



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
April 9, 2014

1. CALL TO ORDER

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

MEMBERS

PRESENT:	Osby Davis, 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
	Steve Hardy	City of Vacaville
	Jim Spring	County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl K. Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Exec. Director/Dir. of Projects
	Robert Macaulay	Director of Planning
	Johanna Masielat	Clerk of the Board/Office Manager
	Susan Furtado	Accounting & Administrative Svc. Manager
	Jayne Bauer	Marketing & Legislative Program Manager
	Liz Niedziela	Transit Manager
	Judy Leaks	Program Manager – SNCI & SR2S
	Sarah Fitzgerald	Program Services Administrator – SR2S
	Sofia Recalde	Associate Planner
	Andrew Hart	Associate Planner
	Anthony Adams	Assistant Project Manager
	Zoe Zaldivar	Customer Service Rep.
	Samantha Sipin	Customer Service Rep.

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

Amanda Dum	City of Suisun City
David Kutrosky	CCJPA

George Gwynn
Dan Kasperson
Wayne Lewis
Elizabeth Richards

Member of the Public
City of Suisun City
City of Fairfield - FAST
STA Project Manager

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 Vice Chair Patterson, and a second by Board Member Sanchez, the STA Board approved the agenda.

4. OPPORTUNITY FOR PUBLIC COMMENT

George Gwynn, Jr. commented on expenditures related to the STA Board.

5. EXECUTIVE DIRECTOR'S REPORT

- STA Board Visits Washington DC State of Federal Transportation Funding
- Fairfield/Vacaville Train Station Remains Priority for Tiger Grant Round 6
- STA Visit to Sacramento Focused on State Cap and Trade Program Discussions
- STA Fiscal Year (FY) 2013-14 and FY 2014-15 Proposed Budget Revision
- TDA Article 3 Funds to Complete Dixon Pedestrian Project and Suisun Rail Station Upgrade
- Approval of Active Transportation Element of the Solano County Comprehensive Transportation Plan (CTP)
- Solano County Mobility Management Plan
- STA Staff Update

6. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

None presented.

7. REPORT FROM STA

- A. Capitol Corridor Update presented by David Kutrosky**
- B. Legislative Update presented by Jayne Bauer**
- C. Directors Report**
 - 1. Planning**
 - 2. Projects**
 - 3. Transit/Rideshare**

8. CONSENT CALENDAR

On a motion by Vice Chair Patterson, and a second by Board Member Price, the STA Board unanimously approved Consent Calendar Items A through F. (8 Ayes)

A. Minutes of the STA Board Meeting of March 12, 2014

Recommendation:

Approve STA Board Meeting Minutes of March 12, 2014.

B. Minutes of the TAC Meeting of March 26, 2014

Recommendation:

Approve TAC Meeting Minutes of March 26, 2014.

C. SolanoExpress Intercity Transit Consortium 2014 Work Plan

Recommendation:

Approve the SolanoExpress Intercity Transit Consortium 2014 Work Plan as shown on Attachment A.

D. Pedestrian Priority Projects Update

Recommendation:

Approve the following:

1. Pedestrian Priority Projects List (February 10, 2014); and
2. Pedestrian Priority Project Tiered List (February 10, 2014)

E. Fiscal Year (FY) 2014-15 Transportation Fund for Clean Air (TFCA) 40% Program Manager Funds

Recommendation:

Approve the following:

1. \$235,000 from FY 2014-15 TFCA Program Manager Funds for the Solano Napa Commuter Information Program; and
2. Authorize the Executive Director to issue a call for projects for the remaining balance of FY 2013-14 TFCA Program Manager Funds in the amount of \$59,709.

F. Regional Transportation Impact Fee Update

Recommendation:

Authorize the STA Executive Director to amend Fehr and Peers contract agreement for an amount not to exceed \$11,200 to amend the RTIF Nexus Report to include the Green Valley Road Overcrossing Project.

9. ACTION – FINANCIAL ITEMS

A. STA's Fiscal Year (FY) 2013-14 and FY 2014-15 Proposed Budget Revision

Susan Furtado presented the proposed budget revisions for STA's Fiscal Year (FY) 2013-14 and FY 2014-15. She provided an update to the STA's budget incorporating new grants and progress of various programs and projects. She noted that the budget revision includes the new Regional Transportation Impact Fee (RTIF) components of the County Facility Fee (CFF), the grant funding for Solano County Bay Trail and Vine Trail Feasibility Study, and the implementation of aspects of the Safe Routes to School (SR2S) and Mobility Management Programs. She commented the budget includes two part-time, limited term contract positions to assist in the implementation of the Walking School Bus Program, funded through a federal SR2S grant for the next two years, and to support the public outreach for the Mobility Management Program and the marketing of SolanoExpress. In addition, the budget includes authorizing the Executive Director to open an STA bank account in support of an in-house accounting system and purchase accounting software and hardware at an amount not to exceed \$55,385 for the implementation of the new Regional Transportation Impact Fee (RTIF).

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. Adopt the STA's FY 2013-14 Proposed Budget Revision as shown in Attachment A;
2. Adopt the STA's FY 2014-15 Proposed Budget Revision as shown in Attachment B;
3. Authorize the Executive Director to contract for a half-time Safe Routes to School (SR2S) Walking School Bus Coordinator as included in the budget;
4. Authorize the Executive Director to contract for a part-time Marketing Assistant to support the Mobility Management and Safe Routes to School Programs and SolanoExpress Marketing Campaign.
5. Authorize the Executive Director to open an STA bank account in support of an in-house accounting system and purchase accounting software and hardware at an amount not to exceed \$55,385 for the implementation of the new Regional Transportation Impact Fee (RTIF).

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

B. Fairfield/Vacaville Intermodal Station Project – Federal TIGER Grant

Janet Adams reviewed the current cost of the Fairfield/Vacaville Intermodal Station Project cost which is estimated at \$81.5 million with a funding shortfall for the full \$81.5M. As a result, the STA and the City of Fairfield are proposing to submit a US Department of Transportation - Round 6 Transportation Investment Generating Economic Recovery (TIGER) grant application. She noted that the grant applications are due on April 28, 2014. She added that while the Project has been unsuccessful in previous TIGER grant attempts for these highly competitive federal funds, the Project has always has good feedback during the de-briefing sessions and made it through the initial staff screening process. As such, the STA and the City of Fairfield are proposing to submit the Project for this newest TIGER round. Since the Project boundaries fall within the urban limits, the minimum project submittal amount is over \$10M. Daryl Halls concluded by stating that STA staff is seeking the STA Board to approve the STA and the City of Fairfield submit a TIGER 6 grant application in the amount of \$11M, and he clarified this was conditional on other funding discussions currently underway with MTC.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the submittal of a TIGER 6 grant application for \$11 M for the Fairfield/Vacaville Intermodal Station Project.

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

C. Transportation Development Act (TDA) Article 3 – Dixon West B Street Undercrossing and Suisun Train Station Improvements

Sofia Recalde cited that in 2012, the STA Board approved \$2.53M in OBAG funding for the Dixon West B Street Bicycle/Pedestrian Undercrossing. She noted that in addition to being a priority of the Solano Safe Routes to School Plan, the Undercrossing project is also a top priority for both the Bicycle Advisory Committee (BAC) and the Pedestrian Advisory Committee (PAC). She added that the project currently has a funding shortfall of \$250,000 and the City of Dixon is requesting use of TDA Article 3 funds to complete the project. She concluded by stating that since the project is expected to be completed by July 2014, STA staff is recommending the use of FY 2013-14 TDA Article 3 funds to cover the shortfall. A special joint BAC and PAC meeting has been scheduled in April to take action on staff's recommendation to dedicate \$250,000 of FY 2013-14 TDA Article 3 funds to the Dixon West B Street Bicycle and Pedestrian Undercrossing project.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. \$250,000 of FY 2013-14 TDA Article 3 funds for bicycle and pedestrian improvements to be completed as part of the Dixon West B Street Undercrossing Project; and
2. Resolution No. 2014-03 approving the submittal of the Countywide Coordinated Claim to the Metropolitan Transportation Commission for the allocation of FY 2013-14 TDA Article 3 Pedestrian/Bicycle Project Funds to Claimants in Solano County.

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

10. ACTION NON-FINANCIAL ITEMS

A. Active Transportation Element of Solano County Comprehensive Transportation Plan (CTP)

Robert Macaulay noted that at an earlier meeting, the Board's Active Transportation Committee reviewed and approved the recommendation to forward the final draft of the Active Transportation Element of the Solano CTP to the STA Board for final approval. He cited that this element is the first of three scheduled elements to be completed this year by STA staff that will comprise the CTP.

He noted that prior to the start of the meeting, Vice Chair Patterson requested modification to the Solano County Comprehensive Transportation Plan as shown below in *bold italics*:

- Page 22, AT Policy #3 (1st Paragraph):
Develop and periodically update countywide plans for each of the focus areas of the Active Transportation Element. *Provide an annual report to the STA Board on implementation of the Active Transportation Element and its focus area plans.* 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.

After further discussion, the STA Board approved the requested modification.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the Final Alternative Modes Element to the Solano County Comprehensive Transportation Plan as shown in Attachment A.

On a motion by Vice Chair Patterson, and a second by Board Member Spering, the STA Board unanimously approved the recommendation including the modifications requested by Vice Chair Member Patterson as shown above in ***bold italics***. (8 Ayes)

B. Solano County Mobility Management Plan

Elizabeth Richards presented the draft Solano County Mobility Management Plan. She cited that the Plan went through an extensive public review process without changing the structure of the Plan. She noted that the Plan was also presented to the Paratransit Coordinating Council (PCC) and the Solano Senior and People with Disabilities Advisory Committee at their March 20th meetings. Both Committees unanimously approved to forward the recommendation for STA Board approval and to bring the discussion of Consolidation Transportation Service Agency (CTSA) designation back to the Solano Seniors and People with Disabilities Transportation Advisory Committee for further discussion.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the Solano County Mobility Management Plan as shown in Attachment A.

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

INFORMATIONAL – NO DISCUSSION

A. Legislative Update

B. Status of Priority Conservation Area (PCA) Pilot Program

C. State and Regional Active Transportation Program (ATP) Update and Discussion of Solano ATP Priority Projects

D. Project Delivery Update

E. Mobility Management Program Update

1. ADA In Person Eligibility
2. Website
3. Travel Training Program

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

12. BOARD MEMBER COMMENTS

None.

13. ADJOURNMENT

The meeting was adjourned at 7:20 p.m.

Attested by:



**Johanna Masielat
Clerk of the Board**

/April 2014

Date