure Solano receives fair share of federal transportation funding.

12. Support development of a national freight policy and California freight plan that incentivizes funding for critical projects such as I-80, SR 12, Capitol Corridor and Cordelia Truck Scales.
13. Support creation of new grant program in MAP-21 reauthorization legislation for goods movement projects.
14. Support funding of federal discretionary programs, including Projects of National and Regional Significance such as I-80 and Westbound Truck Scales, and transit discretionary grants.
15. Support federal laws and policies that incentivize grant recipients that develop performance measures and invest in projects and programs designed to achieve the performance measures.
16. Support laws and policies that expedite project delivery.
17. Support legislation that identifies long-term funding for transportation.
18. Support “fix it first” efforts that prioritize a large portion of our scarce federal and state resources on maintaining, rehabilitating and operating Solano County’s aging transportation infrastructure over expansion.
19. Advocate for Solano County representation on the WETA Board. Concurrently seek sponsorship for and support legislation specifying that Solano County will have a statutorily-designated representative on the WETA Board.
20. Advocate for new bridge toll funding, and support the implementation of projects funded by bridge tolls in and/or benefitting Solano County. Ensure that any new bridge tolls collected in Solano County are dedicated to improve operations and mobility in Solano County.
21. Co-sponsor legislation allowing SolTrans JPA to receive State property pertaining to the Transit Center at Curtola and Lemon Parking Structure in Vallejo.

LEGISLATIVE PLATFORM

I. Active Transportation (Bicycles, HOV, Livable Communities, Ridesharing)

1. Support legislation promoting bicycling and bicycle facilities as a commuter option.
2. Support legislation promoting the planning, design and implementation of complete streets.
3. Support legislation providing land use incentives in connection with rail and multimodal transit stations – Transit Oriented Development (TOD).
4. Support legislation and regional policy that provide qualified Commuter Carpools and Vanpools with reduced tolls on toll facilities as an incentive to encourage and promote ridesharing.
5. Support legislation that increases employers’ opportunities to offer commuter incentives.
6. Support legislative and regulatory efforts to ensure that projects from Solano County cities are eligible for federal, state and regional funding of TOD projects. Ensure that development and transit standards for TOD projects can be reasonably met by suburban communities.
7. Support establishment of regional Express Lanes network with assurance that revenues collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate. *(Priority #5)*

II. Climate Change/Air Quality

1. Monitor implementation of federal attainment plans for pollutants in the Bay Area and Sacramento air basins, including ozone and particulate matter attainment plans. Work with MTC and SACOG to ensure consistent review of projects in the two air basins.
2. Monitor and participate in the implementation of state climate change legislation, including the California Global Warming Solutions Act and SB 375. Participate in the Plan Bay Area, the Bay Area’s Sustainable Communities Strategy (SCS), and ensure that locally-beneficial projects and programs are contained in the SCS. Support the funding and development of a program to support transportation needs for agricultural and open space lands as part of the Plan Bay Area. *(Priority #6)*
3. Support legislation, which ensures that any fees imposed to reduce vehicle miles traveled, or to control mobile source emissions, are used to support transportation programs that provide congestion relief or benefit air quality.
4. Support legislation providing infrastructure for low, ultra-low and zero emission vehicles.
5. Support policies that improve and streamline the environmental review process, including the establishment and use of mitigation banks.

6. Support legislation that allows for air emission standards appropriate for infill development linked to transit centers and/or in designated Priority Development Areas. Allow standards that tolerate higher levels of particulates and other air pollutants in exchange for allowing development supported by transit that reduces greenhouse gas emissions.
7. Monitor energy policies and alternative fuel legislation or regulation that may affect fleet vehicle requirements for mandated use of alternative fuels.
8. Support legislation to provide funding for innovative, intelligent/advanced transportation and air quality programs, which relieve congestion, improve air quality and enhance economic development.
9. Support legislation to finance cost effective conversion of public transit fleets to alternative fuels and/or to retrofit existing fleets with latest emission technologies.
10. Support income tax benefits or incentives that encourage use of alternative fuel vehicles, vanpools and public transit without reducing existing transportation or air quality funding levels.
11. Support federal climate change legislation that provides funding from, and any revenue generated by, emission dis-incentives or fuel tax increases (e.g. cap and trade programs) to local transportation agencies for transportation purposes.
12. Support the State Cap and Trade program:
 - a) Dedicate the allocation revenues related to fuels to transportation investments.
 - b) Invest a major portion of fuels related revenues to implement the AB 32 regulatory program by reducing GHG emissions from transportation.
 - c) Structure the investments to favor integrated transportation and land use strategies.
 - d) Distribute available funds to strategically advance the implementation of Plan Bay Area and related regional policies to meet GHG reduction goals through transportation and land use investments.
 - e) Provide the incentives and assistance that local governments need to make SB 375 work. *(Priority #7)*

III. Employee Relations

1. Monitor legislation and regulations affecting labor relations, employee rights, benefits, and working conditions. Preserve a balance between the needs of the employees and the resources of public employers that have a legal fiduciary responsibility to taxpayers.
2. Monitor any legislation affecting workers compensation that impacts employee benefits, control of costs, and, in particular, changes that affect self-insured employers.
3. Monitor legislation affecting the liability of public entities, particularly in personal injury or other civil wrong legal actions.

IV. Environmental

1. Monitor legislation and regulatory proposals related to management of the Sacramento-San Joaquin River Delta, including those that would impact existing and proposed transportation facilities such as State Route 12 and State Route 113.
2. Monitor sea-level rise and climate change in relation to existing and proposed transportation facilities in Solano County.
3. Monitor proposals to designate new species as threatened or endangered under either the federal or state Endangered Species Acts. Monitor proposals to designate new “critical habitat” in areas that will impact existing and proposed transportation facilities.
4. Monitor the establishment of environmental impact mitigation banks to ensure that they do not restrict reasonably-foreseeable transportation improvements.
5. Monitor legislation and regulations that would impose requirements on highway construction to contain stormwater runoff.
6. Monitor implementation of the environmental streamlining provisions in MAP-21.
7. Support provisions in MAP-21 reauthorization legislation that further streamline the project approval process.

V. Ferry

1. Protect existing sources of operating and capital support for San Francisco Bay Ferry service (including the Bridge Tolls-Northern Bridge Group “1st and 2nd dollar” revenues) which do not jeopardize transit operating funds for FAST, SolTrans, and SolanoExpress intercity bus operations.
2. Support efforts to ensure appropriate levels of service directly between Vallejo and San Francisco.
3. Monitor surface transportation authorization legislation to ensure adequate funding for ferry capital projects.
4. Advocate for Solano County representation on the WETA Board. Concurrently seek sponsorship for and support legislation specifying that Solano County will have a statutorily-designated representative on the WETA Board. *(Priority #19)*

VI. Funding

1. Protect Solano County's statutory portions of the state highway and transit funding programs.
2. Seek a fair share for Solano County of any federal and state discretionary funding made available for transportation grants, programs and projects.
3. Protect State Transportation Improvement Program (STIP) funds from use for purposes other than those covered in SB 45 of 1997 (Chapter 622) reforming transportation planning and programming, and support timely allocation of new STIP funds.
4. Support state budget and California Transportation Commission allocation to fully fund projects for Solano County included in the State Transportation Improvement Program and the Comprehensive Transportation Plans of the county.
5. Support efforts to protect and preserve funding in the Public Transportation Account (PTA). *(Priority #9)*
6. Seek/sponsor legislation in support of initiatives that increase the overall funding levels for transportation priorities in Solano County. *(Priority #1)*
7. Support legislation that encourages public private partnerships and provides low cost financing for transportation projects in Solano County. *(Priority #2)*
8. Support measures to restore local government's property tax revenues used for general fund purposes, including road rehabilitation and maintenance.
9. Support legislation to secure adequate budget appropriations for highway, bus, rail, air quality and mobility programs in Solano County.
10. Support initiatives to pursue the 55% or lower voter threshold for county transportation infrastructure measures. Any provisions of the State to require a contribution for maintenance on a project included in a local measure must have a nexus to the project being funded by the measure. *(Priority #4)*
11. Ensure that fees collected for the use of Express Lanes are spent to improve operations and mobility for the corridor in which they originate. *(Priority #5)*
12. Support timely reauthorization of MAP-21 with stable funding for highway and transit programs. *(Priority #10)*
13. Support development of a national freight policy that incentivizes funding for critical projects such as the I-80, SR 12, Capitol Corridor and Cordelia Truck Scales. *(Priority #12)*
14. Support legislation that provides funding for Safe Routes to Schools and bike and pedestrian paths.
15. Support legislation or the development of administrative policies to allow a program credit for local funds spent on accelerating STIP projects through right-of-way purchases, or environmental and engineering consultant efforts.

16. Support or seek legislation to assure a dedicated source of funding, other than the State Highway Account for local streets and roads maintenance/repairs, and transit operations.
17. Monitor the distribution of State and regional transportation demand management funding.
18. Advocate for new bridge toll funding, and support the implementation of projects funded by bridge tolls in and/or benefitting Solano County. Ensure that any new bridge tolls collected in Solano County are dedicated to improve operations and mobility in Solano County.
19. Oppose any proposal that could reduce Solano County's opportunity to receive transportation funds, including diversion of state transportation revenues for other purposes. Fund sources include, but are not limited to, State Highway Account (SHA), Public Transportation Account (PTA), and Transportation Development Act (TDA) and any local ballot initiative raising transportation revenues. *(Priority #3)*
20. Support legislation that encourages multiple stakeholders from multiple disciplines to collaborate with regard to the application for and the awarding of Safe Routes to School grants.

VII. Project Delivery

1. Monitor implementation of MAP-21 provisions that would expedite project delivery. *(Priority #16)*
2. Support legislation and/or administrative reforms to enhance Caltrans project delivery, such as simultaneous Environmental Impact Report (EIR) and engineering studies, design-build authority, and a reasonable level of contracting out of appropriate activities to the private sector.
3. Support legislation and/or administrative reforms that result in cost and/or time savings to environmental clearance processes for transportation projects.
4. Continue to streamline federal application/reporting/monitoring requirements to ensure efficiency and usefulness of data collected and eliminate unnecessary and/or duplicative requirements.
5. Support legislation that encourages public private partnerships and provides streamlined and economical delivery of transportation projects in Solano County. *(Priority #2)*
6. Support legislation and/or administrative reforms that require federal and state regulatory agencies to adhere to their statutory deadlines for review and/or approval of environmental documents that have statutory funding deadlines for delivery, to ensure the timely delivery of projects funded with state and/or federal funds.

VIII. Rail

1. In partnership with other counties located along Capitol Corridor, seek expanded state commitment for funding passenger rail service, whether state or locally administered.
2. Support legislation and/or budgetary actions to assure a fair share of State revenues of intercity rail (provided by Capitol Corridor) funding for Northern California and Solano County.
3. Seek legislation to assure that dedicated state intercity rail funding is allocated to the regions administering each portion of the system and assure that funding is distributed on an equitable basis.
4. Seek funds for the expansion of intercity rail **service within Solano County**, and development of regional and commuter rail service connecting Solano County to the Bay Area and Sacramento regions.
5. Support efforts to fully connect Capitol Corridor trains to the California High Speed Rail system, and ensure access to state and federal high speed rail funds for the Capitol Corridor.
6. Oppose legislation that would prohibit Amtrak from providing federal funds for any state-supported Intercity Passenger Rail corridor services.

IX. Safety

1. Monitor legislation or administrative procedures to streamline the process for local agencies to receive funds for road and levee repair and other flood protection.
2. Monitor continuation of the Safety Enhancement-Double Fine Zone designation on SR 12 from I-80 in Solano County to I-5 in San Joaquin County, as authorized by AB 112.
3. Support legislation to adequately fund replacement of at-grade railroad crossings with grade-separated crossings.
4. Support legislation to further fund Safe Routes to School and Safe Routes to Transit programs in Solano County.

X. Transit

1. Protect funding levels for transit by opposing state funding source reduction without substitution of comparable revenue.
2. Support tax benefits and/or incentives for programs to promote use of public transit.
3. In partnership with the affected agencies and local governments, seek additional strategies and funding of programs that benefit seniors, people with disabilities, and the economically disadvantaged such as mobility management programs, intercity paratransit operations, and other community based programs.
4. Monitor efforts to change Federal requirements and regulations regarding the use of federal transit funds for transit operations for rural, small and large Urbanized Areas (UZAs).
5. Co-sponsor legislation allowing SolTrans JPA to receive State property pertaining to the Transit Center at Curtola and Lemon Parking Structure in Vallejo. *(Priority #21)*
6. In addition to new bridge tolls, work with MTC to generate new regional transit revenues to support the ongoing operating and capital needs of transit services, including bus, ferry and rail. *(Priority #20)*
7. Monitor implementation of requirements in MAP-21 for transit agencies to prepare asset management plans and undertake transportation planning.

XI. Movement of Goods

1. Monitor and participate in development of a national freight policy and California's freight plan. *(Priority #12)*
2. Ensure I-80 is included in the national freight policy and fund freight-related projects. *(Priority #12)*
3. Ensure SR 12 is included in the California freight plan and fund freight-related projects. *(Priority #12)*
4. Monitor and support initiatives that augment planning and funding for movement of goods via maritime-related transportation, including the dredging of channels, port locations and freight shipment.
5. Support efforts to mitigate the impacts of additional maritime goods movement on surface transportation facilities.
6. Monitor and support initiatives that augment planning and funding for movement of goods via rail involvement.
7. Monitor and support initiatives that augment planning and funding for movement of goods via aviation.
8. Monitor proposals to co-locate freight and/or passenger air facilities at Travis Air Force Base (TAFB), and to ensure that adequate highway and surface street access is provided if such facilities are located at TAFB.

XII. Reauthorization of MAP-21

1. Support timely reauthorization of MAP-21. *(Priority #10)*
2. Legislation should provide stable funding source for highway and transit programs.
3. Between 2015 and 2025:
 - a) Federal fuel tax should be raised and indexed to the construction cost index.
 - b) Federal user-based fees (such as freight fees for goods movement, dedication of a portion of existing customs duties, ticket taxes for passenger rail improvements) should be implemented to help address the funding shortfall.
 - c) State and local governments need to raise motor fuel, motor vehicle, and other related user fees.
4. Post 2025: A vehicle miles traveled (VMT) fee should be implemented.
5. Legislation should include separate funding for goods movement projects.
6. Legislation should include discretionary programs for high priority transit and highway projects. *(Priority #13)*
7. Legislation should further streamline project delivery.

This page intentionally left blank.



DATE: January 29, 2014
TO: STA Board
FROM: Robert Macaulay, Director of Planning
Sofia Recalde, Associate Planner
RE: Update on Active Transportation Program Guidelines

Background:

On September 26, 2013 the Governor signed legislation creating the Active Transportation Program (ATP) (Senate Bill 99, Chapter 359; and Assembly Bill 101, Chapter 354). The goals of this nearly \$120 million program are to:

- Increase the proportion of biking and walking trips
- Increase safety and mobility for non-motorized users
- Advance the efforts of regional agencies to achieve greenhouse gas reduction goals
- Enhance public health, including the reduction of childhood obesity through the use of projects eligible for Safe Routes to Schools Program funding
- Ensure disadvantaged communities fully share in program benefits (25% of program)
- Provide a broad spectrum of projects to benefit many types of active transportation users

The ATP will consolidate multiple state and federal funding programs:

- Transportation Alternatives
- Recreational Trails
- Safe Routes to Schools
- Bicycle Transportation Account (BTA)
- Environmental Enhancement and Mitigation Act

California Transportation Commission (CTC) staff has been working in consultation with an “Active Transportation Program Workgroup” to draft the guidelines for an initial 2-year program. The workgroup includes representatives of government agencies and stakeholders with expertise in pedestrian and bicycle issues, including the Safe Routes to Schools program. The purpose of the workgroup is to provide guidance in areas such as:

- Development of program guidelines and subsequent revisions to guidelines
- Program schedules and procedures
- Project selection criteria
- Performance measures
- Program evaluation

The initial program is anticipated for implementation in FY 2014-15. Approximately \$120M will be available annually; however the first year will include FY 2013-14. As such, approximately \$240M will be available for the FY 2014-15 Program. The ATP Fund Estimates (Attachment B) were approved by the California Transportation Commission (CTC) in December 2013.

The ATP calls for Metropolitan Planning Organizations (MPOs) to administer a portion of the funding. Solano Transportation Authority (STA) is one of the nine bay area counties within the Metropolitan Transportation Commission (MTC), which is the MPO for the San Francisco Bay Area. As the Congestion Management Agency (CMA) for Solano County, STA will be responsible for implementation of the program at the local countywide level. In anticipation of this, STA staff has been an active participant at the ATP working group meetings.

This report provides an update to the ATP Guidelines (Attachment A) presented to the Board in December 2013. At present, the California Transportation Commission (CTC) is finalizing its effort to define the program guidelines through a series of working group meetings open to the public. Primary attendees and participants of these meetings are transportation policy-making, planning, and project implementation agencies. STA staff has been an active participant at the ATP working group meetings.

Discussion:

Below is a summary of the Draft ATP guidelines:

ATP Funding Categories:

- 40% MPOs with large Urbanized Area (approx \$48M)* (competitive; run by MPO; distribution based on county population)
 - i.e. MTC, SCAG, SACOG
- 10% Small urban/rural (approx \$12M)*
 - Population less than 200,000 in areas outside a large MPO
 - The cities and County of Solano will not compete in this category, as Solano County falls under MTC. Solano County applicants will submit applications for the statewide and/or the MPO competitions.
- 50% Statewide (approx \$60M)*
 - Broad spectrum of projects, including recreational trail projects, Safe Routes to School, and a Technical Assistance Resource Center
 - A minimum of \$24M annually is available for Safe Routes to School projects
 - A minimum of \$7.2M annually is available for non-infrastructure projects

*25% of the funds in each funding category must benefit disadvantaged communities, and up to 5% shall be set aside for funding for active transportation plans in disadvantaged communities.

Matching requirements:

Projects shall include at least 11.47% in matching funds, except for projects benefiting a disadvantaged community, stand-alone non-infrastructure projects, and Safe Routes to School projects, which are not required to provide a local match.

Active Transportation Plans:

Five percent of funds from each funding category may be set aside for bike, pedestrian, safe routes to school, or active transportation plans for disadvantaged communities.

Eligible Projects: Infrastructure projects, non-infrastructure projects, and infrastructure projects with non-infrastructure components. Non-infrastructure projects include education, encouragement, enforcement, and planning activities.

- The *minimum project request size* for ATP funds for infrastructure projects, excluding Safe Routes to Schools and Recreational Trails projects, is \$250K. This is true for the statewide and small urban/rural portions; MPOs may use a different minimum size (minimum projects size greater than \$500K must be approved by CTC). There is no minimum project request size for Safe Routes to Schools, Recreational Trails, and non-infrastructure projects.

Disadvantaged Communities must meet at least one of the following:

- Median household income is less than 80% of the statewide median based on census tract level data from the American Community Survey (ACS).
- Among the 10% most disadvantaged according to the California Communities Environmental Health Screening Tool (CalEnviroScreen) scores.
- At least 75% of public school students in project area are eligible to receive free or reduced price meals.

Technical Assistance Resource Center: The Commission intends to comply with a statutory requirement to fund a statewide Technical Assistance Resource Center by expanding the existing Safe Routes to School Technical Assistance Resource Center to serve all types of ATP non-infrastructure projects.

Sequential project selection:

Statewide and small urban/rural ATP applications are due to the Commission by May 21, 2014. Any projects that are not programmed in the adopted statewide program shall be considered in the state-run small urban/rural portion or MPO specific call for projects, as applicable.

MPO competitive selection:

Projects not selected for programming in the statewide competition shall be considered by the MPOs, as applicable. MPOs may defer to its project selection to the Commission, or, with Commission approval, use different:

- Project selection criteria or weighing
- Minimum project size (approval needed only if using a minimum project size greater than \$500K)
- Match requirement (approval needed only if using a different match requirement than 11.47%)
- Definition of disadvantaged community

Scoring Criteria:

- Potential for increased walking and cycling (0-30 points)
- Potential for reducing the number and/or rate of pedestrian/cyclist injuries/fatalities (0-25 points)
- Public participation and planning (0-15 points)
- Cost-effectiveness (0-10 points)
- Improved public health (0-10 points)
- Benefit to disadvantaged communities (0-10 points)
- Use of California Conservation Corps or qualified community conservation corps (up to 5 points can be deducted)
- Applicant's performance on past grants (up to 10 points can be deducted or application may be excluded from competing)

Project Programming:

The Commission will adopt a program of projects for the ATP by April 1 of each odd numbered year.

Project Reporting:

The Commission and MPO will require the implementing agency to submit semi-annual reports on the activities and progress made toward implementation of the project and a final delivery report. Within one year of the project becoming operable, the implementing agency shall provide a final delivery report to the Commission.

The ATP guidelines are scheduled for adoption by March 20, 2014. The schedule for guideline development and the FY 2014-15 program is shown below.

Date	Task
January 22, 2014	Guideline Hearing, South
January 29, 2014	Guideline Hearing, North
March 20, 2014	Commission adopts Guidelines
March 21, 2014	Call for Projects (statewide and small urban/rural portions)
May 21, 2014	Project applications due to Commission
May 21, 2014	MPOs submit optional guidelines to Commission
June 25, 2014	Commission approves or rejects MPO Guidelines
August 20, 2014	Commission adopts statewide and small urban/rural portions
September 30, 2014	Deadline for MPO project programming recommendations to the Commission
November 2014	Commission adopts MPO selected projects

Fiscal Impact:

None at this time.

Recommendation:

Informational.

Attachment:

- A. Draft Active Transportation Program Guidelines (1/17/14)
- B. ATP Fund Estimate

DRAFT
ACTIVE TRANSPORTATION PROGRAM
GUIDELINES

1/17/14

CONTENTS

Introduction	1
Background	1
Program Goals	1
Program Schedule.....	1
Funding	2
Source	2
Distribution.....	2
Matching Requirements.....	3
Funding For Active Transportation Plans.....	4
Reimbursement	4
Eligibility	4
Eligible Applicants	4
Partnering with Implementating Agencies.....	5
Eligible Projects.....	5
Minimum Request for Funds	5
Example Projects.....	6
Project Type Requirements.....	7
Disadvantaged Communities.....	7
Safe Routes to School Projects.....	7
Recreational Trails Projects.....	8
Technical Assistance Resource Center.....	8
Project Selection Process	8
Project Application.....	8
Sequential Project Selection	9
MPO Competitive Project Selection	9
Screening Criteria.....	9
Scoring Criteria.....	10

Project Evaluation Committee	11
Programming.....	11
Project Programming.....	11
Allocations	12
Project Delivery	13
Project Inactivity	14
Project Reporting	14
Roles and Responsibilities.....	15
California Transportation Commission (Commission).....	15
California Department of Transportation (Caltrans).....	15
Metropolitan Planning Organizations (MPOs) with large urbanized areas	16
Regional Transportation Planning Agencies (RTPAs) outside an MPO with Large Urbanized Areas and an MPO without Large Urbanized Areas.....	16
Project Applicant.....	17
Active Transportation Plan.....	17
Federal Requirements.....	18
Design Standards.....	19
Program Evaluation.....	19

INTRODUCTION

BACKGROUND

The Active Transportation Program was created by Senate Bill 99 (Chapter 359, Statutes of 2013) and Assembly Bill 101 (Chapter 354, Statutes of 2013) to encourage increased use of active modes of transportation, such as biking and walking.

These guidelines describe the policy, standards, criteria, and procedures for the development, adoption and management of the Active Transportation Program. The guidelines were developed in consultation with the Active Transportation Program Workgroup. The workgroup includes representatives from Caltrans, other government agencies, and active transportation stakeholder organizations with expertise in pedestrian and bicycle issues, including Safe Routes to School programs.

The California Transportation Commission (Commission) must hold at least two public hearings prior to adopting the Active Transportation Program guidelines. The Commission may amend the adopted guidelines after conducting at least one public hearing. The Commission must make a reasonable effort to amend the guidelines prior to a call for projects or may extend the deadline for project submission in order to comply with the amended guidelines.

PROGRAM GOALS

Pursuant to statute, the goals of the Active Transportation Program are to achieve:

- Increase the proportion of trips accomplished by biking and walking.
- Increase the safety and mobility of non-motorized users.
- Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals as established pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) and Senate Bill 391 (Chapter 585, Statutes of 2009).
- Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding.
- Ensure that disadvantaged communities fully share in the benefits of the program.
- Provide a broad spectrum of projects to benefit many types of active transportation users.

PROGRAM SCHEDULE

The guidelines for an initial two-year program of projects must be adopted by March 26, 2014 (within six months of enactment of the authorizing legislation). No later than 45 days prior to adopting the initial set of guidelines for the Active Transportation Program, the Commission must submit the draft guidelines to the Joint Legislative Budget Committee.

Subsequent programs must be adopted not later than April 1 of each odd-numbered year, however, the Commission may alternatively elect to adopt a program annually.

The following schedule lists the major milestones for the development and adoption of the 2014 Active Transportation Program:

Commission adopts Fund Estimate	December 11, 2013
Guidelines hearing, South	January 22, 2014
Guidelines hearing, North	January 29, 2014
Guidelines submitted to the Joint Legislative Budget Committee	February 3, 2014
Commission adopts Active Transportation Program Guidelines	March 20, 2014
Call for projects	March 21, 2014
Project applications to Caltrans	May 21, 2014
Large MPOs submit optional guidelines to Caltrans	May 21, 2014
Commission approves or rejects MPO guidelines	June 25, 2014
Staff recommendation for statewide and rural/small urban portions of the program	August 8, 2014
Commission adopts statewide and rural/small urban portions of the program	August 20, 2014
Projects not programmed distributed to large MPOs based on location	August 20, 2014
Deadline for MPO project programming recommendations to the Commission	September 30, 2014
Commission adopts MPO selected projects	November 2014

FUNDING

SOURCE

The Active Transportation Program is funded from various federal and state funds appropriated in the annual Budget Act. These are:

- 100% of the federal Transportation Alternative Program funds, except for federal Recreation Trail Program funds appropriated to the Department of Parks and Recreation.
- \$21 million of federal Highway Safety Improvement Program funds or other federal funds.
- State Highway Account funds.

In addition to furthering the goals of this program, all Active Transportation Program projects must meet eligibility requirements specific to **at least one of** the Active Transportation Program's funding sources.

DISTRIBUTION

State and federal law segregate the Active Transportation Program into multiple, overlapping components. The Active Transportation Program Fund Estimate must indicate the funds available for each of the program components. Consistent with these requirements, the Active Transportation Program funds must be distributed as follows:

1. Forty percent to Metropolitan Planning Organizations (MPO) in urban areas with populations greater than 200,000.

These funds must be distributed based on total **county MPO** population. The funds programmed and allocated under this paragraph must be selected through a competitive process by the MPOs in accordance with these guidelines.

Projects selected by MPOs may be in either large urban, small urban, or rural areas.

25% of the funds distributed to each MPO must benefit disadvantaged communities.

The following statutory requirements apply specifically to the Southern California Association of Governments (SCAG)

- SCAG must consult with county transportation commissions, the Commission, and Caltrans in the development of competitive project selection criteria.
 - The criteria used by SCAG should include consideration of geographic equity, consistent with program objectives.
 - SCAG must place priority on projects that are consistent with plans adopted by local and regional governments within the county where the project is located.
 - SCAG must obtain concurrence from the county transportation commissions.
2. Ten percent to small urban and rural areas with populations of 200,000 or less, with projects competitively awarded by the Commission to projects in those regions. Federal law segregates the Transportation Alternative Program into separate small urban and rural competitions based upon their relative share of the state population. Small Urban areas are those with populations of 5,001 to 200,000. Rural areas are those with populations of 5,000 or less.

25% of the funds in the Small Urban and Rural programs must benefit disadvantaged communities.

Projects within the boundaries of a MPO with an urban area with a population of greater than 200,000 are not eligible for funding in the Small Urban or Rural programs.

3. Fifty percent to projects competitively awarded by the Commission on a statewide basis.

25% of the funds in the statewide competitive program must benefit disadvantaged communities.

In the initial program, a minimum of \$24 million per year of the statewide competitive program is available for safe routes to schools projects, with at least \$7.2 million for non-infrastructure grants, including funding for a state technical assistance resource center.

MATCHING REQUIREMENTS

Projects must include at least ~~12~~11.47% in matching funds except for projects benefiting a disadvantaged community, stand-alone non-infrastructure projects and safe routes to schools projects. The source of the matching funds may be any combination of local, state or federal funds. Matching funds must be expended in the same project phase (permits and environmental studies; plans, specifications, and estimates; right-of-way capital outlay; support for right-of-way acquisition; construction capital outlay; and construction engineering) as the Active Transportation Program funding. Matching funds cannot be expended prior to the Commission allocation of Active Transportation Program funds. Matching funds, except matching funds over and above the required ~~12~~11.47%, must be expended concurrently and proportionally to the Active Transportation Program funds.

Large MPOs, in administering a competitive selection process, may require a ~~larger~~ different funding match for projects selected through their competitive process. Applicants from within a large MPO should be aware that the match requirements may differ between the MPO and statewide competitive programs.

FUNDING FOR ACTIVE TRANSPORTATION PLANS

Funding from the Active Transportation Program may be used to fund the development of bike, pedestrian, safe routes to schools, or active transportation plans in disadvantaged communities.

The Commission intends to set aside up to 5% of the funds in the statewide competitive program and in the rural and small urban program for funding active transportation plans in disadvantaged communities. A large MPO, in administering its portion of the program, shall may make up to 5% of its funding available for active transportation plans in disadvantaged communities within the MPO boundaries.

The first priority for the funding of active transportation plans will be for cities, counties, county transportation commissions, regional transportation planning agencies, MPOs, school districts, or transit districts that have neither a bicycle plan, a pedestrian plan, a safe routes to schools plan, nor an active transportation plan. The second priority for the funding of active transportation plans will be for cities, counties, county transportation commissions, regional transportation planning agencies, or MPOs that have a bicycle plan or a pedestrian plan but not both.

REIMBURSEMENT

The Active Transportation Program is a reimbursement program for costs incurred. Reimbursement is requested through the invoice process detailed in Chapter 5, Accounting/Invoices, Local Assistance Procedures Manual. Costs incurred prior to Commission allocation and, for federally funded projects, Federal Highway Administration project approval (i.e. Authorization to Proceed) are not eligible for reimbursement.

ELIGIBILITY

ELIGIBLE APPLICANTS

The applicant for Active Transportation Program funds assumes responsibility and accountability for the use and expenditure of program funds. Applicants must be able to comply with all the federal and state laws, regulations, policies and procedures required to enter into a Local Administering Agency-State Master Agreement (Master Agreement). Refer to Chapter 4, Agreements, of the Local Assistance Procedures Manual for guidance and procedures on Master Agreements. The following entities, within the State of California, are eligible to apply for Active Transportation Program funds:

- Local, Regional or State Agencies- Examples include city, county, MPO*, and Regional Transportation Planning Agency.
- Caltrans*
- Transit Agencies - Any agency responsible for public transportation that is eligible for funds under the Federal Transit Administration.
- Natural Resource or Public Land Agencies - Federal, Tribal, State, or local agency responsible for natural resources or public land administration Examples include:
 - State or local park or forest agencies
 - State or local fish and game or wildlife agencies
 - Department of the Interior Land Management Agencies
 - U.S. Forest Service

- ~~Public schools or School districts— May include any public or nonprofit private school. Projects must benefit the general public, and not only a private entity.~~
- Tribal Governments - Federally-recognized Native American Tribes.
- Private nonprofit tax-exempt organizations may apply for Recreational Trail Projects. Projects must benefit the general public, and not only a private entity.
- Any other entity with responsibility for oversight of transportation or recreational trails that the Commission determines to be eligible.

For funding awarded to a tribal government, a fund transfer to the Bureau of Indian Affairs **is required may be necessary**. A tribal government may also partner with another eligible entity to apply if desired.

** Caltrans and MPOs, except for MPOs that are also regional transportation planning agencies, are not eligible project applicants for the federal Transportation Alternative Program funds appropriated to the Active Transportation Program. Therefore, funding awarded to projects submitted directly by Caltrans and MPOs are limited to other Active Transportation Program funds. Caltrans and MPOs may partner with an eligible entity to expand funding opportunities.*

PARTNERING WITH IMPLEMENTATING AGENCIES

Entities that are unable to apply for Active Transportation Program funds or that are unable to enter into a Master Agreement with the State must partner with an eligible applicant that can implement the project. Entities that are unfamiliar with the requirements to administer a Federal-Aid Highway Program project may partner with an eligible applicant that can implement the project. This arrangement must be formalized through a signed Memorandum of Understanding or Interagency Agreement between the project applicant and implementing agency.

The implementing agency will be responsible and accountable for the use and expenditure of program funds.

ELIGIBLE PROJECTS

All projects must be selected through a competitive process and must meet one or more of the program goals. Because the majority of funds in the Active Transportation Program are federal funds, most ~~infrastructure projects and all non-infrastructure~~ projects must be federal-aid eligible:

- Infrastructure Projects: Capital improvements that will further the goals of this program. This typically includes the planning, design, and construction of facilities.
- Non-infrastructure Projects: Education, encouragement, enforcement, **and planning** activities that further the goals of this program. The Commission intends to focus funding for non-infrastructure projects on pilot and start-up projects that can demonstrate funding for ongoing efforts. The Active Transportation Program funds are not intended to fund ongoing program operations. Non-infrastructure projects are not limited to those benefiting school students.
- Infrastructure projects with non-infrastructure components.

MINIMUM REQUEST FOR FUNDS

In order to maximize the effectiveness of program funds and to encourage the aggregation of small projects into a comprehensive bundle of projects, the minimum request for Active Transportation Program

funds that will be considered is \$250,000. This minimum does not apply to non-infrastructure projects, Safe Routes to Schools projects, and Recreational Trails projects.

MPOs, in administering a competitive selection process, may use a different minimum funding size. Use of a minimum project size greater than \$500,000 must be approved by the Commission prior to the MPO's call for projects.

EXAMPLE PROJECTS

Below is a list of projects considered generally eligible for Active Transportation Program funding. This list is not intended to be comprehensive; other types of projects that are not on this list may also be eligible if they further the goals of the program.

- Development of new bikeways and walkways that improve mobility, access, or safety for non-motorized users.
- Improvements to existing bikeways and walkways, which improve mobility, access, or safety for non-motorized users.
 - Elimination of hazardous conditions on existing bikeways and walkways.
 - Preventative maintenance of bikeways and walkways with the primary goal of extending the service life of the facility.
- Installation of traffic control devices to improve the safety of pedestrians and bicyclists.
- Safe Routes to School projects that improve the safety of children walking and bicycling to school, in accordance with Section 1404 of Public Law 109-59.
- Safe routes to transit projects, which will encourage transit by improving biking and walking routes to mass transportation facilities and school bus stops.
- Secure bicycle parking at employment centers, park and ride lots, rail and transit stations, and ferry docks and landings.
- Bicycle-carrying facilities on public transit, including rail and ferries.
- Establishment or expansion of a bike share program.
- Recreational trails and trailheads, park projects that facilitate trail linkages or connectivity to non-motorized corridors, and conversion of abandoned railroad corridors to trails.
- Development of a bike, pedestrian, safe routes to schools, or active transportation plan in a disadvantaged community.
- Education programs to increase bicycling and walking, and other non-infrastructure investments that demonstrate effectiveness in increasing active transportation, including but not limited to:
 - Development and implementation of bike-to-work or walk-to-work school day/month programs.
 - Conducting bicycle and/or pedestrian counts, walkability and/or bikability assessments or audits, or pedestrian and/or bicycle safety analysis to inform plans and projects.
 - Conducting pedestrian and bicycle safety education programs.
 - Development and publishing of community walking and biking maps, including school route/travel plans.
 - Development and implementation of walking school bus or bike train programs.
 - Components of open streets events directly linked to the promotion of a new infrastructure project.
 - Targeted enforcement activities around high pedestrian and/or bicycle injury and/or fatality locations (intersections or corridors). These activities cannot be general traffic enforcement but must be tied to improving pedestrian and bicyclist safety.

- School crossing guard training.
- School bicycle clinics.
- Development and implementation of programs and tools that maximize use of available and emerging technologies to implement the goals of the Active Transportation Program.

PROJECT TYPE REQUIREMENTS

As discussed in the Funding Distribution section (above), State and Federal law segregate the Active Transportation Program into multiple, overlapping components. Below is an explanation of the requirements specific to these components.

DISADVANTAGED COMMUNITIES

For a project to contribute toward the Disadvantaged Communities funding requirement, the project must clearly demonstrate a benefit to a community that meets any of the following criteria:

- The median household income is less than 80% of the statewide **average median** based on **the most current** census tract level data from the American Community Survey. Data is available at <http://factfinder2.census.gov/faces/nav/jsf/pages/index.xhtml>
- An area identified as among the most disadvantaged 10% in the state according to latest versions of the California Communities Environmental Health Screening Tool (CalEnviroScreen) scores. Scores are available at <http://oehha.ca.gov/ej/ces11.html>.
- At least 75% of public school students in the project area are eligible to receive free or reduced-price meals under the National School Lunch Program. Data is available at <http://www.cde.ca.gov/ds/sd/sd/filespp.asp>. Applicants using this measure must indicate how the project benefits the school students in the project area or, for projects not directly benefiting school students, explain why this measure is representative of the larger community.

If a project applicant believes a project benefits a disadvantaged community but the project does not meet the aforementioned criteria, the applicant must submit for consideration a quantitative assessment of why the community should be considered disadvantaged.

MPOs, in administering a competitive selection process, may use different criteria for determining which projects benefit Disadvantaged Communities if the criteria are approved by the Commission prior to the MPO's call for projects.

SAFE ROUTES TO SCHOOL PROJECTS

For a project to contribute toward the Safe Routes to School funding requirement, the project must directly increase safety and convenience for public school students to walk and/or bike to school. Safe Routes to Schools infrastructure projects must be located within two miles of a public school or **within the vicinity of a** public school bus stop. Other than traffic education and enforcement activities, non-infrastructure projects do not have a location restriction.

RECREATIONAL TRAILS PROJECTS

For **trail projects that are primarily recreational** to be eligible for Active Transportation Program funding, the projects must meet the federal requirements of the Recreational Trails Program as such projects may not be eligible for funding from other sources (http://www.fhwa.dot.gov/environment/recreational_trails/). **Multi-purpose trails and paths that serve both recreational and transportation purposes are generally eligible in the ATP, so long as they are consistent with one or more goals of the program.**

TECHNICAL ASSISTANCE RESOURCE CENTER

In 2009, the University of California, San Francisco was awarded federal Safe Routes to School funds to act as the Technical Assistance Resource Center for the purpose of building and supporting local regional Safe Routes School non-infrastructure projects.

Typical center roles have included:

- Providing technical assistance and training to help agencies deliver existing and future projects and to strengthen community involvement in future projects including those in disadvantaged communities.
- Developing and providing educational materials to local communities by developing a community awareness kit, creating an enhanced Safe Routes to Schools website, and providing other educational tools and resources.
- Participating in and assisting with the Safe Routes to Schools Advisory Committee.
- Assisting with program evaluation.

The Commission intends to comply with the statutory requirement to fund a state technical assistance center by expanding the existing Safe Routes to Schools Technical Assistance Resource Center interagency agreement to serve all Active Transportation Program non-infrastructure projects.

PROJECT SELECTION PROCESS

PROJECT APPLICATION

Active Transportation Program project applications will be available at www.dot.ca.gov/hq/LocalPrograms/atp/index.html.

A project application must include the signature of the Chief Executive Officer or other officer authorized by the applicant's governing board. Where the project is to be implemented by an agency other than the applicant, documentation of the agreement between the project applicant and implementing agency must be submitted with the project application. A project application must also include documentation of all other funds committed to the projects.

Project applications should be addressed or delivered to:

Caltrans
Division of Local Assistance, MS-1
Attention: April Nitsos
P.O. Box 942874
Sacramento, CA 95814

Except for applications submitted through an optional MPO supplemental call for project, the Commission will consider only projects for which five hard copies and one electronic copy (via cd or portable hard drive) of a complete application are received by *May 21, 2014*. By the same date, an additional copy must also be sent to the Regional Transportation Planning Agency or County Transportation Commission within which the project is located and to the MPO (a contact list can be found at www.dot.ca.gov/hq/tpp/offices/orip/).

SEQUENTIAL PROJECT SELECTION

All project applications, except for applications submitted through an optional MPO supplemental call for projects, must be submitted to Caltrans for consideration in the statewide competition. The Commission will consider approval of a competitive grant only when it finds that the grant request meets the requirements of statute and that the project has a commitment of any supplementary funding needed for a full funding plan.

Projects not selected for programming in the statewide competition must be considered in the large MPO run competitions or the state run Small Urban or Rural competitions.

A large urban MPO may elect to have a supplemental MPO specific call for projects. The projects received in this call must be considered along with those not selected through the statewide competition.

MPO COMPETITIVE PROJECT SELECTION

As stated above, projects not selected for programming in the statewide competition must be considered by the MPOs in administering a competitive selection process.

An MPO choosing to use the same project selection criteria and weighting, minimum project size, match requirement, and definition of disadvantage communities as used by the Commission for the statewide competition may defer its project selection to the Commission. An MPO deferring its project select to the Commission may not conduct a supplemental call for projects.

An MPO, with Commission approval, may use a different project selection criteria or weighting, minimum project size, match requirement, or definition of disadvantage communities for its competitive selection process. Use of a minimum project size of \$500,000 or less, or of a larger different match requirement than in the statewide competitive program does not require prior Commission approval. An MPO may also elect to have a supplemental MPO specific call for projects. The projects received in this call must be considered along with those not selected through the statewide competition.

In administering a competitive selection process, a MPO must use a multidisciplinary advisory group to assist in evaluating project applications. Following its competitive selection process, a MPO must submit its programming recommendations to the Commission along with a list of the members of its multidisciplinary advisory group. If the MPO submitted a project application and that project is recommended for programming, the MPO must explain how its evaluation process resulted in an unbiased evaluation of projects.

SCREENING CRITERIA

Demonstrated needs of the applicant: A project that is already fully funded will not be considered for funding in the Active Transportation Program. The Commission will make an exception to this policy by allowing the supplanting of federal funds on a project for the 2014 Active Transportation Program.

Consistency with a regional transportation plan: All projects submitted must be consistent with the relevant adopted regional transportation plan that has been developed and updated pursuant to Government Code Section 65080.

SCORING CRITERIA

Proposed projects will be rated and ranked on the basis of applicant responses to the below criteria. Project programming recommendations may not be based strictly on the rating criteria given the various components of the Active Transportation Program and requirements of the various fund sources.

- Potential for increased walking and bicycling, especially among students, including the identification of walking and bicycling routes to and from schools, transit facilities, community centers, employment centers, and other destinations; and including increasing and improving connectivity and mobility of non-motorized users. (0 to 30 points)
- Potential for reducing the number and/or rate of pedestrian and bicyclist fatalities and injuries, including the identification of safety hazards for pedestrians and bicyclists. (0 to 25 points)
- Public participation and Planning. (0 to 15 points)

Identification of the community-based public participation process that culminated in the project proposal, which may include noticed meetings and consultation with local stakeholders. Project applicants must clearly articulate how the local participation process resulted in the identification and prioritization of the proposed project.

For projects costing \$1 million or more, an emphasis will be placed on projects that are prioritized in an adopted city or county bicycle transportation plan, pursuant to Section 891.2, pedestrian plan, safe routes to school plan, active transportation plan, trail plan, or circulation element of a general plan that incorporated elements of an active transportation plan. In future funding cycles, the Commission expects to make consistency with an approved active transportation plan a requirement for large projects.

- Cost-effectiveness, defined as maximizing the impact of the funds provided. (0 to 10 points)

Applicants must discuss the relative costs and benefits of the range of alternatives considered and quantify the safety and mobility benefit in relationship to total project cost.

Caltrans must develop a benefit/cost model for infrastructure and non-infrastructure active transportation projects in order to improve information available to decision makers at the state and MPO level in future programming cycles.

- Improved public health through the targeting of populations with high risk factors for obesity, physical inactivity, asthma or other health issues. (0 to 10 points)

- **Benefit to disadvantaged communities. (0 to 10 points)**

- Use of the California Conservation Corps or a qualified community conservation corps, as defined in Section 14507.5 of the Public Resources Code, as partners to undertake or construct applicable projects in accordance with Section 1524 of Public Law 112-141. Points will be deducted if an applicant does not seek corps participation or if an applicant intends not to utilize a corps in a project in which the corps can participate. (0 to -5 points)

The California Conservation Corps can be contacted at ccc.ca.gov. Community conservation corps can be contacted at californialocalconservationcorps.org.

Direct contracting with the California Conservation Corps or a qualified community conservation corps without bidding is permissible provided that the implementing agency demonstrates cost effectiveness per 23 CFR 635.204 and obtains approval from Caltrans. A copy of the agreement between the implementing agency and the proposed conservation corps must be included in the project application as supporting documentation.

- Applicant's performance on past grants. This may include project delivery, project benefits (anticipated v. actual), and use of the California Conservation Corps or qualified community conservation corps (planned v. actual). Applications from agencies with **documented** poor performance records on past grants may be excluded from competing or may be penalized in scoring. (0 to -10 points)

PROJECT EVALUATION COMMITTEE

Commission staff will form a multidisciplinary Project Evaluation Committee to assist in evaluating project applications. In forming the Project Evaluation Committee, staff will seek participants with expertise in bicycling and pedestrian transportation, including Safe Routes to Schools type projects, and in projects benefiting disadvantaged communities, and will seek **geographically balanced** representation from state agencies, large MPOs, **regional transportation planning agencies, local jurisdictions in** small urban and rural areas, and non-governmental organizations. Priority for participation in the evaluation committee will be given to those who do not represent a project applicant, or will not benefit from projects submitted by others.

In reviewing and selecting projects to be funded with federal Recreational Trails program funds, the Commission staff will collaborate with the Department of Parks and Recreation to evaluate proposed projects.

MPOs, in administering a competitive selection process, must use a multidisciplinary advisory group, similar to the aforementioned Project Evaluation Committee, to assist in evaluating project applications.

PROGRAMMING

PROJECT PROGRAMMING

Following at least one public hearing, the Commission will adopt a program of projects for the Active Transportation Program, by April 1 of each odd numbered year. The Active Transportation Program must be developed consistent with the fund estimate and the amount programmed in each fiscal year must not exceed the amount identified in the fund estimate.

The program of projects for each fiscal year will include, for each project, the amount to be funded from the Active Transportation Program, and the estimated total cost of the project. Project costs in the Active Transportation Program will include all project support costs and all project listings will specify costs for each of the following components: (1) completion of all permits and environmental studies; (2) preparation of plans, specifications, and estimates; (3) right-of-way capital outlay (4) support for right-of-way acquisition; (5) construction capital outlay; and (6) construction management and engineering, including surveys and inspection. The cost of each project component will be listed in the Active

Transportation Program no earlier than in the fiscal year in which the particular project component can be implemented.

When proposing to fund only preconstruction components for a project, the applicant must demonstrate the means by which it intends to fund the construction of a useable segment, consistent with the regional transportation plan or the Caltrans interregional transportation strategic plan.

When project design, right-of-way or construction are programmed before the implementing agency completes the environmental process, updated cost estimates, updated analysis of the project's cost effectiveness, and updated analysis of the project's ability to further the goals of the program must be submitted to the Commission following completion of the environmental process. If this updated information indicates that a project is expected to accomplish fewer benefits or is less cost effective as compared with the initial project application, future funding for the project may be deleted from the program. For the MPO selected competitions, this information must be submitted to the MPO. It is the responsibility of the MPO to recommend that the project be deleted from the program if warranted.

The Commission will program and allocate funding to projects in whole thousands of dollars and will include a project only if it is fully funded from a combination of Active Transportation Program and other committed funding. The Commission will regard funds as committed when they are programmed by the Commission or when the agency with discretionary authority over the funds has made its commitment to the project by ordinance or resolution. For federal formula funds, including Surface Transportation Program, Congestion Mitigation and Air Quality Improvement Program, and federal formula transit funds, the commitment may be by Federal approval of the Federal Statewide Transportation Improvement Program. For federal discretionary funds, the commitment may be by federal approval of a full funding grant agreement or by grant approval.

If the program of projects adopted by the Commission does not program the full capacity identified in the fund estimate for a given fiscal year, the balance will remain available to advance programmed projects. Subject to the availability of federal funds, a balance not programmed in one fiscal year will carry over and be available for projects in the following fiscal year. ~~except that unprogrammed funds will not carry over into a subsequent fund estimate.~~

The intent of the Commission is to consolidate the allocation of federal funds to as few projects as practicable. Therefore, the smallest project may be designated, at the time of programming, for state-only funding.

ALLOCATIONS

The Commission will consider the allocation of funds for a project when it receives an allocation request and recommendation from Caltrans in the same manner as for the STIP (see section 64 of the STIP guidelines). The recommendation will include a determination of project readiness, the availability of appropriated funding, and the availability of all identified and committed supplementary funding.

Where the project is to be implemented by an agency other than the applicant, the allocation request must include a copy of the Memorandum of Understanding or Interagency Agreement between the project applicant and implementing agency.

The Commission will approve the allocation if the funds are available and the allocation is necessary to implement the project as included in the adopted Active Transportation Program.

In order to ensure the timely use of all program funds, the Commission will, in the last quarter of the fiscal year, allocate funds to projects programmed in a future fiscal year on a first-come, first served basis. If there are insufficient funds, the Commission may delay the allocation of funds to a project until the next fiscal year without requiring an extension. Should requests for allocations exceed available capacity, the Commission will give priority to projects programmed in the current-year.

Allocation requests for a project in the MPO selected portion of the program must include a recommendation by the MPO.

In compliance with Section 21150 of the Public Resources Code, the Commission will not allocate funds for design, right-of-way, or construction prior to documentation of environmental clearance under the California Environmental Quality Act. As a matter of policy, the Commission will not allocate funds for design, right-of-way, or construction of a federally funded project prior to documentation of environmental clearance under the National Environmental Policy Act. Exceptions to this policy may be made in instances where federal law allows for the acquisition of right-of-way prior to completion of National Environmental Policy Act review.

If an implementing agency requests an allocation of funds in an amount that is less than the amount programmed, the balance of the programmed amount may be allocated to a programmed project advanced from a future fiscal year. An MPO, in administering its competitive portion of the Active Transportation Program, must determine which projects to advance and make that recommendation to the Commission. Unallocated funds in one fiscal year will carry over and be available for projects in the following fiscal year.

PROJECT DELIVERY

Active Transportation Program allocations must be requested in the fiscal year of project programming, and are valid for award for six months from the date of allocation unless the Commission approves an extension. Applicants may submit and the Commission will evaluate extension requests in the same manner as for STIP projects (see section 66 of the STIP guidelines) except that extension to the period for project allocation and for project award will be limited to twelve months. Extension requests for a project in the MPO selected portion of the program must include a recommendation by the MPO, consistent with the preceding requirements.

If there are insufficient funds, the Commission may delay the allocation of funds to a project until the next fiscal year without requiring an extension.

Whenever programmed funds are not allocated within the fiscal year they programmed or within the time allowed by an approved extension, the project will be deleted from the Active Transportation Program. Funds available following the deletion of a project may be allocated to a programmed project advanced from a future fiscal year. An MPO, in administering its competitive portion of the Active Transportation Program, must determine which projects to advance and make that recommendation to the Commission. Unallocated funds in one fiscal year will carry over and be available for projects in the following fiscal year.

The implementing agency must enter into a cooperative agreement with Caltrans and, if the project is federally funded, obligate the federal funds within six months.

Funds allocated for project development or right of way costs must be expended by the end of the second fiscal year following the fiscal year in which the funds were allocated. After the award of a contract, the

implementing agency has up to 36 months to complete (accept) the contract. At the time of fund allocation, the Commission may extend the deadline for completion of work and the liquidation of funds if necessary to accommodate the proposed expenditure plan for the project. The implementing agency has six months after contract acceptance to make the final payment to the contractor or vendor, prepare the final Report of Expenditure and submit the final invoice to Caltrans for reimbursement.

It is incumbent upon the implementing agency to develop accurate project cost estimates. If the amount of a contract award is less than the amount allocated, or if the final cost of a component is less than the amount awarded, the savings generated will not be available for future programming.

Caltrans will track the delivery of Active Transportation Program projects and submit to the Commission a semiannual report showing the delivery of each project phase.

PROJECT INACTIVITY

Once funds for a project are encumbered, project applicants are expected to invoice on a regular basis (for federal funds, see 23 CFR 630.106 and the Caltrans' Inactive Obligation Policy). Failure to do so will result in the project being deemed "inactive" and subject to deobligation if proper justification is not provided.

PROJECT REPORTING

As a condition of the project allocation, the Commission will require the implementing agency to submit semi-annual reports on the activities and progress made toward implementation of the project and a final delivery report. An agency implementing a project in the MPO selected portion of the program must also submit copies of its semi-annual reports and of its final delivery report to the MPO. The purpose of the reports is to ensure that the project is executed in a timely fashion and is within the scope and budget identified when the decision was made to fund the project.

Within one year of the project becoming operable, the implementing agency must provide a final delivery report to the Commission which includes:

- The scope of the completed project as compared to the programmed project.
- Before and after photos documenting the project.
- The final costs as compared to the approved project budget.
- Its duration as compared to the project schedule in the project application.
- Performance outcomes derived from the project as compared to those described in the project application. This should include before and after pedestrian and/or bicycle counts, and an explanation of the methodology for conduction counts.
- Actual use of the California Conservation Corps or qualified community conservation corps as compared to the use in the project application.

Please note that the final delivery report required by this section is in addition to the aforementioned final Report of Expenditures.

For the purpose of this section, a project becomes operable when the construction contract is accepted or acquired equipment is received, or in the case of non-infrastructure activities, when the activities are complete.

Caltrans must audit a sample of Active Transportation Program projects to evaluate the performance of the project, determine whether project costs incurred and reimbursed are in compliance with the executed project agreement or approved amendments thereof; state and federal laws and regulations; contract provisions; and Commission guidelines, and whether project deliverables (outputs) and outcomes are consistent with the project scope, schedule and benefits described in the executed project agreement or approved amendments thereof. A report on the projects audited must be submitted to the Commission annually.

ROLES AND RESPONSIBILITIES

CALIFORNIA TRANSPORTATION COMMISSION (COMMISSION)

The Commission responsibilities include:

- Adopt guidelines and policies for the Active Transportation Program.
- Adopt Active Transportation Program Fund Estimate.
- Evaluate projects, including the forming of the Project Evaluation Committee.
- Adopt a program of projects, including:
 - The statewide portion of the Active Transportation Program,
 - The rural portion of the Active Transportation Program,
 - The small urban portion of the Active Transportation Program, and
 - The MPO selected portion of the program based on the recommendations of the MPOs.
 - Ensure that at least 25% of the funds benefit disadvantage communities.
- Allocate funds to projects.
- Evaluate and report to the legislature.

CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)

Caltrans has the primary responsibility for the administration of the Active Transportation Program. Responsibilities include:

- Provide statewide program and procedural guidance (i.e. provide project evaluation of materials and instructions), conducts outreach through various networks such as, but not limited to, the Active Transportation Program website, and at conferences, meetings, or workgroups.
- Provide program training.
- Solicit project applications for the program.
- Facilitate the Project Evaluation Committee.
- Perform eligibility reviews of Active Transportation Program projects.
- ~~Review project applications for scope, cost, schedule, and completeness. Evaluate, score, and rank applications.~~
- Recommend projects to the Commission for programming and allocation.
- Notify applicants of the results after each call for projects.
- Track and report on project implementation.
- Audit a selection of projects
- Serve as the main point of contact in project implementation, including the technical assistance resource center, after notifying successful applicants of award.

METROPOLITAN PLANNING ORGANIZATIONS (MPOS) WITH LARGE URBANIZED AREAS

MPOs with large urbanized areas are responsible for overseeing a competitive project selection process in accordance with these guidelines. The responsibilities include:

- Ensure that at least 25% of the funds in each MPO must benefit disadvantage communities.
- If using different project selection criteria or weighting, minimum project size, match requirement, or definition of disadvantage communities for its competitive selection process, the MPO must obtain Commission approval prior to the MPO's call for projects. Use of a minimum project size of \$500,000 or less, or of a larger different match requirement than in the statewide competitive program does not require prior Commission approval.
- If electing to have a supplemental MPO specific call for projects, the projects within the MPO boundaries that were not selected through the statewide competition must be considered along with those received in the supplemental call for projects.
- In administering a competitive selection process, a MPO must use a multidisciplinary advisory group to assist in evaluating project applications.
- In administering a competitive selection process, a MPO must explain how the projects recommended for programming by the MPO include a broad spectrum of projects to benefit pedestrians and bicyclists. The explanation must include a discussion of how the recommended projects benefit students walking and cycling to school.
- An MPO choosing to use the same project selection criteria and weighting, minimum project size, match requirement, and definition of disadvantage communities as used by the Commission for the statewide competition may defer its project selection to the Commission. An MPO deferring its project select to the Commission must notify the Commission by May 21, 2014, and may not conduct a supplemental call for projects.
- Approve amendments to the MPO selected portion of the program prior to Commission approval.
- Recommend allocation requests for a project in the MPO selected portion of the program.
- Determine which projects to advance and make that recommendation to the Commission.
- Submit an annual assessment of its portion of the program in terms of its effectiveness in achieving the goals of the Active Transportation Program.

In addition, the following statutory requirements apply specifically to the Southern California Association of Governments (SCAG):

- SCAG must consult with county transportation commissions, the Commission, and Caltrans in the development of competitive project selection criteria. The criteria should include consideration of geographic equity, consistent with program objectives.
- SCAG must place priority on projects that are consistent with plans adopted by local and regional governments within the county where the project is located.
- SCAG must obtain concurrence from the county transportation commissions.

REGIONAL TRANSPORTATION PLANNING AGENCIES (RTPAS) OUTSIDE AN MPO WITH LARGE URBANIZED AREAS AND AN MPO WITHOUT LARGE URBANIZED AREAS

These Regional Transportation Planning Agencies and MPOs may make recommendations or provide input to the Commission regarding the projects within their boundaries that are applying for Active Transportation Program funding.

PROJECT APPLICANT

Project applicants nominate Active Transportation Program projects for funding consideration. If awarded Active Transportation Program funding for a submitted project, the project applicant (or partnering implementing agency if applicable) has contractual responsibility for carrying out the project to completion and complying with reporting requirements in accordance with federal, state, and local laws and regulations, and these guidelines.

For capital projects off the state highway system, the project applicant will be responsible for the ongoing operations and maintenance of the facility. If another entity agrees to assume responsibility for the ongoing operations and maintenance of the facility, documentation of the agreement must be submitted with the project application, and a copy of the Memorandum of Understanding or Interagency Agreement between the parties must be submitted with the request for allocation.

ACTIVE TRANSPORTATION PLAN

A city, county, county transportation commission, regional transportation planning agency, MPO, school district, or transit district may prepare an active transportation plan. An active transportation plan prepared by a city or county may be integrated into the circulation element of its general plan or a separate plan. An active transportation plan must include, but not be limited to, the following components or explain why the component is not applicable:

- a) The estimated number of existing bicycle trips and pedestrian trips in the plan area, both in absolute numbers and as a percentage of all trips, and the estimated increase in the number of bicycle trips and pedestrian trips resulting from implementation of the plan.
- b) The number and location of collisions, serious injuries, and fatalities suffered by bicyclists and pedestrians in the plan area, both in absolute numbers and as a percentage of all collisions and injuries, and a goal for collision, serious injury, and fatality reduction after implementation of the plan.
- c) A map and description of existing and proposed land use and settlement patterns which must include, but not be limited to, locations of residential neighborhoods, schools, shopping centers, public buildings, major employment centers, and other destinations.
- d) A map and description of existing and proposed bicycle transportation facilities.
- e) A map and description of existing and proposed end-of-trip bicycle parking facilities.
- f) A description of existing and proposed policies related to bicycle parking in public locations, private parking garages and parking lots and in new commercial and residential developments.
- g) A map and description of existing and proposed bicycle transport and parking facilities for connections with and use of other transportation modes. These must include, but not be limited to, parking facilities at transit stops, rail and transit terminals, ferry docks and landings, park and ride lots, and provisions for transporting bicyclists and bicycles on transit or rail vehicles or ferry vessels.
- h) A map and description of existing and proposed pedestrian facilities at major transit hubs. These must include, but are not limited to, rail and transit terminals, and ferry docks and landings.
- i) A description of proposed signage providing wayfinding along bicycle and pedestrian networks to designated destinations.
- j) A description of the policies and procedures for maintaining existing and proposed bicycle and pedestrian facilities, including, but not limited to, the maintenance of smooth pavement, freedom from encroaching vegetation, maintenance of traffic control devices including striping and other pavement markings, and lighting.

- k) A description of bicycle and pedestrian safety, education, and encouragement programs conducted in the area included within the plan, efforts by the law enforcement agency having primary traffic law enforcement responsibility in the area to enforce provisions of the law impacting bicycle and pedestrian safety, and the resulting effect on accidents involving bicyclists and pedestrians.
- l) A description of the extent of community involvement in development of the plan, including disadvantaged and underserved communities.
- m) A description of how the active transportation plan has been coordinated with neighboring jurisdictions and is consistent with other local or regional transportation, air quality, or energy conservation plans, including, but not limited to, general plans and a Sustainable Community Strategy in a Regional Transportation Plan.
- n) A description of the projects and programs proposed in the plan and a listing of their priorities for implementation, including the methodology for project prioritization and a proposed timeline for implementation.
- o) A description of past expenditures for bicycle and pedestrian facilities and programs, and future financial needs for projects and programs that improve safety and convenience for bicyclists and pedestrians in the plan area. Include anticipated revenue sources and potential grant funding for bicycle and pedestrian uses.
- p) A description of steps necessary to implement the plan and the reporting process that will be used to keep the adopting agency and community informed of the progress being made in implementing the plan.
- q) A resolution showing adoption of the plan by the city, county or district. If the active transportation plan was prepared by a county transportation commission, regional transportation planning agency, MPO, school district or transit district, the plan should indicate the support via resolution of the city(s) or county(s) in which the proposed facilities would be located.

A city, county, school district, or transit district that has prepared an active transportation plan may submit the plan to the county transportation commission or transportation planning agency for approval. The city, county, school district, or transit district may submit an approved plan to Caltrans in connection with an application for funds active transportation facilities which will implement the plan.

Additional information related to active transportation plans can be found in the sections on Funding for Active Transportation Plans and Scoring Criteria.

FEDERAL REQUIREMENTS

Unless programmed for state-only funding, project applicants must comply with the provisions of Title 23 of the U.S. Code of Federal Regulations and with the processes and procedures contained in the Caltrans Local Assistance Procedures Manual and the Master Agreement with Caltrans. Below are examples of federal requirements that must be met when administering Active Transportation Program projects.

- National Environmental Policy Act (NEPA) compliance and documentation is required on all projects. Refer to Chapter 6, Environmental Procedures, of the Local Assistance Procedures Manual for guidance and procedures on complying with NEPA and other federal environmentally related laws.
- Project applicants may not proceed with the final design of a project or request "Authorization to proceed with Right-of-Way" or "Authorization to proceed with Construction" until Caltrans has

signed a Categorical Exclusion, a Finding of No Significant Impact, or a Record of Decision. Failure to follow this requirement will make the project ineligible for federal reimbursement.

- If the project requires the purchase of right of way (the acquisition of real property), the provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 apply. For more information, refer to Chapter 13, Right of Way, of the Local Assistance Procedures Manual.
- If the project applicant requires the consultation services of architects, landscape architects, land surveyors, or engineers, the procedures in the Chapter 10, Consultant Selection, of the Local Assistance Procedures Manual must be followed.
- Contract documents are required to incorporate applicable federal requirements such as Davis Bacon wage rates, competitive bidding, Disadvantaged Business Enterprises/Equal Employment Opportunity provisions, etc. For more information, refer to Chapter 9, Civil Rights and Disadvantaged Business Enterprises, and Chapter 12, Plans, Specifications & Estimate, of the Local Assistance Procedures Manual

Failure to comply with federal requirements may result in the repayment to the State of Active Transportation Program funds.

DESIGN STANDARDS

Streets and Highways Code Section 891 requires that all city, county, regional, and other local agencies responsible for the development or operation of bikeways or roadways where bicycle travel is permitted utilize all minimum safety design criteria established by Caltrans. Chapter 11, Design Standards, of the Caltrans Local Assistance Procedures Manual describes statewide design standards, specifications, procedures, guides, and references that are acceptable in the geometric, drainage, and structural design of Local Assistance projects. The chapter also describes design exception approval procedures, including the delegation of design exception approval authority to the City and County Public Works Directors for projects not on the state highway system. These standards and procedures, including the exception approval process, must be used for all Active Transportation Program projects except recreation trails projects.

For capital projects off the state highway system, the project applicant will be responsible for the ongoing operations and maintenance of the facility. If another entity agrees to assume responsibility for the ongoing operations and maintenance of the facility, documentation of the agreement must be submitted with the project application, and a copy of the Memorandum of Understanding or Interagency Agreement between the parties must be submitted with the request for allocation.

All facilities constructed using Active Transportation Program funds cannot revert to a non-Active Transportation Program use for a minimum of 20 years or its actual useful life as documented in the project application, whichever is less, without approval of the Commission.

PROGRAM EVALUATION

The Active Transportation Program will be evaluated for its effectiveness in increasing the use of active modes of transportation in California. Applicants that receive funding for a project must collect and submit data to Caltrans as described in the "Project Reporting" section.

By December 31, 2014, the Commission will post on its website information about the initial program of projects, including a list of all projects programmed and allocated in each portion of the program, by region, and by project type, along with information on grants awarded to disadvantaged communities,

After 2014, the Commission will include in its annual report to the Legislature a discussion on the effectiveness of the program in terms of planned and achieved improvement in mobility and safety and timely use of funds, and will include a summary of its activities relative to the administration of the Active Transportation Program including:

- Projects programmed,
- Projects allocated,
- Projects completed to date by project type,
- Projects completed to date by geographic distribution,
- Projects completed to date by benefit to disadvantaged communities, and
- Projects completed to date with the California Conservation Corps or qualified community conservation corps.

DRAFT

M e m o r a n d u m

To: CHAIR AND COMMISSIONERS
CALIFORNIA TRANSPORTATION COMMISSION

CTC Meeting: December 11-12, 2013

Reference No.: 4.4
Action Item

From: STEVEN KECK
Acting Chief Financial Officer

Prepared by: Ron Sheppard
Division Chief
Budgets

Subject: **2014 ACTIVE TRANSPORTATION PROGRAM FUND ESTIMATE
RESOLUTION G-13-17**

RECOMMENDATION:

The California Department of Transportation (Department) requests the California Transportation Commission (Commission) approve the 2014 Active Transportation Program (ATP) Fund Estimate.

ISSUE:

The 2014 ATP Fund Estimate's program capacities are based on Senate Bill (SB) 99 and Assembly Bill (AB) 101, along with the Federal Highway Administration, Commission and California State Transportation Agency guidance. The Department will work with Commission Staff to make any needed updates or amendments.

In addition, the following assumptions were used to calculate the 2014 ATP Fund Estimate's program capacities:

1. Distribution to Metropolitan Planning Organizations is based upon total population.
 - Federal Transportation Alternative Program (TAP) funding distributed according to Moving Ahead for Progress in the 21st Century (MAP21) guidance.
 - Other federal funds distributed by total population.
2. Recreational Trails not subject to Federal TAP distribution guidelines.
3. Federal Highway Safety Improvement Program funds will not be used in the ATP.
4. 95 percent obligation authority for all federal funding apportionments.
5. Fiscal year 2014-15 of the ATP Fund Estimate includes fiscal year 2013-14 carry over funds.
6. Population based on 2010 census data.
7. State and federal resources will remain stable throughout the fund estimate period.

BACKGROUND:

The Administration proposed the ATP in the January 2013 Governor's Budget proposal, but due to the complex nature of the programs, and the scope of the changes proposed, the Legislature chose to defer action on this proposal when adopting the June 15th Budget package and instead froze funds for these purposes and inserted intent language that the ATP would be developed before the end of the 2014 legislative session.

The new ATP will divide approximately \$124.2 million for active transportation projects between the state and regions subject to guidelines that will be adopted by the Commission.

This replaces the current system of small-dedicated grant programs, which fund programs like Safe Routes to Schools, bicycle programs, and recreational trails. The intent of combining this funding is to improve flexibility and reduce the administrative burden of having several small independent grant programs.

The ATP, as articulated in SB 99 and AB 101, signed into law September 26, 2013, differs from the Administration's initial proposal in several areas. These changes reflect compromises reached with various stakeholders and mirror concerns raised about the proposal in budget hearings, including:

1. Funding for the Environmental Enhancement and Mitigation Program continues to remain a stand-alone program administered by the Natural Resource Agency instead of being consolidated in the ATP.
2. The Safe Routes to Schools program is guaranteed at least \$24 million of funding from the Program funds for three years. Of this amount, at least \$7.2 million is available for non-infrastructure program needs including the continuation of technical assistance by the state. In the original proposal, the Safe Routes to Schools program had no funding minimum.
3. This proposal includes a requirement that 25 percent of all ATP funds benefit disadvantaged communities, an addition to the January proposal.
4. The state will not exercise its option to opt out of using federal funds transportation funds for recreational trails, which was initially part of the administration's proposal. In addition, the Department of Parks and Recreation will retain \$3.4 million of federal funds for recreational trails.

RESOLUTION G-13-17:

BE IT RESOLVED that the California Transportation Commission does hereby adopt the 2014 ATP Fund Estimate, as presented by the Department on December 11, 2013, with programming in the 2014 ATP to be based on the statutory funding identified.

Attachment

ACTIVE TRANSPORTATION PROGRAM (ATP) PROPOSAL

FUND ESTIMATE

(\$ in thousands)

	2013-14	2014-15	2015-16	2-Year Total	3-Year Total
RESOURCES					
STATE RESOURCES					
Beginning Balance	\$0				\$0
State Highway Account	34,200	34,200	34,200	68,400	102,600
State Resources Subtotal	\$34,200	\$34,200	\$34,200	\$68,400	\$102,600
FEDERAL RESOURCES					
Transportation Alternative Program (TAP)	\$63,650	\$63,650	\$63,650	\$127,300	\$190,950
TAP Recreational Trails	1,900	1,900	1,900	3,800	5,700
Other Federal	19,950	19,950	19,950	39,900	59,850
Federal Resources Subtotal	\$85,500	\$85,500	\$85,500	\$171,000	\$256,500
TOTAL RESOURCES AVAILABLE	\$119,700	\$119,700	\$119,700	\$239,400	\$359,100
DISTRIBUTION					
URBAN REGIONS (MPO Administered)					
State	(\$13,221)	(\$13,221)	(\$13,221)	(\$26,442)	(\$39,663)
Federal	(34,659)	(34,659)	(34,659)	(69,318)	(103,977)
Urban Regions Subtotal	(\$47,880)	(\$47,880)	(\$47,880)	(\$95,760)	(\$143,640)
SMALL URBAN & RURAL REGIONS (State Administered)					
State	(\$4,829)	(\$4,829)	(\$4,829)	(\$9,658)	(\$14,487)
Federal	(7,141)	(7,141)	(7,141)	(14,282)	(21,423)
Small Urban & Rural Regions Subtotal	(\$11,970)	(\$11,970)	(\$11,970)	(\$23,940)	(\$35,910)
STATEWIDE COMPETITION (State Administered)					
State	(\$16,150)	(\$16,150)	(\$16,150)	(\$32,300)	(\$48,450)
Federal	(43,700)	(43,700)	(43,700)	(87,400)	(131,100)
Statewide Competition Subtotal	(\$59,850)	(\$59,850)	(\$59,850)	(\$119,700)	(\$179,550)
TOTAL DISBURSEMENTS	(\$119,700)	(\$119,700)	(\$119,700)	(\$239,400)	(\$359,100)

Notes: Individual numbers may not add to total due to independent rounding. Final dollar amounts may vary based on actual apportionment and obligational authority by FHWA or any changes in Federal guidance.

ACTIVE TRANSPORTATION PROGRAM (ATP) PROPOSAL
URBAN REGION SHARES
(\$ in thousands)

FISCAL YEAR 2014-15

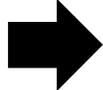
URBAN REGIONS	FEDERAL TAP	FEDERAL OTHER	STATE	TOTAL
MTC Region	\$ 10,503	\$ 3,829	\$ 5,816	\$ 20,149
SACOG Region	2,945	1,218	2,247	6,410
SCAG Region	28,985	9,667	12,213	50,865
Fresno COG (Fresno UZA)	1,118	498	1,005	2,622
Kern COG (Bakersfield)	895	450	1,021	2,366
SANDAG (San Diego UZA)	5,052	1,658	2,013	8,722
San Joaquin COG (Stockton)	633	367	931	1,931
Stanislaus COG (Modesto)	612	275	562	1,450
Tulare CAG (Visalia)	375	237	634	1,246
Total	\$ 51,119	\$ 18,199	\$ 26,442	\$ 95,760



Disadvantaged Communities*
\$ 5,037
1,602
12,716
655
591
2,180
483
362
311
\$ 23,940

FISCAL YEAR 2015-16

URBAN REGIONS	FEDERAL TAP	FEDERAL OTHER	STATE	TOTAL
MTC Region	\$ 5,252	\$ 1,915	\$ 2,908	\$ 10,075
SACOG Region	1,472	609	1,123	3,205
SCAG Region	14,493	4,833	6,106	25,432
Fresno COG (Fresno UZA)	559	249	503	1,311
Kern COG (Bakersfield)	448	225	510	1,183
SANDAG (San Diego UZA)	2,526	829	1,006	4,361
San Joaquin COG (Stockton)	317	183	465	966
Stanislaus COG (Modesto)	306	138	281	725
Tulare CAG (Visalia)	187	118	317	623
Total	\$ 25,559	\$ 9,100	\$ 13,221	\$ 47,880



Disadvantaged Communities*
\$ 2,519
801
6,358
328
296
1,090
241
181
156
\$ 11,970

Notes: Individual numbers may not add to total due to independent rounding. Final dollar amounts may vary based on actual apportionment and obligational authority by FHWA or any changes in Federal guidance.

*Per Senate Bill 99, ATP guidelines shall include a process to ensure no less than 25 percent of overall program funds benefit disadvantaged communities.

This page intentionally left blank.



DATE: January 28, 2014
TO: STA Board
FROM: Anthony Adams, Project Assistant
RE: Mobility Management Program Update

Background:

The Solano County Mobility Management Program is a culmination of public input provided at two mobility summits held in 2009 and the 2011 Solano Transportation Study for Seniors and People with Disabilities. STA has been working with consultants, the Solano Transit Operators, the Paratransit Coordinating Council (PCC), and the Senior and People with Disabilities Transportation Advisory Committee since July 2012 to develop a Mobility Management Plan for Solano County. Mobility Management was identified as a priority strategy to address the transportation needs of seniors, people with disabilities, low income and transit dependent individuals in the 2011 Solano Transportation Study for Seniors and People with Disabilities.

The Solano Mobility Management Plan proposes to focus on four key elements that were also identified as strategies in the Solano Transportation Study for Seniors and People with Disabilities:

1. Countywide In-Person American Disability Act (ADA) Eligibility and Certification Program
2. Travel Training
3. Older Driver Safety Information
4. One Stop Transportation Call Center

All of these strategies were included in the scope of work for the Solano Mobility Management Program and were identified as priorities in the Senior and People with Disabilities Study. These four elements have been presented to the Solano Seniors and People with Disabilities Transportation Advisory Committee, the Paratransit Coordinating Council (PCC), the Intercity Transit Consortium, the STA Board and the Senior Coalition.

Prior to the release of the first draft, the Mobility Management Plan was presented and discussed three times at each of the STA committees. Initially, an overview of the study and its elements were presented as well as to solicit comments. As the elements were developed with more detail, the groups were presented to again and more detailed input was received. There has been good discussion and valuable input provided. Transit operators were in attendance at many of these meetings and have been interviewed as well for more detailed discussion.

An initial draft Mobility Management Plan was presented in early 2013. Many, but not all, of the committees' and transit operators' input had been incorporated into the draft report prepared and presented at the March Consortium meeting. After the March Consortium meeting, the Mobility Management (MM) Plan has been revised to incorporate the modified

recommendations, comments from other committee meetings as well as the remaining transit operator comments.

Discussion:

Mobility Management Plan Update

Since Spring of 2013 when the last draft of the Mobility Management Plan circulated, the STA Board directed that several of the programs move into initial steps of implementation. This has been possible in large part by the availability of grant funding secured by the STA to implement mobility management services. The most urgent program to implement was the countywide ADA in-person assessment program. This was driven by a request by SolTrans. ADA eligibility processing was part of the SolTrans Scope of Work for the operating contract that expired June 2013 as SolTrans went to bid for a new operating contractor. The RFP for this service deleted this task from the paratransit operator. The concept was that the transit agency would work with other agencies in the county to implement the in-person eligibility as soon as possible. On December 12, 2012, the STA Board authorized STA to issue a RFP for the provision of a countywide ADA eligibility program. STA released a RFP to secure a contractor to implement an in-person ADA Eligibility Assessment Program countywide. A contractor, CARE Evaluators, was selected and a countywide ADA in-person assessment program began in July 2013. This has been developed as a two-year pilot program and during the first six months over 600 assessments have been completed throughout the county.

Since the last draft of the Mobility Management Plan, the approach to a countywide Travel Training program was discussed further with the transit operators and a consensus reached: a countywide Travel Training program would be implemented through various operators. In summary, Vacaville City Coach will continue with their existing program, FAST and SolTrans would benefit from start-up assistance, and the balance of the county would utilize a centralized Travel Training program developed and administered by the STA. Travel Training complements the ADA in-person assessment program and there was interest in moving toward implementation once the in-person assessments began. In the Fall of 2013, a Travel Training scope of work was presented to the Consortium for review and a recommendation of approval by the STA Board. With the STA Board's approval, a Request for Proposals (RFP) was released in December 2013 and a contractor is expected to be selected in February 2014. Funding has been secured for countywide Travel Training to begin as a 3-year pilot program

Stakeholders involved with the Mobility Management plan expressed a strong interest in being able to access and share information about a wide range of transportation services delivered by not only transit operators but also non-profits, social services, private entities and others. A Mobility Management website had been identified as the forum for this information exchange. Working with the transit operators, a draft scope of work was prepared in anticipation of securing a contractor to create this website. In September 2013, the STA Board approved the scope of work and authorized a RFP be released. The information presented on the Mobility Management website would be similar to the information used by the Mobility Management Call Center. In October 2013, the STA Board authorized the Mobility Management Call Center be established through an expansion of the Solano Napa Commuter Information program call center as a pilot program for three years. Staffing and equipment are in the process of being secured to launch the Mobility Management Call Center. The Call Center staff will also manage the Mobility Management website as well as the Older Driver Safety information program.

The updated programs have been reviewed with the PCC in January 2014. STA staff presented the most recent draft version of the plan for review and comment from transit operators at the Consortium meeting on January 28, 2014. The draft Plan will be presented to the Solano Senior and People with Disabilities meeting in February and return to the Consortium at the end of March, along with comments, for a recommendation to the STA Board in April 2014.

Mobility Transportation Guide Update

The Mobility Guide for Seniors and People with Disabilities has been revised and updated with the most current information and is now in its draft form for final review. Once suggested changes have been incorporated from transit operators, STA staff expects to release the revised Solano Mobility Transportation Guide in February 2014.

Countywide In-Person ADA Eligibility Program Update

January 1st, 2014 marked the six month anniversary of the Countywide In-Person ADA Eligibility Program. STA staff has produced summary reports for the months of November (Attachment A) and December (Attachment B), and analyzed the first six months of the program for a mid-year review (Attachment C).

The month of November had 117 scheduled appointments, with 74 of those completing the process and receiving an evaluation. November had no violations of the 21 day ADA policy, and saw an improvement in the amount of days that clients had to wait from the time of their assessment to receiving their ADA determination letter, with the average time decreasing from 19 days in October to 12 days in November.

The month of December had 111 scheduled appointments, with 76 of those completing the process and receiving an evaluation. December had no violations of the 21 day ADA policy and the average days clients waited increased slightly over November from 12 days to 14 days. STA staff and SolTrans are attempting to identify a new assessment site in place of the Vallejo Transit Center, due to space constrictions and upcoming construction at the 1850 Broadway facility.

From July 1, 2013 to December 31, 2013, CARE Evaluators scheduled 867 interviews and conducted 607 evaluations in Solano County. During this 6-month period, CARE had to manage staff turnover and violations of the 21 day ADA policy for determination letters during the first four months of the contract. CARE, and local transit operators are working together to overcome the implementation and scheduling challenges presented. CARE Evaluators have been active in responding to problems and addressing concerns raised by STA and individual transit operators, which has led to a more functional and improved working relationship. Looking forward, STA staff will continue to closely monitor the program and provide open communication and assistance as requested.

Starting in September 2013, comment cards were distributed to all clients after their assessment and beginning in November comment cards were included in packets being mailed out with determination letters. From October to December, the STA has received 42 comment cards. Of the 42 comment cards received, 35 (83%) of them ranked the customer service for the Countywide In-Person ADA Eligibility program as “Highly Satisfied,” 5 (11%) ranked the customer service as “Satisfied,” and 2 (5%) ranked the customer service as “Neutral.”

Mobility Management Website

The Website Request for Proposal (RFP) was reviewed and approved by Caltrans and was released by STA in early December 2013. Proposals were due to the STA on January 9, 2014. STA received 7 proposals and scheduled 6 firms for interviews on Tuesday, January 15th. The interview panel unanimously selected MIG to develop the Mobility Management Website. The project is scheduled to commence in February 2014 and is expected to be implemented by April 2014.

Countywide Travel Training

The Travel Training Request for Proposal (RFP) was reviewed and approved by Caltrans and was released by STA in early December 2013. Proposals were due to the STA on January 15, 2014. The STA received 3 proposals. The project is scheduled to commence in February 2014 and is expected to be implemented by May 2014.

Recommendation:

Informational.

Attachments:

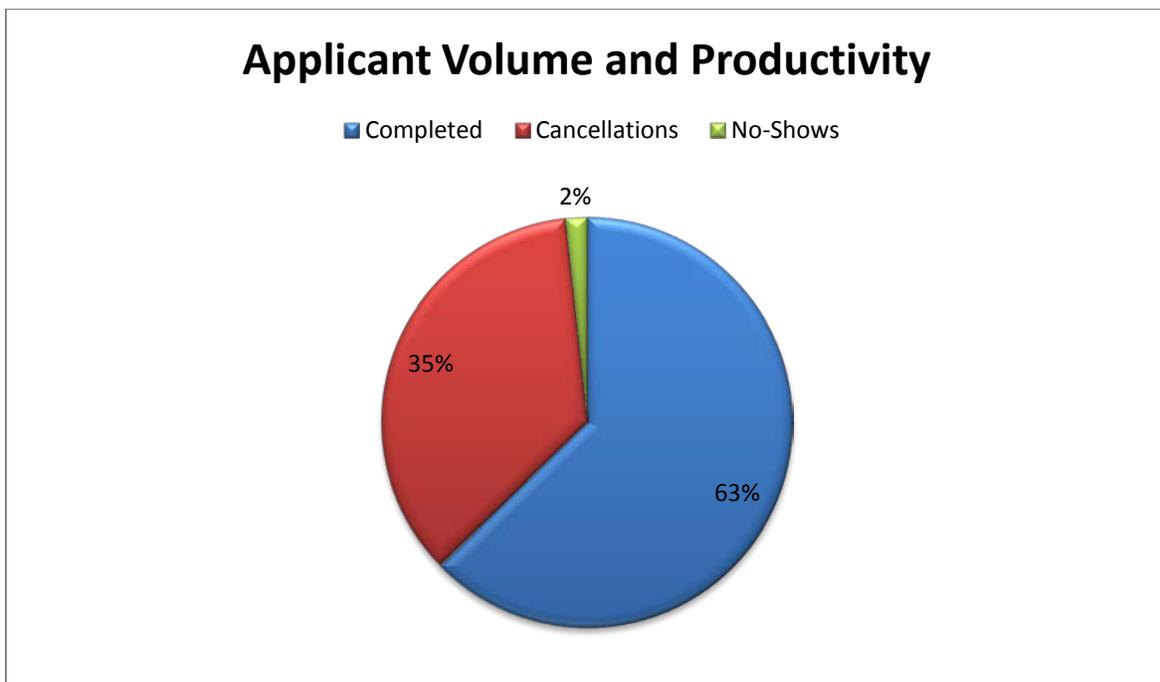
- A. Countywide ADA In-Person Eligibility - November Progress Report
- B. Countywide ADA In-Person Eligibility – December Progress Report
- C. Countywide ADA In-Person Eligibility – Mid-Year Progress Report

Countywide In-Person ADA Eligibility Program November 2013 Progress Report

Applicant Volume and Productivity: Applicant volume and total number of assessments for the month of November decreased from October. Between November 1st and November 30th, the Call Center scheduled 117 appointments, with a total 74 assessments taking place. Of the 117 scheduled appointments, 74 (63%) of the applicants appeared for their in-person assessment, two applicants were a no show, and 42 (35%) were cancellations. No shows and cancellations provides an incompleteness rate of 37%, which is higher than last month, and above to the 20% national standard for in-person ADA certification assessments incompleteness rate.

Applicant Volume and Productivity by Location

	Countywide	Dixon Readi- Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	74	3	22	0	25	24
Cancellations	42	0	13	0	16	13
No-Shows	2	0	0	0	0	2
Incompletion Rate	37%	0%	37%	0%	39%	38%

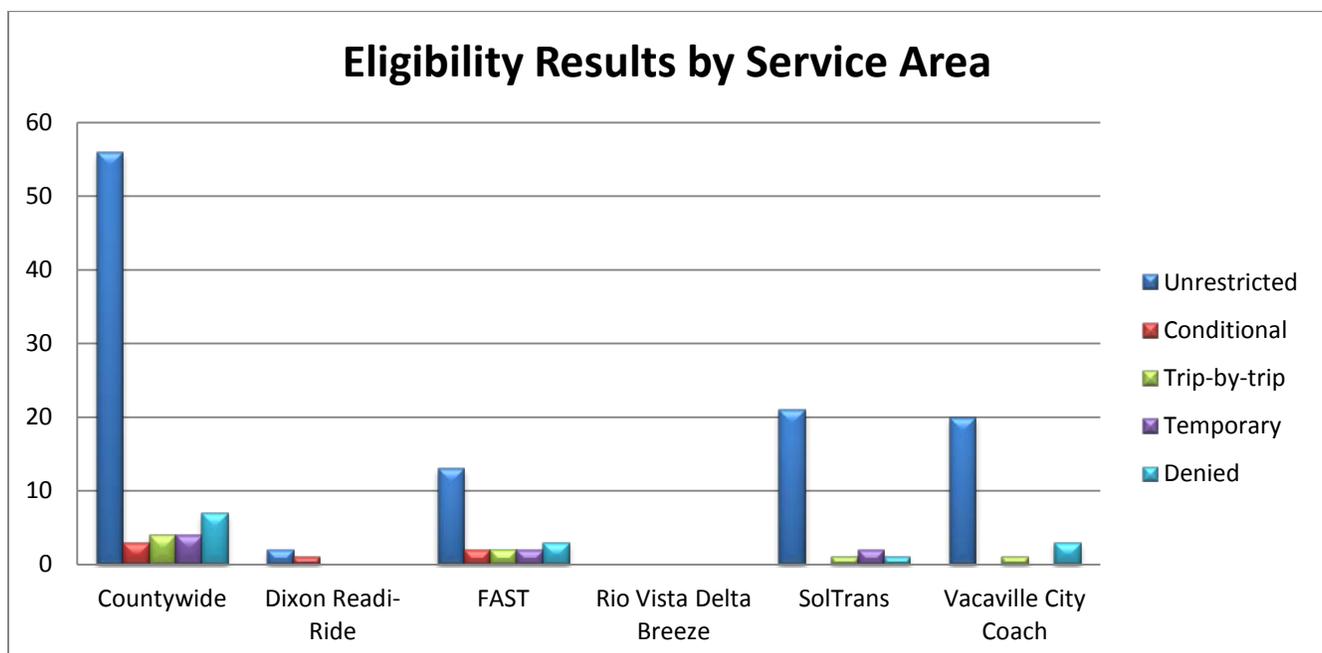


New versus re-certification: The percentage of new applicants increased greatly over the previous months. 68 of the 74 applicants (92%) were new applicants and 6 (8%) were applicants seeking recertification. All seven (7) denials from the 74 completed applications came from the new applicant category.

Countywide Eligibility Results by Application Type					
NEW		Percentage	RECERTIFICATION		Percentage
Unrestricted	51	75%	Unrestricted	5	83%
Conditional	3	4%	Conditional	0	0%
Trip-by-trip	3	4%	Trip-by-trip	1	17%
Temporary	4	6%	Temporary	0	0%
Denied	7	10%	Denied	0	0%
TOTAL	68	92%	TOTAL	6	8%

Eligibility determinations: Of the 74 assessments that took place in the month of November, 56 (75%) were given unrestricted eligibility, 4 (3%) were denied, 1 (1%) were given trip-by-trip eligibility, 9 (8%) were given conditional eligibility, and 11 (10%) were given temporary eligibility.

Eligibility Results by Service Area						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	56	2	13	0	21	20
Conditional	3	1	2	0	0	0
Trip-by-trip	4	0	2	0	1	1
Temporary	4	0	2	0	2	0
Denied	7	0	3	0	1	3
TOTAL	74	3	22	0	25	24

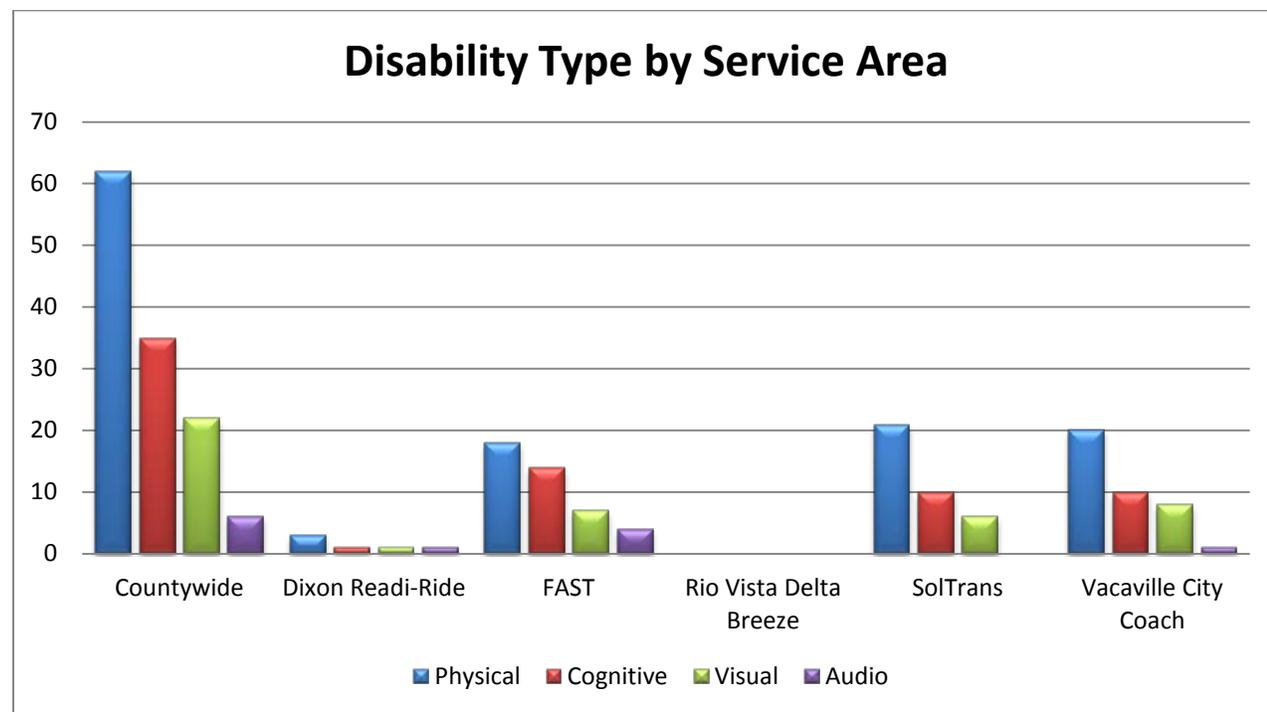


Impact on paratransit: As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant’s Personal Care Attendant (PCA) upon request. Sixty-two percent (62%) of all assessments requested a paratransit trip to the assessment site in November. This is a decrease from sixty-five percent (65%) in October.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	35	1	7	0	9	18
Complementary Paratransit	38	2	15	0	15	6
Paratransit %	52%	67%	68%	0%	63%	25%

Type of Disability: Many of the applicants who completed the in-person assessment presented with more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability (49%) followed by cognitive disability (28%) and visual disability (18%). An auditory disability was the least commonly reported disability, with (9%) of the total.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	62	3	18	0	21	20
Cognitive	35	1	14	0	10	10
Visual	22	1	7	0	6	8
Audio	6	1	4	0	0	1



Time to scheduled assessment: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment for the month of November was approximately seven (7) days; this is an increase in wait time from October when the average was five (5) days. The longest amount of time clients had to wait for an appointment in November was 19 days; which is an improvement from last month which saw the longest at 21 days. Of the 74 assessments that took place, 14 of them (19%) had to wait longer than 10 business days from their scheduling to their appointment. The goal is for clients to receive an appointment within 2 weeks of their phone call (10 business days).

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	7	1	5	0	4	11
Longest	19 (2 clients)	1	17	0	16	19
Past 10 Business Days	14					
% of Clients Past 10 Business Days	19%					

Time to receipt of eligibility determination letter: On average, the time between the applicant's assessment and the receipt of the eligibility determination letter in the month of November was 12 days; an improvement from 19 days in October. There were zero (0) violations of the 21 day ADA determination letter policy in the month of November. The longest an applicant had to wait for their determination letter was 20 days. STA staff will continue to monitor performance in order to ensure compliance with terms of the contract. Overall, 25 out of the 74 (33%) applicants had to wait longer than 15 days for their determination letter.

Looking forward, wait times for determination letter has declined from around 20 days in the beginning of November to less than 10 days by the end of November.

Time (Days) from Evaluation to Letter						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	12	15	12	0	13	10
Longest	20 (8 clients)	18	19	0	20	18
Past 21 Days	0	0	0	0	0	0
# of Clients Past 15 Days	25					
% of Clients Past 15 Days	67%					
% of Clients Under 15 Days	33%					

Comment Card Summary: There were a total of 11 ADA Comment Cards received by the STA during the month of November. Below is a summary of the scores provided by clients and the number each transit operator received.

November Comment Card Summary		
Very Satisfied	11	(FAST 4, SolTrans 3, Vacaville 3, Dixon 1)
Satisfied	2	(Fast 1, SolTrans 1)
Neutral	0	
Dissatisfied	0	
Very Dissatisfied	0	
Total Received	13	

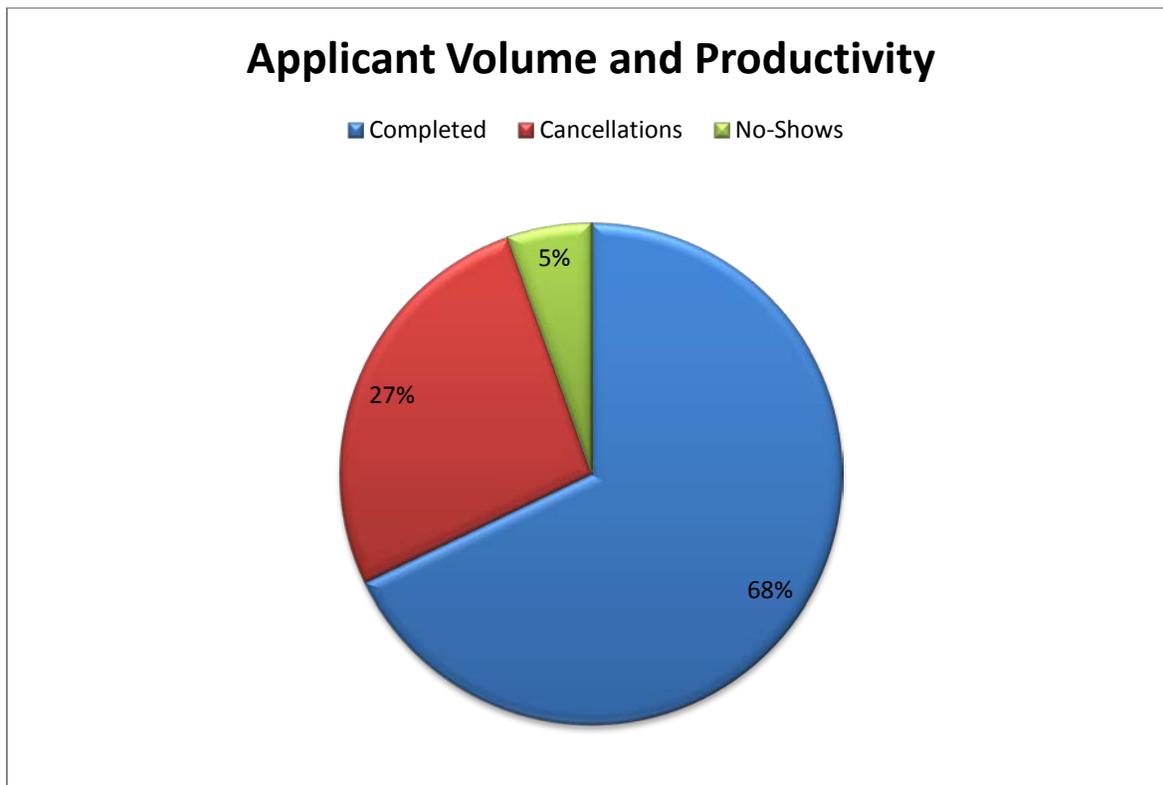
Total Number of SolTrans Reminder Cards Mailed out in November: There were a total of eleven (11) reminder cards mailed out in the month of November. This number is smaller than usual due to CARE Evaluators staff turnover and holidays.

Countywide In-Person ADA Eligibility Program December 2013 Progress Report

Applicant Volume and Productivity: Applicant volume for the month of December decreased from November, while total number of assessments increased slightly. Between December 1st and December 31st, the Call Center scheduled 111 appointments, with a total 76 assessments taking place. Of the 111 scheduled appointments, 76 (68%) of the applicants appeared for their in-person assessment, six applicants were a no show, and 30 (27%) were cancellations. No shows and cancellations provides an incompleteness rate of 32%, which is lower than last month, and above to the 20% national standard for in-person ADA certification assessments incompleteness rate.

Applicant Volume and Productivity by Location

	Countywide	Dixon Readi- Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	76	3	32	0	26	15
Cancellations	30	0	16	0	9	5
No-Shows	6	0	3	0	1	2
Incompletion Rate	32%	0%	37%	0%	28%	32%

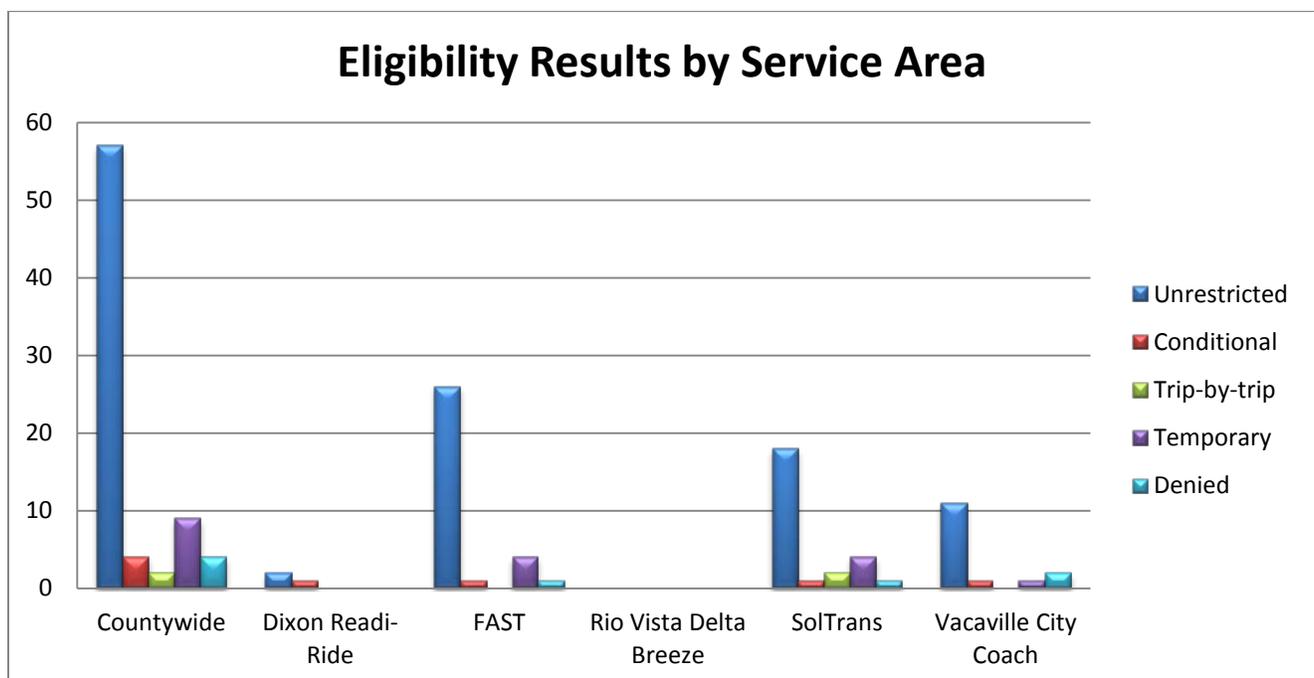


New versus re-certification: The percentage of new applicants increased greatly over the previous months. 75 of the 76 applicants (99%) were new applicants and 1 (1%) were applicants seeking recertification. All four (4) denials from the 76 completed applications came from the new applicant category.

Countywide Eligibility Results by Application Type					
NEW		Percentage	RECERTIFICATION		Percentage
Unrestricted	57	76%	Unrestricted	0	0%
Conditional	3	4%	Conditional	1	100%
Trip-by-trip	2	3%	Trip-by-trip	0	0%
Temporary	9	12%	Temporary	0	0%
Denied	4	5%	Denied	0	0%
TOTAL	75	99%	TOTAL	1	1%

Eligibility determinations: Of the 76 assessments that took place in the month of November, 57 (75%) were given unrestricted eligibility, 4 (5%) were denied, 2 (3%) were given trip-by-trip eligibility, 4 (5%) were given conditional eligibility, and 9 (12%) were given temporary eligibility.

Eligibility Results by Service Area						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	57	2	26	0	18	11
Conditional	4	1	1	0	1	1
Trip-by-trip	2	0	0	0	2	0
Temporary	9	0	4	0	4	1
Denied	4	0	1	0	1	2
TOTAL	76	3	32	0	26	15

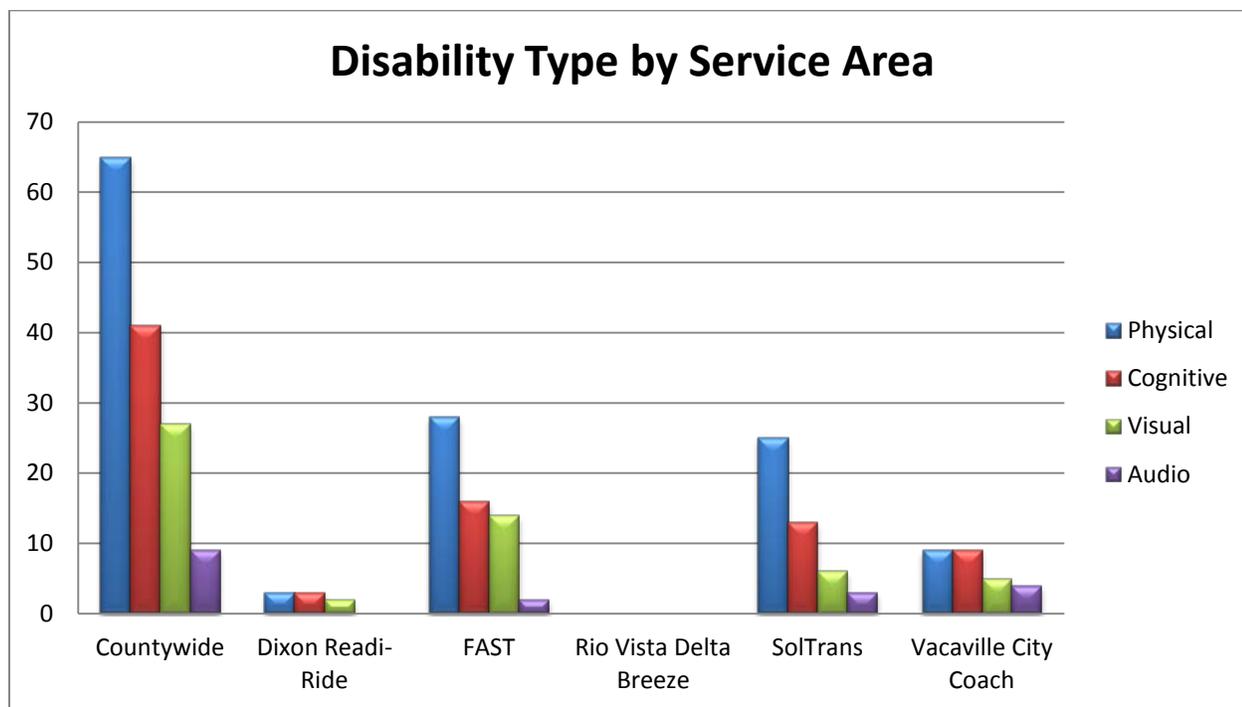


Impact on paratransit: As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant’s Personal Care Attendant (PCA) upon request. Thirty-nine percent (39%) of all assessments requested a paratransit trip to the assessment site in November. This is a decrease from fifty-three percent (53%) in November

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	46	1	17	0	15	13
Complementary Paratransit	30	2	15	0	11	2
Paratransit %	39%	67%	47%	0%	42%	13%

Type of Disability: Many of the applicants who completed the in-person assessment presented with more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability (45%) followed by cognitive disability (29%) and visual disability (19%). An auditory disability was the least commonly reported disability, with (6%) of the total.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	65	3	28	0	25	9
Cognitive	41	3	16	0	13	9
Visual	27	2	14	0	6	5
Audio	9	0	2	0	3	4



Time to scheduled assessment: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment for the month of December was approximately six (6) days; this is a decrease in wait time from November when the average was seven (7) days. The longest amount of time clients had to wait for an appointment in December was 24 calendar days. This wait was extended due to the client rescheduling their appointment twice, without canceling. If a client does not cancel an appointment and only reschedules, the “time from scheduling to appointment” does not reset. STA is working with CARE to produce a more accurate report that takes rescheduling into account when counting the number of days from scheduling to appointment. The goal is for clients to receive an appointment within 2 weeks of their phone call.

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	6	1	7	0	6	5
Longest	24 (1 client)	1	21	0	24	13
Past 10 Business Days	11					
% of Clients Past 10 Business Days	14%					

Time to receipt of eligibility determination letter: On average, the time between the applicant’s assessment and the receipt of the eligibility determination letter in the month of December was 14 days; an increase from 12 days in November. The longest an applicant had to wait for their determination letter was 18 days. Almost one-quarter (27%) of all clients had to wait more than 15 days for their determination letter. STA staff will continue to work with CARE and monitor performance in order to ensure compliance with terms of the contract.

Time (Days) from Evaluation to Letter						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	14	13	15	0	13	13
Longest	18 (1 Client)	17	17	0	15	18
# of Clients Past 21 Days	0	0	0	0	0	0
# of Clients Past 15 Days	21					
% of Clients Past 15 Days	73%					
% of Clients Under 15 Days	27%					

Comment Card Summary: There were a total of 9 ADA Comment Cards received by the STA during the month of December. Below is a summary of the scores provided by clients and the number each transit operator received.

November Comment Card Summary		
Very Satisfied	5	(FAST 2, Vacaville 2, SolTrans 1)
Satisfied	2	(SolTrans 1, FAST 1)
Neutral	2	(FAST 1, Vacaville 1)
Dissatisfied	0	
Very Dissatisfied	0	
Total Received	9	

Total Number of SolTrans Reminder Cards Mailed out in November: There were a total of twenty-two (22) reminder cards mailed out in the month of December. This number is smaller than usual due to the holidays.

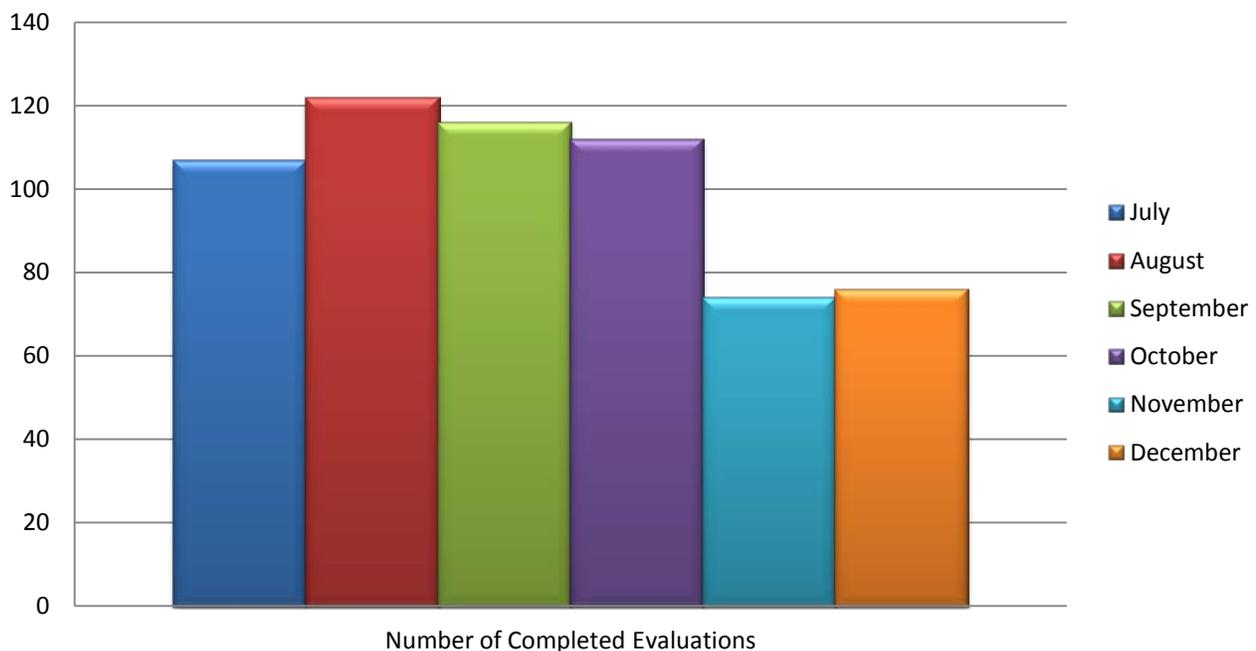
Countywide In-Person ADA Eligibility Program Mid-Year Progress Report

Applicant Volume by Month: From July 1, 2013 to December 31, 2013, CARE Evaluators scheduled 867 interviews and conducted 607 evaluations in Solano County. The total number of evaluations completed peaked in August and has since decreased nearly every month afterwards. It can also be expected that November and December evaluation totals would be slightly lower than other months due to the holidays. It was suggested by CARE Evaluators that the total number of evaluations would decrease from the higher numbers found in the initial months due to the outreach conducted at the beginning of the program.

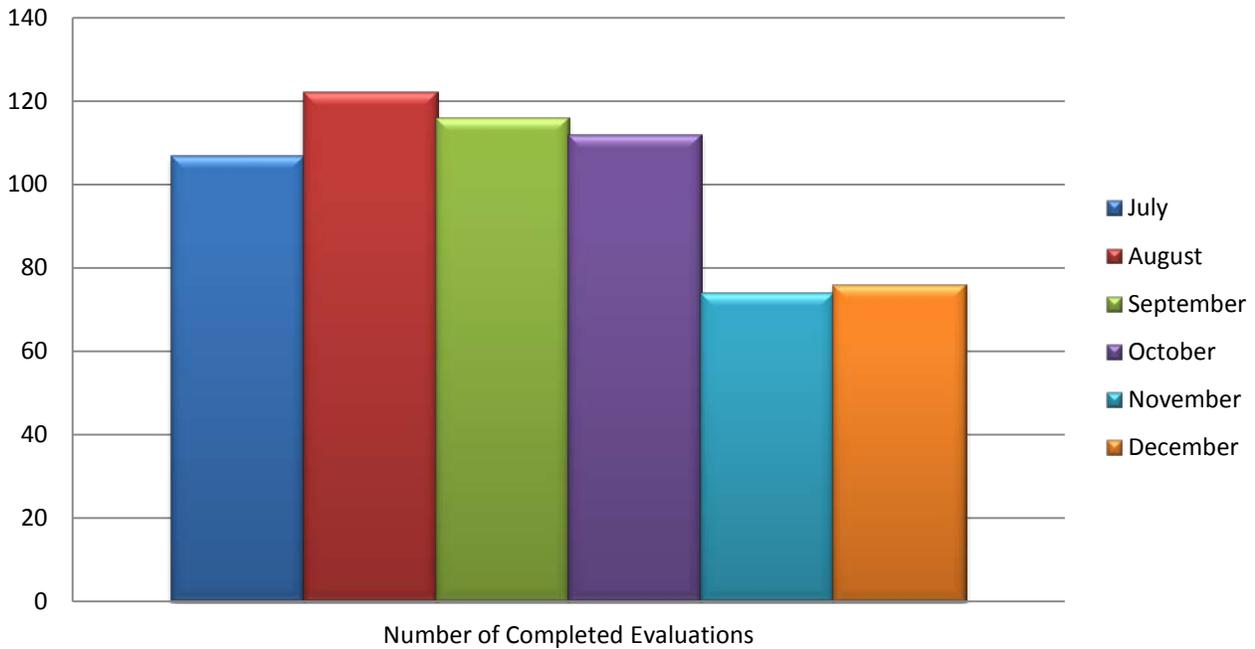
Applicant Volume and Productivity by Location

	Countywide	Dixon Readi- Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Completed	607	18	206	3	235	145
Cancellations	216	2	73	0	91	51
No-Shows	43	3	7	0	20	13
Incompletion Rate	30%	22%	28%	0%	32%	31%

Countywide Complete Evaluations by Month



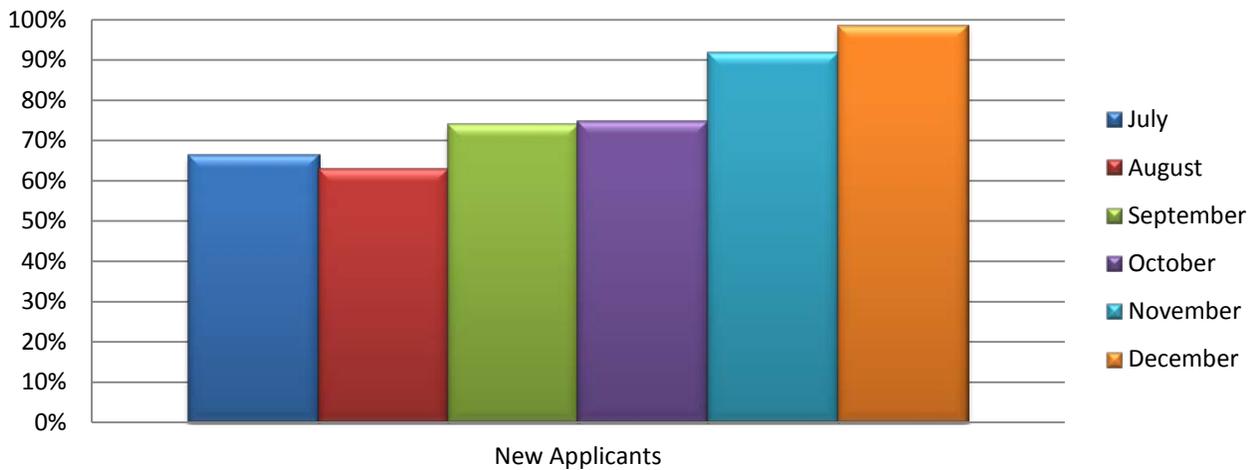
Countywide Complete Evaluations by Month



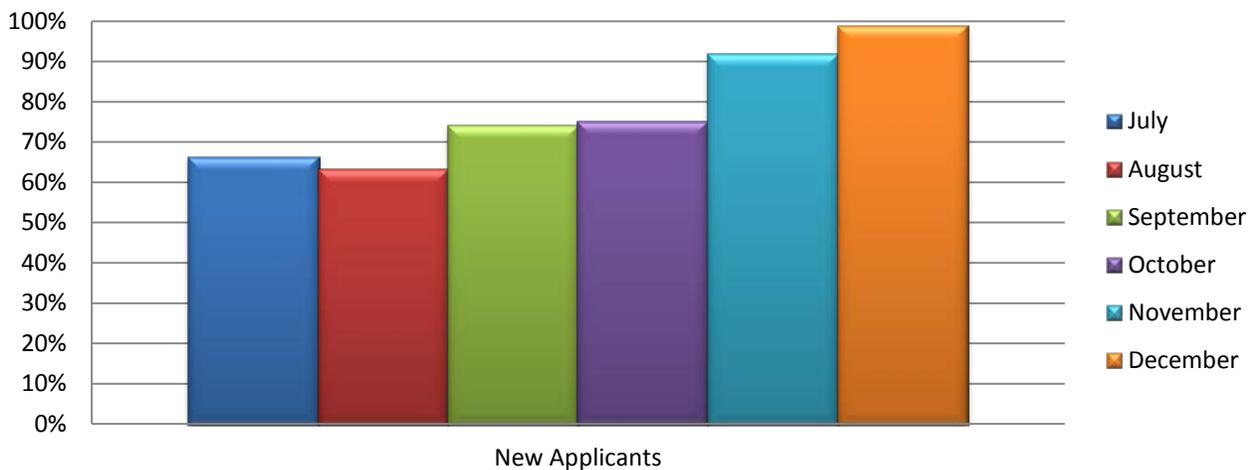
New versus re-certification: From July 1, 2013 to December 31, 2013, the percentage of new applicants over recertifying applicants increased nearly every month. 461 of the 607 applicants (76%) were new applicants and 146 (24%) were applicants seeking recertification. In July 66% of applicants were new, in December 99% of applicants were new.

Countywide Eligibility Results by Application Type					
NEW		Percentage	RECERTIFICATION		Percentage
Unrestricted	356	77%	Unrestricted	122	84%
Conditional	32	7%	Conditional	11	8%
Trip-by-trip	14	3%	Trip-by-trip	2	1%
Temporary	42	9%	Temporary	7	5%
Denied	17	4%	Denied	4	3%
TOTAL	461	76%	TOTAL	146	24%

Countywide New Applicant Percentage



Countywide New Applicant Percentage



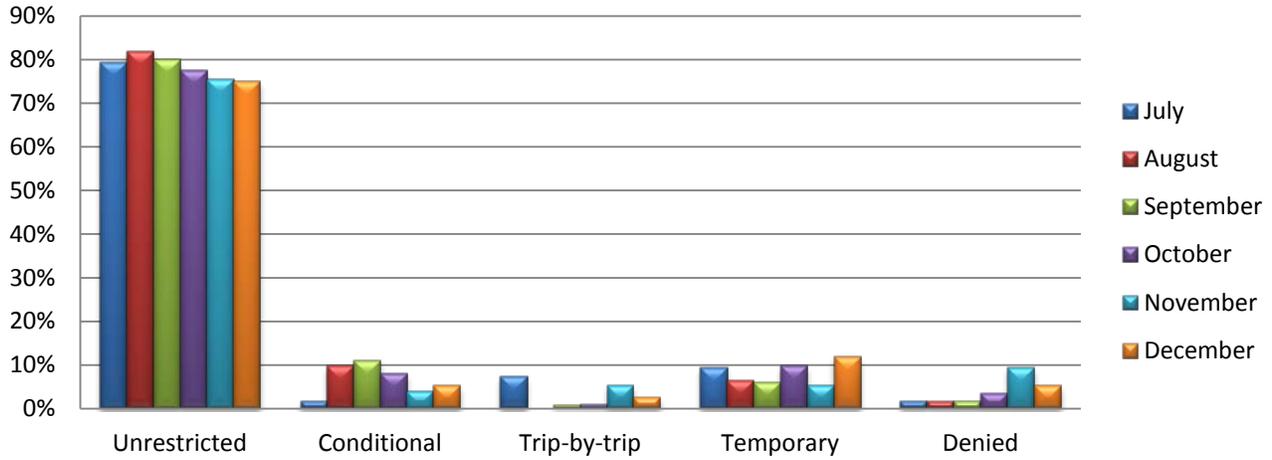
Eligibility determinations: Of the 607 assessments that took place from July 1st to December 31st, 478 (78%) were given unrestricted eligibility, 21 (3%) were denied, 16 (3%) were given trip-by-trip eligibility, 43 (7%) were given conditional eligibility, and 49 (8%) were given temporary eligibility. The trend shows that the percentage of clients determined to be unrestricted has declined almost every month since the start of the program.

Eligibility Results by Service Area

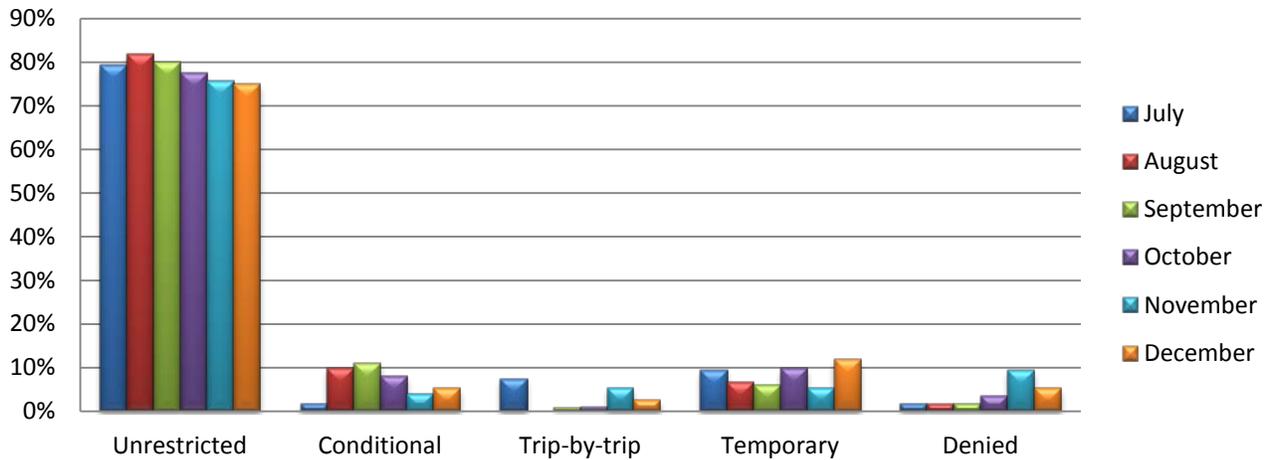
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Unrestricted	478	13	163	3	190	109
Conditional	43	5	11	0	8	19
Trip-by-trip	16	0	3	0	7	6
Temporary	49	0	19	0	25	5
Denied	21	0	10	0	5	6

TOTAL	607	18	206	3	235	145
-------	-----	----	-----	---	-----	-----

Countywide Eligibility Results by Month



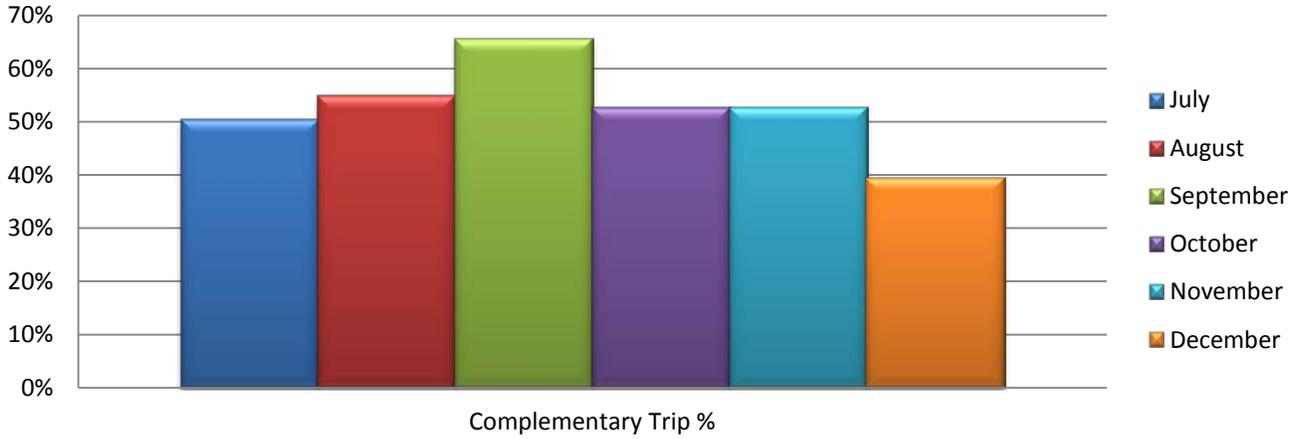
Countywide Eligibility Results by Month



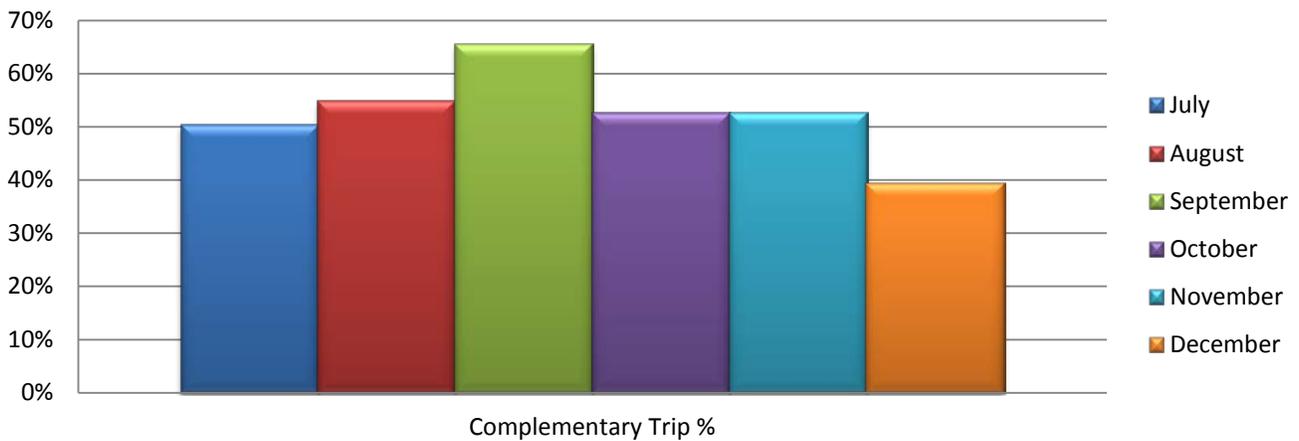
Impact on paratransit: As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant’s Personal Care Attendant (PCA) upon request. Through the first six months of the program, 55% of all assessments requested a paratransit trip to the assessment site. The trend shows a decreasing percentage of applicants requesting a paratransit ride.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SoITrans	Vacaville City Coach
Own Transportation	272	4	91	3	91	83
Complementary Paratransit	335	14	115	0	144	62
Paratransit %	55%	78%	56%	0%	61%	43%

Countywide Complementary Ride Request Percentage



Countywide Complementary Ride Request Percentage



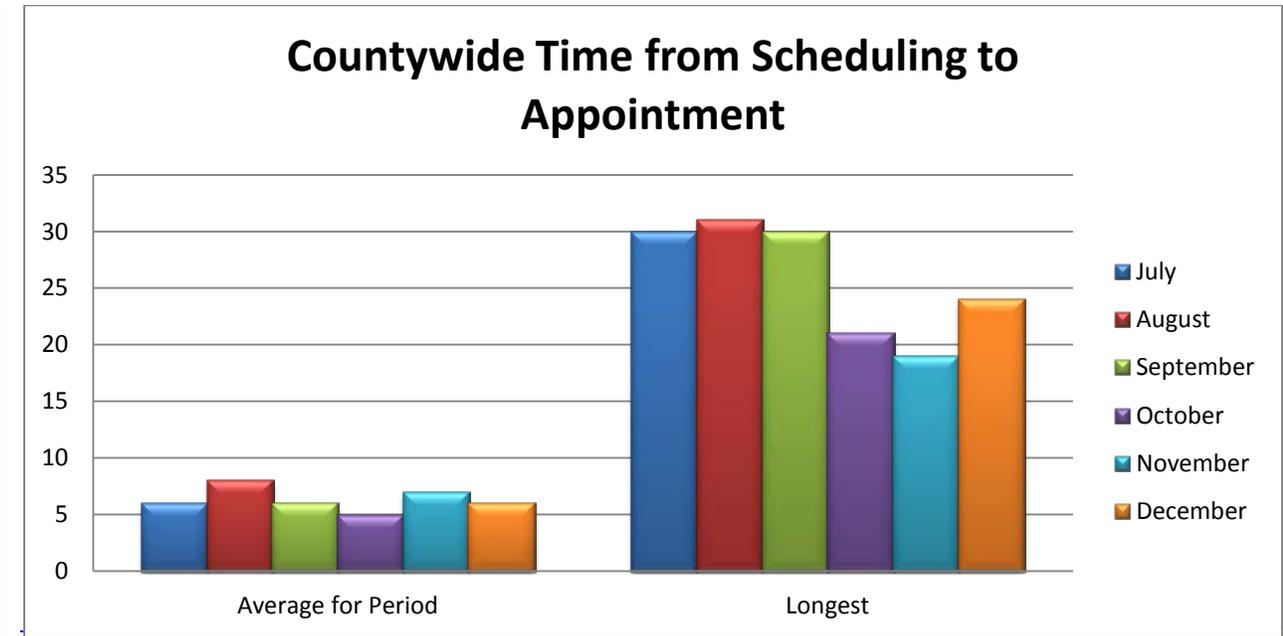
Type of Disability: Many of the applicants who completed the in-person assessment presented with more than one type of disability. Nonetheless, the most common type of disability reported was a physical disability (52%) followed by cognitive disability (22%) and visual disability (20%). An auditory disability was the least commonly reported disability, with (6%) of the total.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	558	16	192	3	227	124
Cognitive	238	10	80	1	99	57
Visual	214	5	71	2	82	57

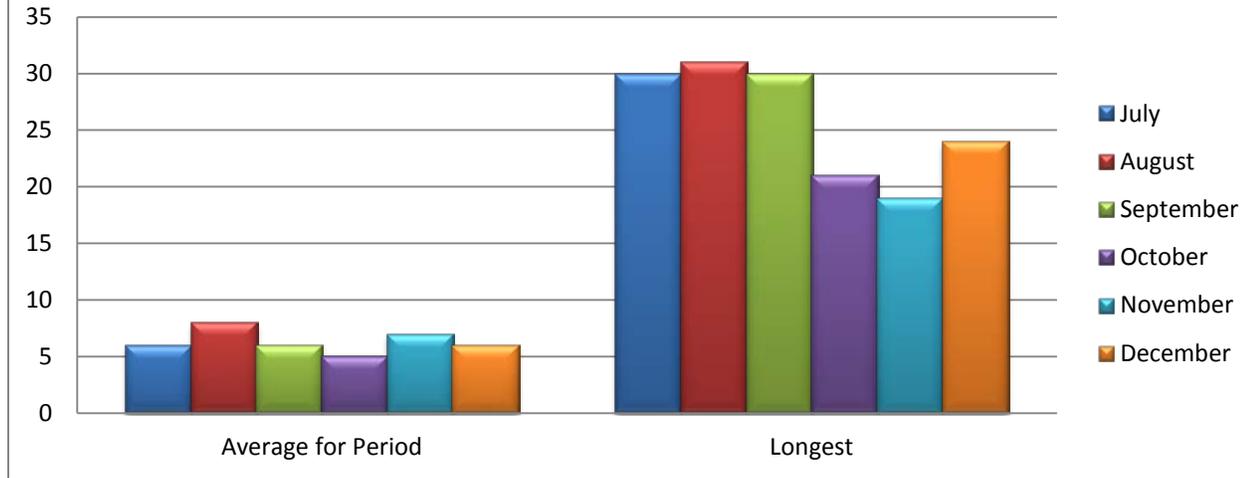
Audio	63	1	26	0	17	17
-------	----	---	----	---	----	----

Time to scheduled assessment: On average, the time between an applicant call to schedule an in-person assessment and the date of their assessment for the first 6 months of the program was approximately six (9) days. The longest amount of time a client had to wait for an appointment was 31 calendar days. This wait was extended due to the client rescheduling their appointment twice, without canceling. If a client does not cancel an appointment and only reschedules, the “time from scheduling to appointment” does not reset. STA is working with CARE to produce a more accurate report that takes rescheduling into account when counting the number of days from scheduling to appointment. The goal is for clients to receive an appointment within 2 weeks of their phone call.

Time (Days) from Scheduling to Appointment						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Average for Period	9	3	10	4	9	7
Longest	31	20	15	13	31	19



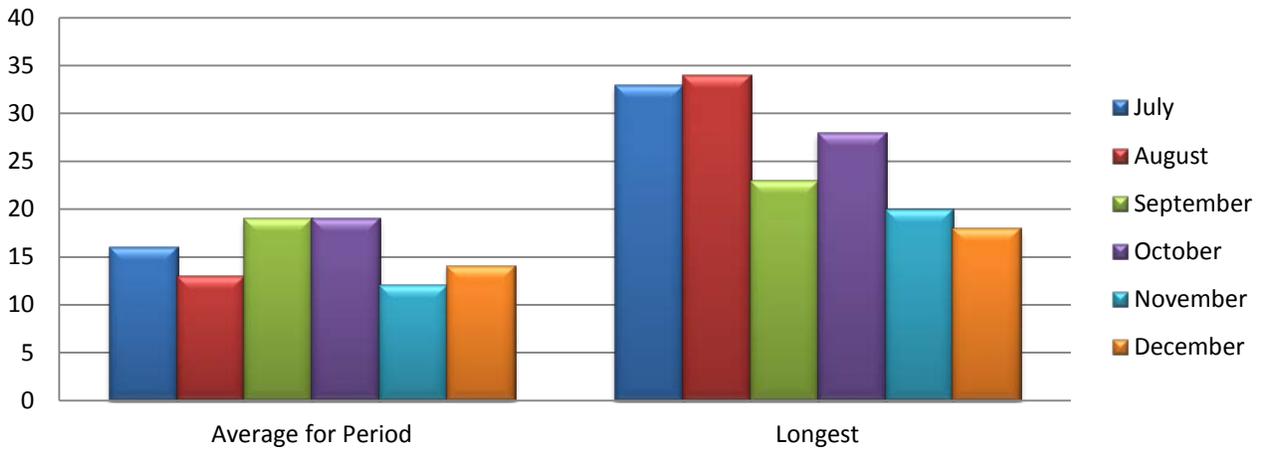
Countywide Time from Scheduling to Appointment



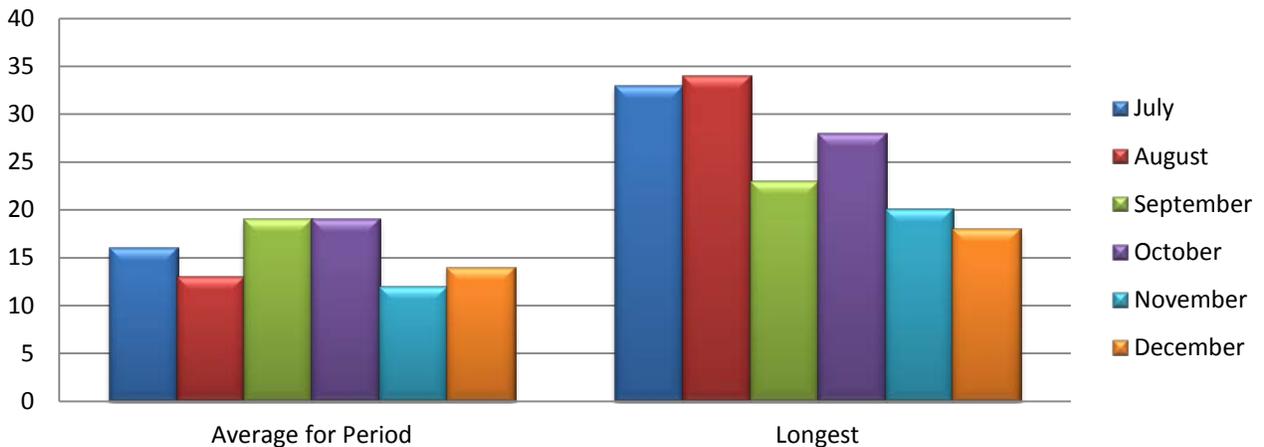
Time to receipt of eligibility determination letter: On average, the time between the applicant’s assessment and the receipt of the eligibility determination letter for the first six months of the program was 16 days. The longest an applicant had to wait for their determination letter was 34 days. There is a requirement that all ADA determination letter must be mailed out to clients within 21 days of their evaluation. CARE Evaluators had 12 violations of this requirement from July – October. There were no violations of the 21 day ADA policy in November or December. STA staff will continue to work with CARE and monitor performance in order to ensure compliance with terms of the contract.

Time (Days) from Evaluation to Letter						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Avg for Period	16	15	16	4	16	14
Longest	34	19	23	15	34	22
# of Clients Past 21 Days	12	0	1	0	10	1

Countywide Time from Appointment to Letter



Countywide Time from Appointment to Letter



Comment Card Summary: There were a total of 42 ADA Comment Cards received by the STA between October and December. Below is a summary of the scores provided by clients and the number each transit operator received.

November Comment Card Summary		
Very Satisfied	35	(FAST 12, SolTrans 11, Vacaville 9, Dixon 3)
Satisfied	5	(SolTrans 3, FAST 2)
Neutral	2	(FAST 1, Vacaville 1)
Dissatisfied	0	
Very Dissatisfied	0	
Total Received	42	

Total Number of SolTrans Reminder Cards Mailed: There were a total of eighty (80) reminder cards mailed out between October and December.



DATE: February 3, 2014
TO: STA Board
FROM: Robert Macaulay, Planning Director
RE: SB 743 California Environmental Quality Act (CEQA) Guidelines Update

Background:

The California Environmental Quality Act (CEQA) is the primary environmental statute for discretionary projects approved by governmental agencies in California. Implementation of the CEQA statutes are guided by the State CEQA Guidelines, published by the State Office of Planning and Research (OPR). Since CEQA requires the identification and, in most cases mitigation, of "significant" environmental impacts, one of the important roles of the CEQA Guidelines is to establish the threshold for when an impact is considered significant.

CEQA thresholds for traffic impacts are currently based upon Level of Service (LOS) analysis. LOS is generally analyzed as either the volume of traffic on a roadway compared to its capacity (VC Ratio) or the amount of delay experienced by drivers at an intersection, measured during the Peak Hour of travel. A typical CEQA traffic analysis identifies if a project will produce enough trips to have a significant impact on the road system. If so, roadway improvements (such as more lanes or widened intersections) are required of the developer in order to mitigate the project's impact to a level of Less Than Significant.

AB 32 and SB 375 were signed into law in an effort to reduce the emissions of Greenhouse Gasses (GHG) from all sources, including cars and light trucks (the focus of SB 375). Total emissions of transportation-related GHGs are difficult to measure, so proxies are used. One of the preferred proxies is Vehicle Miles Traveled (VMT). Modeling of current and future GHG emission totals is based on VMT and the emission profile of the car and light truck fleet.

Discussion:

At the end of 2013, SB 743 was amended to become a CEQA reform bill. The bill was passed by the legislature and signed by the governor. Attachment A is the " Summary of Transportation Analysis Changes in Senate Bill 743" developed by OPR and explains the key provisions of the bill. Attachment B, also developed by OPR, illustrates the work done so far on developing LOS alternatives, and the analytical background regarding the shift from LOS to an alternative measure such as GHG when examining traffic impacts.

SB 743 and the new CEQA Guidelines focus first and foremost on Transit Priority Areas (TPAs). As OPR's handout explains,

Transit Priority Area means "an area within one-half mile of a **major transit stop** that is existing or planned, if the planned stop is scheduled to be completed within the planning horizon included in a Transportation Improvement Program. Within the

boundaries of a metropolitan planning organization, a planned stop must be completed within twenty years.

Major Transit Stop means “a site containing an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods.”

TPAs are similar, but not identical, to the Priority Development Areas (PDAs) established as part of Plan Bay Area. The new CEQA Guideline criteria "must promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and diversity of land use." OPR has the discretion to develop such criteria for projects outside transit priority areas as well, and appears likely to do so.

If the final Guidelines apply a non-LOS standard to all traffic analysis done under CEQA, and not just to projects in TPAs, the impact to transportation planning documents could be substantial. This applies both to local project analysis and the development of the Regional Transportation Plan. Until OPR makes a formal recommendation in mid-2014, however, the extent of the likely impact will not be known.

STA staff is working with the other Bay Area Congestion Management Agencies to prepare comments to OPR prior to the February 14, 2014 deadline. These comments will focus on the applicability of LOS and alternative standards to PDAs in general and to Solano's PDAs in particular, including how TPAs and PDAs match up to each other. OPR is required to submit its final recommended wording to the state Natural Resource Agency by July 1, 2014; adoption of the updated CEQA Guidelines is expected by the end of 2014.

Fiscal Impact:

Unknown. It is expected that traffic modeling software reports will require modification to accommodate whatever requirements are adopted by OPR.

Recommendation:

Informational.

Attachments:

- A. Summary of Transportation Analysis Changes in Senate Bill 743
- B. LOS Alternatives Working Group Slides

Summary of Transportation Analysis Changes in Senate Bill 743

Senate Bill 743 (Steinberg, 2013) makes several changes to the California Environmental Quality Act related to the analysis of transportation impacts. Specifically, it requires a change in how “level of service” is used in transportation planning and the evaluation of transportation impacts. The relevant provisions of SB 743 are described below. **Key terms** are defined on the following page.

Level of Service in CEQA

SB 743 directs the Office of Planning and Research to develop revisions to the CEQA Guidelines that establish new criteria for determining the significance of transportation impacts by projects in **transit priority areas**. (Public Resources Code § 21099(b)(1).) These criteria must promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and diversity of land uses. (*Id.*) The bill further grants OPR the discretion to develop such criteria for projects outside transit priority areas as well. (*Id.* at subd.(c)(1).) Both within and outside of transit priority areas, the CEQA Guidelines may specify areas where level of service remains an appropriate metric. Once the Secretary for the Natural Resources Agency certifies the new CEQA Guidelines, “**automobile delay**,” as described by level of service, volume to capacity ratio, or other measures of delay, will not be considered a significant environmental effect in those areas governed by the new criteria. (Public Resources Code § 21099(b)(2).) In other words, both inside and outside of transit priority areas, level of service will only apply, if at all, in places specifically identified in the revised CEQA Guidelines.

Level of Service in Congestion Management Law

SB 743 also makes changes to congestion management law. (Gov. Code § 65088 et seq.) Specifically, it reinstates the ability of cities and counties to designate “**infill opportunity zones**” within which level of service requirements would not apply. (*Id.* at § 65088.4.) It also removed the requirement that development occur within an infill opportunity zone within four years. (*Ibid.*) Finally, it expanded the definition of infill opportunity zone to include areas within one-half mile of a **major transit stop** or high quality transit corridor. (*Id.* at § 65088.1(e).)

Level of Service in Local General Plans or Zoning Codes

SB 743 specifically states that it “does not preclude the application of local general plan policies, zoning codes, conditions of approval, thresholds, or any other planning requirements pursuant to the police power or any other authority.” (Pub. Resources Code § 21099(b)(4).)

Key Terms

Automobile Delay refers to an effect “described solely by level of service or similar measures of vehicular capacity or traffic congestion[.]” (New Section 21099(b)(2).) Once the revised Guidelines are certified, automobile delay will generally not support a finding of significance. (*Ibid.*)

Transit Priority Area means “an area within one-half mile of a **major transit stop** that is existing or planned, if the planned stop is scheduled to be completed within the planning horizon included in a Transportation Improvement Program adopted pursuant to Section 450.216 [four years, statewide transportation improvement program] or 450.322 [twenty year, metropolitan transportation plan] of Title 23 of the Code of Federal Regulations.” (New Section 21099(a)(7).) *Within the boundaries of a metropolitan planning organization, a planned stop must be completed within twenty years. Outside the boundaries of a metropolitan planning organization, the planned stop would need to be completed within four years.*¹

Major Transit Stop means “a site containing an existing rail transit station, a ferry terminal served by either a bus or rail transit service, or the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods.” (Section 21064.3.)

Infill Opportunity Zone, for purposes of congestion management law, “means a specific area designated by a city or county, pursuant to subdivision (c) of Section 65088.4, that is within one-half mile of a major transit stop or high-quality transit corridor included in a regional transportation plan. A major transit stop is as defined in Section 21064.3 of the Public Resources Code, except that, for purposes of this section, it also includes major transit stops that are included in the applicable regional transportation plan. For purposes of this section, a high-quality transit corridor means a corridor with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours.” *Note, this definition is broader than a transit priority area in at least two respects. First, it includes single high-frequency bus lines. Second, planned stops include those that are within regional transportation plans in both MPO and non-MPO areas.*

¹ Though the definition of transit priority area refers to overlapping and related time horizons, the use of the disjunctive “or” suggests that the planning horizons referred to in either CFR section could be used to determine whether a planned stop will qualify as a major transit stop. While a project within a 20-year metropolitan planning organization’s regional transportation plan would also appear within a statewide transportation improvement program, in non-MPO areas, a planned stop would only appear within the 4-year statewide transportation improvement program.

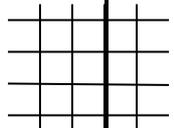
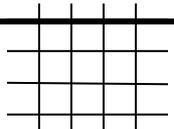
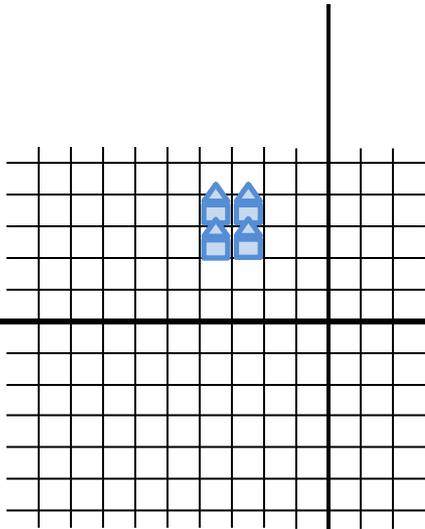
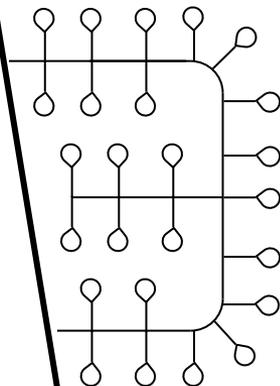
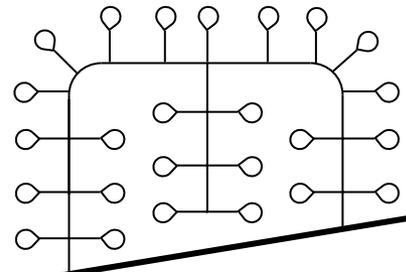
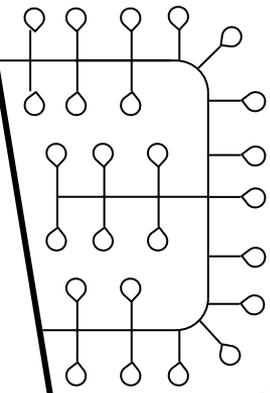
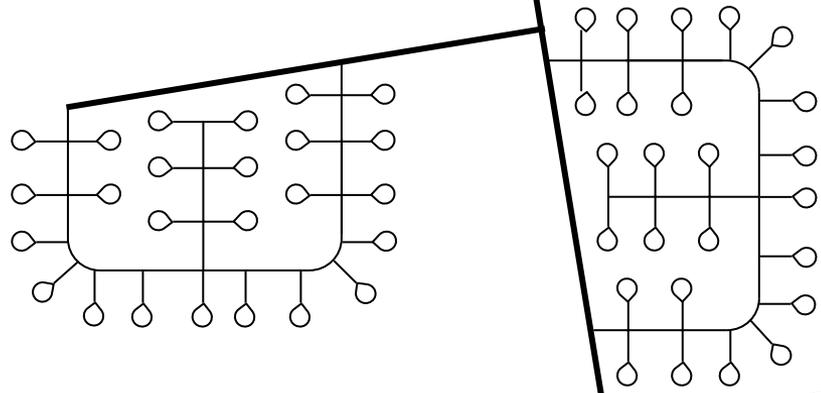
LOS Alternatives Working Group



Welcome and Introductions

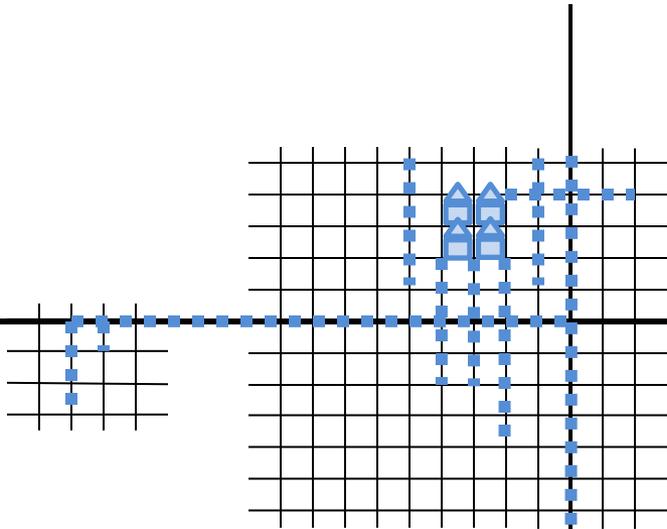
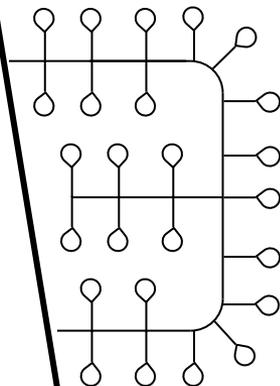
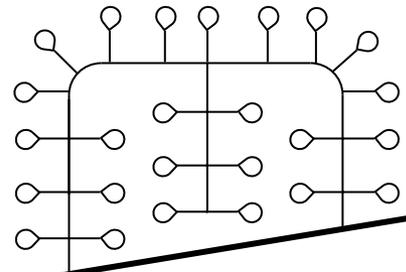
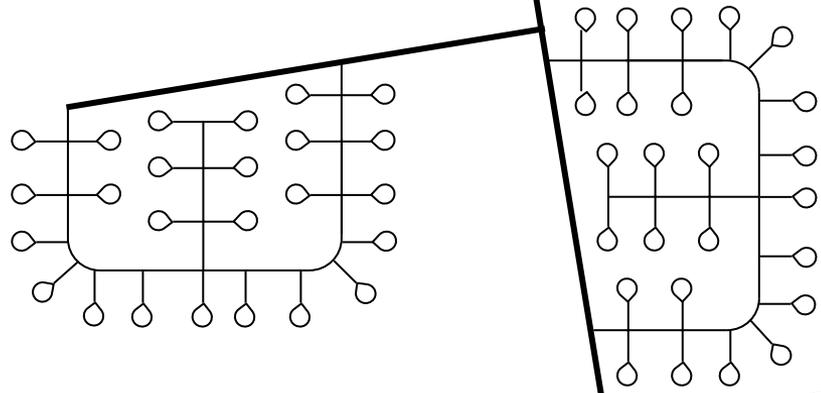
- Purpose
- Introductions
- Ground rules

Analysis of infill development using LOS



Analysis of infill development using LOS

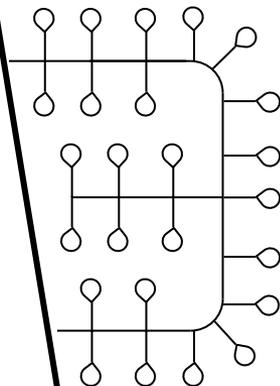
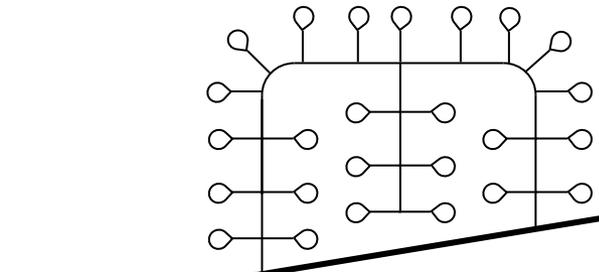
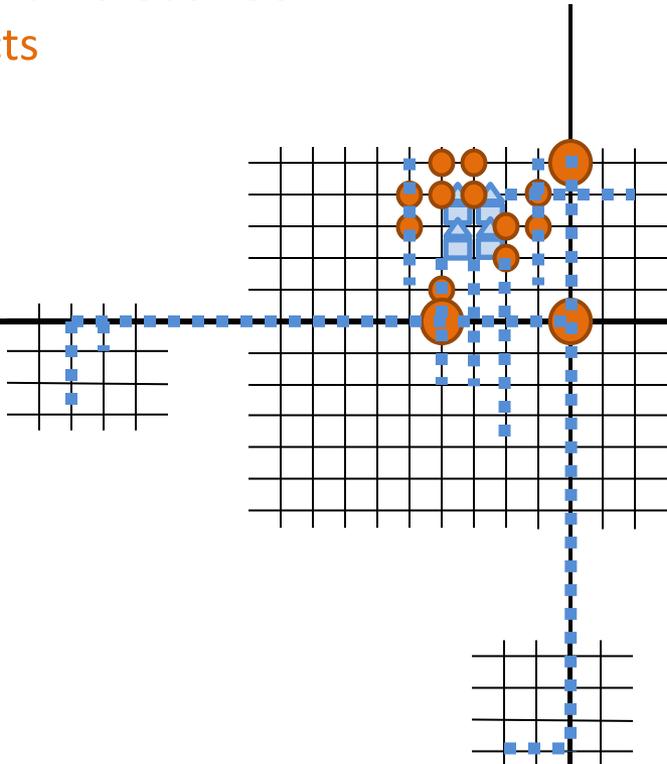
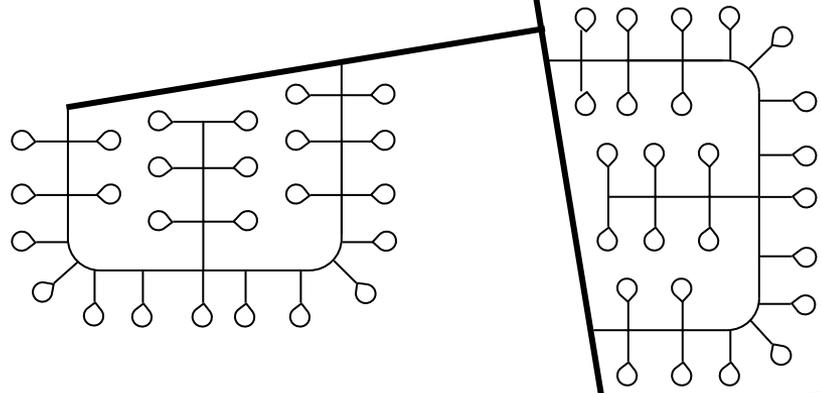
Relatively little vehicle travel loaded onto the network



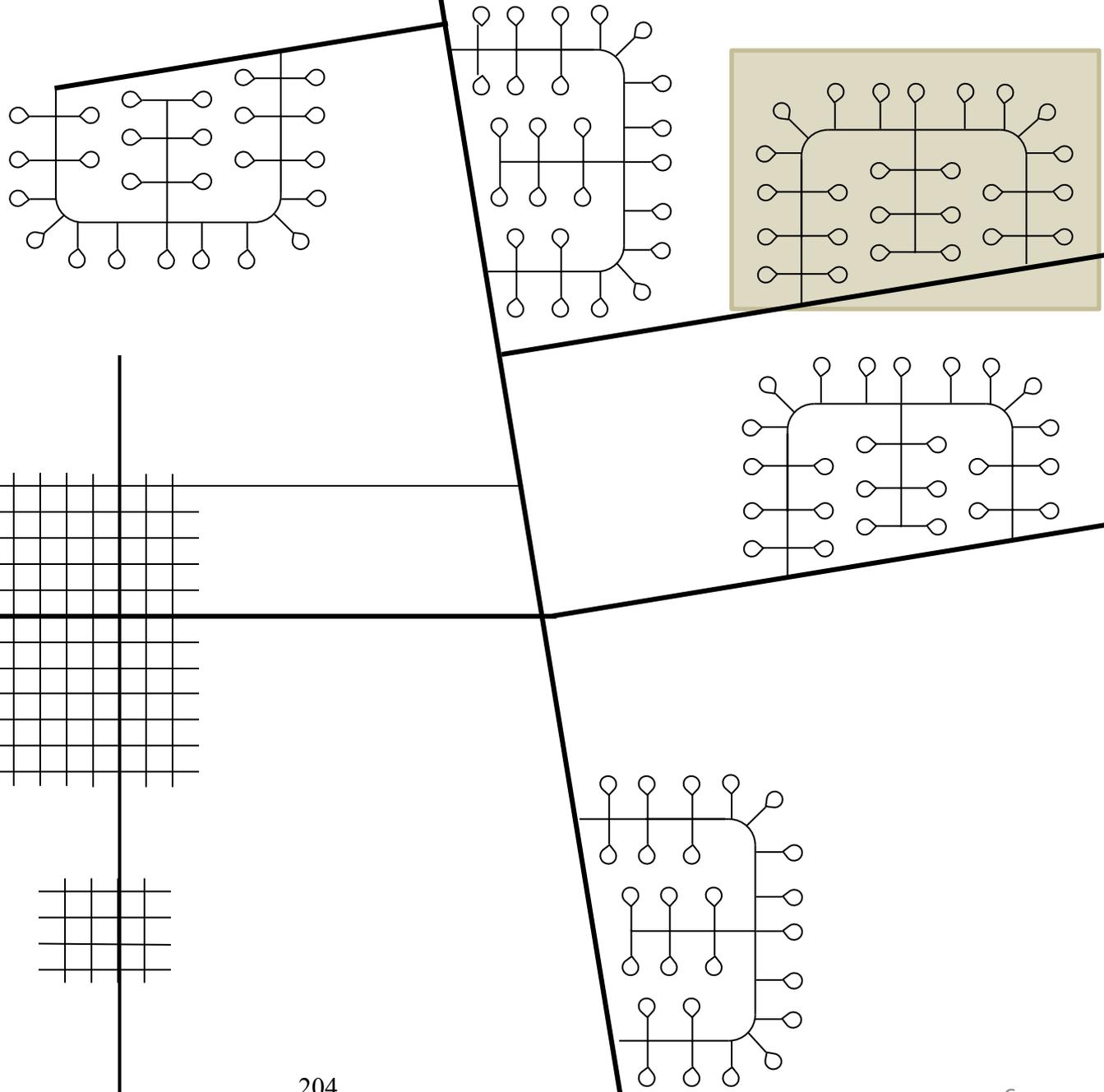
Analysis of **infill** development using LOS

Relatively little vehicle travel loaded onto the network

...but numerous LOS impacts

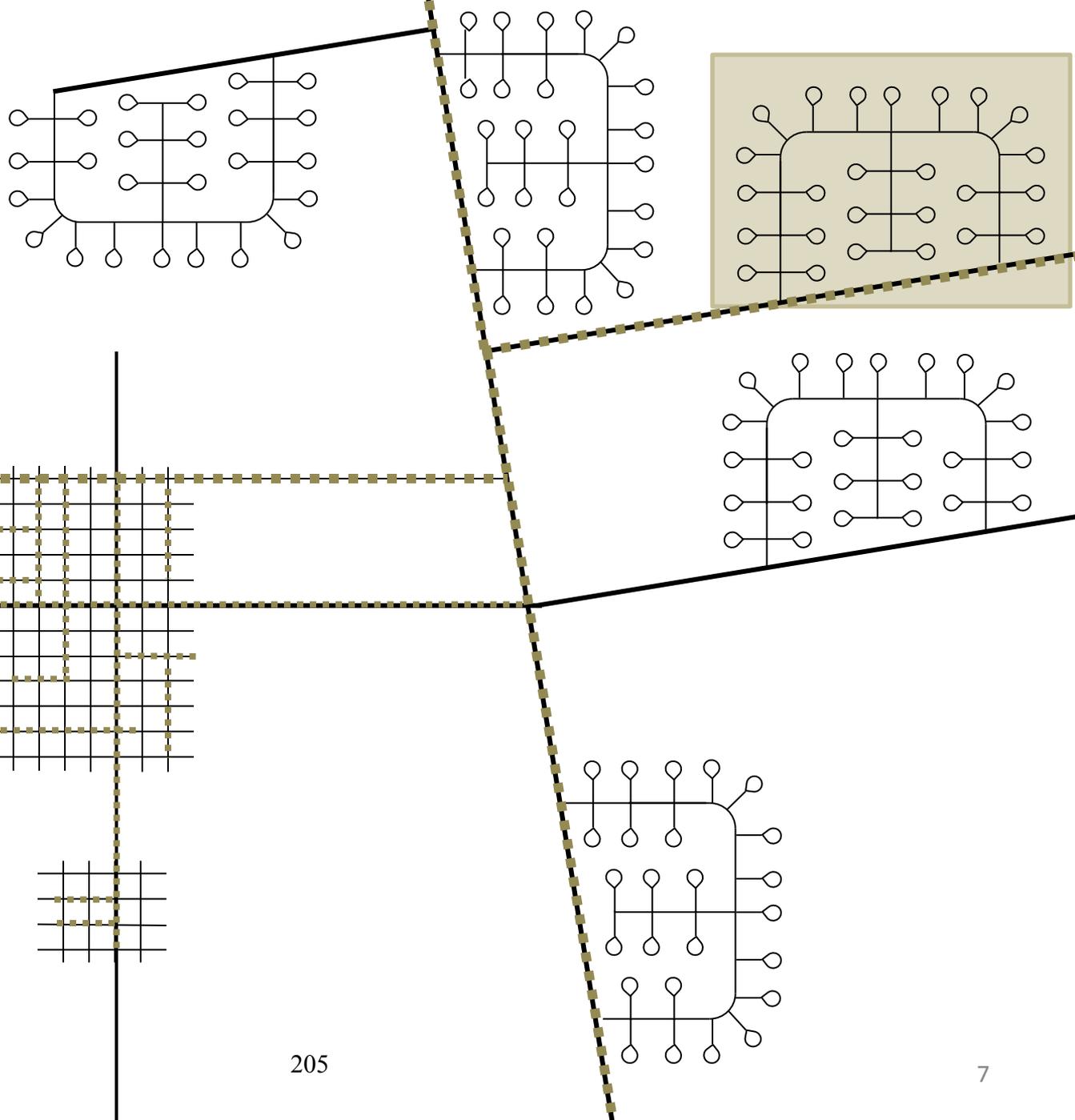


Analysis of greenfield development using LOS



Analysis of greenfield development using LOS

Typically three to four times the vehicle travel loaded onto the network relative to infill development

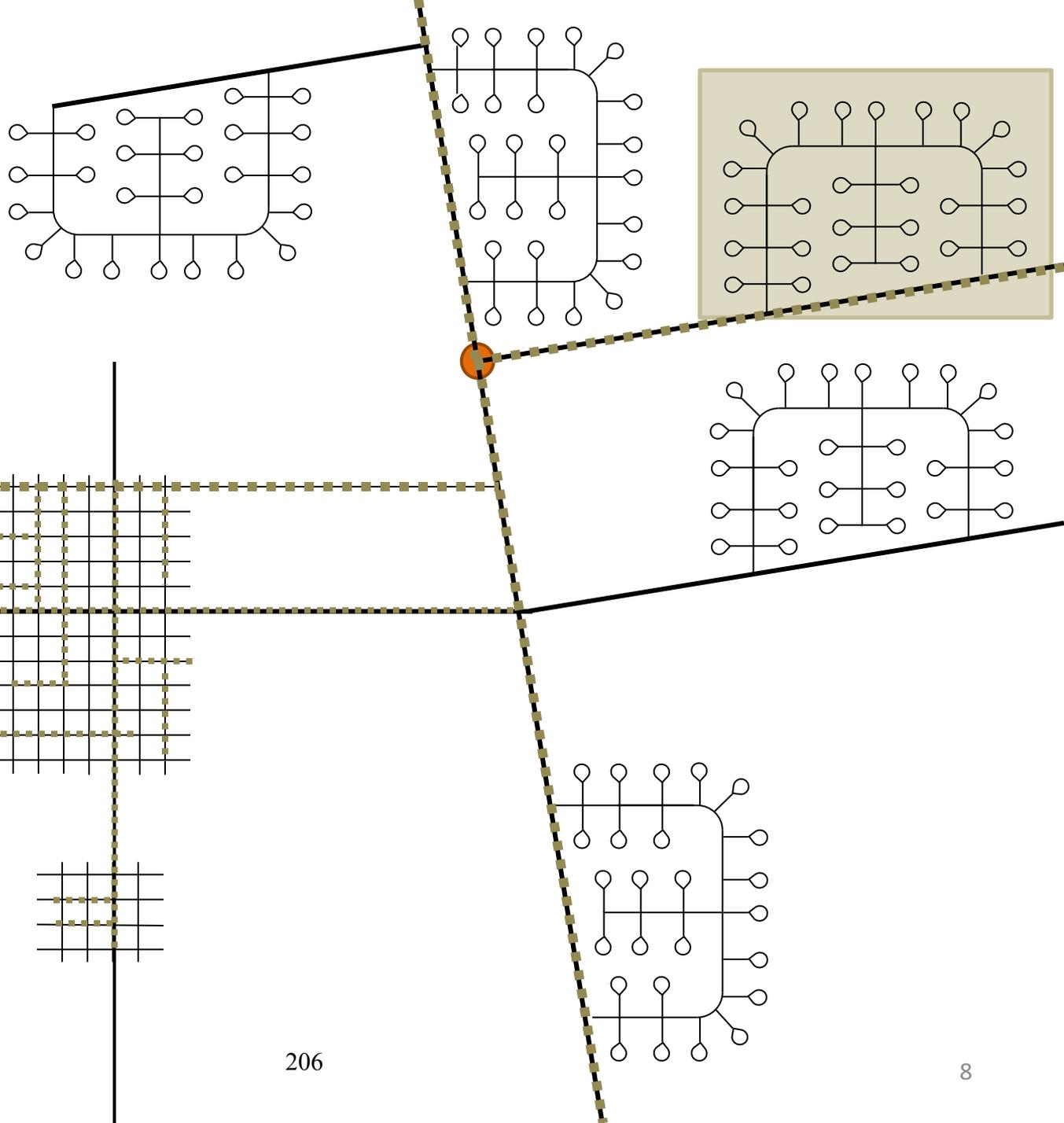


Analysis of greenfield development using LOS

Typically three to four times the vehicle travel loaded onto the network relative to infill development

...but relatively few LOS impacts

Traffic generated by the project is disperse enough by the time it reaches congested areas that it doesn't trigger LOS thresholds, even though it contributes broadly to regional congestion.



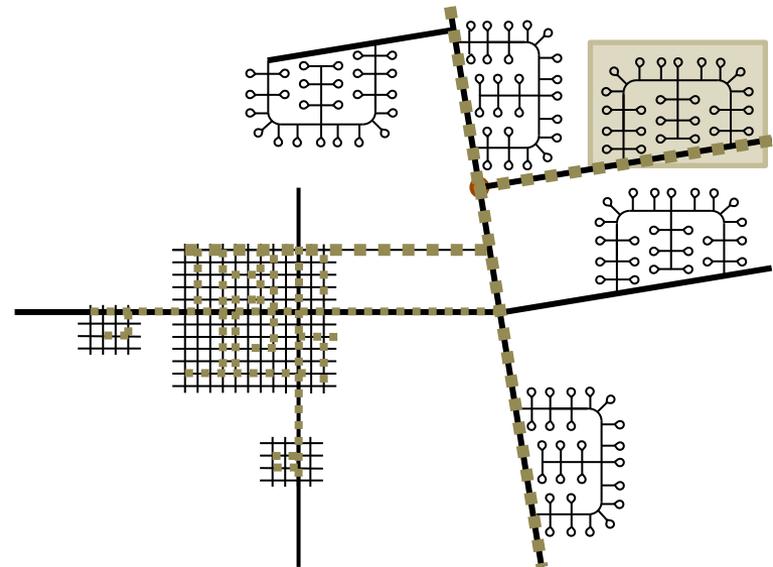
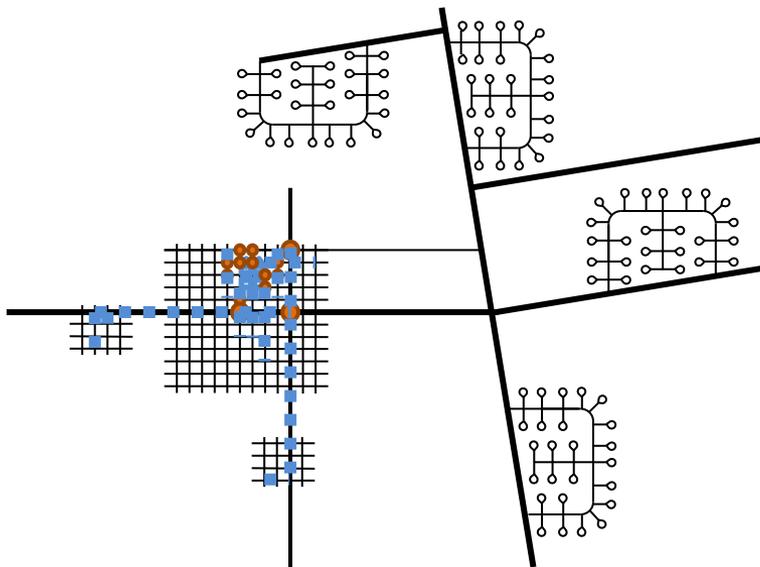
Problems with LOS

1. Bias against infill because of “last-in development” problem

- Infill adds to preexisting traffic from nearby projects, triggering LOS thresholds
- Greenfield adds more traffic than infill, but doesn't trigger thresholds

2. Scale of analysis is too small

- Registers impacts adjacent to project, ignores impacts regionally
- Spot metric insufficient to show corridor/network impact/benefit



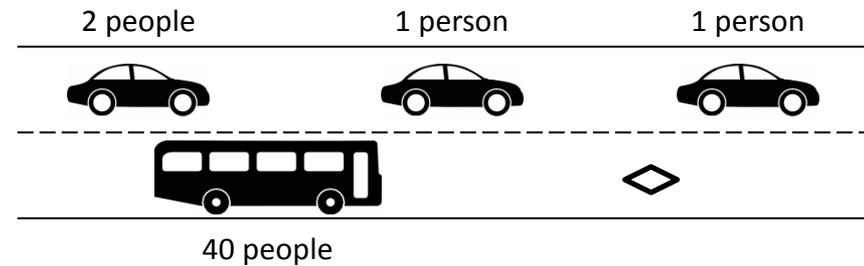
Problems with LOS

3. LOS mitigation is itself problematic

- Reducing project size pushes development to worse locations
- Widening roadways worsens livability, induces vehicle travel

4. Mischaracterizes transit, biking, walking as detriments to transportation

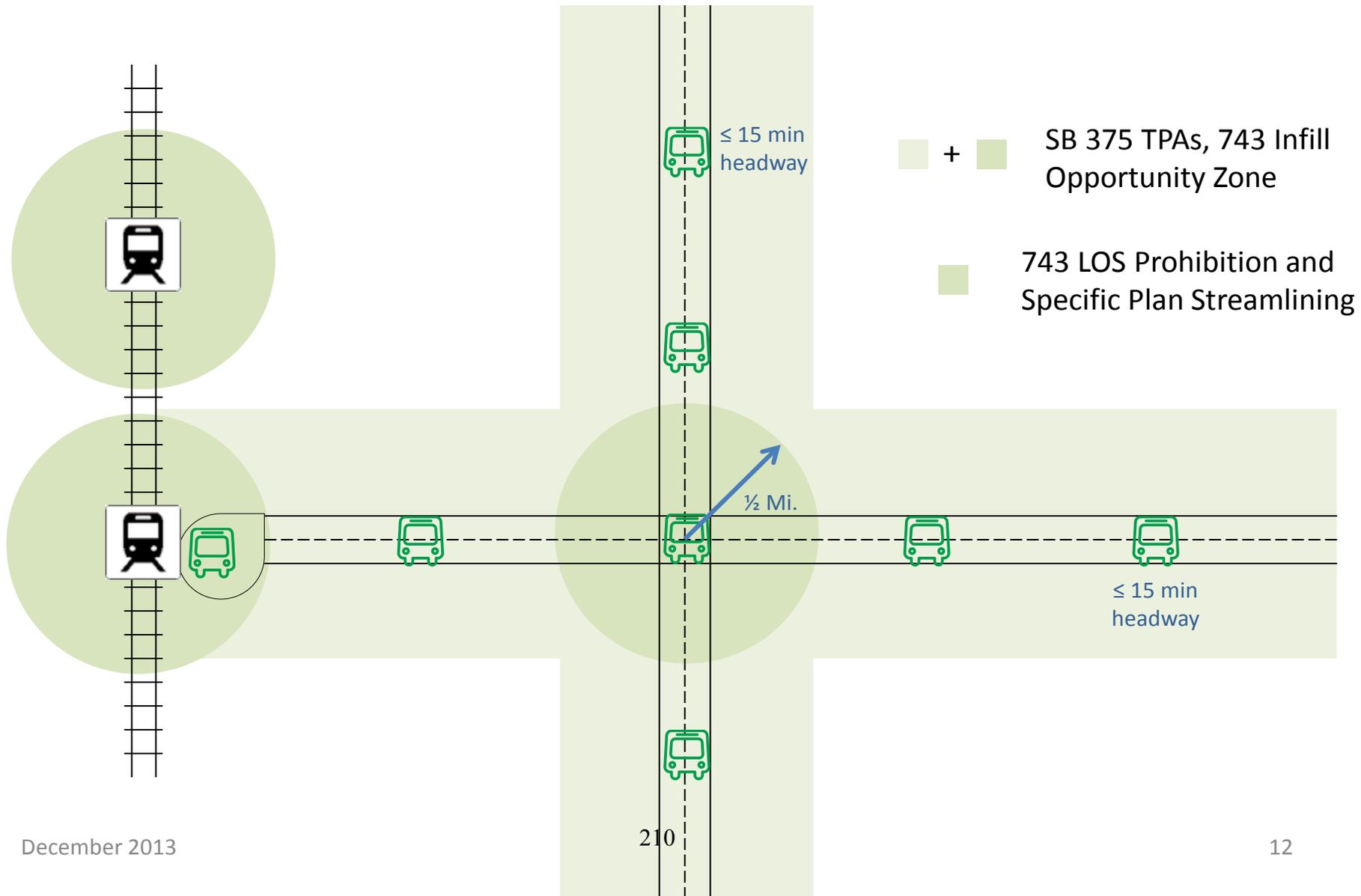
- A transit priority lane worsens LOS even as it improves person-throughput
- LOS characterizes pedestrians and cyclists as obstructions to cars, to be channeled/restricted



SB 743

- LOS in CEQA, CMA and General Plans
 - CEQA Guidelines
 - Congestion Management Law
 - General Plans
- What does SB 743 say about LOS?
 - OPR to develop alternatives
 - Once Guidelines adopted, LOS (mostly) goes away

Transit Priority Areas (TPAs) Geographies



Goals

- SB 743 Statutory Goals: “Those criteria shall promote...”
 - “Reduction of GHGs”
 - “Development of multimodal transportation networks”
 - “A diversity of land uses”
- Other policy and administration goals
 - Consistency with State planning priorities (Infill priority)
 - Environmental benefit
 - Fiscal benefit
 - Equity
 - Health
 - Simplicity/feasibility

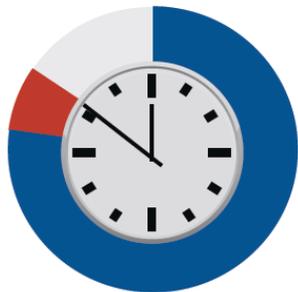
Other Important Considerations

Link transportation and land use

Denver 1982

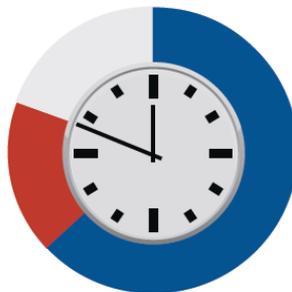
1.09
50.6 minutes
46.4 mins
4.2 mins

Travel Time Index
Average travel time
Travel time without traffic
Extra rush hour delay

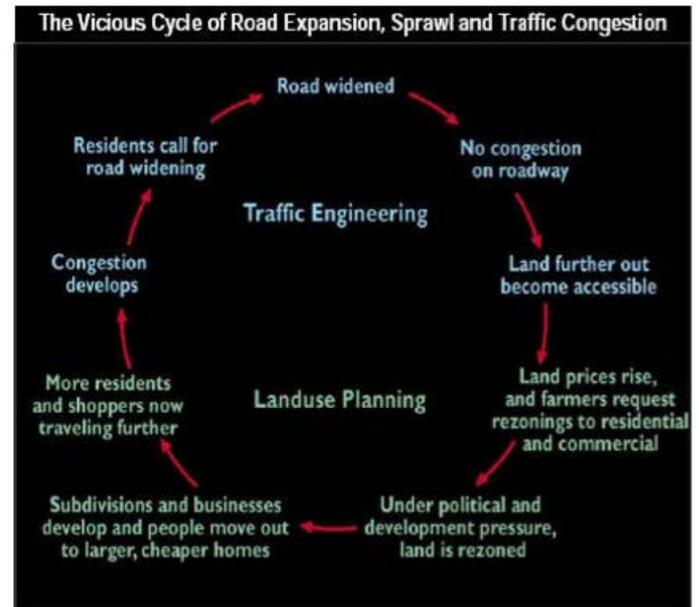


Denver 2007

1.31
49.6 minutes
37.9 minutes
11.7 minutes



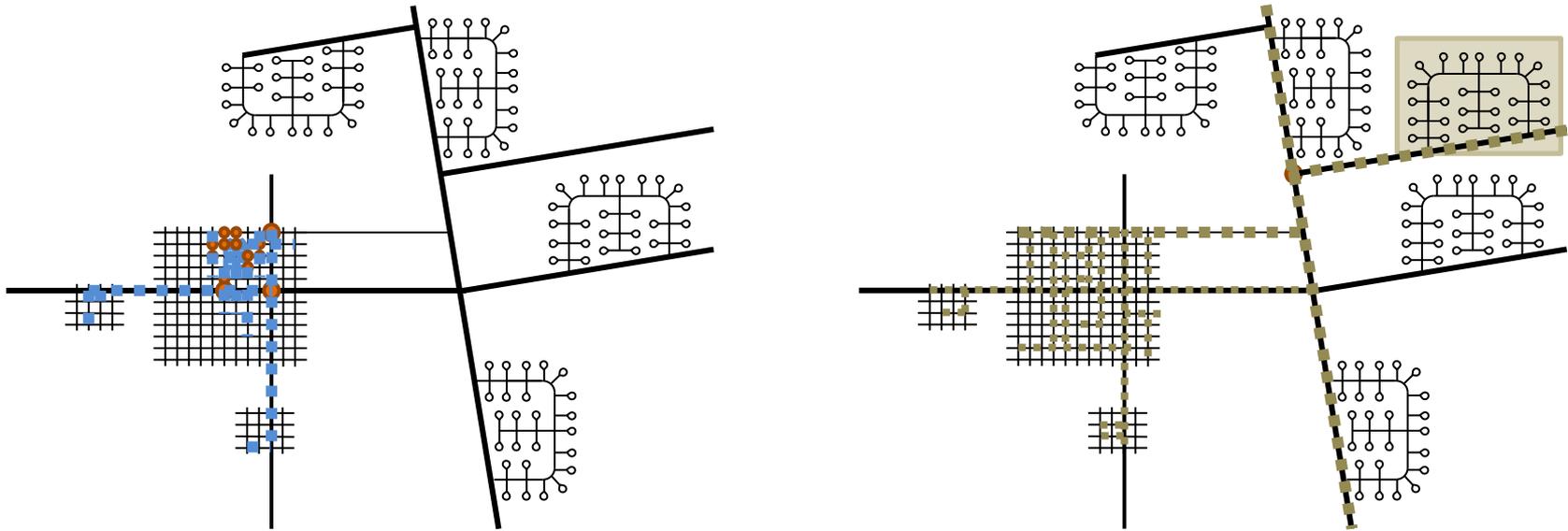
Consider induced travel



Graphic: NJ DOT

Other Important Considerations

Distribution of burden in mitigating transportation impacts



Multi-modal LOS

Preliminary +'s and -'s for conversation

+

- Registers a variety of modes
- Would trigger mitigation fees that could be used to develop the multi-modal network

-

- Places burden of transportation improvements disproportionately on infill
- A point metric like LOS – doesn't address network
- Data collection is a challenge
- Disputed methodology
- Leaves open the question of how to prioritize modes

Automobile Trips Generated/capita, employee

Preliminary +'s and -'s for conversation

+

- Easy, readily available data
- Infill's lower trip production reflected

-

- Infill's lower trip length not reflected; omits the influence of regional location, the most important determinant of vehicle travel
- Denominator for uses other than residential, office? (i.e. commercial, others)

Vehicle Miles Traveled/capita, employee, trip

Preliminary +'s and -'s for conversation

+

- Good correlation with GHGs and other environmental and health factors
- Infill's lower trip production *and* lower trip length reflected
- Can be modeled more easily than LOS

-

- What denominator to use for land uses other than residential, office, and commercial?

VMT per person-trip

Preliminary +'s and -'s for conversation

+

- Good correlation with GHGs and other environmental and health factors
- Infill's lower trip production *and* lower trip length reflected
- Uses trip as an indicator of societal benefit

-

- State-wide data availability?
- Any unintended effects for certain land uses?

Fuel use/capita, employee

Preliminary +’s and –’s for conversation

+

- Infill’s lower trip production *and* lower trip length reflected
- Partly captures operational efficiency
- Perfect correlation with GHGs for tailpipe emissions
- Good correlation with other environmental and health impacts

-

- More difficult to model than VMT
- Some mitigation would induce demand for more auto travel; how to capture?
- Impact changes rapidly with CAFÉ standards
- What denominator to use for land uses other than residential, office, and commercial?

Vehicle travel time/capita, employee

Preliminary +'s and -'s for conversation

+

- Infill's lower trip production and trip length reflected
- Captures operational efficiency
- Good correlation for GHGs and environmental impact for a given mode

-

- More difficult to model than VMT
- Some mitigation would induce demand for more auto travel; how to capture?
- Mode shift accounting may be problematic (e.g. impact of a long walk to work)
- What denominator to use for land uses other than residential, office, and commercial?

	LOS	Multi-modal LOS	ATG (/cap, empl)	VMT (/cap, empl, trip)	VMT /pers on-trip	Fuel Use (/cap, ...)	Travel Time (/cap, ...)		
Reduction of GHG emissions									
Supports development of a multimodal transportation network									
Supports a diversity of land uses									
Prioritizes infill									
Environmental effects									
Health effects									
Equity effects									
Fiscal effects									
What mitigation measures and alternatives result?									
Simplicity, data availability, modeling availability/time/cost									
What would thresholds look like?									
What is the physical impact on the environment?		220							

Next Steps

- Publish an initial evaluation in January
- Evaluate feedback, reconvene workgroup in February
- Initial draft by end of February?
- Revised draft by April or May?

Thank you!



DATE: February 4, 2014
TO: STA Board
FROM: Johanna Masiolat, Clerk of the Board
RE: STA Board and Advisory Meeting Schedule for Calendar Year 2014

Discussion:

Attached is the STA Board and Advisory meeting schedule for Calendar Year 2014.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Meeting Schedule for Calendar Year 2014



**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2014**

SUMMARY:
 STA Board: Meets 2nd Wednesday of Every Month
 Consortium/TAC: Meets Last Wednesday of Every Month
 BAC: Meets 1st Thursday of every *Odd* Month
 PAC: Meets 3rd Thursday of every *Even* Month
 PCC: Meets 3rd Thursday of every *Odd* Month
 SR2S-AC: Meets Quarterly (Begins Feb.) on the 3rd Wed.

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., January 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., January 9	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Thurs., January 16	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., January 28	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., January 29	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., February 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., February 19	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Thurs., February 20	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Tues., February 25	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., February 26	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 6	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., March 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., March 20	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., March 25	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., March 26	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., April 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., April 17	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Tues., April 29	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., April 30	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., May 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., May 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	City of Benicia	Tentative
Tues., May 27	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., May 28	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., June 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., June 18	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Thurs., June 19	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Tues., June 24	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., June 25	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., July 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Tentative
Thurs., July 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
July 30 (No Meeting)	SUMMER	Intercity Transit Consortium	N/A	N/A
July 31 (No Meeting)	RECESS	Technical Advisory Committee (TAC)	N/A	N/A
Wed., August 13	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Tentative
August 14 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Thurs., August 21	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Tues., August 26	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., August 27	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 4	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., September 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., September 17	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	Suisun City Hall	Tentative
Thurs., September 18	1:00 p.m.	Paratransit Coordinating Council (PCC)	Ulatis Community Center	Tentative
Tues., September 23	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., September 24	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., October 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., October 16	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
No meeting due to STA's Annual Awards in November (No STA Board Meeting)		Intercity Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
Thurs., November 6	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
Wed., November 12	6:00 p.m.	STA's 17 th Annual Awards	TBD - Vallejo	Confirmed
Wed., November 19	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	TBD	Tentative
Thurs., November 20	1:00 p.m.	Paratransit Coordinating Council (PCC)	John F. Kennedy Library	Tentative
Tues., November TBD	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., November TBD	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., December 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., December 18	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Tues., December TBD	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Tentative
Wed., December TBD	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative