



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

**1. CALL TO ORDER**

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

**MEMBERS**

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

**MEMBERS**

**ABSENT:** None.

**STAFF**

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

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

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

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

**2. CONFIRM QUORUM/STATEMENT OF CONFLICT**

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

**3. APPROVAL OF AGENDA**

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

**4. OPPORTUNITY FOR PUBLIC COMMENT**

None presented.

**5. EXECUTIVE DIRECTOR'S REPORT**

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

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

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

**7. REPORT FROM CALTRANS**

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

**8. REPORT FROM STA**

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

## 9. CONSENT CALENDAR

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

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

Recommendation:

Approve STA Board Meeting Minutes of December 11, 2013.

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

Recommendation:

Approve Draft TAC Meeting Minutes of December 18, 2013.

### C. Bicycle Advisory Committee (BAC) Appointments

Recommendation:

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

### D. Pedestrian Advisory Committee (PAC) Appointments

Recommendation:

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

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

Recommendation:

Approve the following:

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

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

Recommendation:

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

### G. North Connector Project – Accept Project Completion

Recommendation:

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

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

Recommendation:

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

- I. Contract Amendment - I-80/I-680/State Route (SR) 12 Interchange Project - Project Management Services – PDM Group**  
Recommendation:  
Approve a contract amendment for the PDM Group in the not-to-exceed amount of \$332,180 to cover project management services for the I-80/I-680/SR 12 Interchange project.
- J. Contract Amendment - Coordinated Short Range Transit Plan (SRTP)/Intercity Transit Corridor Update**  
Recommendation:  
Authorize the Executive Director to execute a contract amendment with Arup for an amount not-to-exceed \$42,120 to cover the additional cost associated with amendments to the Scope of Work for the Intercity Transit Corridor Study.
- K. Contract Amendment - Public Private Partnership (P3) Feasibility Study – KPMG Inc.**  
Recommendation:  
Authorize the Executive Director to execute a third contract amendment with KPMG for an amount of \$50,000 to cover additional services for a total amount not-to-exceed \$250,400 for the P3 Feasibility Study and Implementation Strategy and extend term to June 30, 2014.

## **10. ACTION – FINANCIAL ITEMS**

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

**Public Comments:**

None presented.

**Board Comments:**

None presented.

Recommendation:

Approve the following:

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

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

## **B. Solano Rail Facilities Plan Update**

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

### **Public Comments:**

None presented.

### **Board Comments:**

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

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

### Recommendation:

Approve the following:

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

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

## **11. ACTION NON-FINANCIAL ITEMS**

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

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

**Public Comments:**

None presented.

**Board Comments:**

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

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

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

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

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

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

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

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

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

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

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

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

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

Recommendation:

Approve the following:

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

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

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

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

**Public Comments:**

None presented.

**Board Comments:**

Board Member Patterson addressed the following:

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

**Recommendation:**

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

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

**C. Bicycle Project List Discussion and Prioritization**

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

**Public Comments:**

Rob Powell stated his issues regarding :

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

**Board Comments:**

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

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

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

Recommendation:

Adopt the following:

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

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

**D. Pedestrian Project List Discussion and Prioritization**

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

**Public Comments:**

None presented.

**Board Comments:**

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

Recommendation:

Adopt the following:

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

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

**E. Selection of 2014 STA Chair and Vice Chair**

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

Recommendation:

Approve the following:

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

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

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

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

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

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

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

## **12. INFORMATIONAL – DISCUSSION**

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

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

### **NO DISCUSSION**

### **B. MTC's Adopted Regional Cap and Trade Program**

### **C. Local Project Delivery Update**

### **D. Mobility Management Program Update**

### **E. Regional Vanpool Campaign**

### **F. Summary of Other Funding Opportunities**

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

## **13. BOARD MEMBER COMMENTS**

None.

## **14. ADJOURNMENT**

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

**Attested by:**



**Johanna Masiolat  
Clerk of the Board**

**/February 6, 2014**

**Date**