



Solano Transportation Authority

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# SOLANO TRANSPORTATION AUTHORITY

Member Agencies:

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

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## TECHNICAL ADVISORY COMMITTEE (TAC) AGENDA

1:30 p.m., Wednesday, February 26, 2014  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

<u>ITEM</u>	<u>STAFF PERSON</u>
1. CALL TO ORDER	Daryl Halls, Chair
2. APPROVAL OF AGENDA	
3. OPPORTUNITY FOR PUBLIC COMMENT (1:35 -1:40 p.m.)	
4. REPORTS FROM CALTRANS, METROPOLITAN TRANSPORTATION COMMISSION (MTC), AND STA STAFF (1:40 -1:45 p.m.)	
5. CONSENT CALENDAR <u>Recommendation:</u> Approve the following consent items in one motion. (1:45 – 1:50 p.m.)	
A. Minutes of the TAC Meeting of January 28, 2014 <u>Recommendation:</u> Approve TAC Meeting Minutes of January 28, 2014. <b>Pg. 5</b>	Johanna Masielat
B. 2014 Bicycle Advisory Committee (BAC) Work Plan <u>Recommendation:</u> Forward a recommendation to the STA Board to approve the 2014 BAC Work Plan. <b>Pg. 11</b>	Sofia Recalde
C. 2014 Pedestrian Advisory Committee (PAC) Work Plan <u>Recommendation:</u> Forward a recommendation to the STA Board to adopt the 2014 PAC Work Plan. <b>Pg. 15</b>	Sofia Recalde

### TAC MEMBERS

Mike Roberts	Joe Leach	George Hicks	Dave Melilli	Dan Kasperson	Steve Hartwig	David Kleinschmidt	Matt Tuggle
City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Suisun City	City of Vacaville	City of Vallejo	County of Solano

## 6. ACTION FINANCIAL ITEMS

- A. Green Valley Interchange Funding Agreement – STA and City of Fairfield** Janet Adams  
Recommendation:  
Forward a recommendation to the STA Board to authorize the Executive Director to enter into a Funding Agreement with the City of Fairfield for the construction of the Green Valley Interchange associated with the Initial Construction Package of the I-80/I-680/State Route 12 Project as specified in Attachment A.  
(1:50 – 2:00 p.m.)  
**Pg. 19**
- B. Fairfield/Vacaville Intermodal Station Funding Commitment** Janet Adams  
Recommendation:  
Forward a recommendation to the STA Board to approve the following:  
1. Shift the \$9.3 million in available 2014 State Transportation Improvement Program (STIP) funds from the Jepson Parkway Project to the Fairfield Vacaville Intermodal Station only if the I-Bank Financing is not approved; and  
2. Enter into a funding agreement with the City of Fairfield to reimburse the STA for the advance of the 2014 \$9.3 million of STIP if used for the Fairfield Vacaville Intermodal Station.  
(2:00 – 2:10 p.m.)  
**Pg. 25**
- C. Safe Routes to Schools (SR2S) Public Safety Enforcement Grant** Judy Leaks  
Recommendation:  
Forward a recommendation to the STA Board to approve the scope of work for the SR2S Public Safety Enforcement Grant as shown in Attachment A.  
(2:10 – 2:20 p.m.)  
**Pg. 27**
- D. Potential Partnerships for Mobility Management Travel Training** Liz Niedziela  
Recommendation:  
Forward a recommendation to the STA TAC and STA Board to approve the following:  
1. Authorize the Executive Director to enter into an agreement with Connections 4 Life for Travel Training Services for an amount not-to-exceed \$90,000 a year for FY 2013-14 and FY 2014-15; and  
2. Authorize the Executive Director to enter into an agreement with the Independent Living Resource Center for Travel Training Services for an amount not-to-exceed \$35,000 a year for FY 2013-14 and FY 2014-15.  
(2:20 – 2:30 p.m.)  
**Pg. 35**

**7. ACTION NON FINANCIAL ITEMS**

- A. Comprehensive Transportation Plan (CTP) - Active Transportation Element** Robert Macaulay  
Recommendation:  
Forward a recommendation to the Active Transportation Committee to send the Active Transportation Element of the Solano CTP to the STA Board for adoption.  
(2:30 – 2:35 p.m.)  
**Pg. 37**
- B. Fairfield and Suisun Transit Fare Proposal Update** Liz Niedziela  
Recommendation:  
Forward a recommendation to the STA TAC and STA Board to approve the SolanoExpress Route 30 and Route 40 Proposal Fare Rate (to be provided under separate cover).  
(2:35 – 2:40 p.m.)  
**Pg. 105**

**8. INFORMATIONAL ITEMS – DISCUSSION**

- A. SolanoExpress Ridership and Performance Update'** Liz Nieziela  
(2:40 – 2:45 p.m.)  
**Pg. 107**
- B. Transit Corridor Study Update** Nancy Whelan  
(2:45 – 2:50 p.m.)  
**Pg. 117**
- C. Project Delivery Update** Anthony Adams  
(2:50 – 2:55 p.m.)  
**Pg. 119**
- D. Priority Development Area Funding Update** Robert Macaulay  
(2:55 – 3:00 p.m.)  
**Pg. 125**

**INFORMATIONAL ITEMS – NO DISCUSSION**

- E. Legislative Update** Jayne Bauer  
**Pg. 127**
- F. Air Quality Fund Update** Robert Macaulay  
**Pg. 141**
- G. Mobility Management Program Update** Anthony Adams  
**1. ADA In Person Eligibility**  
**2. Website**  
**3. Travel Training Program**  
**Pg. 143**

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|--|------------------|
| <b>H. Draft Meeting Minutes of STA Advisory Committees<br/>Pg. 151</b>                             | Johanna Masiclat |
| <b>I. STA Board Meeting Highlights of February 12, 2014<br/>Pg. 161</b>                            | Johanna Masiclat |
| <b>J. STA Board and Advisory Committee Meeting Schedule<br/>for Calendar Year 2014<br/>Pg. 165</b> | Johanna Masiclat |

**9. UPCOMING AGENDA ITEMS**

A. March

1. RTIF Update
2. Soundwall Retrofit Policy Update
3. Approval of SolanoExpress Intercity Service Options
4. Discussion of Priority Projects for State and Regional Active Transportation Plan

B. April

1. Discussion of Arterials, Freeways & Highways Element
2. Draft STA Overall Work Program for 2014-15 and FY 2015-16
3. TDA Article 3 Funding
4. Annual Pothole Report – Approve Public Release
5. Jepson Parkway Concept Plan
6. Project Update: Future Phases of I-80 Interchange

C. May

1. OBAG Projects Update #2
2. SoHip Update – Status of Ramp Metering Implementation

**10. ADJOURNMENT**

The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m. on Wednesday, March 25, 2014.**



**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 Janet Adams 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 Kaspersen	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 specifying~~ 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 “1<sup>st</sup> and 2<sup>nd</sup> 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.**

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DATE: February 13, 2014  
TO: STA TAC  
FROM: Sofia Recalde, Associate Planner  
RE: 2014 Bicycle Advisory Committee (BAC) Work Plan

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**Background/Discussion:**

For each calendar year, STA staff works with the Bicycle Advisory Committee (BAC) to create a work plan to guide the agendas of BAC meetings for the upcoming year. The BAC's primary tasks can be organized into three categories: administrative, funding, and planning. Past tasks have included the election of Chair and Vice-Chair persons, promote Bike to Work week, and updates to the Solano Countywide Bicycle Plan, bicycle facilities planning, and review of priority bicycle projects.

During 2013, Phase I of the Solano County Wayfinding Sign Program was initiated, and committee members participated in updating the Bicycle Priority Projects List. In addition, many priority projects identified in the 2011 Solano Countywide Bicycle Transportation Plan have been completed. This year, the BAC will continue to focus on implementation activities identified in the Plan.

At the January 9, 2014 meeting, the BAC approved the 2014 BAC Work Plan (Attachment A).

**Fiscal Impact:**

None.

**Recommendation:**

Forward a recommendation to the STA Board to approve the 2014 BAC Work Plan.

Attachment:

- A. 2014 BAC Work Plan

## **2014 BICYCLE ADVISORY COMMITTEE (BAC) WORK PLAN**

### **Introduction**

The Solano Transportation Authority (STA) Bicycle Advisory Committee (BAC) acts to advise the STA on the development of bicycle facilities as an alternative mode of transportation. The BAC shall review and prioritize Transportation Development Act (TDA) Article 3 bicycle projects, Solano Countywide Bicycle and Pedestrian Program (SBPP) projects, and participate in the development and review of local and regional bicycle plans.

\*Taken from the STA Bicycle Advisory Committee By-laws

### **Legal Mandate**

The Metropolitan Transportation Commission requires the review of Transportation Development Act Article 3 funds by a bicycle advisory committee<sup>1</sup> and supporting resolutions from the City Council of the project sponsor.

### **Scope of Work**

The Committee's 2014 work plan will address the following areas:

1. Promote bicycle planning and policies throughout Solano County
2. Provide input to STA staff on how bicyclist needs fit into the Solano Comprehensive Transportation Plan vision and policy strategies
3. Review the Solano Bicycle Program (SBP) and funding recommendations
4. Review priority bicycle transportation projects that address bicyclist needs

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<sup>1</sup> MTC Resolution 875

## 2014 BAC Work Plan

	ACTIVITY	TIMELINE
Administrative	Approve 2014 BAC Work Plan	January 2014
	Elect 2014 Chair and Vice Chair	January 2014
	Develop 2015 Work Plan	November
	Update Solano Yolo BikeLinks Map	March 2014
	Bike to Work Day Activities	May 2014
	Implement MTC Complete Streets Policy	Ongoing
Funding	Review Solano Bicycle Program (SBP)	July 2014
	Review TDA Article 3 funding estimates	September
	Review and monitor funded priority bicycle projects	Ongoing
Planning	CTP – Review Alternative Modes Element	January 2014
	Wayfinding Sign Program	Ongoing
	Bay Trail and Vine Trail Feasibility Study	Ongoing
	Priority Conservation Area (PCA) Assessment and Feasibility Study	Ongoing
Other	Presentations to the BAC: <ul style="list-style-type: none"> <li>Solano County Priority Bicycle Projects (various project sponsors)</li> </ul>	Ongoing
	Provide feedback to STA staff on bicycle issues: <ul style="list-style-type: none"> <li>Review opportunities to fit bicyclist interests into STA's existing programs</li> <li>Provide resources to implement projects that address bicyclist needs</li> </ul>	Ongoing
	Other tasks to be determined	TBD

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DATE: February 13, 2014  
TO: STA TAC  
FROM: Sofia Recalde, Associate Planner  
RE: 2014 Pedestrian Advisory Committee (PAC) Work Plan

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**Background/Discussion:**

The Solano Transportation Authority's (STA) Pedestrian Advisory Committee (PAC) acts to advise the STA Board on planning, funding and implementation of countywide significant pedestrian facilities and programs.

For each calendar year, STA staff works with the Pedestrian Advisory Committee (PAC) to create a Work Plan to guide the agendas of PAC meetings for the upcoming year. The PAC's primary tasks can be organized into three categories: administrative, funding, and planning. Past tasks have included the election of the Chair and Vice-Chair, promote walking, updates to the Solano Countywide Pedestrian Plan, pedestrian facilities planning, and review of priority pedestrian projects.

During 2013, committee members participated in updating the Pedestrian Priority Projects List and reviewing the Active Transportation element of the Comprehensive Transportation Program (CTP). This year, the PAC will focus on monitoring projects that have received TDA Article 3 funding and reviewing the status of projects identified in the Pedestrian Transportation Plan. In addition, the PAC will review and discuss the implementation of the Wayfinding Sign Program, as well as the progress of the Bay Trail and Vine Trail Feasibility Study and Priority Conservation Area (PCA) Assessment and Feasibility Study.

The 2014 PAC Work Plan (Attachment A) will be reviewed at the February 20, 2014 PAC meeting. The Plan has been provided pending PAC approval (any changes will be noted at the TAC meeting).

**Fiscal Impact:**

None.

**Recommendation:**

Forward a recommendation to the STA Board to adopt the 2014 PAC Work Plan.

Attachment:

- A. 2014 PAC Work Plan

**CALENDAR YEAR (CY) 2014 PEDESTRIAN ADVISORY COMMITTEE (PAC)  
WORK PLAN**

**Introduction**

The Solano Transportation Authority (STA) Pedestrian Advisory Committee (PAC) acts to advise the STA on the development of pedestrian facilities as an alternative mode of transportation. The PAC shall review and prioritize Transportation Development Act (TDA) Article 3 pedestrian projects, Solano Countywide Pedestrian Program (SPP) projects, and participate in the development and review of local and regional pedestrian plans.

**Legal Mandate**

The Metropolitan Transportation Commission requires the review of Transportation Development Act Article 3 funds by a bicycle and/or pedestrian advisory committee<sup>1</sup> and supporting resolutions from the City Council of the project sponsor.

**Scope of Work**

The Committee's 2014 Work Plan will address the following areas:

1. Promote pedestrian planning and policies throughout Solano County;
2. Provide input to STA staff on how pedestrian needs fit into the Solano Comprehensive Transportation Plan vision and policy strategies;
3. Review the Solano Pedestrian Program (SPP) and funding recommendations; and
4. Review priority pedestrian transportation projects that address pedestrian needs, including accommodations provided by future complete streets mandates.

**2014 PAC Work Plan**

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<sup>1</sup> MTC Resolution 875

	ACTIVITY	TIMELINE
Administrative	Approve 2014 PAC Work Plan	February 2014
	Elect 2014 Chair and Vice Chair	February 2014
	Develop Pedestrian Brochure	TBD
	STA website—Bicycle and Pedestrian Page	Continuous
	Implement MTC Complete Streets Policy	Continuous
	Implement Pedestrian Transportation Plan	Continuous
	Develop 2015 PAC Work Plan	December 2014
Funding	Review priority pedestrian projects list for TDA Article 3	February – April 2014
	Review Solano Pedestrian Program (SPP)	Continuous
	Review and monitor funded priority pedestrian projects	Continuous
Planning	Wayfinding Sign Program	Continuous
	Bay Trail and Vine Trail Feasibility Study	Continuous
	Priority Conservation Area (PCA) Assessment and Feasibility Study	Continuous
	Review SPP and Priority Pedestrian Projects for future funding opportunities	October – December 2014
Other	Presentations to the PAC: <ul style="list-style-type: none"> <li>• Solano County Priority Pedestrian Projects (various project sponsors)</li> <li>• Solano Land Trust</li> <li>• Safe Routes to Schools</li> <li>• Pedestrian Safety</li> <li>• Others to be determined</li> </ul>	Continuous
	Pedestrian Projects Tour	Summer 2014
	Provide feedback to STA staff on pedestrian issues: <ul style="list-style-type: none"> <li>• Review opportunities to fit pedestrian interests into STA's existing programs</li> <li>• Provide resources to implement projects that address pedestrian needs</li> </ul>	Continuous
	Other tasks to be determined	TBD

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DATE: February 17, 2014  
TO: STA TAC  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Green Valley Interchange Funding Agreement –  
STA and City of Fairfield

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**Background:**

The I-80/I-680/State Route (SR) 12 Interchange Project will be built in construction packages as funding becomes available. The \$111 million Initial Construction Package is fully funded with \$24 M Proposition 1B Trade Corridor Improvement Funds (TCIF), \$11 M State Transportation Improvement Program (STIP) funds, and \$76 M Bridge Tolls. With the environmental, design and right-of way phases of the Project concluded, STA staff is finalizing all outstanding issues relating to this first construction package. These include:

- ✓ Closing out Right-of-Way Acquisition (Final contracts pending, no court hearing needed)
- ✓ Finalizing the Utility Agreements (8" Waterline Agreement and relocation reimbursements from the cities of Vallejo and Benicia)
- ✓ Obtaining permit amendments from resource agencies
- ✓ Entering into contract for environmental mitigation (Red Legged Frog and Butterfly)
- ✓ Cost Sharing Agreement with City of Fairfield for Green Valley Interchange (subject of staff report)
- ✓ Award of the construction contract

The STA Board adopted a 50/50 policy for Routes of Regional Significance and Interchanges of Regional Significance in October 2006. This policy covers routes and interchanges that provided an equal benefit to local and regional travel. For these routes and interchanges, the costs should be shared equally between regional funds and local funds. This policy was first discussed as part of the North Connector Project and Leisure Town Interchange Phase of the Jepson Parkway. It is being fully implemented as part of the remaining phases of the Jepson Parkway Project.

The Green Valley Interchange reconstruction was originally initiated by the City of Fairfield in the late 1990's/early 2000 period. The Interchange is currently substandard with regard to sight distance, capacity and safety for pedestrians/bicyclists. Further, the City's approval of development north and south of I-80 have further necessitated the need to replace the structure. The City had begun the long process of initiating a Project Study Report with Caltrans, but was told by Caltrans to hold off until the geometrics for the I-80/I-680/SR 12 Interchange Complex were determined as the length of the bridge over I-80 was a necessary, but unknown factor in the reconstruction of this interchange. The STA, in partnership with Caltrans, have completed the comprehensive environmental phase of the Interchange Complex, which includes the replacement of the Green Valley Interchange. The Green Valley Interchange is proposed to be replaced as part of the I-80/I-680/SR 12 Interchange Complex. This work is proposed as part of

the Initial Construction Package (ICP) that will be ready to begin construction in 2014 and completed with Package 3 of the Interchange. The STA considers this Green Valley Interchange as Regionally significant as, once improved, it will provide a local connectivity that will keep the local trips off the interstate. STA staff has held several meetings with City of Fairfield staff on the proposed 50/50 cost sharing over the past 2 years. STA staff has provided Fairfield staff of the total estimated cost of the Green Valley Interchange replacement. As part of the initial discussions, the STA staff has proposed that the lands that were held by the Fairfield Redevelopment Agency for this project would be appraised at fair market value and used as an in kind local contribution to the 50/50 funding formula for the construction project. Any remaining local contributions could be paid back to the Interchange complex over a period of time as agreed to by both parties. This approach is again modeled after the recently developed Jepson Parkway project's funding agreements.

The estimated cost for the Green Valley Interchange portion of the ICP is \$54.56 M. This includes the construction, construction management, utility relocations (including PG&E Gas Valve Lot), and right-of-way. The right-of-way has been appraised at fair market value by an independent appraiser. The appraisal includes a value for the Redevelopment Agency (RDA) properties for a "cost sharing" basis.

Consistent with the STA's adopted 50/50 policy, the proposal is at 50/50 for a local contribution total of which \$11.7 M is an in-kind contribution. This in-kind contribution is comprised of the lands that are owned by either Fairfield or the Fairfield Successor Agency and the construction of the relocated park and ride lot (Red Top Park-n-Ride lot). The cash contribution would be from the City's local Traffic Impact Fees (TIF) and from the Regional Traffic Impact Fees (RTIF) portion of the County Public Facility Fee from District 4. The use of the funds from the RTIF would still require the County to take action to amend this project into their fee program. On February 12, 2014 the STA Board approved the request for the County to add this project. Therefore, the cash contribution would consist of \$10.4 M TIF over 10 years starting in Fiscal Year 2014-15 and 5 years of RTIF from District 4, estimated to be \$1.3 M. These funds would return to the I-80/I-680/SR 12 Interchange Project to begin to advance or get shelf ready the remaining packages for the Interchange Complex. STA staff is working with City of Fairfield staff to finalize the specifics of a Green Valley funding agreement. At this time, staff intends to move forward with recommending STA Board approval to enter into a Funding Agreement with the City of Fairfield. Draft terms of the agreement are included as Attachment A.

**Fiscal Impact:**

This Funding Agreement will provide the City of Fairfield's contribution for the Initial Construction Project in the form of land dedication and \$11.7 M of cash reimbursement. These funds will be dedicated to the I-80/I-680/SR 12 Interchange Complex and can be used to purchase advanced lands of requested by property owners and advance the design of additional segments of the project.

**Recommendation:**

Forward a recommendation to the STA Board to authorize the Executive Director to enter into a Funding Agreement with the City of Fairfield for the construction of the Green Valley Interchange associated with the Initial Construction Package of the I-80/I-680/State Route 12 Project as specified in Attachment A.

Attachment:

- A. Draft Green Valley Fund Term Sheet

## General Statements

The STA, in partnership with the City of Fairfield is seeking to replace the Green Valley interchange. This work will be completed as part of the I-80/I-680/State Route 12 Interchange Project. The Environmental Impact Report/Environmental Impact Statement (EIR/EIS) this larger project was certified by Caltrans on October 12, 2012. This larger project will be built in construction packages. Through these improvements, the Green Valley Interchange will be replaced and upgraded with the Initial Construction Package and Construction Package 3 (Exhibit A is the proposed construction phasing for these overall improvements). The STA is completing work under the full oversight of Caltrans, as such; all work shall be done in accordance with Caltrans standards. Caltrans has final design, right-of-way, permitting, utility and construction approvals.

The costs for the ultimate improvements for the new Green Valley Interchange that will be completed as part of the I-80/I-680/State Route 12 Alternative C Phase 1 Project are a total of \$54.56 M (\$37.60 M for the Initial Construction Package (ICP), \$7.37 M Package 3 - Green Valley North, and \$9.52 M Package 3 - Green Valley South). Exhibit B is the cost estimates of these improvements.

### Objectives:

- Replace existing Green Valley Road/I-80 overcrossing, which has insufficient width with one widened to 4-lanes and pedestrian facilities to accommodate current and anticipated local traffic caused by development in City (the “Project”).
- Over the past 20 years, City and former Redevelopment Agency have acquired and held real property to be used for Project.
- City’s current AB1600 Traffic Impact Fee Program is estimated to be approximately 80% funded at \$10.4 million for the Green Valley Road/I-80 Interchange.
- AB1600 Traffic Impact Fees (“TIF”) program includes an estimated \$10.4 M to mitigate the impacts of increased City traffic on the overcrossing. TIF may legally be used only to mitigate impacts of City growth.
- City and STA wish to proceed now with the Project, which includes overcrossing replacement required to support increased City traffic as well as substantial widening of Interstate 80 and corresponding utility relocations, which are not necessitated by City growth.
- This term sheet summarizes the proposed terms of a cost sharing agreement that would document the respective obligations of the parties for financing and constructing the Project.
- This Project will be built in two phases, the initial phase will begin construction in Fiscal Year 2013-14 and the second phase is currently under design, but the construction funding is not secured.

## **A. STA's Role and Responsibilities.**

STA shall provide the following for the Project:

1. Design the Project in accordance with all applicable laws and plans and specifications reasonably approved by the City for portions of the work within the City Right-of-Way.
2. Environmental Clearance (Environmental Impact Report/Environmental Impact Statement (EIR/EIS) with Caltrans as the lead agency for both CEQA and NEPA for the overall I-80/I-680/State Route 12 Alternative C Phase 1 Project.
3. Assist Caltrans to secure permits for this Project.
4. Secure environmental mitigation for this Project.
5. Design (Plans, Specifications and Estimates) for the Initial Construction Package (ICP), referred to as the "Project" for purposes of this agreement, which includes the replacement of the Green Valley Interchange. The Design is based on Caltrans standards and requirements.
6. Submittal of the design for the Project, with specific focus on the Green Valley Interchange, to the City of Fairfield for comments.
7. Right-of-Way engineering (plats and legal descriptions) for all parcels necessary for the Project.
8. Right-of-Way appraisals for all parcels acquired as part of this Project.
9. Right-of-Way acquisitions either through fee takes and/or temporary construction easements for those parcels not acquired through dedication by the City, including condemnation, if necessary.
10. Coordinate and secure required relocations of utilities with utility companies, including all agreements.
11. Assist the City in the development of the Caltrans Freeway Maintenance Agreement.
12. Assist Caltrans in the construction contract administration (construction design support).
13. Secure funding for the Project including all programming and allocation activities for its share of the Project.
14. Advance City share of the funding for the Project.

## **B. City's Role and Responsibilities.**

City shall provide the following for the Project:

1. Review of Design with focus on the Green Valley Interchange.
2. Work cooperatively with the STA and Caltrans for the design and construction of the ICP, including review of the Design, aesthetics, right of way acquisitions, right of way dedications, utilities relocations and agreements, staging and detours.
3. Coordinate with STA for the required relocations of utilities within the City's jurisdiction.
4. Coordinate and enter into an agreement for the relocation of the City of Fairfield's 16 inch waterline that is currently in conflict with the construction of the Project.
5. Hold title to the easement and maintain the Mutli-Use pathway as shown in Exhibit C.
6. Keep the Mutli-Use pathway open to the public as a connection to a Multi-Use pathway along I-80 to Jameson Canyon and to the City of Fairfield via Business Center Drive parallel pathway.

7. Grant the STA fee title for the lands necessary for the Project that are held by the City or the Successor Agency to the Redevelopment Agency (RDA). Exhibit D provides details of the lands required for the Project, including depiction of the lands necessary that are owned by the City and the Successor Agency.

City Land Contribution:

1. City agrees to convey the parcels depicted on Exhibit D for use in the Project.
2. City agrees to make good faith efforts to obtain Successor Agency parcels depicted on Exhibit D.

City Financial Contribution:

1. City shall contribute \$15.64 Million in repayment in accordance with the following:
  - A. The City's local TIF shall pay \$10.4 Million of this cash reimbursement amount as follows:
    - i. Payments shall begin when construction contract including construction of the additional two lanes and pedestrian facilities to the Overcrossing is executed.
    - ii. Payment shall be calculated initially in ten (10) installments over ten (10) years; provided that in no instance shall City's annual payment exceed 25% of the TIF cash received by City over preceding twelve months (the "25% TIF Cap").
    - iii. If City's payment is limited by the 25% TIF CAP, the unpaid balance shall roll over to the subsequent year, but the subsequent year's payment shall be limited to the 25% TIF Cap.
    - iv. If there is a rollover of principal in the tenth year, the term of payment shall be extended for so long as it takes the City to pay the \$10.4 Million subject to the 25 % TIF Cap.
  - B. The City shall be credited with \$3.39 Million for the already completed Red Top Park-n-Ride lot that replaced the existing Green Valley Park-n-Ride Lot.
  - C. The Regional Traffic Impact Fee portion of the County Public Facility Fee (PFF) for 5 years from District 4 estimated up to \$1.3 Million. This amount represents an estimated 5 years of fee collection for this District. This contribution requires the PFF to be updated to include this Project as an eligible project. This portion of the contribution will be applied to the second phase improvements of this Project.
2. The contribution of the land and funds as stated above shall be considered full and complete payment for the City's share of the Project costs.
3. This re-payment of local TIF funds shall begin in FY 2014-15 and paid over a period of 10 years.

### **C. Mutual Responsibilities.**

All Parties agree as follows:

1. The Design of this Project will comply with all requirements as set forth by Caltrans.
2. Costs for the ultimate Green Valley Interchange and ICP are estimates based on current engineers estimates, but for the purposes of this Funding Agreement are considered final.
3. If the City fails to timely reimburse STA pursuant to this Agreement and does not cure such failure within thirty (30) days of written notice from STA, the STA may suspend at STA's discretion future regional funding dedicated to the City to cover the City's payment toward the project.



DATE: February 17, 2014  
TO: STA TAC  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
RE: Fairfield/Vacaville Intermodal Station Funding Commitment

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**Background:**

The Fairfield/Vacaville Intermodal Station and related track improvements are critical for meeting ridership requirements to allow Capitol Corridor to expand service beyond the current 16 intercity trains a day. Trains will carry Fairfield/Vacaville commuters to major job centers and attractions along the Capitol Corridor between San Jose and Auburn. Historically, most of the demand was for transportation to Oakland and the East Bay with transfers to buses and BART for access to San Francisco. More recently, the demand for transportation choices to travel east to the Capitol and beyond has been increasing rapidly too.

The STA has partnered with the Cities of Fairfield and Vacaville to secure the funding for this important regional project. The City of Fairfield is the lead agency for delivery of the project, and the City of Vacaville will share the local portion of the construction cost and operation costs when the station goes into service in 2017. The station will be located in Northeast Fairfield at the intersection of Vanden Road and Peabody Road next to the planned Jepson Parkway. This location will be convenient for train riders from Vacaville, Fairfield, and Travis Air Force Base. It provides access to the David Grant Medical Center and jobs on the base, as well as major employment centers in Fairfield and Vacaville.

The project includes a new 800 foot passenger platform between the main UPRR tracks with bus transfer facilities and parking located just north of the UPRR right of way. Several miles of track work are required, but a key benefit from the project will be the elimination of a busy at-grade crossing of the railroad. With a Middle School (Golden West) and High School (Vanden) both located south of the station site, many students now cross the tracks daily on the unimproved shoulder of busy Peabody Road to get to school. The at-grade crossing will be replaced by an overpass that will carry Peabody Road over the tracks and will also include an underpass to access the center platform and allow pedestrians and bicyclists another way to safely cross the railroad right of way.

The Station has strong support from many levels of government. AMTRAK and the Capitol Corridor Joint Powers Authority (CCJPA) have already approved the new passenger stop and the Union Pacific Railroad (UPRR) and the Metropolitan Transportation Commission (MTC) supports the project.

Currently the Project is estimated at \$81.5 million. The City with assistance from the STA has secured funding commitments for \$63.5 million. Of this \$63.5 million, \$12 million will need to be financed by the City of Fairfield and \$10.7 million from Regional Measure 2 (RM 2) funds transferred from other Solano County transit facilities. For the remaining short fall the STA is

actively working with the Metropolitan Transportation Commission (MTC) to request to the California Transportation Commission (CTC) dedicate \$11 million in Proposition 1B Trade Corridor Improvement Fund (TCIF) savings from Northern California share of the fund. In addition, the STA is expecting to apply for the Federal TIGGER grant program again for the remaining short fall.

In October 2013, the STA Board programmed the 2014 State Transportation Improvement Program (STIP). Specifically, the Board programmed \$9.3 million for the Jepson Parkway Project. These funds were proposed to be used to complete or nearly complete the improvements to Leisure Town Rd/I-80 in Vacaville.

**Discussion:**

As stated above, part of the funding plan includes the City financing of \$12 million from the California I-Bank. If approved, this will be the first project to receive financing from this program. The City is expecting to submit the final application to the I-Bank in February. However, the Metropolitan Transportation Commission (MTC) has asked that in case this financing is not approved, the STA commit its 2014 \$9.3 million STIP as a back stop. This is being asked to insure that RM 2 funds that are programmed for this project guaranties a transportation benefit once fully expended. These funds would in a sense locally finance this project versus using the I-Bank. The City would still be required to pay back the STIP funds. Should the STIP funds be required, then the STA will need to work with the CTC and MTC to redirect the funds and to advance these funds into Fiscal Year 2014-15 under the provisions of AB 3090 which allows the local entity to award the project in earlier years from when the money is programmed.

STA staff will keep the TAC and STA Board apprised of the status of the City's financing through the I-Bank.

**Fiscal Impact**

Should these STIP funds be needed for the train station, then the next phase of Jepson Parkway would be delayed until these funds are repaid to the Jepson Project by the City of Fairfield.

**Recommendation**

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

1. Shift the \$9.3 million in available 2014 State Transportation Improvement Program (STIP) funds from the Jepson Parkway Project to the Fairfield Vacaville Intermodal Station only if the I-Bank Financing is not approved; and
2. Enter into a funding agreement with the City of Fairfield to reimburse the STA for the advance of the 2014 \$9.3 million of STIP if used for the Fairfield Vacaville Intermodal Station.



DATE: February 14, 2014  
TO: STA TAC  
FROM: Judy Leaks, Program Manager  
RE: Safe Routes to Schools (SR2S) Public Safety Enforcement Grant

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**Background:**

The STA's Safe Routes to School (SR2S) program encourages students to walk and bike to school and supports these activities with education and encouragement events throughout the year. The program brings together city planners, traffic engineers, police and public health experts to create safer, less congested routes to school. The STA also supports a variety of engineering and enforcement strategies. The main goal for SR2S enforcement strategies is to deter unsafe behaviors of drivers, pedestrians and bicyclists, and to encourage all road users to obey traffic laws and share the road safely. Enforcement is one of the complementary strategies that SR2S programs use to enable more children to walk and bicycle to school safely.

The first SR2S Public Safety Enforcement Grant was piloted in 2011 by the City of Suisun City and the City of Fairfield. Program tasks and activities in the pilot included: development of crossing guard training materials and DVD, bike rodeo instructional DVD, bike rodeo and event assistance and support, coordination with schools, and directed enforcement at problem schools.

**Discussion:**

On March 14, 2012, the Safe Routes to School (SR2S) Advisory Committee recommended a work scope for Fiscal Year (FY) 2011-12 through 2014-15 of enhanced SR2S activities in preparation of SR2S OneBayArea Grant (OBAG) funding. At that time it was recommended to include enhanced public enforcement for the next three years with that funding. At this meeting of July 10, 2013, the STA Board approved the SR2S Program 2-Year Work Plan, authorizing the development of another Public Safety Enforcement Grant of up to \$150,000.

This Grant Program seeks to fund up to \$150,000 in best practice SR2S enforcement activities that can be replicated countywide. Grant submittals up to \$50,000 per jurisdiction can be submitted. City and County departments in Solano County involved in public safety, including but not limited to police departments, fire departments, and county sheriffs may apply for this grant. Attachment A is the draft scope of work.

Beginning the 2014-2015 school year, specific objectives include:

- Facilitate Countywide implementation of existing Crossing Guard Training and materials to improve consistency of practices and performance.
- Organize and facilitate public safety educational opportunities for parents and students to identify successful self-enforcement strategies and messaging.

- Update and improve Rules of the Road and education materials for STA's SR2S Program Events (e.g., bicycle rodeos, safety assemblies and on-road safety training).
- Support staff and parents with identifying and solving enforcement issues at schools in the STA's SR2S Program.
- Implement strategies to measure effectiveness of enforcement program (e.g., pre/post surveys, and traffic counts, ticket data, speed data, etc.).
- Partner with STA's Walking School Bus Program (e.g., presence at park and walk locations, assistance with mapping and suggested safe routes).
- Support implementation of identified priority projects.

At the meeting of February 19, 2014, the Safe Routes to School Advisory Committee approved the recommendation to forward the scope of work for the SR2S Public Safety Grant to the STA Board for approval at their March 12, 2014 meeting.

**Fiscal Impact:**

A total of \$150,000 of OBAG Regional Safe Routes to School funds is available for this grant. These are federal funds that will require an 11.47% match.

**Recommendation:**

Forward a recommendation to the STA Board to approve the scope of work for the SR2S Public Safety Enforcement Grant as shown in Attachment A.

Attachment:

- A. Draft SR2S Public Safety Enforcement Grant Scope of Work



# Safe Routes to School Public Safety Enforcement Grant

Safe Routes to School (SR2S) Program in Solano County  
Solano Transportation Authority (STA)

[www.solanosr2s.ca.gov](http://www.solanosr2s.ca.gov)

DRAFT APPLICATION PACKAGE, 2-19-2014



## WHY SAFE ROUTES TO SCHOOL MATTERS

The Solano Transportation Authority (STA) launched the County's Safe Routes to School (SR2S) program in 2008 in response to the growing childhood obesity epidemic, student travel safety concerns, growing air pollution and traffic congestion near schools. The program works to encourage more students to walk and bike to school by identifying and implementing a balance of traffic calming and safety engineering projects, student education, encouragement and law enforcement coordination. The goals of the program are to:

- Reduce traffic congestion and air pollution around schools
- Improve children's health by increasing physical activity
- Create community awareness and togetherness



The STA's Safe Routes to School (SR2S) program encourages students to walk and bike to school and supports these activities with education and encouragement events throughout the year. The program brings

together city planners, traffic engineers, police and public health experts to create safer, less congested routes to school. The STA also supports a variety of engineering and enforcement projects, such as this grant.

## ENFORCEMENT PARTNERSHIPS IN SAFE ROUTES TO SCHOOL PROGRAMS

The main goal for SR2S enforcement strategies is to deter unsafe behaviors of drivers, pedestrians and bicyclists, and to encourage all road users to obey traffic laws and share the road safely. Enforcement is one of the complementary strategies that SRTS programs use to enable more children to walk and bicycle to school safely.

There are police department representatives on each of our SR2S Community Task Forces across Solano County who have actively participated in planning processes, helped draft suggested route to school maps, held safety assemblies, and helped facilitate bicycle rodeos.



## PUBLIC SAFETY ENFORCEMENT GRANT: UP TO \$50,000

On July 10, 2013, the STA Board approved the SR2S Program 2-Year Work Plan, authorizing the development of a Public Safety Enforcement Grant of up to \$150,000. The deadline for submittal of Letters of Interest to STA is April 4, 2014. Formal Proposals must be submitted to STA by May 2, 2014. Grant applications will be reviewed and evaluated by the STA's SR2S Countywide Advisory Committee. Grant recipients will be awarded by the STA Board at a future Board meeting.

Letters of Interest and Formal Proposals must be submitted via email (preferred) or postal mail to the STA SR2S Program Manager:

Judy Leaks, Program Manager  
Solano Transportation Authority  
1 Harbor Center, Suisun City, CA 94585  
Re: SR2S Public Safety Enforcement Grant  
jleaks@sta-snci.com

### GOALS & OBJECTIVES

The STA's Public Safety Enforcement Grant Program seeks to fund up to \$150,000 in best practice SR2S enforcement activities that can be replicated countywide. Grant submittals up to \$50,000 can be submitted. Specific objectives include beginning the 2014-2015 school year:

- Facilitate Countywide implementation of existing **Crossing Guard Training and materials** to improve consistency of practices and performance
- Organize and facilitate **public safety educational opportunities** for parents and students to identify

successful self-enforcement strategies and messaging

- Update and improve Rules of the Road and education materials for STA's SR2S Program Events (e.g., bicycle rodeos, safety assemblies and on-road safety training).
- Support staff and parents with identifying and solving enforcement issues **at schools** in the STA's SR2S Program.
- **Implement strategies** to measure effectiveness of enforcement program (e.g., pre/post surveys, and traffic counts, ticket data, speed data, etc.).
- **Partner with STA's** Walking School Bus Program (e.g., presence at park and walk locations, assistance with mapping and suggested safe routes).
- **Support implementation** of identified priority projects.



### PROJECT REQUIREMENTS

Applicants must meet the following minimum requirements in order to be considered eligible for grant funding:

- Commit to attending quarterly STA SR2S Countywide Advisory Committee meetings to present grant status reports that include participant information & feedback.

- Coordinate grant related activities with SR2S Program Managers and other public safety department organized activities.
- Clearly demonstrate the ability to fully implement activities funded by the grant within 18 months of executing the funding agreement (e.g., available officer time).
- Submit monthly reports to SR2S Program Manager and attend monthly staff meetings.
- Submit a final report of results and recommended best practices.

### GRANT FUNDING

Up to \$150,000 in federal air quality funding, air district clean air funds, and transportation development funds support this grant. An 11.47% match is required.



### ELIGIBLE APPLICANTS

City and County departments in Solano County involved in public safety, including but not limited to police departments, fire departments, and county sheriffs may apply for this grant. Crossing Guard hours cannot be funded through this grant.

## APPLICATION & EVALUATION PROCESS

The SR2S Public Safety Enforcement Grant Program will follow a two-step application and evaluation process that will be overseen by the STA’s Safe Routes to School Advisory Committee.

### STEP ONE: LETTERS OF INTEREST

Interested organizations are asked to send a “Letter of Interest” that includes the following components (total of 3 page maximum):

- Identify the project title, name of applicant, project manager, and contact information:
- Describe the proposed project. Explain how this project will satisfy the goals and objectives of the grant (e.g., Crossing Guard Training, Public Safety Education Opportunities, Enforcement at Schools, New Pilot Strategies).
- Identify the amount of grant funding requested and any additional department contributions towards the project.

### STEP TWO: INVITATION FOR A FORMAL PROPOSAL

The STA Staff and the STA’s Safe Routes to School Advisory Committee will review the Letters of Interest and contact applicants, as needed, for additional information, clarification, and/or modification. STA staff and the Committee will identify a smaller number of projects that match the goals of the SR2S program and grant criteria. These applicants will be invited to submit a more formal proposal for further evaluation including:

1. Project Description: Identify the project title, name of applicant, project manager and contact information. Explain the purpose and need for the project, state the specific goals and objectives of the project and explain how they help to advance the goals and objectives set for this grant program. Describe the collaboration required to carry out the scope of work and the actions that will be undertaken to achieve the objectives. Describe the results anticipated from this project.
2. Scope of Work and Schedule: Detail the actions/tasks, work products, estimated completion dates and key partners. Estimate the number of students and parents that could be reached by this project.
3. Response to Questions from STA Staff and the SR2S Advisory Committee: Provide a detailed response to questions posed by STA staff and the SR2S Advisory Committee as a result of its review of the Letter of Interest for this project.
4. Approach to Evaluation: Describe the method of collecting participant information and feedback from students, parents and school staff. Is the method reasonable given the limited timeframe, and is there potential for the proposal to impact ongoing data collection/evaluation efforts from other sources?
5. Project Cost and Funding: Describe the major resources needed for this project (e.g., staff, consultant, equipment, materials, etc.). Provide a detailed budget that shows total project and cost

breakdown for each major task/action, including a cost estimate for the project evaluation. Identify any cost sharing by multiple funding partners.

STA staff will qualitatively evaluate proposals based on the following criteria on a low, medium, and high scale:

- Potential to increase the number of students walking or bicycling to school within grant period.
- Potential to increase the number of students walking and bicycling to school after the grant period, making a sustainable change
- Estimated number of students & parents reached, and quality of “reach”.
- Potential for other public safety departments to replicate or benefit from this project
- Cost effectiveness (e.g., dollars per student/parent reached)
- Quality of Proposal

After being evaluated, the SR2S Advisory Committee will recommend projects for funding at their May meeting and the STA Board will award grants at a future meeting.

STA staff will then draft and enter into funding agreements with grant recipients prior to beginning any grant funded work.



### QUESTIONS AND MORE INFORMATION

Any questions regarding the Letters of Interest and Formal Applications should be directed to:

Judy Leaks, Program Manager  
Solano Transportation Authority  
(707) 427-5104  
[jleaks@sta-snci.com](mailto:jleaks@sta-snci.com)

More information about the STA’s SR2S Program can be found online at [www.solanosr2s.ca.gov](http://www.solanosr2s.ca.gov)

Below are links to SR2S Enforcement Best Practices:

- National SRTS: Role for Law Enforcement resources & case studies  
<http://www.saferoutesinfo.org/lawenforcement/>
- SRTS Coaching Action Network Webinars on Personal Security & Parent/Student Education  
[http://www.saferoutesinfo.org/training/can\\_webinars.cfm](http://www.saferoutesinfo.org/training/can_webinars.cfm)
- National SRTS Adult School Crossing Guard Guidelines  
[http://www.saferoutesinfo.org/guide/crossing\\_guard/index.cfm](http://www.saferoutesinfo.org/guide/crossing_guard/index.cfm)

### SR2S Advisory Committee Enforcement Contacts

- Tim Mattos, Suisun City Police Dept  
(707) 421-7353, [tmattos@suisun.com](mailto:tmattos@suisun.com)
- Scott Przekurat, Benicia Police Dept  
(707) 746-4262,  
[Scott.Przekurat@ci.benicia.ca.us](mailto:Scott.Przekurat@ci.benicia.ca.us)



DATE: February 18, 2014  
TO: STA TAC  
FROM: Liz Niedziela, Transit Program Manager  
RE: Partnerships for Mobility Management Travel Training

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**Background:**

Over the several months, STA staff has been meeting with existing social services providers in Solano County to gain a better understanding of what type of services the agencies provide and to gauge the potential for enhancing the Mobility Management Service options for Solano County's seniors, people with disabilities, and low income residents by expanding existing services rather than creating new or duplicating services. The meetings were productive in that it provided a better insight to STA staff of the services currently provided in Solano County by variety of agencies. STA has recently obtained \$110,000 in Job Access Reverse Commute (JARC) and New Freedom grants and \$20,000 in State Transit Assistance Fund (STAF) available to provide potential partnerships for Mobility Management Services for seniors, the disabled, and low income over the next 12 months. For FY 2014-15 and FY 2015-16, STA has \$250,000 in One Bay Area Grant (OBAG) funding and \$32,000 of STAF for the Ambassador/Travel Training Program.

Solano Transportation Authority (STA) staff is currently in the process contracting with Nelson and Nygaard for the Ambassador Travel Training Program. During this evaluation process, the possibility of two organizations expanding their existing services to fill a void by providing one-to-one travel training for Solano County was identified. STA has requested proposals for potential partnership from each of the seven agencies that STA met with.

**Discussion:**

STA received proposals from Connection 4 Life and Independent Living Resource Center for travel training and Community Action North Bay for providing transportation for low income seniors. A description of each organization is attached as background information.

**SUMMARY OF PROPOSAL**

Connection 4 Life currently provides travel training for the developmental disabled populations. Their proposal includes expanding their travel training program to include a full time person dedicated to providing one to one travel training for:

- The developmentally disabled (expand program)
- Solano County residents for intercity travel training
- Solano County residents for local fixed route systems
- Provide Support for Dixon and Rio Vista's Ambassador Programs
- First year cost of approximately \$92,000 (includes start up cost)

Independent Living Resource Center currently provides travel training for the people with disabilities. Their proposal includes expanding their travel training program to include a half time person dedicated in providing one to one travel training for:

- People with Disabilities (expand program)
- Annual Cost of approximately \$30,000

Community Action North Bay currently provides transportation to the homeless and veterans. Their proposal includes expanding their services to provide transportation services to low income clients to medical appointments.

- Transportation Service for the low income (expand program)
- Annual Cost of \$75,941 to \$114,997

Based on available grant funding, STA staff is proposing to contract with Connection 4 Life and Independent Living Resource Center (ILR) as pilot programs for the remainder of FY 2013-14 and for FY 2014-15 with option for FY 2015-16. Both of these agencies currently provide a limited amount of travel training and will be present at Consortium to answer any questions. Staff recommends reconsideration of contracting with Community Action North Bay once additional Mobility Management funding is obtained.

The following table demonstrate the travel training services available for seniors, low-income, and people with disabilities and the programs and proposed agencies that will provide the services.

Program	Seniors	Low Income	People with Disabilities	People with Cognitive Disabilities
Ambassador Program	X	X		
Independent Living Resource Center			X	
Connections 4 Life	X	X		X

**Fiscal Impact:**

For FY 2013-14, \$125,000 of funding is covered through JARC, New Freedom, and STAF funding. For FY 2014-15 and FY 2015-16, funding of \$250,000 will be covered through OBAG and STAF. The three years pilot program is estimated to be in an amount not-to-exceed \$375,000.

**Recommendation:**

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

1. Authorize the Executive Director to enter into an agreement with Connections 4 Life for Travel Training Services for an amount not-to-exceed \$90,000 a year for FY 2013-14 and FY 2014-15; and
2. Authorize the Executive Director to enter into an agreement with the Independent Living Resource Center for Travel Training Services for an amount not-to-exceed \$35,000 a year for FY 2013-14 and FY 2014-15.



DATE: February 18, 2014  
TO: STA TAC  
FROM: Robert Macaulay, Planning Director  
RE: Comprehensive Transportation Plan (CTP) -  
Active Transportation Element

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**Background:**

The Solano Comprehensive Transportation Plan (CTP) is STA's foundational planning document, establishing baseline data, goals, policies and prioritized projects and programs in order to improve transportation in Solano County. The Active Transportation Element (formerly Alternative Modes) is one of three primary policy chapters of the CTP, the others being Transit and Arterials, Highways and Freeways. The Active Transportation Element focuses on transportation projects at a human scale, such as walking, bicycling, and transit access. Alternative fuels, Transportation for Sustainable Communities, Safe Routes to School and Safe Routes to Transit are also subjects covered in the element. Six primary documents support this Element. They are:

- Solano Countywide Bicycle Transportation Plan
- Solano Countywide Pedestrian Transportation Plan
- Transportation for Sustainable Communities Plan
- Alternative Fuels and Infrastructure Plan
- Safe Routes to School Plan
- Safe Routes to Transit Plan

The Element provides short range and long range planning for the countywide bicycle/pedestrian transportation improvements as well as land use planning considerations in Solano County.

**Discussion:**

The Active Transportation Element is provided as Attachment A. The draft Element was presented to the Active Transportation Committee on October 9, 2013. Comments received at the meeting are included in the Committee draft minutes, provided as Attachment B. The primary comments received were that the Element should explicitly seek to obtain funds for bicycle and pedestrian paths that are not part of a larger roadway system.

Subsequent to the Active Transportation Committee meeting, the draft Element was presented to the STA Bicycle and Pedestrian Advisory Committees (BAC and PAC) Technical Advisory Committee (TAC) and Solano Express Intercity Transit Consortium (Consortium) for comments. No substantial comments were received.

Also during that time, the state announced a new funding program and guidelines for the Active Transportation Program (ATP), summarized in Attachment C. Since this will result in a state-wide as well as a regional competition for limited funds, it will be important to

have a policy statement indicating that STA will identify and submit projects for ATP funding that are competitive at the statewide level.

Following action by the STA TAC, the Active Transportation Element will be provided in final form to the Active Transportation Committee one more time. The Committee will identify any additional revisions that are needed, and will forward the Element to the STA Board for adoption. The Active Transportation Committee meeting is tentatively set for mid-March.

**Fiscal Impact:**

No direct impacts. Adoption of the Active Transportation Element will not directly establish funding obligations, but will create policy that will guide future funding decisions.

**Recommendation:**

Forward a recommendation to the Active Transportation Committee to send the Active Transportation Element of the Solano CTP to the STA Board for adoption.

Attachments:

- A. Active Transportation Element
- B. Draft Minutes of the October 9, 2013 Active Transportation Committee meeting
- C. Draft ATP Guidelines



# SOLANO COUNTY COMPREHENSIVE TRANSPORTATION PLAN

The Future of Transportation | Active Transportation Element



Draft Prepared on September 30, 2013



Acknowledgements

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## There are many ways of going forward, but only one way of standing still." - Franklin D. Roosevelt

### Executive Summary

The Active Transportation Element of the Solano CTP covers Active Transportation (bicycling and walking), Safe Routes to School (SR2S) and Safe routes to Transit (SR2T), Alternative Fuels and Infrastructure Plan and land use investments. Each of these areas has a countywide plan that provides a detailed look at that aspect of the system and identifies priority projects. These countywide plans are developed using input from committees made up of local citizens and professional staff members from the seven cities and the county.

The main focus of the Countywide Bicycle Transportation Plan is to develop a network of bicycle facilities that connects each of the seven cities to each other, and connects Solano County to the bicycle networks in Yolo and Contra Costa counties. With most of that network completed or funded, the priority is shifting to support facilities such as signage and bicycle storage facilities at transit centers. Also increasing in priority are projects that connect the countywide network to local activity nodes.

The Countywide Pedestrian Transportation Plan and the SR2S and SR2T plans are more local in nature, and focus on projects at key activity nodes - downtowns, transit centers, and schools. The three plans have some overlap in projects. In addition, as the countywide bicycle system is completed, connecting facilities will be useful to bicyclists and pedestrians of all sorts.

The Alternative Fuels chapter does not recommend a single fuel type, but instead focuses on converting public fleets, especially transit vehicle fleets, to clean fuels. This conversion includes development of fueling infrastructure that can also be used by members of the public. In this manner, alternative fuel vehicle choices



are presented to the general public, where market choices can then direct individual vehicle purchases. In the mean time, public transit fleets can be run a lower cost while producing less pollution.

Land use policies are transitioning from the Transportation for Livable Communities program of the past decade towards support for the new Priority Development Areas (PDA) and Priority Conservation Area (PCA) programs. Both programs seek to support higher density, mixed use development that is served by transit, while maintaining key agricultural and open space areas. Many projects that support PDAs are found in the countywide active transportation plans.



## Chapter 1 - Introduction

Choice – that is the core of the Active Transportation Element of the Solano Comprehensive Transportation Plan (CTP). Personal automobiles are the most prevalent means of transportation in suburban counties such as Solano, and public transit is seen as the standard second option. The Active Transportation Element is focused on giving Solano residents, workers and visitors as many choices as possible for how they move from one place to another. It does so by trying to expand options on where people move to and from, as well as how they move. Its purpose is not to force people out of automobiles powered solely by an internal combustion engine, but to give them viable options if that is a choice they wish to make.

Active Transportation embraces bicycle and pedestrian transportation, safe routes to schools and safe routes to transit) alternative fuels, and land use decisions related to transportation. The Active Transportation Element of the Solano CTP defines these systems, describes both the existing facilities and the desired future network, establishes policies to help move from what exists to what is desired, and then identifies priority projects. Finally, the Element identifies how system performance can be assessed and how progress towards the ultimate system can be measured. Many of the aspects of the Active Transportation Element are addressed in adopted or pending county-wide mode-specific plans (such as the Countywide Bicycle Plan) and community-level General Plans and specific plans, and the Active Transportation Element simply brings them together in a single location. It also puts them in the context of the overall Solano CTP.

Many aspects of Active Transportation enable users of Solano County’s transportation network to lead a more physically active lifestyle – a grouping recently referred to as Active Transportation. In addition, Active Transpor-

“Develop a balanced transportation system that reduces congestion and improves access and travel choice through the enhancement of roads.”

tation activities tend to improve both local and regional sustainability by allowing trips to occur that produce significantly lower emissions of air pollutants. STA has identified “sustainable” communities as those that have a rough proportionality between resources produced and consumed, that endure and improve over time, and balance such factors as economic health, environmental impact and social equity.





In sync with the two major themes of the overall Solano CTP of *Strengthen the Hub* and *Reducing Stress*, the Active Transportation Element intends to support these themes by way of three steps:

1. Over the short term, developing and maintaining an integrated local and regional bicycle and pedestrian transportation system anchored on downtowns, transit facilities of regional significance and schools;
2. Over the short and medium term, creating opportunities for alternative fuel vehicles to become a larger share of public and private vehicles on the road; and,
3. As a long term objective, expand the bicycle and pedestrian network to include major commercial, employment and civic centers, and to link to key open space and agricultural locations.

This approach takes advantage of several factors:

- Bicycling and walking occurs as a primary mode of transportation in each of the communities in Solano County. Every driver and transit user is a pedestrian at some point in their journey. Investment in bicycle and pedestrian accessibility directly and indirectly supports almost every resident of Solano County.
- Transit centers are a regional asset, and can attract regional resources.
- Use existing resources and build on decisions that have already been made. Most projects will be expansions of existing facilities in existing urban areas.
- A focus on the bicycling and walkability in downtowns and Transit Facilities of Regional Significance supports Solano County's long-term commitment to development in existing urban areas and to preserve farmlands and open space.

- Strengthening the bicycle and pedestrian access to downtowns and Transit Facilities of Regional Significance improves the economic strength of Solano County. This can keep workers closer to home, thereby relieving stress on the rest of the regional transportation system and focusing use on local bikeways, walkways and transit services. Having Solano residents working close to home benefits other aspects of Solano County's economic tapestry as well.
- SR2S and SR2T projects often overlap with bicycle and/or pedestrian projects. Completing one project can therefore help implement the goals of multiple plans.

In the following pages, the Active Transportation Element details a wide range of proposals. The projects and programs that are identified as priorities for funding are designed to move forward from the existing conditions in Solano County towards a desired future state identified in the various countywide plans (bicycle, pedestrian, safe routes to schools, safe routes to transit, alternative fuels, sustainable communities, PDAs and PCAs). They are prioritized within the Element, as well as in relation to projects and programs identified in the CTP's other Elements: Arterials, Highways and Freeways and Transit.

When it comes to the Active Transportation transportation system, there are many options to choose from, and having choices is always desirable. One of the options is to use the system as it exists right now, without any additions - in effect, standing still. Other options include investing at various levels to improve and expand the Active Transportation system. The Active Transportation Element of the Solano CTP is designed to outline those options, and help Solano County make the best decision on which direction to move.



## Chapter 2 - Purpose

The Solano CTP: Active Transportation Element is the STA's foundational document for planning and supporting the Active Transportation system improvements and investments in seven cities (Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo) and the County of Solano. It is designed to serve the following purposes:

- Defines what is meant by Active Transportation.
- Compare the Active Transportation system in place today with the system desired by 2040, and find the most important gaps between the current reality and the future vision.
- Identify and prioritize projects and programs that will maintain the current system while filling in the most critical gaps.
- Coordinating Active Transportation activities with the other aspects of the Solano CTP.
- Identify an integrated countywide Active Transportation transportation system throughout Solano County, and to then encourage its development. In this case, integrated meets two separate definitions.
- First, it is internally integrated. Bicycle and pedestrian paths use similar designs and signage no matter what jurisdiction they are in, transit-supporting land use policies share common elements,

and alternative fuel facilities are recognizably similar wherever they are located.

- Second, it is externally integrated, by coordinating Active Transportation decisions with those in the Arterials, Highways and Freeways Element and the Transit Element. External Integration also includes linking to the regional transportation system in adjacent counties. External Integration also requires identifying and prioritizing programs and projects that are important to STA's member and partner agencies.
- The Active Transportation Element will serve as a guide to planning and engineering professionals in Solano County's jurisdictions. The Element can also serve as a platform that interested members of the public can utilize to engage their city's planning and public works staff and local City Councils for the betterment of the community in which they live.

The Active Transportation Element is summed up in its purpose statement:

### Active Transportation Element Purpose Statement:

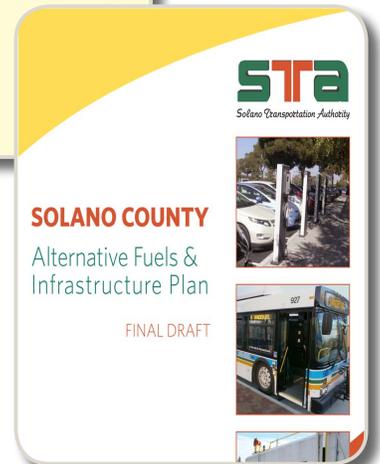
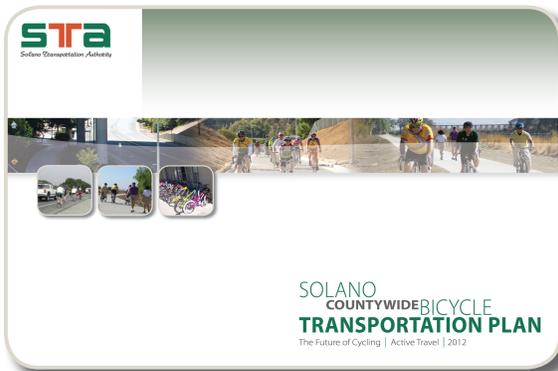
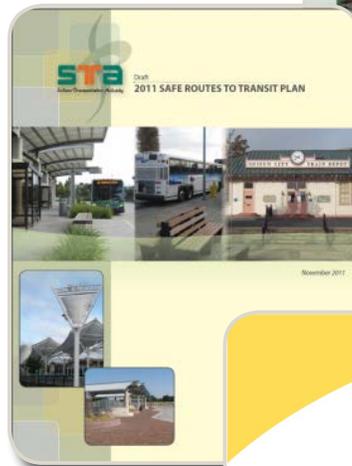
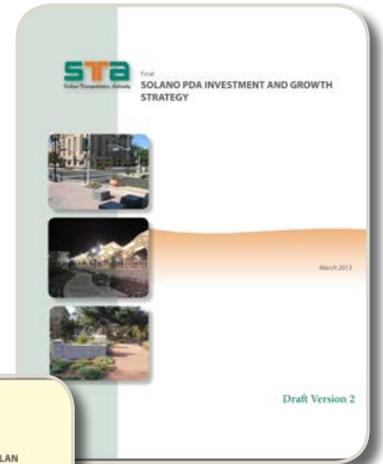
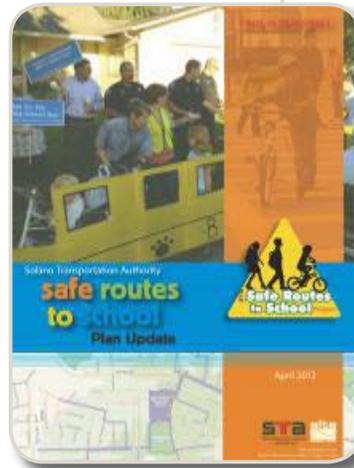
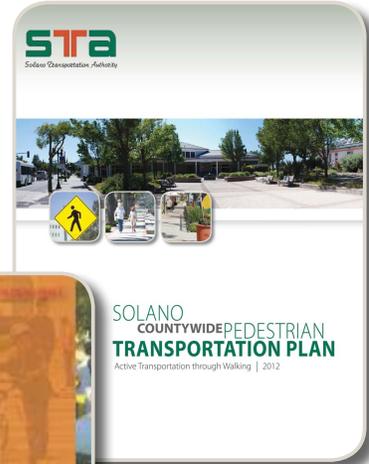
"One County, Many Choices ~ Provide a balanced transportation system that is an alternative to the single occupant car, and support local land use options that take advantage of this system.





Finally, the Active Transportation Element and particularly its subsidiary plans (such as the Countywide Bicycle Transportation Plan, the Countywide Pedestrian Transportation Plan, Transportation for Sustainable Communities Plan, Alternative Fuels and Infrastructure Plan, Safe Routes to Transit, and the Safe Routes to Schools Plan), can be adopted by the seven cities and the County of Solano that make up the STA. This allows the local communities to incorporate plans that are consistent with the regional plan with minimal use of staff and financial resources. This also helps to make these projects eligible for regional, state and federal funding.

As a component of the Solano CTP, the Active Transportation Element encompasses subsidiary planning documents (such as the Countywide Bicycle Plan, the Countywide Pedestrian Plan and the Safe Routes to Schools Plan), with a long-range overall planning horizon to the year 2040. Each member jurisdiction of the STA is encouraged to incorporate the Plan's recommendations into their local planning policies and road standards. The STA, with the Plan as the basis, will help local agencies seek funding sources to implement the projects at the local level. It is expected that through individual and combined efforts that many of the proposed projects contained within this Plan will be implemented over time.





## Chapter 3 - Active Transportation System: Element Goals and Goal Gap Analysis

Two things are essential to moving forward in a constructive and efficient manner – knowing where you are and knowing where you want to be. This third chapter of the Active Transportation Element fulfills the first purpose of the Element by, in Section 1, defining and identifying the current Active Transportation system. Next, the section lists the goals of the Element as adopted by the STA. Finally, the Goal Gap Analysis section looks at the gap between where the system is now and where the goals want to take it.



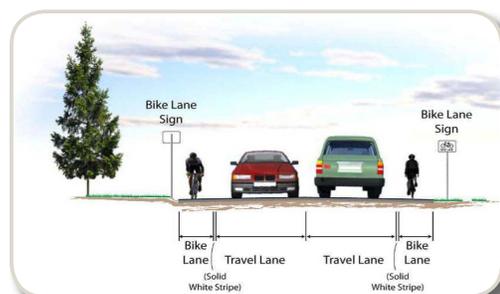
### Section 1 - Active Transportation System defined

Since the Active Transportation Element deals with bicycle and pedestrian travel (including Safe Routes to Schools and Safe Routes to Transit), alternative fuels and land use, the “system” is those facilities that provide or support those modes. The details are laid out below. In many instances, there is significant overlap in facility use. For example, the same facility may be both a bike path and a walking path, and may provide access to a school or transit center. This is especially true of the “active transportation” modes of bicycling and walking. Active Transportation - Bicycling: Bicycle facilities are grouped into three categories:

- Class I – paths and trails that are exclusively for the use of bicyclists (and often also accommodate pedestrians), and do not provide access to motorized vehicles.

- Class II - bike lanes, which are portions of roadways dedicated to bicycle use.
- Class III – bike routes, which are roadways with special signage indicating that the roadway is shared by both bicycles and cars. Most local residential streets and collectors act as Class III facilities, whether or not they are designated and marked as such.

The primary guiding document for bicycle system planning in Solano County is the Bicycle Transportation Plan. The Bicycle Plan Vision Statement is “Complete and maintain a countywide bikeway network that will service the transportation needs of bicyclists in Solano County.” The main purpose of the Solano Countywide Bicycle Plan is to encourage the development of a unified bicycle system throughout Solano County. The system consists of the physical bikeway routes, wayfinding signage, and associated amenities such as bicycle lockers, showers, etc. The Plan focuses on a bikeway network that will provide origin and destination connections in Solano County as well as to surrounding counties. This Plan strives to identify regional bikeway facilities that are consistent with the local facilities planned in each of the STA’s member agency’s jurisdiction, and regional facilities in neighboring counties. Additionally, it contains policies that are designed to support and encourage bicycle transportation; design standards for use in implementation efforts; and promotional strategies.





The Plan notes that a consistent bicycle network with either bike lanes or wider curb lanes and signing has been partly constructed in Solano County, but has not been completed. In some instances design decisions have been made to increase vehicular traffic and/or parking capacity and speeds at the expense of bicycle transportation. One intent of the Plan is to reduce the accident and fatality rate for bicyclists through design standards and guidelines, education, and enforcement.

Access for bicyclists to recreation, school, shopping, work, and other destinations is hampered in some instances by the long distances between major destinations. In others, the barriers posed by highway corridors and geography are barriers to bicycle use. By providing an integrated bicycle network and addressing barriers, the Plan hopes to increase the share of bicycle trips from 1% to 2%.

The Countywide Bicycle Transportation Plan recommends the completion of a comprehensive bikeway network and support facilities, along with new educational and promotional programs to improve conditions for bicyclists in Solano County. The primary countywide system calls for the implementation of approximately 145 miles of bikeways connecting all of the member

agencies at an estimated cost of approximately \$80 million over the 25-year life of the plan.

The priority projects identified for implementation in the short-term (next five years) include:

- Jepson Parkway Bikeway Phase I – planned cross-county route from SR 12 in Suisun City north to Leisure Town Road in Vacaville
- Dixon West B Street Bicycle-Pedestrian Undercrossing – a critical safety improvement and multi-modal connection to a future train station
- Vacaville-Dixon Bicycle Route (Hawkins Road)
- Vacaville Ulatis Creek Bicycle Facilities
- Bicycle and Pedestrian Wayfinding Signage - Countywide Plan





**Active Transportation - Walking:** Pedestrian facilities include sidewalks, class I paths, and amenities such as benches, interpretive signage, and landscaping. The inventory does not include the hundreds of miles of sidewalks on local streets of all types, even though these are used on a daily basis by Solano residents, workers and visitors.

The primary guiding document for planning the Solano County pedestrian system is the Countywide Pedestrian Transportation Plan. The Pedestrian Plan Vision Statement is “To facilitate and provide safe and efficient pedestrian travelling as an everyday means of transportation in Solano County.” The Countywide Pedestrian Plan is intended to directly benefit local agencies by providing more attention to needs and opportunities to support walking as a means of transportation and as an integral part of community character;



The main purpose of the Solano Countywide Pedestrian Plan is to encourage the development of a unified regional pedestrian system throughout Solano County. The system consists of physical walking routes in and around activity centers such as transit centers and downtowns; wayfinding signage; and associated amenities such as benches/rest areas.

The Plan identifies safety as the number one concern of pedestrians, whether they are avid or casual recreational hikers/walkers or commuters who get to work by walking for all or part of their trip. A consistent pedestrian network with sidewalks and paths exists in many areas of Solano County, providing safe and convenient walking options. However, complete connections from these paths to activity/transit centers as well as wayfind-

ing signing is lacking in other portions of the county. In some instances design decisions may have been made to increase vehicular traffic and/or parking capacity and speeds at the expense of pedestrians.

The Plan recommends the completion of a comprehensive pedestrian network and support facilities, along with new educational and promotional programs to improve conditions for pedestrians in Solano County.

The pedestrian system calls for the implementation of projects at an estimated cost of approximately \$78 million over the next 25 years. The priority projects identified for implementation in the short-term (next five years) include:

- Dixon West B Street Bicycle-Pedestrian Undercrossing – a critical safety improvement and multi-modal connection to a future train station

- Vallejo Downtown Streetscape Improvements
- Bicycle and Pedestrian Wayfinding Signage - Countywide Plan

**Active Transportation – Safe Routes to Schools and Safe Routes to Transit:**

Safe Routes to School (SR2S) refers to a variety of multi-disciplinary programs aimed at promoting walking and bicycling to school, and improving traffic safety around school areas through education, incentives, increased law enforcement, and engineering measures. Safe Routes to School programs typically involve partnerships among municipalities, school districts, community and parent volunteers, and law enforcement agencies. The STA began the development of its Safe Routes to School program in 2008 in response to a childhood obesity epidemic reported in Solano County in 2007. The





program is designed to encourage students to walk and bicycle to school most days of the week to reduce traffic congestion around schools, increase physical activity and create a sense of community. In order to increase the number of walking and bicycling trips to and from schools in the County, the STA SR2S Program works with each community in Solano County to develop and identify engineering projects near schools to make walking and bicycling easier and safer for students. The SR2S Program offers free program events (walk & roll events, bicycle rodeos and safety assemblies) to encourage students to walk and bicycle, and educate students and parents to abide by traffic safety laws near schools.

The STA began this countywide planning process by creating a countywide SR2S Advisory Committee, composed of two public works directors, two bicycle and pedestrian advocates, two school superintendents, two police representatives, an air district representative, and a health department representative.

To create local SR2S plans, the STA created multi-disciplinary community task forces composed of a combination of a City Engineer, Bicycle/Pedestrian Advisory Committee members, City Council appointee, School Board appointee, and a police department representative. Seven Local SR2S Task Forces were formed in the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo.

In 2011, the STA SR2S program re-engaged the SR2S Community Task Forces to identify new priorities for their communities for the Plan update. Each SR2S Community Task Force conducted meetings to discuss SR2S related issues in their communities, conducted walking audits to observe and record safety concerns, issues and

ideas. Additionally, each SR2S Community task force reviewed their respective school improvement plans and prioritized infrastructure projects for their community. The 2013 SR2S Plan update refocuses the goals of the program while providing new and expanded materials for prioritizing future program investments, and also provides local planning chapters for each community and their school district.

The STA and local agencies have funded \_\_\_ Safe Routes to Schools projects, worth \$ \_\_\_ at the time of their construction, throughout Solano County. These are part of the overall community bicycle and pedestrian system.

Solano County Safe Routes to Transit Plan (ST2T) is similar in concept to SR2S, but is specifically targeted at major transit centers. The purpose of the SR2T Plan is to generate increased transit ridership by identifying specific strategies that improve transit center access and pedestrian and bicyclist safety. The ST2T Plan was adopted in December 2011, and focuses on 5 Transit Centers of Regional Significance



throughout Solano County. The lessons learned from studying these centers, and the types of improvements recommended, are applicable throughout the county, to both existing centers and to new ones that may be built in the future.

During development of the SR2T Plan, STA staff met with local city staff, elected officials and transit site users at each of the 5 selected centers in order to assess how the transit center is used and what conditions require attention. These meetings found that access across public streets to reach the centers provided the greatest risk to bicyclists and pedestrians, and that the transit centers did not create an increased risk of motor vehicle



## Alternative Modes Element

accidents.

No projects have been funded solely as Safe Routes to Transit projects. However, several projects (such as the Fairfield Transit Center access improvements and Vacaville's OneBayArea Grant sidewalk improvements at the Vacaville Transportation Center) are identified in the Safe Routes to Transit Plan.

**Alternative Fuels.** Alternative fuels are, generally speaking, anything that is not a standard gasoline or diesel engine. Common alternative fuel systems are hybrids (gas or diesel combined with a battery or electrical generator), electric batteries, and compressed natural gas, although many others also exist. The Alternative



Fuels system consists of centralized fueling stations for CNG, charging stations at public facilities for electrical vehicles and plug-in hybrids, and maintenance facilities for alternative fuel vehicles.

**Land Uses.** This is the most difficult category to list, since individual developments (such as retail centers, housing developments or mixed use multi-story buildings) that support Active Transportation are primarily built as stand-alone projects that meet market demands; they contain, rather than consist of, facilities that support Active Transportation of transportation. The best measure of assessing progress for Active Transportation

land uses are the projects built with Transportation for Livable Communities (TLC) funds, and the 12 Priority Development Areas (PDAs) designated in Solano County. PDAs are locally selected, but must be approved by the Association of Bay Area Governments (ABAG). PDAs are areas that provide a higher than normal density of land use (typically focused on housing and supporting commercial, but may also be employment-centered) and are supported by frequent transit service. The TLC projects and PDAs in Solano County are listed below.

In March 2012, the STA adopted its Transportation for Sustainable Communities (TSC) Plan. By creating communities that offer transportation options and encouraging development patterns that foster multi-modal transportation, the STA and partner agencies reduce dependence on single-occupant vehicle travel. The TSC Plan seeks to provide a balanced transportation system to enhance the quality of life, support economic development, and improve accessibility for all members of the community by efficiently linking transportation and land uses utilizing multiple transportation modes. The purpose of the TSC Plan is to help the STA and its member agencies pursue and allocate funding to implement strategic projects and programs, which result in sustainable communities.





A Working Group was established to provide guidance for TSC Plan development. The Working Group included public works, transit and planning staff from each of the cities and the County of Solano. The Working Group was responsible for reviewing a series of memorandums prepared for the TSC Plan prior to presentation to the STA's Active Transportation Policy Committee and both the STA Bicycle and Pedestrian Advisory Committees. Participants of the Working Group were an integral part in fact-finding and data gathering for projects and planning activities within their jurisdiction.

The TSC Plan contains a list of prioritized improvements for each PDA. This assisted STA in making OBAG funding decisions in March of 2013, and can do so again as future funds become available. It can also assist each of the 7 cities in making local PDA investment decisions.

Priority Conservation Areas (PCAs) are locally identified areas for conservation which provide important agricultural, natural resource, historical, scenic, cultural, recreational, and/or ecological values and ecosystem functions. Designation of PCAs is made by ABAG. There are 5 designated PCAs in Solano County, and 1 PCA application (Suisun Valley) approved by Solano County and awaiting ABAG approval. PCAs serve an agricultural and open space role similar to PDAs for urban development. STA is developing a PCA Assessment and Implementation Plan to identify and prioritize transportation improvements that support access to and appropriate use of PCAs. An expected area of focus of this plan will be access by local residents (and visitors) to local direct-to-consumer sales stands, such as exist in the Suisun Valley. Additional emphasis on access to open space areas is also expected to be a part of the PCA Assessment and Implementation Plan. Upon its adoption by the STA Board, the PCA Assessment and Implementation Plan will become a part of the Active Transportation Element.





## Section 2 – Active Transportation System Goals

**GOALS:** Goals are general descriptions of the desired overall nature and state of the system. Some goals are specific and tangible, while others are more aspirational. In order to implement the Purpose of the Solano CTP and the Active Transportation Element of the Solano CTP, the following goals have been adopted by the STA for the Active Transportation Element:

### Active Transportation – Bicycle and Pedestrian

1. Plan and construct a county-wide bicycle system with the following features:
  - a. A system of links consisting of Class I, II and III facilities, appropriate to their location, that allows bicyclists to move across the county, connect to important activity centers within Solano County, and to access the regional bicycle network and activities in other counties.
  - b. For projects requesting STA administered funding, ensure support facilities such as shade, water and bike lockers at key system nodes and activity centers.
  - c. Consistent signage to identify system segments and provide wayfinding information.
    - i. Signage to identify system segments
    - ii. Signage to provide wayfinding information
2. Plan and construct a county-wide pedestrian program.
  - a. Provide facilities and connections that support city downtowns and Priority Development Areas (PDAs).
  - b. Where possible, connect to local and regional trail systems, such as the San Francisco Bay Trail and the Ridge Trail, and regional parks and recreational areas. Seek out opportunities to use the same facility for both local and regional trails.
3. Maintain a public process to periodically review and prioritize bicycle and pedestrian projects identified in the CTP and the Solano Bicycle and Pedestrian plans. Prioritize projects for funding based upon criteria included in the Bicycle and Pedestrian plans.
4. Develop a Best Practices guide, standard specifications, model ordinance or similar documentation that member jurisdictions can adopt in order to promote inclusion of adequate bicycle and pedestrian facilities during the land use development process. Work with local jurisdictions to ensure that, for projects involving regional funds, bicycle and pedestrian facilities are included in approved plans, constructed, and maintained.
5. Implement the California Department of Transportation and the Metropolitan Transportation Commission's Complete Streets policies for projects involving STA administered funds.
6. Develop and maintain partnership with local and regional bicycle and pedestrian planning agencies such as the California Department of Transportation (Caltrans), the Metropolitan Transportation Commission (MTC), and the Sacramento Area Council of Governments (SACOG), and non-governmental groups. Develop and maintain partnerships with non-governmental organizations that plan and/or fund bicycle and pedestrian facilities.
7. Encourage end-user focused bicycle and pedestrian facilities planning at transit facilities and by employment centers and academic institutions.
8. Improve travel safety for cyclists and pedestrians through development and implementation of pro-



grams such as Safe Routes to School (SR2S) and Safe Routes to Transit (SR2T).

9. Maintain separate Bicycle and Pedestrian Advisory Committees to provide different perspectives for the two modes of travel to the STA Board.

10. Maintain a Safe Routes to School advisory committee to review community projects and programs for Safe Routes to School funding.

11. Develop and implement a methodology to rate the safety, pavement condition of travel surfaces and obstacles or obstructions to bicycle and pedestrian travelways. Develop a program to correct deficiencies.

12. Develop and provide bicycle and pedestrian trip planning information, including a county-wide bicycle and pedestrian facility map; provide near real-time information on travel times of public transit.

13. Continue to provide a financial incentive for the purchase of bicycles to be used for commuting through the Solano Napa Commuter Information program.

14. Develop and implement a plan to improve transportation resources supporting Priority Conservation Areas.

### Alternative Fuels

15. Support sustainable new and emerging alternative fuel technology by providing fleet demonstration programs, increasing alternative fuel infrastructure, maintaining a broad information base and securing applicable funding.

a. Work with the SolanoExpress Transit Consortium (countywide forum of transit and fleet providers) to identify and implement alternative fuels technologies for transit fleets serving Solano County.

b. Work with member agencies to identify and implement alternative fuel technologies for agency-owned vehicles, including both heavy vehicles and light-duty on-road vehicles.

16. Seek to provide financial incentives for private acquisition and operation of alternative fuel vehicles for on-road use. Support development of infrastructure to support privately-operated alternative fuel vehicles.

### Sustainable Communities Development

17. Support cities in approving and constructing higher density development with mixed land uses that are oriented to use of all transportation options. Support transportation facilities in Priority Development Areas (PDAs), and work with local and regional agencies to obtain funds to support development of





projects in PDAs.

18. Coordinate funding from various regional, state and federal sources, including OneBayArea Grants, clean air funds, state bonds, and other sources in order to support appropriate development in PDAs and other Transit-Oriented Development (TOD) locations.

19. Assist local jurisdictions in identifying and obtaining funds to support planning documents for PDAs and TOD. This includes community planning and design work, public outreach, environmental surveys and analysis, and preliminary project and infrastructure planning.

20. Maintain and update the Napa-Solano Travel Demand Model which includes land use forecasts that it can be used to support analysis of the implementation of Sustainable Communities Development projects.

### Section 3 – Goal Gap Analysis

Appendices A1 and A2 are the Active Transportation Element State of the System Report and Active Transportation Element Goals Gap Analysis, respectively. These are detailed descriptions of the current status of the various components of the Active Transportation system—alternative fuels, bicycle, pedestrian, transportation energy solutions, and transportation for sustainable communities planning.

The Goal Gap Analysis measures how well the 18 Active Transportation Element Goals are being met as of March 2010. A summary of their most important findings follows.

- STA and its member agencies have completed the task of identifying a countywide bicycle network,

and are in the process of constructing that network. The bicycle system consists of a linked series of Class I and Class II facilities from Davis and the Yolo/Solano county line, along rural roads to and through Dixon to Vacaville; from there, along the Jepson Parkway to the Fairfield Linear Park, the North Connector, across the hills by way of McGary Road and the Solano Bikeway bike path, and finally along city streets in Vallejo to the Carqinez Bridge.

- STA and its member agencies have completed the task of identifying a countywide pedestrian network, and are making progress in completing that network. In some areas, the Pedestrian network is the same as portions of the Bicycle network and corresponds with Safe Routes to School and Safe Routes to Transit projects.
- Local connections into these regional bicycle and pedestrian system are incomplete, and are recommended as the next priority for construction.
- Wayfinding signage scaled for bicyclists and pedestrians is desired within each agency throughout the county.
- Automobile-bicyclist and automobile-pedestrian related traffic collisions have continued to decline over the past decade; this suggests that awareness and engineering system wide has improved the safety for all users. The most dangerous activity for bicyclists and pedestrian remains crossing a street.
- STA and its member agencies are working together to increase access to alternative fuel vehicles and infrastructure in public fleets, including transit fleets.
- The Transportation for Livable Communities program has helped member jurisdictions develop plans and construct projects that improve the us-



ability of important destinations for pedestrian and bicycle travelers, as well as improving the overall usability of these areas. ABAG's new Priority Development Area program, successor to MTC's TLC program, is expected to continue this trend. Solano's seven cities have identified 12 PDAs to help focus investments in the future.

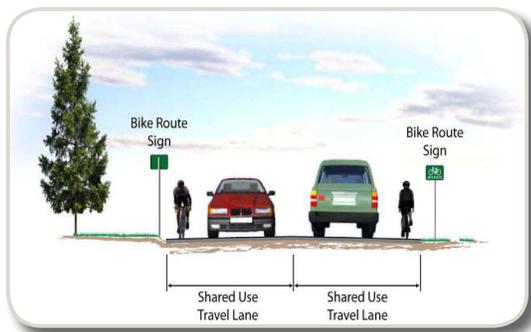
The primary gap identified in the Goal Gap Analysis is one of network completion. STA and its member agencies, through the adoption (or pending adoption) of the various Active Transportation component plans, have identified the network of bicycle and pedestrian facilities, alternative fuel facilities and focused land use centers that support the use of Active Transportation of travel. A second important gap is the relative lack of support facilities on routes and at destinations, including wayfinding signs, bicycle lockers and rest facilities. The need to expand support facilities also applies to the Alternative Fuels field, since alternative fuel vehicles are impractical without supporting infrastructure.





## Chapter 4 - Resources Available to Move Solano Forward

Objects that are either at rest or in motion tend to stay that way, unless some sort of energy is applied to change that condition. If the Active Transportation system has not reached its ideal state – and the previous chapter shows where it has not – then some sort of energy is needed to move it from where it is to where



it should be. Some of those resources are community involvement and staff time, from both STA and its partner jurisdictions at the local and regional level. The primary resource, however, is the application of funds to get projects built. This chapter identifies those resources that are available, starting with financial resources. It is important to also refer to Chapter \_\_\_Number\_\_\_ of the Solano CTP for a larger discussion of resources and balancing of priorities between the various Elements.

It should be noted up front that the funding available for Active Transportation projects and programs has changed significantly in recent years. Previously, MTC allocated specific funding to projects that are part of its regional bicycle system. In 2012, as part of the update of the RTP, MTC created the OneBayArea Grant (OBAG) program. OBAG grouped funding for a number of different project types, including bicycle and pedestrian projects, TLC and local streets and roads maintenance, all into a single block grant. The STA has been tasked to decide how much of this funding will go towards Active Transportation projects, and which projects and programs

should be managed by the member agencies.

With that being said, the following is a list of fund types that can be used for Active Transportation projects and programs, as of the beginning of 2013.

### Federal

Federal funds for transportation projects come from the transportation legislation approved by Congress, and periodically renewed. For most of the time period of the 2005 CTP, the federal transportation bill was called SAFETEA-LU, which stands for Safe Accountable Flexible Efficient Transportation Equity Act – A Legacy for Users. In 2012, a new two-year transportation bill was approved, known as Moving Ahead for Progress in the 21st Century, or MAP 21.

Federal funds that can be used for bicycle and pedestrian projects are typically in one of two fund categories: Surface Transportation Program (STP), which can be used for capital projects, concept planning and operations and maintenance; and, Congestion Mitigation and Air Quality (CMAQ), which is limited to capital projects or programs that have a direct impact on reducing congestion or air emissions. A final category of federal funds is Transportation Alternatives (similar to the previous Transportation Enhancement category).





Federal funds that can be used for Active Transportation projects and programs are distributed in one of two ways. The first is by way of a formula to states, and then to Metropolitan Planning Organizations (MPOs), such as MTC for the Bay Area, then to county transportation agencies such as STA, and then ultimately to local agencies such as Solano’s seven cities and the County of Solano . Therefore, although these are federal funds in origin, they are considered regional funds because they are distributed at the regional level, and often have additional regional restrictions put on their use.

The second method is through federal grant programs where applications are made directly to a federal or state agency, and the grant is in turn provided directly to the implementing agency. In previous years, members of Congress and Senators could “earmark” funds for specific projects in their districts. Since 2010, however, federal funds have not been earmarked, and the Solano CTP is based upon the assumption that earmarking will not return.

**State**

The primary source of bicycle and pedestrian funding from the State of California is the Transportation Development Act (TDA) Article 3. TDA funds are derived from a one-quarter-of-one-percent sales tax to support transit, transportation for disabled individuals and bicycle and pedestrian purposes.

Because TDA Article 3 funds are based upon sales tax re-

ceipts, they vary from year to year. For fiscal year 2012-13, STA’s TDA Article 3 allocation was \$277,662.

An important use of TDA funds is the periodic update of the countywide bicycle plan. TDA Article 3 funds can be used every 5 years to fund bicycle planning activities. A second important consideration is that TDA funds are considered local funds, and can therefore be used as the local match to federal funds.

The State Transportation Improvement Program (STIP) and State Highway Operation and Preservation Program (SHOPP) funds are used for construction for new roadways and maintenance of existing roadways, respectively. STIP is not used to fund construction of new stand-alone Active Transportation facilities; however, it can and is used to fund the roadway portion of a project, with other sources, such as TDA Article 3 funds, used for bicycle and/or pedestrian facilities.

**Regional**

As noted above, regional funds for bicycle, pedestrian and/or land use (PDA) projects have now been grouped by MTC into the OBAG process. For the Fiscal Year (FY) 2012-2013 through 2015-2016 (FY 12-13 through FY 15-16), STA dedicated \$3.8 million for bicycle and pedestrian projects.

In addition to these funds, there are regionally competitive grants for PDAs administered by MTC. In the past, Solano projects have been funded through the regional TLC





planning and project grant program. With the recent creation of PDAs, MTC has placed a greater emphasis on funding the type of projects that are found in PDAs in the inner Bay Area, and projects in the North Bay suburban counties such as Solano, Marin, Napa and Sonoma are rarely funded.

Regional funds also include bridge tolls that come back to Solano County on a formula basis, and can be used for projects that reduce bridge traffic. This includes transit centers. These are known as Regional Measure 2 or RM 2 funds. While RM funds cannot directly support Active Transportation projects, they can pay for transit projects that include Active Transportation Elements, such as bicycle lockers or alternative fuel connections.

Finally, Plan Bay Area has funds for SR2S programs that

are distributed based on a school age enrollment formula. For FY 12-13 through FY 15-16, STA's regional SR2S share is \$822,000.

Both the Bay Area Air Quality Management District (BAAQMD) and the Yolo Solano Air Quality Management District (YSAQMD) have funds that can be spent on alternative fuels projects and Active Transportation programs. The BAAQMD program is called Transportation Funds for Clean Air (TFCA), and has two components: regionally-competitive funds administered by BAAQMD staff and focused on projects with a regional impact, and CMA Program Manager funds, with projects selected and administered by STA. The YSAQMD Clean Air Fund program is guided by a Solano advisory committee, but recipients are selected by the YSAQMD Board.

**Table 1 – Total Funds Received and Anticipated**

	2009-10	2010-11	2011-12	2012-13
Federal Earmarks	\$3,923,846	\$451,000	\$997,200	\$2,816,000
Regional STP	\$85,000	\$2,615,000	\$5,978,000	\$1,094,000
Regional STP - SRTS	\$0	\$35,000	\$0	
Regional CMAQ*	\$580,000	\$4,015,000	\$2,064,906	\$1,394,000
Regional CMAQ - SRTS	\$0	\$607,000	\$300,000	
Federal SRTS				\$500,000
STP for Regional Planning and PPM	\$2,166,000	\$0	\$2,673,000	\$333,000
STIP for Regional Planning and PPM	\$589,000	\$589,000	\$229,000	\$229,000
State STIP (ET, TA, IIP)	\$24,540,000	\$11,142,000	\$0	\$18,274,000
TDA Article 3	\$ 297,657	\$ 266,498	\$ 257,591	\$277,662
TFCA Program Manager Funds	\$ 310,260	\$279,622	\$280,000	\$279,828
YSAQMD Funding	\$260,000	\$262,500	\$244,000	\$290,000

**\* Does not include transit funding (i.e., Lifeline funded, etc.) - only CMAQ for capital projects**

As discussed above, some, but not all, of these funds can be used for Active Transportation projects or programs. As a result, it is not possible to accurately project available Active Transportation funds in future years.





## Chapter 5 - Making Choices on How to Move Forward

The second chapter identifies the main gaps in the Active Transportation system as facility gaps – the network is not complete, and the supporting facilities are not in place. The third chapter identified the funding sources and amounts available for constructing Active Transportation projects and administering Active Transportation programs. There are more projects and programs desired than there are resources to provide them. Chapter four is where specific policies are identified to fill in the gaps between the current and future system. It contains the policies that will help guide STA when it makes funding decisions related to Active Transportation investments.

As was noted previously, there are three levels of nomenclature used:

- Goals – Overall statements of the desired future condition of the system.
- Policies – statements that help guide choices so that goals can be achieved. Policies must advance one of more of the Element goals.
- Milestones – short-term, measureable achievements that indicate if policies are helping to achieve goals.

Before listing the Active Transportation Element policies and milestones, it is worth re-stating three principles that guide the Solano CTP. The first two principles are the

major themes of the 2012 Solano CTP: Strengthen the System and Reduce Stress by developing, operating and maintaining an integrated local and regional transportation system anchored on the I-80 corridor (Interstate highways 80, 680 and 780). The third principle is Supporting Member Agency Decisions, but doing so Within a Regional Framework. The following policies are designed to help implement all of the CTP and Active Transportation Element goals, but these three principals have been paramount in the development of the policies.

As mentioned earlier in this Element, one of the primary long term goals of the Active Transportation Element is nearing completion – construction of a cross-county network of Class I and Class 2 bicycle facilities. With the pending funding and completion of the Vaca-Dixon Bike Route and the Jepson Parkway, it will be possible for bicyclists to ride from the Yolo County border, across Solano County, and to cross into Contra Costa County, all on a dedicated bicycle system.





**Active Transportation Policy (AMP) 1:** Identify, develop and maintain an integrated county-wide Active Transportation transportation system that includes the features listed below. This Policy advances all Active Transportation Goals. This network will include:

- An intercommunity network of bicycle and pedestrian paths that connect all of the jurisdictions in Solano County with each other and with the surrounding Bay Area and Central Valley regions.
- Connections from the intercommunity network to activity nodes in each community.
- Facilities along the network and at activity nodes that support and encourage system use.
- Support facilities for Alternative Fuel vehicles, including refueling/recharging stations at transit centers and other activity nodes.
- Encouragement of and incentives for land uses that support and connect to the Active Transportation network.

*Discussion – The overall Active Transportation system should work to knit the communities of Solano County together with each other and with the region. As the intercommunity network nears completion, the focus of the active transportation system will shift to connections to activity nodes, development of support facilities, and system maintenance. The Alternative Fuels system is still in its early development stage, so converting public fleets (with an emphasis on transit fleets) and creation of the initial supporting infrastructure network available to the public will still be the focus in this segment of the Active Transportation system.*

Policy Milestones - none. The Active Transportation Goals that follow have milestones that will show progress in implementation of Active Transportation Policy 1.

**AM Policy 2:** Identify and prioritize Active Transportation and Land Use projects based primarily upon decisions made by STA member agencies. Advance projects that are not priorities for STA member agencies only when no local plans exist, when they are contained in an adopted regional plan, or when they provide a clear countywide or regional benefit. This Policy advances Active Transportation Goals 3, 4, 5, 8, 9, 15 and 17.

*Discussion - While STA is a Joint Powers Authority (JPA) with its own by-law and governing board, and is authorized in state legislation, it is also an organization that governed by elected officials, and advised by professional staff and citizens from the 8 member jurisdictions. STA is most effective when it plans for and delivers projects and programs with local agency participation. This policy reinforces STA's dedication to first advancing projects that have a local commitment.*

*It also recognizes that, on occasion, there will be projects that are important on a countywide or regional basis, but that are not a top priority for any one member agency. In these cases, STA may choose to prioritize such projects based upon the regional benefit.*

Policy Milestones:

When STA Active Transportation plans and funding plans are adopted, do they prioritize projects that meet the criteria of Active Transportation Policy 2? If yes, this Milestone is being met.

**AM Policy 3:** Develop and periodically update county-wide plans for each of the focus areas of the Active Transportation Element. Use the citizen-based and staff-based advisory committees as the primary means to develop these plans and provide advice on their implementation, while ensuring that countywide and regional projects and policies are also taken into account. This Policy advances Active Transportation Goals 1, 5 and 6.



At a minimum, each plan will include the following:

- A description of the current system covered by the Plan.
- A list of federal and state and regional laws and policies that relate to the system.
- Goals for the future system.
- An analysis of resources and constraints to reaching those goals.
- An analysis of how the specific system interacts with other aspects of the local and regional transportation system.
- A prioritized list of projects and/or programs.

*Discussion – These mode-specific plans provide the specific detail needed for collaborative community-based planning. They are developed and maintained through consultation with local committee members local jurisdiction staff and local elected officials. At the same time, because the plans are then developed in a county-wide context with STA staff and ultimately adopted by the STA Board, they include a larger countywide and regional perspective. This combination of local initiation and county-wide adoption creates an effective system for developing a long-range plan and prioritizing the steps needed to achieve it.*

*These plans should be periodically updated to ensure they remain relevant. A yearly report to the STA Board on the status of the Plan, and a comprehensive review and update every 5 years, is recommended.*

Policy Milestones:

When STA Active Transportation plans are drafted and adopted, do they contain the minimum provisions in Active Transportation Policy 3? If yes, this Milestone is being met.

Is any STA Active Transportation plan more than 5 years old? If no, this Milestone is being met.

**AM Policy \_4:** Provide STA funding for planning, construction and operating funding for priority projects and programs identified in STAs CTP and specific plans. Seek out and provide planning funds so that non-priority projects may become ready for implementation once initial priorities have been met. This Policy advances Active Transportation Goals 5 and 16 and CTP Goal \_\_\_\_.

*Discussion – The mode-specific countywide plans are vetted at both a local and county wide level, and include priorities based upon a careful analysis and balancing of needs. By limiting funds to those projects that are plan priorities, it avoids having to go through the analytical process a second time, and will advance projects that have already achieved consensus support.*

Policy Milestones:

Is this Policy referred to in STA TAC and Board staff reports? Are projects that are receiving STA Active Transportation-related funds contained in STA Active Transportation countywide plans? If yes, this Milestone is being met.

Are STA Active Transportation-related planning funds being allocated to projects that are contained in STA Active Transportation countywide plans? If yes, this Milestone is being met.

**AM Policy \_5:** Improve safety for users of the Active Transportation system. This Policy advances Active Transportation Goal 10.

*Discussion – If people feel the system is not safe, they will not use it. Safety should therefore be at the forefront of discussions regarding the design of new elements of the Active Transportation system as well as for decisions regarding system maintenance and modification.*

Policy Milestones:



Do all STA Active Transportation plans address safety? If yes, this Milestone is being met.

**AM Policy \_6:** Develop and install countywide signage and mapping system. This Policy advances Active Transportation Goal 13. The system should include the following features:

- Is consistent with standards established by MTC.
- To the extent possible, is compatible with standards used by neighboring jurisdictions such as SACOG.
- Provides on-line mapping and trip planning for Active Transportation users.
- Maximizes the use of existing on-line services, whether public or private, and only uses STA resources to fill in gaps.

*Discussion – Wayfinding assists system users in finding where they want to go; this increases user comfort and familiarity with the system, and therefore system use. Effective signage also allows system users to explore and find new destinations. Expanding to on-line mapping and guides allows system users to access information by using home or mobile devices. Finally, by using existing services, STA and its member agencies avoid duplication of costs and maximize the ability of private providers to serve customers.*

Policy Milestones:

Does the STA have hardcopy and on-line maps for Active Transportation modes? If yes, this Milestone is being met.

Has the STA adopted a Wayfinding Signage Plan consistent with MTC standards and coordinated with local agencies? If no, this Milestone is not being met.

Has the STA or its member agencies installed Wayfinding

Signs? If no, this Milestone is not being met.

**AM Policy \_7:** Support the countywide implementation of Complete Streets concepts by assisting each member agency in implementing its own Complete Streets program. This Policy advances Active Transportation Goals 6, 7 and 9.

*Discussion – Complete Streets is the concept that roadways should support all potential users, and not just standard passenger vehicles. Other users include goods movement vehicles, transit, bicyclists and pedestrians, and those with mobility impairment. Complete Streets are also “context sensitive,” which means that streets (such as those in rural areas) with no transit demand are not required to be designed to accommodate transit vehicles.*

The seven cities and the County have all adopted some form of a Complete Streets program, ranging from General Plan and zoning policies to supporting resolutions. STA can help each community implement their Complete Streets program in part by helping adjacent communities coordinate their Complete Street improvements on intra-jurisdictional roadways.

Policy Milestones:

Is the STA assisting each jurisdiction in implementing its Complete Streets program? If yes, this Milestone is being met.

Are projects subjected to public and advisory committee review for Complete Streets issues prior to approval, as required by MTC’s Complete Streets policy? If yes, this Milestone is being met.

**AM Policy \_8:** Develop and implement an Active Transportation maintenance program. This Policy advances Active Transportation Goal 12. The program should include the following:

- Identify a methodology to assess the condition of



Active Transportation infrastructure that is not part of a public street, such as Class I bike paths.

- Conduct a baseline and subsequent periodic assessments of the condition of this infrastructure.
- Identify Active Transportation maintenance needs, and include those needs in appropriate maintenance plans and budgets.

*Discussion – Active Transportation capital projects, like all other projects, deteriorate over time, due to both usage and weather. Unless there is periodic maintenance and repair of these facilities, they will eventually lose their usefulness. There are standard methods of measuring the status of roadways that can be applied to many Active Transportation facilities, such as bike paths and Safe Routes to Schools crosswalks and sidewalks. Other facilities, such as alternative vehicle support infrastructure, do not have clear maintenance measures. This policy calls for maintenance measures to be set for all aspects of Active Transportation, for some resources to be dedicated to measuring those standards, and for maintenance budgets to consider inclusion of Active Transportation facilities.*

Policy Milestones:

Has the STA adopted an Active Transportation maintenance program with the features listed above? If yes, this Milestone is being met.

**AM Policy \_9:** Continue to implement incentive programs for Active Transportation users in order to increase the proportion of trips taken using Active Transportation. This Policy advances Active Transportation Goals 2 and 14. Include the following incentive programs:

- Continue to implement the SNCI Commuter Bicycle Incentive Program.
- Continue to provide incentives for the annual Solano Commute Challenge and Bike to Work Day events.

*Discussion – Incentive programs are low-cost methods that support individuals interested in beginning to use Active Transportation. This currently includes assisting with the purchase of a commuter bicycle, the regional Bike to Work Day, and the local Commute Challenge campaign.*

Policy Milestones:

Does STA provide incentives for purchase of commuter bicycles? If yes, this Milestone is being met.

Does STA provide incentives for Solano Commute Challenge and Bike to Work Day participants? If yes, this Milestone is being met.

**AM Policy \_10:** Funds from sources related to land use and transportation linkages should be prioritized for projects located in Priority Development Areas and Priority Conservation Areas. This Policy advances Active Transportation Goals 5, 15, 16 and 17.

- Within PDAs, funds should be prioritized first to support transit centers, second to connect transit centers to other uses, and third for projects that involve creation of new housing or new jobs.
- Within PCAs, funding should be prioritized on providing and maintaining access to key nodes such as direct-to-customer agricultural sales, trailheads into open space areas, or regional produce processing facilities.

*Discussion – PDAs and PCAs are just that – priority areas. They are areas of concentrated activity or resources that can best be utilized when concentrated access is provided. In the event of some PCAs, this will not be the case, as they are areas of passive use (watersheds) or private agricultural production. In others cases, such as the direct-to-consumer agricultural sales areas in the Suisun Valley, PCAs provide more effective support of agriculture when there is easy access for bicycle and pedestrian users (as well as automobiles). This policy is intended to prioritize the concentration of transportation resources in those areas of concentrated use.*



Alternative Modes Element

Policy Milestones:

Is support of PDAs and/or PCAs a factor in prioritizing projects for receipt of STA funds? If yes, this Milestone is being met.

**AM Policy \_11:** Develop and implement a countywide Alternative Fuels feasibility and implementation plan. This Policy advances Active Transportation Goal 1.

*Discussion – While much of the Active Transportation Element focus is on active transportation choices and supporting land use decisions, alternative fuels are another aspect of the Element. Development of an Alternative Fuels feasibility and implementation plan is underway, and should be completed by the end of 2013. This plan will set out overall Alternative Fuels priorities and identify specific projects and programs for funding. As with the bicycle, pedestrian and safe routes to schools plans, many of the priorities will be identified at a local level, and will build upon local efforts and priorities.*

Policy Milestones:

Has the STA adopted an Alternative Fuels plan? If yes, this Milestone is being met.

Are funding decisions related to alternative fuels being based upon guidance found in the Alternative Fuels plan? If yes, this Milestone is being met.

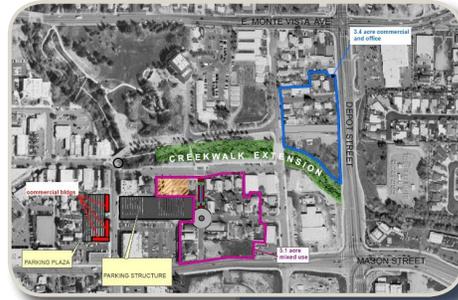
**AM Policy \_12:** Examine and expand on Public Private Partnerships (P3s) for Active Transportation facilities. This Policy advances Active Transportation Goals 1, 2, 16 and 17.

*Discussion – P3s are another tool for bringing the private sector into the field of transportation. Some areas, such as provision of fuel for alternative fuel vehicles or the management of parking facilities, are fields where the private sector is active, while others, such as operation of transit stations, are more typically the realm of public agencies. P3s can*

*provide public projects access to private sector financial and management expertise, as well as providing private sector players access to new customers. Rather than specifying projects and programs for P3s, this policy encourages their use where appropriate, and leaves decisions on what is appropriate to each individual case.*

Policy Milestones:

When Active Transportation projects are being considered, are P3 alternatives analyzed? If yes, this Milestone is being met.





## Chapter 6 - Priorities

Priorities need to be set when resources are outstripped by demand, and that is certainly the case with the Active Transportation Element. For example, the Countywide Bicycle Plan has identified \$80 in projects, but only \$20 has been available over the past 10 years to complete bicycle projects. A similar disparity between needs and resources is found in the fields of pedestrian, safe routes to school and alternative fuels projects.

One option that is available, and that has been followed in the past by Solano County prior to 2000, is to advance as many projects as possible. This allows almost all projects to make slight progress; then, when one or two reach the point of construction, they can receive the funds needed for completion. The result of this policy has been to have many projects that have made slow progress towards construction, but few that have actually been built, and therefore provide little benefit to the public. A common popular saying is “when everything is a priority, nothing is a priority,” and it clearly applies when it comes to funding transportation projects.

STA is comfortable with the idea that its advisory committees and plans can effectively identify the projects that are most suitable for prioritized funding. The main choice for prioritization of Active Transportation funds is then to Focus Targeted Active Transportation Funds on Tier 1 Projects from Active Transportation Plans. For example, when STA has the ability to program funds that are targeted to Alternative Fuels, they would go towards priority projects in the (pending) Alternative Fuels plan. The same would apply for Safe Routes to Schools and other Active Transportation fund sources.

The more difficult challenge is to prioritize funds that can be used for more than one Alternative Mode, or for projects or programs that cut across multiple elements. As noted in the other Elements, the CTP will not set a priority of one type of transportation above another, but will

instead look at the best opportunity and most pressing need identified at the time the funds are available.

Within the Active Transportation Element, the prioritization for flexible funds is:

1. Safe Routes to Schools projects and programs
2. Bicycle and Pedestrian projects that support PDAs or PCAs
3. Alternative Fuels infrastructure projects that include public access

The reasoning for this prioritization is that Safe Routes to Schools is a new but well defined program, and has the best opportunity to present low cost but high impact projects to choose from. Safe Routes to Schools also has a large number of direct beneficiaries. Also, Safe Routes to Schools helps train and motivate future users of the bicycle and pedestrian system, and addresses health concerns that are important, even though they are beyond the scope of this CTP.

The focus of Bicycle and Pedestrian projects supporting PDAs and PCAs supports the Transit Element and, at the same time, support the downtown revitalization efforts present in all 7 Solano cities.

The Alternative Fuels infrastructure projects that include public access provide direct user benefits, reduce demands on public budgets, and help establish a foundation from which market choices can be made by individual consumers/travelers.

Finally, these three priorities have the added benefit of aligning with the policy direction of Plan Bay Area. This helps advance the Solano CTP goal of supporting local decisions within a regional context, and makes these priorities more likely to receive regional funds in the future.



Alternative Modes Element

This prioritization does not mean that projects or programs that do not fit neatly into one of these three priorities cannot receive funding. It does, however, mean that these sorts of projects will be highly ranked for competitive funds, and that agencies trying to decide what sort of projects should receive initial local planning funds will know what sort of projects are likely to be more competitive for federal, state and regional funds.





## Chapter 7 - Assessing the Active Transportation System

The prior chapters of the Active Transportation Element of the Solano CTP establish goals, and set out a roadmap for achieving those goals. This chapter talks about how the STA, the seven cities and Solano County, the partner agencies and members of the public will actually be able to assess progress towards milestone and goals, as well as how the overall Active Transportation system is performing.

### Progress

The establishment of Goals and Milestones for Active Transportation provides all of the tools needed to measure progress in implementation of the Active Transportation Element. The Milestones are especially effective because they are presented in a question format with a clear yes-no answer. On an annual basis, therefore, a report to the STA Board can address each milestone, and consider whether it is being met.

A related task is the occasional update of the Solano CTP. Policy Active Transportation 3 calls for the countywide plans to be updated every 5 years. In a similar vein, the overall CTP should be evaluated on a 5-year schedule. This will allow for new goals and milestones to be set, and completed ones to be removed. Several of the countywide plans, such as the Countywide Bicycle Plan, contain a specific network of facilities proposed for construction, and an inventory of how much of this network has been

completed. This inventory is carried over into the Solano CTP. Through this mechanism, the progress on completing the defined systems can also be assessed on a regular basis.

### Performance

Performance of the Active Transportation system is more difficult to measure than for other Elements of the Solano CTP. Transit can be measured by ridership and farebox recovery, and roadway performance can be measured by traffic throughput, congestion, and pavement condition index.

SR2S does have effective measures of effectiveness - for example, the change in travel mode by children attending any participating school. Those performance standards are contained in the SR2S plan, and are not re-printed here.

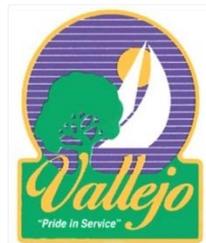
The remaining Active Transportation do not have the same commonly accepted, easily measured indices of performance. A method to assess multi-modal travel, including auto, transit and bicycle/pedestrian travel, has been established, but has not yet been implemented in Solano County. MTC and other regional entities, including other Bay Area CMAs, are beginning to use this technique to assess the performance of the Active Transportation system.





## Chapter 8 - Conclusion

Selecting from alternatives can be challenging, but it is an essential step in moving forward. The Active Transportation Element of the Solano CTP sets out a roadmap - albeit one full of choices to make - for the STA, the seven cities and Solano County to use in implementing an effective Active Transportation system for Solano's residents, workers and visitors. In conjunction with the other Elements of the Solano CTP, the Active Transportation Element helps move Solano forward, whether by foot, on a bike or in an alternative fuel vehicle. It serves as evidence that Solano chooses not to stand still.



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**ALTERNATIVE MODES COMMITTEE  
Minutes for Meeting of October 9, 2013**

**1. CALL TO ORDER**

Supervisor Spring called the regular meeting to order at 4:00 p.m. A quorum was confirmed.

**MEMBERS**

<b>PRESENT:</b>	Jim Spring, Chair	County of Solano
	Alan Schwartzman	City of Benicia
	Jack Batchelor	City of Dixon
	Harry Price	City of Fairfield
	Alan Schwartzman	City of Benicia
	Constance Boulware	City of Rio Vista
	Mike Hudson	City of Suisun City
	Dilenna Harris	City of Vacaville
	Hermie Sunga	City of Vallejo
	Mike Segala	Bicycle Advisory Committee
	Shannon Lujan	Pedestrian Advisory Committee
	Matt Tuggle	Technical Advisory Committee

**MEMBERS**

<b>ABSENT:</b>	Andrea Ose	Planning Directors Rep.
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**STAFF**

<b>PRESENT:</b>	Daryl Halls	STA
	Robert Guerrero	STA
	Sara Woo	STA
	Sofia Recalde	STA
	Johanna Masielat	STA

**2. APPROVAL OF AGENDA**

On a motion by Alan Schwartzman, and a second by Mike Segala, the Alternative Modes Committee approved the agenda.

**3. OPPORTUNITY FOR PUBLIC COMMENT**

None presented.

**4. CONSENT CALENDAR:**

**A. Minutes of the Alternative Modes Committee Meeting of February 23, 2012**

Recommendation:

Approve Alternative Modes Committee Meeting Minutes of February 23, 2012.

On a motion by Jack Batchelor, and a second by Mike Segala, the Alternative Modes Committee approved the minutes for February 23, 2012.

## 5. ACTION ITEMS

### A. Alternative Modes Committee - Change to Active Transportation Committee

Sara Woo cited that in order to remain proactive and current as a Committee and component to the overall transportation system in Solano County, STA staff recommends updating the name of the committee as well as the CTP Element title. She noted that by updating the name of the Committee and CTP Element to support these needs, a consistent message demonstrating STA's commitment to its Mission Statement, "To improve the quality of life in Solano County by delivering transportation projects to ensure mobility, travel safety, and economic vitality."

#### Recommendation:

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

1. Change Alternative Modes Committee to the Active Transportation Committee; and
2. Change Alternative Modes Element to Active Transportation Element.

On a motion by Mike Segala, and a second by Alan Schwartzman, the Alternative Modes Committee approved the recommendation.

### B. Alternative Modes Draft Comprehensive Transportation Plan Element

Robert Macaulay presented and outlined the primary recommendations of the Element which includes an emphasis on goal-setting in the three areas of Active Transportation-Bicycle/Pedestrian, Alternative Fuels, and Sustainable Communities. He also indicated that the Element has also identified funding resources, implementation, priorities as well as discussion of the Priority Development Areas (PDAs) and Priority Conservation Areas (PCAs) Implementation Strategies in Solano County.

Sara Woo outlined the next step process of providing the draft Element to the BAC, PAC, and TAC with comments from the Alternative Modes Committee for feedback. She cited that comments will be collected and submitted to the STA Board at their January 8, 2014 meeting.

The following is a compilation of comments/feedbacks received from the Committee Members during and after the Draft Active Transportation Element presentation.

Chair Spring cited that this seems like a duplicate of what we are already doing however he also asked why is the Complete Streets not doing what staff is proposing. Daryl Halls responded that you can have examples of stand alone bike/ped projects.

Matt Tuggle commented that the state's Active Transportation program would brick out grant funding on a competitive level, so even if it is duplicative we can get our bike/ped projects listed not just in their plans, but also in the Active Transportation Element. He added that if it is prioritized it may look more attractive when applying for grant funding on a state level.

Chair Spring clarified that his argument is that we are not duplicating rather this is a separate way of competing for those dollars because there are standalone projects that make this connectivity and feels it should be distinguished more differently than complete streets and roads for these types of projects.

Robert Macaulay responded and said that Complete Streets is noted in Policy 7 or should there be a separate policy specifically with staff how we fund or prioritize complete streets connections. Chair Sperring commented that there should be connectivity between bike/ped projects between the park and ride lots at the Fairfield/Vacaville Intermodal Station and Vallejo Transit Centers.

Mike Segala noted that the BAC have been looking at connectivity and gap issues for a long time; it's been the priority for setting spending objectives, but what he's seeing is that this could lead to a need for changes from the County's roadway and paving. If we go to Class 2, we will need wider roadway in the areas where the County has control from city to city or city to work, so even if there is duplicated documentation perhaps this is a good way to let Sacramento know how serious we are when we request for state and federal funding.

Sara Woo indicated that as the lead staff for bicycle and pedestrian projects as well as leading the complete streets policy and development, the bicycle and pedestrian plans and those types of projects plug into the complete streets concepts and active transportation as a component. She added that she has seen the way projects have been processed and delivered as stand-alone projects, but could be marketed as a Complete Streets or Active Transportation in support of the larger project.

Chair Sperring commented that he does not like how we're making Bike/Ped projects as subset to the Complete Streets; there should be a distinction between offline projects which should not be part of that subset.

Mike Segala asked if the 20 adopted goals listed under the "what we want the Active Transportation system to look like in 25 years) are the collective goals for all the plans and studies listed in the Alternative Modes Plan. Robert Macaulay responded and said that the 20 adopted goals are for the entire system.

Constance Boulware asked what is supposed to be achieved with a yes or no answer on the question regarding the performance measures? Robert Macaulay clarified that the goals to be achieved in the CTP are quantifiable goals to achieve not quantitative.

Under the "Focus Targeted Active Transportation Funds on Tier 1 Projects from Active Transportation Plans" section, Mike Segala asked if this would reduce flexibility of advisory committees or cause constraints to change priorities around Tier 1 projects? Robert Macaulay responded that there may be a little flexibility in setting Tier 1 projects but could cause constraints because Tier 1 projects require long term commitment to put the funding together.

Recommendation:

Release Alternative Modes Draft Comprehensive Transportation Plan Element to the STA Committees for comment.

On a motion by Alan Schwartzman, and a second by Mike Segala, the Alternative Modes Committee approved the recommendation.

## 6. INFORMATIONAL ITEMS

### A. Comprehensive Transportation Plan (CTP) Overview and Update

Robert Macaulay presented and identified the two major themes of the 2012 Solano CTP which are **Strengthen the System** and **Reduce Stress** by developing, operating and maintaining an integrated local and regional transportation system anchored on the I-80 corridor (Interstate highways 80, 680 and 780). He noted that the recent OneBay Area Grant (OBAG) process has helped STA, the cities and the county to identify the projects and programs that are top priorities for funding. He also commented that the Alternative Modes Element (Bicycle, Pedestrian, Alternative Fuels, Safe Routes to Schools and Transit, and land use policies) is the first to be completed in draft form, due to the recent adoption of the Countywide Bicycle Plan, Countywide Pedestrian Plan, Safe Routes to Schools Plan update, Safe Routes to Transit Plan, Transportation for Sustainable Communities plan, and the Alternative Fuels Plan. Once the three Elements are complete, the final chapters - financing, priority projects and performance measures - will be prepared, and the complete Solano CTP package presented to the STA Board for approval.

### B. History of Transportation and Land Use Programs

Robert Macaulay presented the Transportation and commented that STA has supported TLC projects in Solano County as demonstrated by the development and administration of the 2004 Solano Transportation for Livable Communities Plan and the updated 2012 Transportation for Sustainable Communities (TSC) Plan to provide an organizational framework for local priorities and future funding opportunities. She commented that STA has kept pace with and often led the evolving program and MTC's focus on PDA Investment and Growth Strategies for future *OneBayArea Grant* (OBAG) funding, which is the most recent regional program for allocating the regional federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds. She noted that the 2012 TSC Plan served as the basis for the Solano County PDA Investment and Growth Strategy and identified nine original and three new PDAs, which are eligible for OBAG funding. At the March 2013 STA Board Meeting, the STA Board approved \$486,000 of OBAG funding and \$1 million in new PDA funding to support 5 of the identified 12 PDA planning areas.

### C. Pedestrian Priority Projects Update

Robert Macaulay noted that during August and September 2013, STA staff has been meeting with planning and public works staff and PAC members from each jurisdiction and the county to update the priority projects list. He summarized the list of priority pedestrian projects with a description and cost estimate for each project submitted by the cities and the County.

### D. Bicycle Priority Projects Update

Robert Macaulay noted that during August and September 2013, STA staff has been meeting with planning and public works staff and PAC members from each jurisdiction and the county to update the priority projects list. He summarized the list of priority pedestrian projects with a description and cost estimate for each project submitted by the cities and the County. He added that the next steps are for STA staff to review and rank the priority projects identified by each city during October. He outlined the two-tiered priority projects list which will be developed for consideration from the BAC and TAC for review and comment. It is anticipated that the updates to the bicycle projects list will be reviewed by the STA TAC and STA Board at their December 18, 2013 and January 8, 2014 meetings respectively.

**E. Priority Conservation Areas (PCA) Update**

Robert Macaulay provided an update to the development of the PCA Assessment and Implementation Plan. He identified the key components of the proposed Plan. He cited that staff recommends obtaining a consultant and kicking off the study by December 2013. Funding for consultant services will be provided entirely from the OneBayArea Grant (OBAG) Priority Conservation Area (PCA) Planning Grant.

**7. ADJOURNMENT**

The meeting was adjourned at 5:05 p.m.

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JAMES C. GHIEMMETTI, Chair  
 CARL GUARDINO, Vice Chair  
 BOB ALVARADO  
 DARIUS ASSEMI  
 YVONNE B. BURKE  
 LUCETTA DUNN  
 JAMES EARP  
 DARIO FROMMER  
 FRAN INMAN  
 JAMES MADAFFER  
 JOSEPH TAVAGLIONE

STATE OF CALIFORNIA

EDMUND G. BROWN Jr., Governor



SENATOR MARK DESAULNIER, Ex Officio  
 ASSEMBLY MEMBER BONNIE LOWENTHAL, Ex Officio

Andre Boutros, Executive Director

## CALIFORNIA TRANSPORTATION COMMISSION

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February 3, 2014

The Honorable Mark Leno  
 Chair, Joint Legislative Budget Committee  
 California State Senate  
 1020 N Street, Room 553  
 Sacramento, CA 95814

Dear Senator Leno:

The California Transportation Commission (Commission) is pleased to submit the draft guidelines for the Active Transportation Program. An electronic copy of the guidelines can be found on the Commission's website at [www.catc.ca.gov](http://www.catc.ca.gov).

Senate Bill 99 (Chapter 359, Statutes of 2013) requires the Commission to submit draft guidelines to the Joint Legislative Budget Committee no later than 45 days prior to adopting the initial set of final guidelines for the Active Transportation Program. The Commission intends to adopt the guidelines at our March 20, 2014 meeting.

Also enclosed is the 2014 Active Transportation Program Fund Estimate (adopted December 11, 2013) which provides programming targets for each program component.

If you have any questions, please contact Mitchell Weiss at (916) 654-7179 or by email at [Mitchell.Weiss@dot.ca.gov](mailto:Mitchell.Weiss@dot.ca.gov).

Sincerely,

A handwritten signature in blue ink that reads "Andre Boutros".

ANDRE BOUTROS  
 Executive Director

Enclosure

**DRAFT**  
**ACTIVE TRANSPORTATION PROGRAM**  
**GUIDELINES**

**1/29/14**

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## 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:

- 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 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.

A minimum of 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.

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

Projects within the boundaries of an 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.

A minimum of 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 11.47% in matching funds except for projects predominantly 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, private, 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 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 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 communities predominantly disadvantaged. A large MPO, in administering its portion of the program, 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.
- Tribal Governments - Federally-recognized Native American Tribes.
- Private nonprofit tax-exempt organizations may apply for projects eligible for Recreational Trail Program funds. 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 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. 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.

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 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 an MPO's call for projects.

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## 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 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/filessp.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 an 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.

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## 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/](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 Active Transportation Program, so long as they are consistent with one or more goals of the program.

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## 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](http://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: Chief, Office of Active Transportation and Special Programs  
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/](http://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 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, an MPO must use a multidisciplinary advisory group to assist in evaluating project applications. Following its competitive selection process, an 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. (0 to 10 points)

Applicants must:

- Discuss the relative costs and benefits of the range of alternatives considered.
- Quantify the safety and mobility benefit in relationship to both the total project cost and the funds provided.

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 by September 30, 2014.

- 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](http://ccc.ca.gov). Community conservation corps can be contacted at [californialocalconservationcorps.org](http://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

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.

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 Expenditures 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.
- 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 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. An MPO must notify the Commission of their intent to have a supplemental call no later than May 21, 2014.
- In administering a competitive selection process, an MPO must use a multidisciplinary advisory group to assist in evaluating project applications.
- In administering a competitive selection process, an 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 my 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 it 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 which is compliant or will be brought into compliance with the Complete Streets Act, Assembly Bill 1358 (Chapter 657, Statutes of 2008). 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, including school districts within the plan area, 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.

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.

# Memorandum

**TAB 25**

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 21<sup>st</sup> 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 15<sup>th</sup> 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
<b>RESOURCES</b>					
<b>STATE RESOURCES</b>					
Beginning Balance	\$0				\$0
State Highway Account	34,200	34,200	34,200	68,400	102,600
<b>State Resources Subtotal</b>	<b>\$34,200</b>	<b>\$34,200</b>	<b>\$34,200</b>	<b>\$68,400</b>	<b>\$102,600</b>
<b>FEDERAL RESOURCES</b>					
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
<b>Federal Resources Subtotal</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$85,500</b>	<b>\$171,000</b>	<b>\$256,500</b>
<b>TOTAL RESOURCES AVAILABLE</b>	<b>\$119,700</b>	<b>\$119,700</b>	<b>\$119,700</b>	<b>\$239,400</b>	<b>\$359,100</b>
<b>DISTRIBUTION</b>					
<b>URBAN REGIONS (MPO Administered)</b>					
State	(\$13,221)	(\$13,221)	(\$13,221)	(\$26,442)	(\$39,663)
Federal	(34,659)	(34,659)	(34,659)	(69,318)	(103,977)
<b>Urban Regions Subtotal</b>	<b>(\$47,880)</b>	<b>(\$47,880)</b>	<b>(\$47,880)</b>	<b>(\$95,760)</b>	<b>(\$143,640)</b>
<b>SMALL URBAN &amp; RURAL REGIONS (State Administered)</b>					
State	(\$4,829)	(\$4,829)	(\$4,829)	(\$9,658)	(\$14,487)
Federal	(7,141)	(7,141)	(7,141)	(14,282)	(21,423)
<b>Small Urban &amp; Rural Regions Subtotal</b>	<b>(\$11,970)</b>	<b>(\$11,970)</b>	<b>(\$11,970)</b>	<b>(\$23,940)</b>	<b>(\$35,910)</b>
<b>STATEWIDE COMPETITION (State Administered)</b>					
State	(\$16,150)	(\$16,150)	(\$16,150)	(\$32,300)	(\$48,450)
Federal	(43,700)	(43,700)	(43,700)	(87,400)	(131,100)
<b>Statewide Competition Subtotal</b>	<b>(\$59,850)</b>	<b>(\$59,850)</b>	<b>(\$59,850)</b>	<b>(\$119,700)</b>	<b>(\$179,550)</b>
<b>TOTAL DISBURSEMENTS</b>	<b>(\$119,700)</b>	<b>(\$119,700)</b>	<b>(\$119,700)</b>	<b>(\$239,400)</b>	<b>(\$359,100)</b>

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
<b>Total</b>	<b>\$ 51,119</b>	<b>\$ 18,199</b>	<b>\$ 26,442</b>	<b>\$ 95,760</b>



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

**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
<b>Total</b>	<b>\$ 25,559</b>	<b>\$ 9,100</b>	<b>\$ 13,221</b>	<b>\$ 47,880</b>



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

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.



DATE: February 19, 2014  
TO: STA TAC  
FROM: Liz Niedziela, Transit Program Manager  
RE: Fairfield and Suisun Transit Fare Proposal Update

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**Background:**

The Solano Transportation Authority (STA), through an agreement contract with Fairfield and Suisun Transit (FAST), is responsible for authorizing modifications to fares or service for both Routes 30 and 90. Adjustments to FAST Routes 20 and 40 are covered by the Intercity Transit Funding agreement and FAST is required to notify the funding partners, including STA, but not necessarily seek their concurrence.

FAST staff proposed to establish 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.

At the January 2014 Solano Transportation Authority (STA) 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.

**Discussion:**

At the February 2014 STA Board meeting, a Public Hearing was conducted. Six members of the public presented and comments about the proposed fare increase, additional future parking cost with no guaranteed parking space, and the future fare adjustments. The STA Board voted to table its action on the fare proposal until the Fairfield City Council Public Hearing scheduled for February 18<sup>th</sup>. In response to FAST staff's concerns of not meeting Clipper's timeline for implementation, the STA Board scheduled a special meeting for February 19<sup>th</sup>.

At Fairfield City Council February 18th meeting, the Public Hearing Approving a New Fare Structure for FAST was tabled and a public hearing was not conducted. The Fairfield City Council opted to continue the request from FAST staff to modify fares for FAST's local transit service and SolanoExpress Routes 20, 30, 40 and 90 for two weeks with the focus to potentially shift to looking at charging parking at FTC to develop other options.

STA Board Chair Davis has extended the STA Board's public hearing scheduled for February 19th until the March 12<sup>th</sup> Board meeting. At the February 12<sup>th</sup> STA Board meeting, the STA Board directed staff to develop a staff recommendation pertaining to four SolanoExpress bus routes. Based on staff's analysis, Routes 30 and 40 will need to be adjusted to coordinate with the implementation of Clipper this Summer. STA will need to act on Route 30 and STA staff recommends to work with FAST staff to do the same for Route 40. Both 20 and 90 already have one fare rate and do not have to be adjusted in order to implement Clipper in a timely manner. Per the direction provided at last week's STA Board meeting, STA staff will develop the specifics of this fare proposal and bring it to the Consortium, TAC, and back to the STA Board at the March 12<sup>th</sup> meeting.

**Recommendation:**

Forward a recommendation to the STA TAC and STA Board pertaining to modifications of multi-zone fare structure to one fare for SolanoExpress Routes 30 and Route 40 to accomplish Clipper Implementation in Solano County (to be provided under separate cover).



DATE: February 13, 2014  
TO: STA TAC  
FROM: Liz Niedziela, Transit Program Manager  
RE: SolanoExpress Ridership and Performance Update

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**Background:**

SolanoExpress Intercity Routes consist of seven routes operated by Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans). Funding for Intercity Transit Routes is provided through the Solano Intercity Transit Funding agreement among six cities, the County of Solano and STA and Regional Measure 2 (RM 2) Bridge toll funds. One of the key element of the agreement is that these routes be regularly monitored so that all the funding partners are aware of these routes' performances. This data helps guide future funding, service planning and marketing decisions.

**Discussion:**

FAST and SolTrans have provided STA staff the FY 2013-14 second quarter ridership and performance reports on the SolanoExpress Routes 20, 30, 40, 78, 80, 85, and 90. Since the second quarter reports are presented, the measurement tool is at 50%. These reports show that overall, SolanoExpress mid-year performance are measuring close, if not better as shown in Attachment A.

The mid-year reports shows the overall estimated fare box ratio for SolanoExpress routes is 49%. The actual farebox is determined at the close of the fiscal year to capture all cost and revenue. Route 40 estimated farebox ratio has improved to 32% which is now meeting its RM 2 farebox requirement. All five of the seven SolanoExpress Routes are now meeting MTC's RM 2 farebox requirement.

STA staff has been tracking the performance of SolanoExpress ridership over the past several years (Attachment B). SolanoExpress Ridership Comparison from July- December 2012 to July - December 2013 is showing a 5.2 % decrease in ridership compared to the same time frame from last year.

Route 30 and Route 40 are showing a steady increase in ridership at 8% and 11% respectively. Route 80 experienced a slight decrease in ridership at 3% and Route 20 and Route 90 are showing a slight decrease in ridership at 4%. Route 78 experienced a 10% drop in ridership most likely due to modification to increase the efficiency to meet the RM2 farebox ratio requirement. Route 85 experienced a 25% drop in ridership. In Fiscal Year 2012-13, Route 85 had an usual high ridership in August, September and October.

FAST and SolTrans provided STA staff the Cost Allocation Model FY 2012-13 Actuals which provides farebox ratios for last year. SolTrans Route 80 reached a record high of 74% and Route 90 is steady at 49%. (Attachment C).

A timeline of SolanoExpress Route changes are outlined in Attachment D.

**Recommendation:**

Informational.

Attachments:

- A. SolanoExpress Intercity Transit Service 2nd Quarter Summary
- B. SolanoExpress Ridership Comparison
- C. FY 2012-13 Farebox Ratio
- D. SolanoExpress Route Changes

**SolanoExpress**  
**Intercity Transit Service Second Quarter Monitoring Report**

<b>Performance Measures</b>	<b>Route 20</b>	<b>Route 30</b>	<b>Route 40</b>	<b>Route 78</b>	<b>Route 80</b>	<b>Route 85</b>	<b>Route 90</b>
Cost	48.7%	37.0%	39.2%	37.2%	47.7%	47.5%	38.5%
Fares	38.5%	49.2%	50.5%	41.6%	44.5%	36.2%	47.4%
Farebox	23.0%	36.0%	32.0%	28.0%	70.0%	30.0%	58.0%
Ridership	50.3%	51.8%	50.3%	42.8%	41.3%	54.8%	45.5%
Revenue Hours	50.5%	52.5%	51.0%	42.8%	41.3%	54.8%	50.6%

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## SolanoExpress Intercity Ridership Comparison

### Route 20

20	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	3,511	2,910	4,460	3,517	3,347	3,482	3,958	3,782
Aug	4,251	3,697	3,880	3,911	3,904	4,601	5,049	4,529
Sept	4,355	3,515	4,362	4,628	4,221	4,589	4,563	4,575
Oct	3,684	3,826	4,920	4,578	3,939	4,572	5,133	5,090
Nov	3,271	3,339	3,694	3,886	3,540	4,356	4,254	3,902
Dec	2,922	3,041	3,756	3,891	3,457	4,225	3,689	3,692
Jan	3,172	2,855	4,155	3,293	3,344	4,090	4,302	
Feb	3,116	3,455	4,017	3,859	3,290	4,515	3,997	
Mar	3,727	3,772	4,394	4,753	3,823	4,435	4,252	
Apr	3,174	4,089	4,300	4,176	3,844	4,284	3,897	
May	3,187	3,959	4,157	3,851	3,915	4,636	4,120	
Jun	2,892	4,092	3,929	3,874	3,742	4,111	3,921	
<b>Annual</b>	<b>41,262</b>	<b>42,550</b>	<b>50,024</b>	<b>48,217</b>	<b>44,366</b>	<b>51,896</b>	<b>51,135</b>	<b>25,570</b>
<b>Farebox</b>		<b>21%</b>	<b>28%</b>	<b>36%</b>	<b>25%</b>	<b>35%</b>	<b>31%</b>	
					July - Dec Comparison		<b>-4%</b>	

### Route 30

30	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	2,793	2,932	3,897	3,540	3,459	3,533	3,732	4,027
Aug	2,982	3,009	3,979	3,246	3,536	4,110	4,379	4,442
Sept	2,630	2,947	4,510	3,593	3,653	3,855	3,872	4,240
Oct	3,033	3,753	4,904	3,863	3,284	4,161	4,708	4,988
Nov	2,569	3,590	3,387	3,194	3,552	3,702	3,786	3,955
Dec	2,299	2,447	3,369	2,930	3,287	3,514	3,275	3,921
Jan	2,740	2,677	3,571	3,046	3,575	3,811	4,004	
Feb	2,731	2,777	3,488	3,442	3,760	4,045	3,772	
Mar	3,059	2,771	3,831	3,890	4,307	4,108	4,151	
Apr	3,172	3,433	3,823	3,709	4,084	3,999	4,626	
May	3,290	3,149	3,367	3,172	4,069	3,918	4,079	
Jun	3,058	3,633	3,599	3,311	3,998	3,788	3,499	
<b>Annual</b>	<b>34,356</b>	<b>37,118</b>	<b>45,725</b>	<b>40,936</b>	<b>44,564</b>	<b>46,544</b>	<b>47,883</b>	<b>25,573</b>
<b>Farebox</b>		<b>39%</b>	<b>30%</b>	<b>33%</b>	<b>27%</b>	<b>32%</b>	<b>29%</b>	
					July - Dec Comparison		<b>8%</b>	



## SolanoExpress Intercity Ridership Comparison

### Route 40

40	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	2,951	4,009	5,287	3,595	3,372	2,876	3,576	3,795
Aug	3,332	4,487	4,857	3,457	3,622	3,671	3,828	3,983
Sept	3,021	3,744	5,338	3,152	3,568	3,481	3,314	3,936
Oct	3,384	4,340	5,474	3,537	3,411	3,559	4,098	4,402
Nov	2,841	3,680	3,902	3,147	3,476	3,444	3,260	3,773
Dec	2,437	3,274	3,898	3,154	3,234	3,277	2,918	3,434
Jan	3,935	4,047	3,855	2,908	3,241	3,529	3,666	
Feb	3,479	3,675	3,628	3,034	3,188	3,388	3,507	
Mar	4,269	3,748	4,015	3,646	3,789	3,703	3,859	
Apr	3,894	4,214	3,712	3,315	3,327	3,126	3,930	
May	4,256	4,162	3,278	3,065	3,463	3,356	3,896	
Jun	3,900	4,856	3,519	3,463	3,399	3,289	3,650	

**41,699    48,236    50,763    39,473    41,090    40,699    43,502    23,323**

Farebox

**23%    31%    30%    22%    29%    27%**  
 July - Dec Comparison    **11%**

### Route 90

90	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	12,341	15,425	21,782	17,782	17,350	17,905	19,763	18,946
Aug	14,104	17,341	19,770	17,109	18,326	21,662	22,639	21,261
Sept	11,580	15,183	20,883	18,196	18,601	20,036	19,701	20,362
Oct	14,547	18,270	21,719	19,373	17,994	20,137	24,161	21,398
Nov	14,883	16,760	15,848	16,804	17,811	19,326	20,368	18,484
Dec	14,092	15,360	18,028	17,046	17,260	18,460	18,527	19,345
Jan	10,974	17,711	17,887	16,119	18,194	19,799	21,100	
Feb	10,892	17,817	17,640	16,457	17,469	19,894	20,241	
Mar	12,659	18,890	19,728	19,527	21,303	21,423	21,089	
Apr	12,581	20,701	18,919	18,527	19,397	20,299	22,549	
May	12,074	19,080	17,010	16,808	19,823	21,619	22,368	
Jun	13,632	20,495	18,327	17,437	19,909	19,719	20,331	

**Annual    154,359    213,033    227,541    211,185    223,437    240,279    252,837    119,796**

Farebox

**40%    43%    46%    41%    50%    49%**  
 July - Dec Comparison    **-4%**



## SolanoExpress Intercity Ridership Comparison

### Route 78

78	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Oct			1,243					
Jul	8,837	8,964	8,642	6,874	6,462	6,298	7,010	6,870
Aug	8,503	9,738	9,196	6,310	6,883	7,741	8,581	7,275
Sept	8,244	10,430	8,905	6,338	7,218	7,561	7,725	7,106
Oct	8,905	9,254	6,360	6,837	7,197	7,422	8,767	7,380
Nov	7,902	8,835	6,328	5,959	7,142	7,140	6,845	6,031
Dec	7,942	7,638	6,202	6,044	6,144	6,875	6,484	6,091
Jan	8,237	7,900	6,096	5,674	6,544	7,440	7,167	
Feb	9,038	8,418	5,599	5,637	6,223	7,324	6,706	
Mar	10,250	8,570	6,517	6,889	7,151	7,991	6,795	
Apr	9,337	9,698	6,432	6,529	7,436	7,748	6,991	
May	10,420	9,226	6,885	6,512	7,351	8,324	7,200	
Jun	10,439	8,636	6,677	6,707	7,384	7,916	6,405	
<b>Annual</b>	<b>108,054</b>	<b>107,307</b>	<b>83,839</b>	<b>76,310</b>	<b>83,135</b>	<b>89,780</b>	<b>86,676</b>	<b>40,753</b>
<b>Farebox</b>			<b>20%</b>	<b>23%</b>	<b>15%</b>	<b>19%</b>	<b>25%</b>	
					July - Dec Comparison		<b>-10%</b>	

### Route 80

80	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	33,855	34,096	41,304	31,889	31,492	33,747	34,546	34,029
Aug	36,003	37,351	39,073	32,947	32,619	35,498	41,627	39,393
Sept	32,672	31,384	36,454	33,256	30,676	35,255	35,770	37,101
Oct	34,100	34,924	39,128	36,258	32,207	37,304	43,995	39,275
Nov	30,593	31,960	32,043	31,318	29,869	34,257	36,261	35,369
Dec	28,194	29,529	31,765	29,455	30,735	34,071	35,229	35,609
Jan	30,114	30,909	30,878	28,735	31,615	34,673	35,506	
Feb	28,200	32,627	29,056	31,394	31,518	35,770	34,510	
Mar	32,795	34,021	32,830	33,616	35,602	39,851	37,171	
Apr	32,483	36,596	33,786	32,929	34,326	37,944	38,027	
May	34,996	36,382	31,714	31,633	34,527	40,163	38,196	
Jun	33,130	39,052	32,569	31,667	35,705	38,364	35,261	
<b>Annual</b>	<b>387,135</b>	<b>408,831</b>	<b>410,600</b>	<b>385,097</b>	<b>390,891</b>	<b>436,897</b>	<b>446,099</b>	<b>220,776</b>
<b>Farebox</b>		<b>36%</b>	<b>41%</b>	<b>37%</b>	<b>39%</b>	<b>51%</b>	<b>74%</b>	
					July - Dec Comparison		<b>-3%</b>	



## SolanoExpress Intercity Ridership Comparison

**Route 85**

<b>85</b>	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Jul	9,062	13,147	16,013	13,309	12,024	12,454	6,914	6,878
Aug	10,571	15,217	14,518	13,180	14,927	14,491	10,999	7,862
Sept	12,899	12,939	14,576	13,552	14,483	14,691	11,002	6,936
Oct	12,786	13,425	15,197	13,170	13,788	15,909	13,161	7,996
Nov	10,993	10,695	11,351	10,890	12,182	12,791	7,316	6,550
Dec	9,624	9,939	10,950	10,128	10,573	11,201	6,435	5,825
Jan	8,973	9,256	10,868	9,034	10,537	10,856	7,049	
Feb	10,046	12,015	11,801	10,761	11,408	12,525	6,732	
Mar	12,015	12,955	13,934	14,239	13,235	12,830	7,705	
Apr	10,157	13,770	13,026	11,949	12,542	12,537	7,503	
May	10,706	14,373	12,353	11,792	12,063	12,831	6,760	
Jun	8,273	15,821	13,185	11,225	12,518	10,963	6,387	
<b>Annual</b>	<b>126,105</b>	<b>153,552</b>	<b>157,772</b>	<b>143,229</b>	<b>150,280</b>	<b>154,079</b>	<b>97,963</b>	<b>42,047</b>
<b>Farebox</b>		<b>24%</b>	<b>26%</b>	<b>24%</b>	<b>28%</b>	<b>37%</b>	<b>36%</b>	
					July - Dec Comparison		<b>-25%</b>	

**SOLANOEXPRESS TOTALS**

<b>Annual</b>	<b>892,970</b>	<b>1,010,627</b>	<b>1,026,264</b>	<b>944,447</b>	<b>977,763</b>	<b>1,060,174</b>	<b>1,026,095</b>	<b>497,838</b>
by Year		13%	2%	-8%	4%	8%	-3%	-5.21%
2006-07 to present		13%	13%	6%	9%	19%	15%	

<b>Route</b>	<b>Fiscal Year 2012-13 Farebox Ratio</b>
FAST 20	27%
FAST 30	29%
FAST 40	27%
SolTrans 78	25%
SolTrans 80	74%
SolTrans 85	36%
FAST 90	49%

## SolanoExpress Services Changes

### Services Changes for FY 2012-13

#### July 1, 2012 Route Changes

SolTrans implemented a system wide changes impacting nearly all existing services. The changes constituted approximately 10% reduction in service. The following were changes made to the SolTrans SolanoExpress Routes.

#### Route 80

- Sunday service discontinued

#### Route 85

- Operates on hourly headway
- Reduce number of stops in Vallejo (no longer providing local service in Vallejo)
- \$5 Fare (eliminating the local fare from Fairfield to Solano Community College)

#### February 3, 2013 Route Changes

Route 78 has been performing at or below 20% farebox recovery threshold required for RM2 funding. SolTrans implemented a new route and schedule in an effort to achieve the required farebox rate.

#### Route 78

- Later Saturday service
- Elimination of service before 6 am Monday-Friday
- Elimination of Vallejo Ferry Terminal stop with the route beginning and ending at the Vallejo Transit Center
- Adjusted trip times

### Services Changes for FY 2013-14

#### August 2013 Route Changes

#### Route 78

- Eliminated the layover on the last inbound trip (towards the Vallejo Transit Center) at Military/First St., which is not necessary. This improved the efficiency and slightly reduced the operating cost of Route 78



DATE: February 14, 2014  
TO: STA TAC  
FROM: Nancy Whelan, Transit Consultant  
RE: Transit Corridor Study Update

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**Background:**

The I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study (“Transit Corridor Study”) updates the Transit Corridor Studies completed in 2004 (I-80/I-680/I-780) and 2006 (SR 12) and will address current and future travel demand in the corridor, existing service and alternatives for serving the corridor, and a recommended phased implementation plan. The Transit Corridor Study will not only address transit services, but also update the facilities and connections needed to support these services into the future. The Transit Corridor Plan will provide guidance and coordination for future investments.

**Discussion:**

Preparation of the I-80/I-680/I-780/State Route (SR) 12 Transit Corridor Study was initiated at the same time as the Coordinated Short Range Transit Plan (SRTP) for Solano County. On September 11, 2013, the STA Board approved the Solano County Coordinated Short Range Transit Plan and adopted performance benchmarks for intercity transit service.

The Consortium has reviewed key elements of the Corridor Study as it being developed. The consulting team has presented service design goals and objectives, review of other studies and best practices, service performance in the transit corridor, demand forecasting, and potential on-line freeway stations. At the September 24, 2013 Consortium meeting the consulting team presented the alternative service designs, how they meet the service design goals and criteria, and the pros and cons of each. Based on the input of the Consortium members the alternatives have been refined, and now focus on the following 3 alternatives:

- A. Modest Change to the existing system; some consolidation of routes
- B. BART-like Trunk system; consolidates current 7 route system to 3 routes
- C. Alternative Trunk System; an alternative 3 route consolidated system.

A review of the existing intercity service, service design goals, best practices, demand forecasting, and the proposed transit corridor alternatives is scheduled for a workshop at the STA Board meeting on March 12, 2014. The purpose of the workshop is to bring the STA Board up to date on the Corridor Study results previously presented to the Consortium, focusing on the updated alternatives and their performance against the adopted service design goals and criteria. A copy of the draft Board presentation materials will be made available to the Consortium at the February 25, 2014 meeting.

The Draft Final Transit Corridor Study is scheduled to be presented to the Consortium and TAC in April and the recommendation will be presented to the STA Board in May. The summary schedule (presented to the Consortium at the January 28, 2014 meeting) is shown below.

<b>Board/Committee</b>	<b>Topics</b>	<b>Action/Information</b>
Solano Express Consortium Meetings January 28 and February 25 and March 25, 2014 (as needed)	<ul style="list-style-type: none"> <li>• Status update</li> </ul>	Information
STA Board Workshop, March 12, 2014	<ul style="list-style-type: none"> <li>• Study status review</li> <li>• Presentation and discussion of alternatives</li> </ul>	Information
Solano Express Consortium and TAC Meetings, April 29 and 30, 2014	<ul style="list-style-type: none"> <li>• STA Board discussion/input</li> <li>• Alternatives and performance</li> <li>• Cost/funding and phasing plan</li> <li>• Capital requirements</li> <li>• Implementation steps</li> <li>• Draft Final Report</li> </ul>	Action: Recommendation to approve Study
STA Board Meeting, May 14, 2014	<ul style="list-style-type: none"> <li>• Draft Final Report</li> </ul>	Action: Recommendation to approve Study

**Recommendation:**

Informational.



DATE: February 14, 2014  
TO: STA TAC  
FROM: Anthony Adams, STA Project Assistant  
SUBJECT: Project Delivery Update

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**Background:**

The 2013 Transportation Improvement Plan (TIP) received final approval from Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) in August 2013. MTC project delivery guidelines for Fiscal Year (FY) 2013-14 of the Cycle 2 Federal Funding, also known as OneBayArea Grant (OBAG), suggested project sponsors turn in their obligation requests to Caltrans by February 3, 2014. The final date that project sponsors can receive their E-76 obligation from Caltrans, without jeopardizing its funding, is April 30<sup>th</sup>. STA staff has been working with MTC and Caltrans compile expected project approval timelines and important deadlines project sponsors should meet in order to get obligated in FY 2013-14.

**Discussion:**

For FY 2013-14, the Solano Transportation Authority is currently tracking 16 active projects: nine (9) OneBayArea Grant (OBAG) projects, four (4) Local Streets & Roads (LS&R) projects, two (2) Safe Routes to School Projects (SR2S), and one (1) other federally funded project. The following projects are required to have a funding agreement with the STA prior to receiving funding:

1. City of Suisun City's Train Station Improvements;
2. City of Vacaville's Allison Drive Sidewalk + Class I to Transit Center;
3. City of Vacaville's Ulatis Creek Class I Bike Lane (McClellan to Depot);
4. City of Vallejo's Downtown Streetscape (Maine Street);
5. County of Solano's Vaca-Dixon Bicycle Path; and
6. County of Solano's Suisun Valley Farm to Market Phase 1 Project

On February 7<sup>th</sup>, STA staff toured Solano County project locations and discussed project statuses with city engineers and project managers. After following up with all remaining project sponsors, STA staff has a more thorough understanding of projects' status and their likelihood of receiving federal obligation by April 30<sup>th</sup>. STA staff has identified two jurisdictions (three projects in total) that must apply an accelerated project delivery schedule in order meet obligation deadlines. These projects are summarized below. Attachment A provides a city by city summary of projects programmed for FY 2013-14, their status, and what next steps need to be taken.

- City of Benicia (2 Projects)
  - 2<sup>nd</sup> St Overlay: This project is scheduled to have a field review on February 20<sup>th</sup>. Caltrans estimates approval of environmental 3-4 weeks after receiving documents. Design is expected to be complete by late March. Obligation request is expected to be turned into Caltrans by late March and obligation approval by late April.

- Benicia Safe Routes to School Project: This project is scheduled to have a field review on February 20<sup>th</sup>. Caltrans estimates approval of environmental 3-4 weeks after receiving documents. Design is expected to be complete by late March. Obligation request is expected to be turned into Caltrans by late March and to receive an E-76 obligation approval by late April.
- City of Suisun City (1 Project)
  - Walters Rd-Pintail Dr Preservation: This project was originally programmed for FY 2014-15, but is being advanced due to the project delay for the Suisun-Fairfield Train Station Improvement project caused by complex (historical) environmental review process. A field review was conducted in late January and Caltrans expects to have a decision by late February. The updated project timeline shows the City completing design by the end of February and turning in their obligation request in early March. They expect to have their E-76 obligation approval before the April 30<sup>th</sup> deadline.

All other projects that are scheduled to be obligated in FY 2013-14 appear to be able to meet the obligation deadline. STA staff will continue to work with Caltrans, MTC, and project sponsors to ensure projects are delivered in a timely and effective manner.

**Fiscal Impact:**

None to the STA Budget, but should a project sponsor not obligate programmed funding in the fiscal year they are programmed, these funds are lost to the County.

**Recommendation:**

Informational.

## Attachment A

### Benicia

Project Type	Project Name	Phase	Total Obligation	Funding Agreement?	Status	Next Steps
<b>LS&amp;R</b>	Benicia - East 2nd Street Preservation	CON	\$495,000	N/A	Field Review scheduled for February 20th. Design for project is complete. PS&E can be submitted after field review.	Request updated project delivery sheet from project sponsor.
<b>SR2S</b>	Benicia Safe Routes To School Project	CON	\$100,000	N/A	Benicia requested Caltrans add this project to the February 20th field review trip to Solano County. Design is in early stages, but Benicia believes it can be obligated before April 30 <sup>th</sup> deadline.	Request updated project delivery sheet.

### Solano County

Project Type	Project Name	Phase	Total Obligation	Funding Agreement?	Status	Next Steps
<b>Other Federal</b>	Suisun Valley Bicycle and Pedestrian Imps	PE	\$248,000	No	PE funds obligated	Follow-up on funding agreement
<b>LS&amp;R</b>	STP Overlay 2013	CON	\$601,750	N/A	Solano County requested funds be pushed out to FY 2014-15. This was done prior to the December MTC deadline.	Follow up with MTC to ensure project funds have been moved
<b>OBAG</b>	Vacaville-Dixon Bicycle Route (Phase 5)	PE	\$60,000	No	Have received PE E-76	Follow-up on funding agreement

### Solano Transportation Authority

Project Type	Project Name	Phase	Total Obligation	Funding Agreement?	Status	Next Steps
<b>OBAG</b>	Local PDA Planning - Solano	CON	\$1,577,000	Need 5 (Benicia, Dixon, Fairfield Rio Vista, and Suisun) All except Dixon, have been submitted.	Allocation request packet sent to Caltrans 2/13/14	Respond to any requests from Caltrans for additional info
<b>OBAG</b>	Solano Transit Ambassador Program	CON	\$250,000	N/A	Allocation request packet sent to Caltrans 2/14/14	Respond to any requests from Caltrans for additional info
<b>OBAG</b>	Eastern Solano / SNCI Rideshare	CON	\$533,000	N/A	Allocation request packet sent to Caltrans 2/12/14	F Respond to any requests from Caltrans for additional info
<b>SR2S</b>	Solano Safe Routes to School Program	CON	\$1,256,000	N/A	Allocation request packet sent to Caltrans 2/12/14	Respond to any requests from Caltrans for additional info

### Suisun City

Project Type	Project Name	Phase	Total Obligation	Funding Agreement?	Status	Next Steps
<b>OBAG</b>	Suisun-Fairfield Intercity Rail Station	CON	\$415,000	Yes	Project is delayed due to extended environmental analysis as a result of building's historical status. Suisun requests move project to FY 2014-15.	Request updated project delivery sheet. Suisun requests advance Walters Rd overlay project in place of this project
<b>LS&amp;R</b>	Walters Road-Pintail Drive Preservation	PE	\$15,000	N/A	Suisun requested to move construction phase into FY 2013-14 to cover the delay in the Suisun Train Station project. Field review was conducted at end of January. Caltrans expects to have Environmental decision by end of February. Suisun has committed to completing design by end of February and submitting request for obligation by beginning of	Updated project delivery sheet provided 2/10/14

March.

### Vacaville

Project Type	Project Name	Phase	Total Obligation	Funding Agreement	Status	Next Steps
<b>OBAG</b>	Allison Bicycle / Ped Improvements	PE	\$66,000	Yes	Vacaville project manager assured STA that all projects were on track to get PE obligation into Caltrans by end of February.	None
<b>OBAG</b>	Ulatis Creek Bike/Ped Path & Stscpe	PE	\$150,000	Yes	Vacaville project manager assured STA that all projects were on track to get PE obligation into Caltrans by end of February.	None
<b>LS&amp;R</b>	2014 Street Resurfacing	CON	\$1,231,000	N/A	Environmental cleared, design complete, E-76 sent to Caltrans Jan 31st	None

### Vallejo

Project Type	Project Name	Phase	Total Obligation	Funding Agreement?	Status	Next Steps
<b>OBAG</b>	Vallejo Downtown Streetscape - Phase 3	PE	\$173,000	No	Spoke with Allan Panganiban, project manager, January 27th regarding getting OBAG funding agreement. Confirmed on February 7 <sup>th</sup> that E-76 for PE was submitted to Caltrans on January 29 <sup>th</sup> .	Have sent sample funding agreement, needs further follow-up.
<b>OBAG</b>	Vallejo Downtown Streetscape - Phase 3	CON	\$611,000	No	Spoke with Allan Panganiban, project manager, January 27th regarding getting OBAG funding agreement. Confirmed on February 7 <sup>th</sup> that CON E-76 will be submitted by February 14 <sup>th</sup> .	Have sent sample funding agreement, needs further follow-up.

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DATE: February 18, 2014  
TO: STA TAC  
FROM: Robert Macaulay, Planning Director  
RE: Priority Development Area Funding Update

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**Background:**

The Association of Bay Area Governments (ABAG) created the FOCUS program in 2008 as a method of encouraging the development of higher density, mixed use communities supported by frequent transit. These areas are known as Priority Development Areas (PDAs), and are identified by local communities. Metropolitan Transportation Commission (MTC) included funding for PDAs in Plan Bay Area, the Regional Transportation Plan /Sustainable Communities Plan (RTP/SCS) adopted in July of 2013.

One element of the RTP/SCS is funding for PDA Planning. For Solano County, a total of \$1.06 million was set aside by MTC for PDA Planning, to be allocated by STA. In addition, STA receives Surface Transportation Program (STP) funds from MTC that can be used for a variety of uses, including transportation planning. These funds are allocated to STA through another component of the RTP/SCS called the OneBayArea Grant (OBAG) program.

In March 2013, the STA Board approved an OBAG allocation that included providing PDA Planning funds to the City of Fairfield (\$850,000) and Suisun City (\$163,000), and STP funds to be used for PDA Planning to the cities of Benicia (\$250,000), Dixon (\$75,000) and Rio Vista (\$161,000).

**Discussion:**

STA and the recipient cities have developed scopes of work and funding agreements for the PDA and STA Planning funds. These were approved for the cities of Benicia, Fairfield, Suisun City and Rio Vista. The City of Dixon City Council voted on January 7<sup>th</sup> to not approve the funding agreement, but will reconsider the action at its February 25<sup>th</sup> Council meeting. The cities of Fairfield and Suisun City will select their own consultant(s) and prepare the PDA Plans on the project lead, in consultation with STA. The cities of Benicia, Rio Vista and, if applicable, Dixon, have selected to have STA contract with a single consultant for the preparation of their PDA plans.

STA has submitted the funding allocation paperwork to the California Department of Transportation, and approval is expected in late March. At that time, all of the related Requests for Proposals can be released and supporting consultant services can be secured. The Benicia and Rio Vista plans (and, if applicable, the Dixon plan) will be completed in early 2016. The Fairfield and Suisun City documents will be completed by the end of May 2016, just before the June 30 expiration of fund availability.

**Fiscal Impact:**

No direct impacts. The funds for these PDA plans have already been allocated in the STA budget.

**Recommendation:**  
Informational.



DATE: February 18, 2014  
TO: STA TAC  
FROM: Jayne Bauer, Marketing and Legislative Program Manager  
RE: Legislative Update

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**Background:**

Each year, STA staff monitors state and federal legislation that pertains to transportation issues. On February 12, 2014, the STA Board approved its 2014 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2014.

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:**

STA's state legislative advocate (Josh Shaw of Shaw/Yoder/Antwih, Inc.) is working with STA staff to schedule briefings on March 19th with each of Solano's state legislators and transportation agency staff to provide the current status of STA priority projects and advocate for STA's legislative priorities. A major emphasis this year will be a request that they support a portion of Cap and Trade revenues being dedicated to the regions which can better decide how to distribute the funds among their local jurisdictions.

STA's federal legislative advocate (Susan Lent of Akin Gump) is working with STA staff to schedule meetings that line up with STA's strategy and objectives for the annual lobbying trip to Washington, DC, which is scheduled the week of March 31-April 2, 2014. The priorities for discussion are MAP-21 Reauthorization and Implementation (including National Freight Network designation of I-80, Discretionary Freight and Transit Project Grants, Environmental Streamlining, and Transportation Alternative Program) and Project-Specific Advocacy (TIGER, Highway and Transit Projects). Attachment C provides detail on the purpose of the trip as well as the meetings being arranged with Solano Congressional delegates and transportation agencies.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. State Legislative Update
- B. Federal Legislative Update
- C. Memo - Purpose and Priorities for Board Trip to Washington, DC

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**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**

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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 scope 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

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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.

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### **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

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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.

M E M O R A N D U M

January 31, 2014

**To:** Solano Transportation Authority  
**From:** Susan H. Lent  
**Re:** Purpose and Priorities for Board Trip to Washington, D.C.

This memorandum outlines the purpose of the STA Board trip to Washington, D.C. and our recommendations regarding priorities for the trip.

I. Purpose of Trip

STA Board members traditionally have made an annual trip to Washington to brief members of Congress, committee staff and agency officials regarding STA priorities. The purpose of the trip has evolved over the years. In previous years we met with Members of Congress and largely advocated for earmarks for transportation projects. After Congress banned earmarks we began meeting with the Department of Transportation and other federal agencies to advocate for discretionary grants. While MAP-21 eliminated many of the discretionary programs and distributes most of the funding to the states by formula, the annual D.C. trip remains critical for several reasons. First, MAP-21 expires on September 30, 2014 and it is important that stakeholders like STA communicate about its transportation needs and the importance of passing a law that provides stable and reliable funding. Second, STA has the opportunity to recommend changes to MAP-21 to Senator Boxer, who chairs the Environment and Public Works Committee, and Congressman Garamendi, who serves on the House Transportation and Infrastructure Committee, as well as Committee staff. Third, STA should update the Federal Transit Administration (FTA) regarding its interest in undertaking P3s for developing and operating its transit stations. Fourth, DOT will award another round of TIGER grants and STA should brief DOT on the project it decides to pursue (assuming it decides to pursue a project).

II. Priorities for Trip

A. MAP-21 Reauthorization

1. Timely Authorization with Reliable Funding -- With MAP-21 set to expire in eight months and revenues from the gas tax insufficient to support transportation spending, Congress has a significant challenge to identify revenues that would keep spending even close to level with what it has been under MAP-21. This is also an election

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- year, which means that Congress will recess early – likely in late September or early October. We should communicate why Solano County needs Congress to reauthorize MAP-21 and provide funding at least at the same level as under MAP-21.
2. Designation of Freight Network that includes critical trade corridors such as I-80, and does not break up corridors to satisfy an arbitrary requirement (i.e., 21,000 centerline miles).
  3. Discretionary Grant Program for Freight Projects – With several priority projects located on I-80, STA would benefit from a discretionary grant program under which DOT would award grants to projects that will facilitate goods movement, reduce congestion and enhance safety.
  4. Environmental Streamlining – MAP-21 includes provisions that are intended to expedite project delivery; however, the legislation did not go as far as the House had proposed. We should discuss the specific challenges that STA has had in delivering projects and recommend changes in the law.
  5. Discretionary Grants for Transit – We should support the American Public Transportation Association’s position that some transit funding should be distributed through discretionary grants. Discretionary grants are critical so that transit agencies can meet larger needs (big bus purchases and construction of transit facilities) that it cannot meet with its formula allocation.
  6. Transportation Alternatives Program – Support continued set-aside as this funding is critical for Safe Routes to Schools and active transportation programs.

Identify other issue areas of importance to STA.

B. Positions on Implementation of MAP-21

1. Designation of National Freight Network – We should discuss with Members and committee staff the fact that the freight network should include trade corridors in their entirety and not break them up to meet an arbitrary number of maximum miles in the network.
2. DOT should act promptly to undertake the required rulemaking to expedite project delivery.

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C. Project-Specific Advocacy

1. TIGER Project – We should discuss the TIGER project STA selects with members of Congress and DOT.
2. Highway Projects – We should update members of Congress regarding STA’s highway projects and funding needs. We should express the importance of discretionary funding (whether the projects are selected by Congress or DOT) for meeting funding needs of larger scale nationally and regionally significant projects.
3. Transit Projects –
  - i. Brief members of Congress and committee staff and FTA regarding STA’s plans for developing its transit centers as P3s. This would be another area where we can highlight the value of discretionary funding. There are opportunities for STA to utilize property and projects that receive federal funds for joint development and to realize value through revenue capture. We ultimately will need FTA approval.
  - ii. Brief members of Congress and committee staff on STA’s interest in pursuing funding for clean fuel transit buses.

III. Proposed Meetings

We recommend scheduling the following meetings:

Senate

- Senator Boxer or staff
- Senator Feinstein or staff
- Environment and Public Works Committee staff (Highway program)
- Banking Committee staff (Transit program)

House

- Congressman Mike Thompson

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- Congressman John Garamendi
- House Committee on Transportation and Infrastructure staff

Department of Transportation

- Therese McMillan (FTA)
- DOT Policy office regarding TIGER program

We will add additional meetings based on your input and prepare talking points for the meetings.

Please let us know if you have any questions.



DATE: February 18, 2014  
TO: STA TAC  
FROM: Robert Macaulay, Director of Planning  
RE: Air Quality Fund Update

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**Background:**

Solano County sits in two air basins: the Bay Area air basin, regulated by the Bay Area Air Quality Management District (BAAQMD) and the Sacramento air basin, regulated in part by the Yolo Solano Air Quality Management District (YSAQMD). BAAQMD covers the cities of Benicia, Fairfield, Suisun City and Vallejo, plus western Solano County. YSAQMD jurisdictions are Dixon, Rio Vista, Vacaville and eastern Solano County.

The state legislature has authorized the BAAQMD to collect a \$4 surcharge on motor vehicle registration, to be used to fund clean air programs in the District' boundaries. These are known as Transportation Fund for Clean Air (TFCA) funds. By law, 40% of the TFCA funds are allocated to the jurisdiction of origin, and are programmed to qualifying projects by the Congestion Management Agency (CMA). BAAQMD releases updated programming regulations on a yearly basis. In the past, Solano BAAQMD funds have gone to projects such as the Solano Napa Commuter Information (SNCI) ridesharing program, electrical vehicle charging station installation, and signal light prioritization for transit vehicles near major transit hubs.

The YSAQMD is also provided funds a \$4 vehicle registration surcharge. In addition, the YSAQMD receives funds from a special property tax (AB 8) generated from Solano County properties located in the YSAQMD. These are jointly referred to as YSAQMD Clean Air Funds. These funds have been programmed for purposes similar to the BAAQMD, as well as vehicle replacement, public education and outreach, and projects such as the Rio Vista Waterfront Promenade Phase 1. The YSAQMD and the STA created a screening committee to make recommendations on projects in Solano County.

**Discussion:**

For 2014, the BAAQMD estimates \$150,000 to \$300,000 of TFCA funds available for STA to allocate to qualifying projects. STA is completing the Expenditure Plan application for submittal to BAAQMD, and preparing a Call for Projects as required by the TFCA program guidelines. As with other fund sources, STA will evaluate all applications, but anticipates giving priority consideration to projects or programs that are contained in adopted STA countywide plans such as the Alternative Fuels, Bicycle and Safe Routes to Schools plans.

For 2014, the YSAQMD Clean Air Fund estimate is \$442,080. Applications must be submitted to the YSAQMD, which will then screen projects for eligibility. Those projects deemed eligible will be forwarded to STA for initial assessment. STA and

YSAQMD staff will develop a recommended list for funding, to be presented to a Solano screening committee in April, and to the full YSAQMD Board in May or June. As with other fund sources, STA will evaluate all applications, but anticipates giving priority consideration to projects or programs that are contained in adopted STA countywide plans such as the Alternative Fuels, Bicycle and Safe Routes to Schools plans

**Recommendation:**

Informational.



DATE: February 14, 2014  
TO: STA TAC  
FROM: Anthony Adams, Transit Mobility Coordinator  
RE: Mobility Management Program Update

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**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.

**Discussion:**

***Mobility Transportation Guide Update***

The Mobility Guide for Seniors and People with Disabilities summarizes public, private, and medical transportation options the community. It has been recently revised and updated with the most current information and is now in its draft form for final review. STA staff expects to release the revised Solano Mobility Transportation Guide in March 2014.

***Countywide In-Person ADA Eligibility Program Update***

The month of January was the 7<sup>th</sup> month of the contract between STA and CARE Evaluators. There were 128 scheduled appointments, with 87 people showing up for their assessment (68%). The performance measures of the program are showing improvement during the last two months in comparison to the first four months of the contract. On average, the time between an applicant call to schedule an in-person assessment and the date

of their assessment for the month of January was approximately five (5) days; this is a decrease in wait time from December when the average was six (6) days. For the amount of time between the applicant's assessment and receipt of the eligibility determination letter, the average was 10 days; an improvement from 14 days in December. There were no violations of the 21 day ADA assessment letter policy during the month of January.

STA staff has produced a more in-depth summary report for the month of January (Attachment A).

A total of 10 comment cards received, 9 (90%) of them ranked the customer service for the Countywide In-Person ADA Eligibility program as "Highly Satisfied," and 1 client (10%) ranked the customer service as "Satisfied." There were no clients that ranked their experience as "Dissatisfied" or "Highly Dissatisfied."

### ***Mobility Management Website***

STA staff is currently working with the selected consultant, MIG, to finalize the contract and scope of work for developing the Solano Mobility Management Website. The project is scheduled to commence in February 2014 and is scheduled to be implemented by April 2014.

### ***Countywide Travel Ambassador Program***

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 interview panel unanimously selected Nelson/Nygaard as the consultant to develop the Countywide Travel Ambassador Program for Solano County. The project is scheduled to commence in February 2014 and is expected to be implemented by May 2014.

### ***One-Stop Call Center***

The expansion of the SNCI Program's Call Center into the One-Stop Mobility Management Call Center is progressing with the staff moving to their new home across the hall from STA during the week of February 7<sup>th</sup>. One-full time staff has been hired to date, and three more part-time staff will be hired in the coming months to meet an expected increase workload. The SNCI Program will remain, but will evolve into the One-Stop Call Center by expanding the services they offer to include program referrals such as travel training or volunteer driver programs and providing transportation options to seniors, people with disabilities and low income.

### ***Potential Partnerships***

Since mid-September, STA has been meeting with potential partner agencies and non-profits in order to compile a family of services. This strategy is intended to identify existing transportation services that serve the senior, people with disabilities, and low-income population. Potential partner agencies were requested to provide STA with a proposal for opportunities to expand upon the services they currently offer, or new services they could offer, with further financial or logistical support from STA. To date STA has met with seven (7) organizations to discuss their Mobility Management Services.

### **Recommendation:**

Informational.

Attachments:

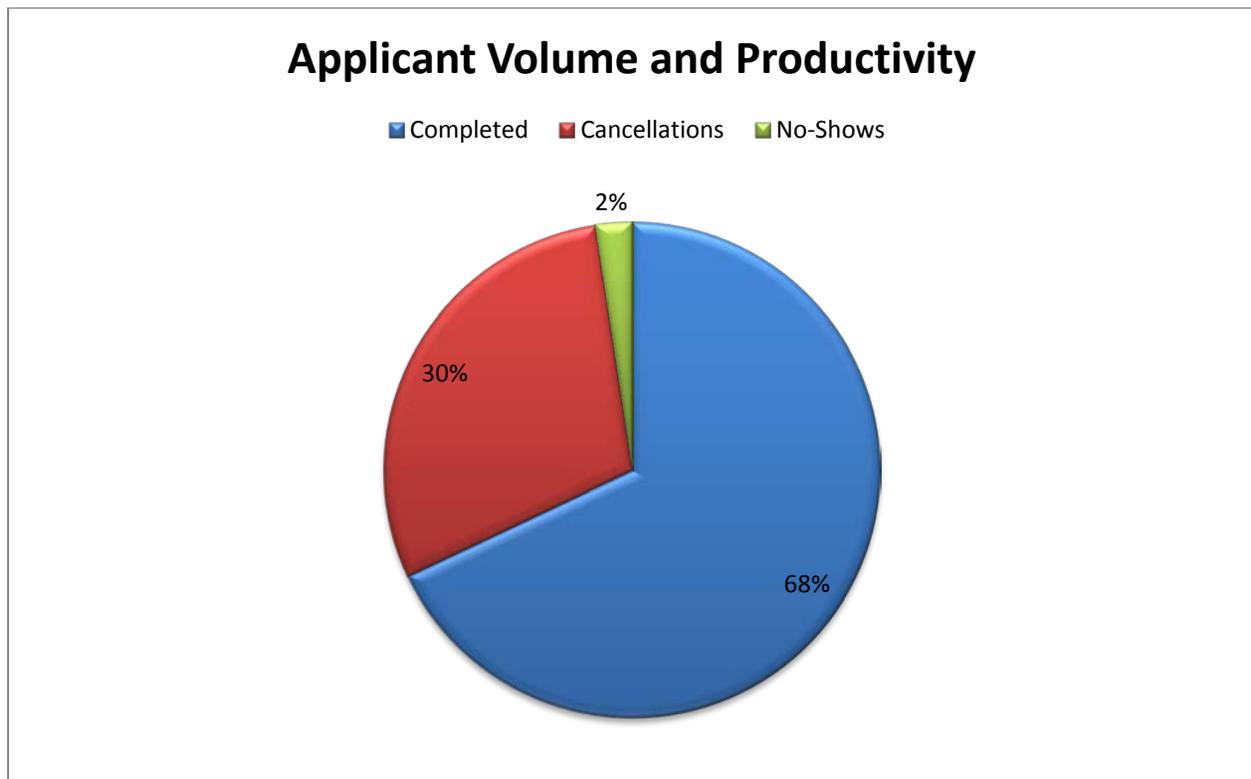
A. Countywide ADA In-Person Eligibility – January Progress Report

## Countywide In-Person ADA Eligibility Program January 2013 Progress Report

**Applicant Volume and Productivity:** Applicant volume for the month of January increased from December, while total number of assessments increased slightly. Between January 1<sup>st</sup> and January 31<sup>st</sup>, the Call Center scheduled 128 appointments, with a total 87 assessments taking place. Of the 128 scheduled appointments, 87 (68%) of the applicants appeared for their in-person assessment, three (2%) applicants were a no show, and 38 (30%) were cancellations. No shows and cancellations provides an incompleteness rate of 32%, which is the same as last month, and above 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
<b>Completed</b>	<b>87</b>	<b>2</b>	<b>41</b>	<b>0</b>	<b>24</b>	<b>20</b>
<b>Cancellations</b>	<b>38</b>	<b>1</b>	<b>9</b>	<b>0</b>	<b>12</b>	<b>14</b>
<b>No-Shows</b>	<b>3</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>0</b>
<b>Incompletion Rate</b>	<b>32%</b>	<b>33%</b>	<b>20%</b>	<b>0%</b>	<b>37%</b>	<b>41%</b>

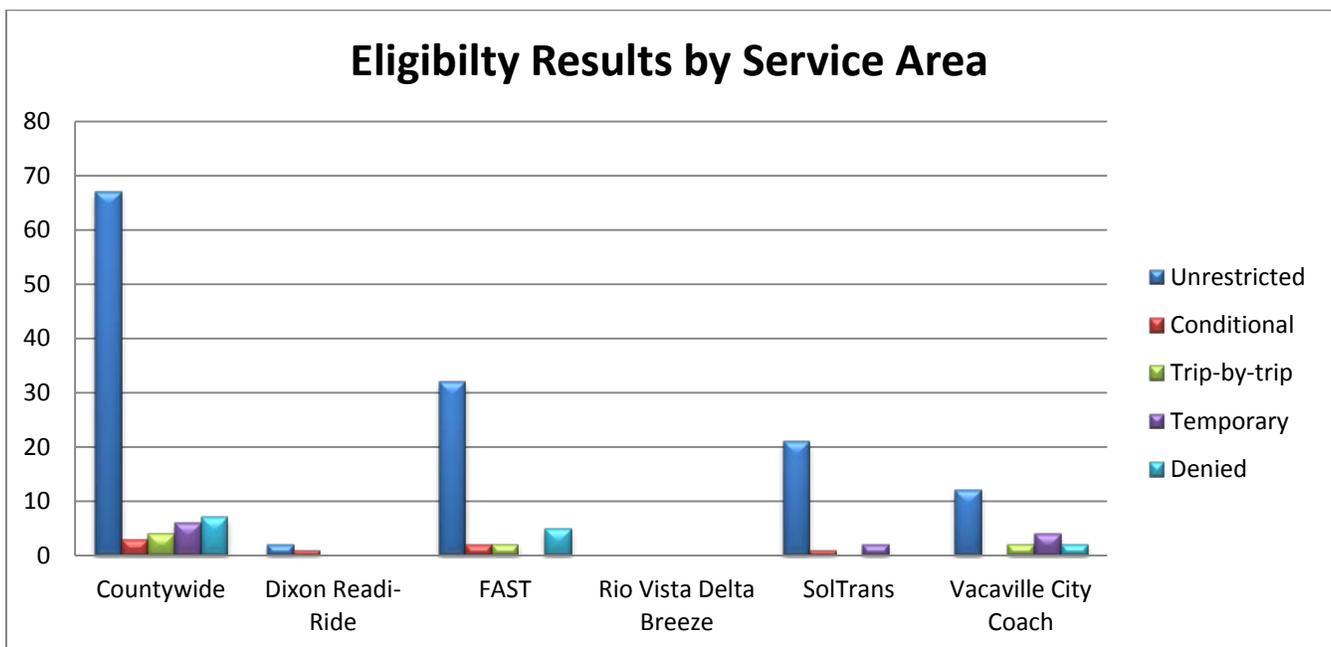


**New versus re-certification:** The percentage of new applicants has gone down to roughly the average of the previous 6 months. 77 of the 87 applicants (89%) were new applicants and 10 (11%) were applicants seeking recertification. Four (4) denials from the 87 completed applications came from the new applicant category and three (3) came from the recertification category.

Countywide Eligibility Results by Application Type					
NEW		Percentage	RECERTIFICATION		Percentage
Unrestricted	60	78%	Unrestricted	7	70%
Conditional	3	4%	Conditional	0	0%
Trip-by-trip	4	5%	Trip-by-trip	0	0%
Temporary	6	8%	Temporary	0	0%
Denied	4	5%	Denied	3	30%
<b>TOTAL</b>	<b>77</b>	<b>89%</b>	<b>TOTAL</b>	<b>10</b>	<b>11%</b>

**Eligibility determinations:** Of the 87 assessments that took place in the month of January, 67 (77%) were given unrestricted eligibility, 7 (8%) were denied, 4 (4%) were given trip-by-trip eligibility, 3 (3%) were given conditional eligibility, and 6 (7%) were given temporary eligibility.

Eligibility Results by Service Area						
	Countywide	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
<b>Unrestricted</b>	<b>67</b>	2	32	0	21	12
<b>Conditional</b>	<b>3</b>	1	2	0	1	0
<b>Trip-by-trip</b>	<b>4</b>	0	2	0	0	2
<b>Temporary</b>	<b>6</b>	0	0	0	2	4
<b>Denied</b>	<b>7</b>	0	5	0	0	2
<b>TOTAL</b>	<b>87</b>	<b>3</b>	<b>41</b>	<b>0</b>	<b>24</b>	<b>20</b>

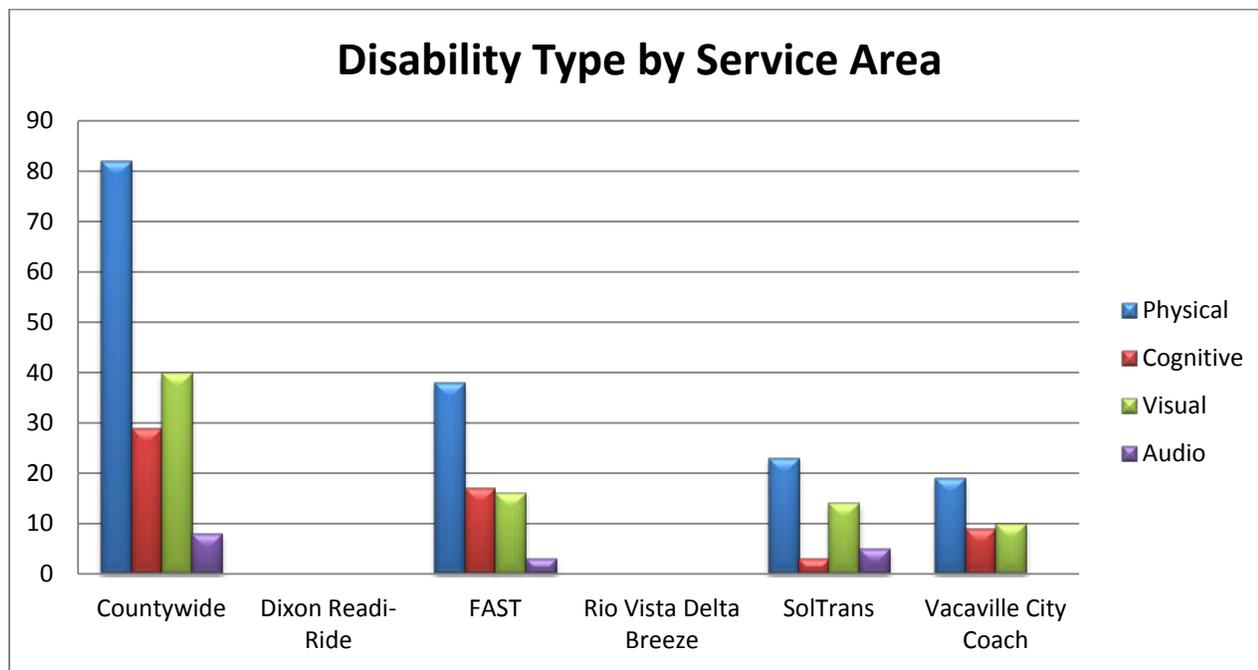


**Impact on paratransit:** As part of the new countywide in-person assessment program, applicants are provided a complimentary trip on paratransit for the applicant and the applicant’s Personal Care Attendant (PCA) upon request. Forty-five percent (45%) of all assessments requested a paratransit trip to the assessment site in January. This is an increase from thirty-nine percent (39%) in December.

Transportation to and from In-Person Assessment						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Own Transportation	48	0	22	0	14	12
Complementary Paratransit	39	3	19	0	10	8
Paratransit %	45%	100%	46%	0%	42%	40%

**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 visual disability (25%) and cognitive disability (18%). An auditory disability was the least commonly reported disability, with (5%) of the total. Visual disabilities reported, on average, have been increasing during the past 7 months of the program.

Disability Type Countywide and by Service Area						
	Countywide	Dixon Readi-Ride	FAST	Rio Vista Delta Breeze	SolTrans	Vacaville City Coach
Physical	82	0	38	0	23	19
Cognitive	29	0	17	0	3	9
Visual	40	0	16	0	14	10
Audio	8	0	3	0	5	0



**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 January was approximately five (5) days; this is a decrease in wait time from December when the average was six (6) days. The longest amount of time clients had to wait for an appointment in January was 22 calendar days. The number of clients waiting more than 10 business days for their assessment decreased in January (11%) from last month (14%). The goal is for clients to receive an appointment within 2 weeks of their phone call.

<b>Time (Days) from Scheduling to Appointment</b>						
	<b>Countywide</b>	<b>Dixon Readi-Ride</b>	<b>FAST</b>	<b>Rio Vista Delta Breeze</b>	<b>SolTrans</b>	<b>Vacaville City Coach</b>
<b>Average for Period</b>	5	4	6	0	4	4
<b>Longest</b>	22 (1 client)	4	22	0	15	13
<b>Past 10 Business Days</b>	10					
<b>% of Clients Past 10 Business Days</b>	11%					

**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 January was 10 days; an improvement from 14 days in December. The longest an applicant had to wait for their determination letter was 20 days. Only one (1%) 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.

<b>Time (Days) from Evaluation to Letter</b>						
	<b>Countywide</b>	<b>Dixon Readi-Ride</b>	<b>FAST</b>	<b>Rio Vista Delta Breeze</b>	<b>SolTrans</b>	<b>Vacaville City Coach</b>
<b>Average for Period</b>	10	7	10	0	11	9
<b>Longest</b>	20 (1)	7	20	0	13	13
<b># of Clients Past 21 Days</b>	0	0	0	0	0	0
<b># of Clients Past 15 Days</b>	1					
<b>% of Clients Past 15 Days</b>	1%					
<b>% of Clients Under 15 Days</b>	99%					

**Comment Card Summary:** There were a total of 10 ADA Comment Cards received by the STA during the month of January. Below is a summary of the scores provided by clients and the number each transit operator received.

<b>December Comment Card Summary</b>		
<b>Very Satisfied</b>	9	(FAST 3, Vacaville 5 , SolTrans 1)
<b>Satisfied</b>	1	(FAST 1)
<b>Neutral</b>	0	
<b>Dissatisfied</b>	0	
<b>Very Dissatisfied</b>	0	
<b>Total Received</b>	10	

**Total Number of SolTrans Reminder Cards Mailed out in December:** There were a total of twenty-three (23) reminder cards mailed out in the month of January. This is slightly higher than the December total (22).

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DATE: February 19, 2014  
TO: STA TAC  
FROM: Johanna Masiclat, Clerk of the Board  
RE: Draft Meeting Minutes for STA Advisory Committees

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Attached is the most recent Draft Meeting Minutes of the STA Advisory Committees that may be of interest to the STA TAC.

Attachments:

- A. Bicycle Advisory Committee (BAC) Meeting, Draft Minutes of January 9, 2014
- B. Solano Paratransit Coordinating Council, Draft Minutes of January 16, 2014

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Solano Transportation Authority

**Bicycle Advisory Committee (BAC)**

**Meeting Minutes of**

**Thursday, January 9, 2014**

**6:30 – 8:00 p.m.**

Solano Transportation Authority, Conference Room 1  
One Harbor Center, Suite 130  
Suisun City, CA 94585-2473

**1. CALL TO ORDER**

Chair Posey called the meeting to order at approximately 6:30 p.m.

**MEMBERS**

**PRESENT:**

Ray Posey, Chair	City of Vacaville
Nancy Lund	City of Benicia
Mick Weninger	City of Vallejo
Michael Segala, Vice Chair	County of Solano
Jim Fisk	City of Dixon
Lori Wilson	City of Suisun City
Barbara Wood	Member –At-Large

**STAFF**

**PRESENT:**

Robert Macaulay	STA, Director of Planning
Sofia Recalde	STA, Associate Planner
Nancy Abruzzo	STA, Administrative Assistant I

**STAFF**

**ABSENT**

David Pyle	City of Fairfield
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**ALSO**

**PRESENT:**

Nick Burton	Solano County
James Loomis	City of Vacaville Public Works
Robert Powell	Member of the Public
Alvina Sheely	Member of the Public
Garland Wong	City of Fairfield Public Works

**1. CONFIRM QUORUM**

A quorum was confirmed.

**2. APPROVAL OF AGENDA**

On a motion by BAC Member Segala and a second by BAC Member Lund the BAC unanimously approved the agenda to include a brief report provided by Robert Macaulay on the three PDA public hearings held on Jan. 7, 2014 at the cities of Benicia, Dixon, and Rio Vista.

**3. OPPORTUNITY FOR PUBLIC COMMENT**

Alvina Sheely commented on the new West Texas Street/North Texas Street bicycle trail in Fairfield. Ms. Sheely noted that the trail has bicycle signage and bicycle sharrows that let you know you are on a bicycle right-of-way.

**4. APPROVAL OF MEETING MINUTES OF NOVEMBER 20, 2013**

On a motion by BAC Member Segala and a second by BAC Member Lund the BAC unanimously approved the meeting minutes of November 20, 2013.

**5. PRESENTATIONS**

Rob Powell, Member of the Public, presented his concerns at the STA Board meeting on January 8, 2014 regarding the bike path along the north side of I-80, from Green Valley Road to Red Top Road. Following up on Mr. Powell's concerns, Robert Macaulay reported on the STA Board direction to the STA staff regarding this bike path. The STA Board asked STA staff to report back to the Board in a month with photos and a report with the exact status of the bicycle path. This item will be included on the agenda at the next BAC meeting scheduled to meet on March 6, 2014.

**6. ACTION ITEMS**

**A. 2014 BAC Officer Elections**

Sofia Recalde presented the 2014 BAC officer elections. Ms. Recalde noted the current Chair is Ray Posey, and the current Vice-Chair is Mike Segala, both of whom have served for two consecutive terms in 2012 and 2013. The BAC bylaws state that "No officer shall serve more than two (2) consecutive terms in a given office."

Recommendation:

Elect a Chair and Vice-Chair for the 2014 calendar year.

Mike Segala was nominated as Chair and Nancy Lund was nominated as Vice-Chair. On a motion by BAC Member Wood, and a second by BAC Member Fisk the BAC unanimously approved the recommendation.

**B. 2014 BAC Work Plan**

Sofia Recalde reviewed the 2014 BAC Work Plan draft. BAC Member Segala asked about Bike to School Day and Bike to Work Day. Mr. Segala asked if these events occur on the same day. He stated that if the two events occur on the same day, Bike to School should have a higher emphasis and parents and children need to understand that there is a special event for them as well. In preparation for Bike to Work Day in May 2014, Robert Macaulay suggested that STA staff could mail out a copy of the Yolo Solano Bikelinks Map with instructions on how to mark up recommended changes to be compiled and discussed at the March 6, 2014 meeting.

Recommendation:

Forward a recommendation to the STA Board to approve the 2014 STA BAC Work Plan.

On a motion by BAC Member Wood, and a second by BAC Member Wilson the BAC unanimously approved the recommendation.

## 8. INFORMATION ITEMS – DISCUSSION

### A. Comprehensive Transportation Plan: Draft Active Transportation Element

Robert Macaulay provided an overview of the Comprehensive Transportation Plan: Draft Active Transportation Element (CTP). Mr. Macaulay noted the Draft Active Transportation Element would go before the Active Transportation Committee one last time before going to the STA Board for final action. Chair Segala noted that the BAC members should be aware of the final recommendation to the Board prior to the Board meeting. Mr. Macaulay suggested that the BAC and PAC Chairs be provided a copy of the final STA staff report/recommendation to the Board and also invite them to make a presentation when it goes to the Board to express their concerns.

### B. Priority Conservation Area (PCA) Update

Robert Macaulay provided an update to the Priority Conservation Area (PCA). Mr. Macaulay noted the STA Board has approved for the STA to issue a Request for Proposals (RFP) to qualified planning and engineering firms to assist in developing the Solano County PCA Assessment and Implementation Plan and establishing a disadvantaged business enterprise goal for the contract. STA staff will be releasing a Request for Proposals during the month of January 2014.

### C. Bay Trail/Vine Trail Update

Sofia Recalde presented an update on the Bay Trail/Vine Trail Feasibility Study. Ms. Recalde stated presently the two trails overlap in Vallejo. STA is working with the City of Vallejo, Vine Trail Coalition and the Bay Trail project to do a feasibility study to do a gap closure project in Vallejo. She mentioned the STA recently secured a \$50,000 grant from the Bay Trail and the Vine Trail has agreed to contribute \$50,000 for the feasibility study. The scope of work and the grant were both approved by the Board in December 2013, and the scope of work will be out in February 2014.

### D. Bicycle and Pedestrian Priority Project List

Sofia Recalde reviewed the Bicycle and Pedestrian Priority Projects List. Ms. Recalde reported that the STA Board at the January 8, 2014 meeting approved the top three priority projects for each city and county as well as the Tier 1 and Tier 2 Projects Lists.

### E. BAC Membership Status

Sofia Recalde reported the STA Board at the January 8, 2014 meeting approved membership renewal for Nancy Lund and David Pyle with membership expiring on December 31, 2016.

## 9. INFORMATIONAL ITEMS – NO DISCUSSION

### A. Summary of Other Funding Opportunities

## 10. COMMITTEE MEMBER COMMENTS & FUTURE AGENDA TOPICS

- Bike to Work Day/Bike to School Presentation
- California Transportation Commission (CTC) Guidelines for the New Active Transportation Program Presentation

## 11. ADJOURNMENT

The meeting was adjourned at 8:00 p.m.

Minutes prepared by STA staff, Nancy Abruzzo, (707) 424-6075, [nabruzzo@sta-snci.com](mailto:nabruzzo@sta-snci.com)

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# PCC

## SOLANO PARATRANSIT COORDINATING COUNCIL AGENDA

### Draft Minutes for the meeting of January 16, 2014

#### 1. CALL TO ORDER

Edith Thomas called the meeting to order at 1:05 p.m. at Suisun City Hall in the Council Chambers.

#### **Voting Members Present: *In Alphabetical Order by Last Name***

Richard Burnett	MTC PAC Representative
Curtis Cole	Solano County Health and Social Services
Edith Thomas	Chair, Social Service Provider
James Williams	Member at Large

#### **Voting Members Not Present: *In Alphabetical Order by Last Name***

Kyrre Helmersen	Vice-Chair, Transit User - Paratransit
Judy Nash	Public Agency – Education
Anne Payne	Social Service Provider - Area Agency on Aging

#### **Also Present: *In Alphabetical Order by Last Name***

Anthony Adams	STA Staff
Paulette Cooper	STA/SNCI Staff
Jessica Deakyne	Solano County Transit/SolTrans
Steven Dunn	Connections 4 Life
Ken Grover	Solano County Resident
Sheila Jones	STA PCC Committee Clerk
Janet Koster	City of Dixon/Dixon Read-Ride
Frances Lewis	Transit User - SolTrans
Wayne Lewis	City of Fairfield/FAST
Mary Ann Mascoli	Transit User - Rio Vista
Patrick Melchert	Transit User - FAST
Kate Moriarty	North Bay Regional Center
Liz Niedziela	STA Staff
Elizabeth Romero	Solano County Transit/SolTrans
Shaun Vigil	City of Fairfield/FAST

#### 2. APPROVAL OF AGENDA

On a motion by James Williams and a second by Richard Burnett, the PCC unanimously approved the January 16, 2014 Agenda.

#### 3. OPPORTUNITY FOR PUBLIC COMMENT

None.

#### 4. COMMENTS FROM STAFF AND REPRESENTATIVES FROM THE PARATRANSIT COORDINATING COUNCIL

Wayne Lewis announced that three public information meetings have been scheduled for the proposed Fairfield and Suisun Transit (FAST) fare increases. He stated they will take place on 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) and January 29, 2014 from 1:00 pm to 8:00 pm (at the Fairfield Transportation Center in Fairfield).

Shaun Vigil of FAST announced that the bus stop on Pintail Drive near Whitney Avenue will be moved 100 feet closer to Walters Road due to a resident/renter/homeowner complaint.

**5. PRESENTATIONS**

Elizabeth Richards provided a presentation on Solano Mobility Management Programs. (Attachment A)

Paulette Cooper provided a presentation on Solano Napa Commuter Information (SNCI) Programs. (Attachment B)

**6. CONSENT CALENDAR**

**A. Minutes of the PCC Meeting of November 21, 2013**

Recommendation:

Approve PCC minutes of November 21, 2013.

On a motion by Richard Burnett and second by James Williams, the PCC approved Consent Calendar Item A.

**7. ACTION ITEMS**

**A. 2014 PCC Draft Work Plan**

Anthony Adams stated that in preparation for 2014, STA staff presented the 2013 Paratransit Coordinating Council (PCC) Work Plan for discussion at the November PCC meeting. He stated that STA staff requested that PCC members review the 2013 PCC Work Plan and offer suggestions on updates for the upcoming 2014 PCC Work Plan. PCC members responded with the following suggestions: 1.) Conduct outreach to senior centers (Work Plan #5), 2.) Promote/participate in development of "Phase II of Intercity Paratransit Service" (Work Plan #7 if we add the word "programs"), and 3.) Promote/participate in upcoming Solano County Travel Ambassador program (Work Plan #7 if we add the word "programs").

Recommendation:

After incorporating direction from PCC members; forward a recommendation to the STA Board to approve the 2014 Draft Paratransit Coordinating Council Work Plan.

On a motion by Richard Burnett and second by James Williams, the PCC approved the recommendation.

**B. 2014 PCC Draft Outreach Plan**

Anthony Adams stated that the in preparation for 2014, STA staff presented the 2013 Paratransit Coordinating Council (PCC) Outreach Plan for discussion at the November meeting of the PCC. He stated that STA staff requested that PCC members review the 2013 PCC Outreach Plan and offer suggestions on updates for the upcoming 2014 PCC Outreach Plan. He stated that the PCC members responded with the following suggestions: 1.) Distribute PCC brochures on "fixed-route" buses, Health & Social Services meetings, and at STA meetings, 2.) Add Rio Vista & Dixon locations to the rotation schedule of meetings for PCC and request for carpool from STA to these locations, 3.) Hold meeting at Florence

Douglas Senior Center Library for Vallejo location, 4.) Public Transportation Support Groups.

Richard Burnett commented that Dixon is too far.

James Williams commented that he has attended the PCC meeting in Rio Vista and opposed adding their location to the outreach plan due to lack of participation and hardship.

Chair Thomas proposed holding a community meeting in Rio Vista and Dixon amongst residents and PCC committee members.

Curtis Cole concurred to exclude the City of Rio Vista and the City of Dixon from the outreach plan.

Elizabeth Romero commented that the SolTrans Board meeting is at 4:00 p.m. the same day as the PCC and it makes it difficult to attend the PCC meeting.

Recommendation:

After incorporating direction from PCC members; forward a recommendation to the STA Board to approve the 2014 Draft Paratransit Coordinating Council Outreach Plan *excluding Dixon and Rio Vista until further notice from the PCC.*

On a motion by Richard Burnett and second by Curtis Cole, the PCC approved the recommendation as amended above in *bold and italics.*

**8. INFORMATIONAL ITEMS (Discussion)**

**A. Regional Transit Connection (RTC) Card & Senior Clipper Card**

Anthony Adams stated that the Regional Transit Connection (RTC) Clipper Card is available to qualified persons with disabilities under 65 years of age and may be used as proof of eligibility to receive 50% off discount fares on fixed-route, rail and ferry systems throughout the San Francisco Bay Area. He stated that the cost of the card is \$3.00 and expires after 5 years and that the RTC Clipper Card must be applied for in person at a participating transit agency, so a picture can be taken for the card. Clipper is expected to be implemented in Solano County on local transit vehicles and Solano Express in Fall 2014.

He stated that any senior 65 or older, may receive a Senior Clipper Card. The Senior Clipper Card offers the same features and discounts (50% off) as the RTC card, but is free and does not expire. He concluded that applications can be submitted by mail, email or fax. Cards can also be obtained immediately in-person at a Clipper Customer Service Center or participating transit partner locations.

**9. INFORMATIONAL ITEMS (No Discussion)**

**A. PCC Membership Status**

Anthony Adams stated there are still four (4) vacancies, two for (2) Transit Users, one (1) vacancy for a Member at Large, and one (1) vacancy for Social Services Provider. He stated that STA staff has been contacted by citizens who have shown interest in membership with the PCC and has distributed interest forms to those individuals. He stated that STA staff has followed up with interested parties by email and emailed interest forms again. He stated STA has not received any interest forms for these open positions and that STA staff will continue to recruit for the four (4) vacancies.

**B. Mobility Management Program Update**

Anthony Adams stated that the Mobility Guide for Seniors and People with Disabilities has recently been revised with input from of the Paratransit Coordinating Council, Senior and People with Disabilities Transportation Advisory Committee, and Intercity Transit Consortium. He stated that updates to the guide include updated content, layout and color scheme, and the addition of a 4th panel with more information on transportation programs & non-profit transportation.

He stated that the Request for Proposal (RFP) for the Countywide Travel Training was approved by Caltrans and was released in early December and proposals are due on January 15, 2014 and the project is scheduled to commence in February 2014 and is expected to be implemented by May 2014.

He stated that the the Request for Proposal (RFP) for the Mobility Management Website was approved by Caltrans and was released in early December and proposals are due on January 9, 2014 and the project is scheduled to commence by February 2014 and is expected to be implemented by April 2014.

He stated that at the October's STA Board Meeting, the One-Stop Call Center was approved to be implemented as a 3-year pilot program and the call center will be a modification and expansion of the existing Solano/Napa Commuter Information (SNCI) call center.

#### **10. FUTURE AGENDA ITEMS AND COUNCIL COMMENTS**

None.

#### **11. TRANSIT OPERATOR UPDATES**

##### SolTrans:

Jessica Deakyne and Elizabeth Romero provided brief update on SolTrans service and promotions.

##### Dixon Read-Ride:

Janet Koster provided brief update on Dixon Read-Ride service.

##### Fairfield and Suisun Transit:

Not present.

##### Rio Vista Delta Breeze:

Liz Niedziela provided brief update on Rio Vista Delta Breeze service.

##### Vacaville City Coach:

Not present.

#### **12. ADJOURNMENT**

The meeting adjourned at 3:00 p.m. The next meeting of the PCC is scheduled to meet at **1:00 p.m. on Thursday, March 20, 2014, at Solano Community College in the Cafeteria, located at 4000 Suisun Valley Rd., Fairfield, CA 94534**



*Solano Transportation Authority*

**STA Board Meeting Highlights  
6:00 p.m., Regular Meeting  
Wednesday, February 12, 2014**

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TO: City Councils and Board of Supervisors  
(Attn: City Clerks and County Clerk of the Board)  
FROM: Johanna Masiclat, STA Clerk of the Board  
RE: Summary of Actions of the February 12, 2014 STA Board Meeting

Following is a summary of the actions taken by the Solano Transportation Authority at the Board Meeting of February 12, 2014. If you have any questions regarding specific items, please call me at (707) 424-6008.

**BOARD MEMBERS PRESENT:**

Osby Davis, Chair	City of Vallejo
Alan Schwartzman (Alternate)	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
Steve Hardy, Chair	City of Vacaville
Jim Spering	County of Solano

**BOARD MEMBERS ABSENT:**

Elizabeth Patterson, Vice Chair	City of Benicia
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**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)**

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.

Chair Davis opened the 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.

***Open Public Hearing: 6:38 p.m.***

After hearing all the comments from members of the public, the STA Board voted to continue the public hearing at a Special STA Board Meeting on February 19, 2014.

On a motion by Board Member Spring, and a second by Board Member Price, the STA Board voted to continue the public hearing at a Special Meeting on February 19, 2014.  
(8 Ayes)

Chair Davis left the meeting at 7:30 p.m.

**ACTION – NON-FINANCIAL ITEMS**

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

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

**B. STA's Draft 2014 Legislative Priorities and Platform**

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

**CONSENT CALENDAR**

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

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

Recommendation:

Approve STA Board Meeting Minutes of January 8, 2014.

- B. Draft Minutes of the Technical Advisory Committee (TAC) Meeting of January 29, 2014**  
Recommendation:  
 Approve Draft TAC Meeting Minutes of January 29, 2014.
- C. Renewal of Membership with Solano Economic Development Corporation (EDC) for 2014**  
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.
- D. Fiscal Year (FY) 2013-14 Abandoned Vehicle Abatement (AVA) Program First Quarter Report**  
Recommendation:  
 Receive and file.
- E. Contract Amendment – Transit Project Management Nancy Whelan Consulting**  
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.
- F. Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) Recommendation**  
Recommendation:  
 Approve the Federal Section 5311 Allocation for 2014 and 2015 in the amount of \$976,856 as specified in Attachment B.
- G. 2014 Paratransit Coordinating Council (PCC) Work and Outreach Plans**  
Recommendation:  
 Approve the 2014 PCC Work Plan as shown in Attachment A and the 2014 PCC Outreach Plan as shown in Attachment B.
- H. Jepson Parkway Project - Final Relocation Impact Statement and Last Resort Housing Plan**  
Recommendation:  
 Adopt the Final Relocation Impact Statement and Last Resort Housing Plan for the Jepson Parkway Project.
- I. Contract Amendment - Jepson Parkway Project Right of Way Services**  
Recommendation:  
 Approve a contract amendment of an amount not-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.

**J. I-80/I-680/State Route (SR) 12 Interchange - I-80 Freeway Performance Initiative (FPI) Project Bridge Toll Allocation**

Recommendation:

Approve the following:

1. Transfer of \$1M of Bridge Toll funds from the I-80/I-680/SR12 Interchange – ICP project to be 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 be 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.

**COMMENTS FROM METROPOLITAN TRANSPORTATION COMMISSION (MTC), CALTRANS, AND STAFF:**

**REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)**

MTC Commissioner Jim Sperring commented that the Programming and Allocations Committee reported that the Regional Measure 2 (RM 2) Strategic Delivery Plan is retaining funding for the Fairfield/Vacaville Intermodal Train Station and Vallejo Curtola Transit Center.

**REPORT FROM CALTRANS**

None presented.

**REPORT FROM STA**

- A. Federal Legislative Update presented by Vic Fazio and Susan Lent, Akin Gump**
- B. Directors Report**
  - 1. Planning**
  - 2. Projects**
  - 3. Transit/Rideshare**

**INFORMATIONAL**

- A. Update on Active Transportation Program Guidelines**
- B. Mobility Management Program Update**
- C. SB 743 California Environmental Quality Act (CEQA) Guidelines Update**
- D. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2014**

**BOARD MEMBER COMMENTS**

**ADJOURNMENT**

The meeting was adjourned at 7:40 p.m.



DATE: February 18, 2014  
TO: STA TAC  
FROM: Johanna Masiolat, Clerk of the Board  
RE: STA Board and Advisory Meeting Schedule for Calendar Year 2014

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**Discussion:**

Attached is the STA Board and Advisory meeting schedule for Calendar Year 2014 that may be of interest to the STA TAC.

**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 2<sup>nd</sup> Wednesday of Every Month  
 Consortium/TAC: Meets Last Wednesday of Every Month  
 BAC: Meets 1<sup>st</sup> Thursday of every *Odd* Month  
 PAC: Meets 3<sup>rd</sup> Thursday of every *Even* Month  
 PCC: Meets 3<sup>rd</sup> Thursday of every *Odd* Month  
 SR2S-AC Meets Quarterly (Begins Feb.) on the 3<sup>rd</sup> 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)	Ulati 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 <sup>th</sup> 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