



MEETING AGENDA

4:30 – 5:30 p.m., STA Board Workshop
6:00 p.m., STA Board Regular
Wednesday, July 13, 2016
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585

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

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

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

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

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

ITEM

BOARD/STAFF PERSON

1. STA BOARD WORKSHOP – TRANSIT CORRIDOR STUDY SERVICE PLAN AND CAPITAL IMPROVEMENTS

(4:30 – 5:30 p.m.)

2. CALL TO ORDER

3. CONFIRM QUORUM/ STATEMENT OF CONFLICT

Chair Richardson

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov’t Code § 87200.

4. APPROVAL OF AGENDA

(6:05 – 6:10 p.m.)

STA BOARD MEMBERS

Norman Richardson (Chair)	Jim Spering (Vice Chair)	Elizabeth Patterson	Jack Batchelor, Jr.	Harry Price	Pete Sanchez	Len Augustine	Osby Davis
City of Rio Vista	County of Solano	City of Benicia	City of Dixon	City of Fairfield	City of Suisun City	City of Vacaville	City of Vallejo

STA BOARD ALTERNATES

Jim McCracken	Erin Hannigan	Tom Campbell	Steve Bird	Chuck Timm	Lori Wilson	Ron Rowlett (Pending)	Jesse Malgapo
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5. OPPORTUNITY FOR PUBLIC COMMENT

(6:10 – 6:15 p.m.)

6. EXECUTIVE DIRECTOR’S REPORT – Pg. 7

Daryl Halls

7. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

(6:20 – 6:25 p.m.)

Jim Spering,
MTC Commissioner

8. REPORT FROM CALTRANS

A. Status to I-80/I-680/SR 12 Interchange Project – Phase 1 Construction

(6:25 – 6:35 p.m.)

Gerry Santiago

9. STA PRESENTATIONS

(6:35 – 6:50 p.m.)

A. Priority Development Areas (PDAs) Presentations

1. City of Fairfield

2. City of Suisun City

Brian Miller, City of Fairfield
John Kearns, City of Suisun City

B. Directors Reports:

1. Planning

2. Projects

3. Transit and Rideshare/Mobility Management Update

Robert Macaulay
Janet Adams
Philip Kamhi/Liz Niedziela

10. CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

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

(6:50 – 6:55 p.m.)

A. Minutes of the STA Board Meeting of June 8, 2016

Johanna Masielat

Recommendation:

Approve STA Board Meeting Minutes of June 8, 2016.

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B. Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of June 29, 2016

Johanna Masielat

Recommendation:

Approve Draft STA TAC Meeting Minutes of June 29, 2016.

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C. STA’s Fiscal Year (FY) 2015-16 Third Quarter Budget Report

Susan Furtado

Recommendation:

Receive and file.

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- D. STA’s Fiscal Year (FY) 2015-16 Final Budget Revisions** Susan Furtado
Recommendation:
 Adopt the STA’s FY 2015-16 Final Budget Revisions as shown in Attachment A.
Pg. 31
- E. Intercity Taxi Scrip Program FY 2015-16 Third Quarter Report** Debbie McQuilkin
Recommendation:
 Receive and file.
Pg. 35
- F. Revised Fiscal Year (FY) 2016-17 Transportation Development Act (TDA) Matrix - July 2016 for Solano County Transit (SolTrans) and Revised TDA Claim for STA** Philip Kamhi
Recommendation:
 Approve the Revised FY 2016-17 Solano TDA Matrix as shown in Attachment B for Solano County Transit and the revised TDA Claim for STA.
Pg. 39
- G. Updated Solano County Intercity Taxi Scrip Program Memorandum of Understanding (MOU) for Fiscal Year (FY) 2016-17 and FY 2017-18** Philip Kamhi
Recommendation:
 Authorize the Executive Director to enter into the Solano County Intercity Taxi Scrip Program MOU as shown in Attachment A.
Pg. 43
- H. Contract Amendment – Safe Routes to School (SR2S) Solano County Public Health** Lloyd Nadal
Recommendation:
 Authorize the Executive Director to exercise the option for extension to the agreement with Solano County Public Health to operate and deliver SR2S project and program tasks described in the SR2S budget and work scope for an amount not to exceed \$220,000 for Fiscal Year 2016-17 as shown in Attachment A.
Pg. 55
- I. Federal Transit Administration (FTA) Section 5310 Funding for Travel Training Pass through Agreement with SolTrans** Liz Niedziela
Recommendation:
 Authorize the Executive Director to execute an agreement with Solano County Transit (SolTrans) to pass through the FTA Section 5310 funds for the Countywide Travel Training Program.
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11. ACTION FINANCIAL ITEMS

A. STA's Fiscal Year (FY) 2016-17 Proposed Budget Revision and FY 2017-18 Proposed Budget

Susan Furtado

Recommendation:

Approve the following:

1. Adopt the STA's FY 2016-17 Proposed Budget Revision as shown in Attachment A;
2. Approve STA's Salary Schedule for FY 2016-17 as shown in Attachment C;
3. Adopt the STA's FY 2017-18 Proposed Budget as shown in Attachment B; and
4. Approve the FY 2016-17 Cost of Living Adjustment of 1.9% effective July 1, 2016.

(6:55 – 7:05 p.m.)

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B. Transportation Development Act (TDA) Article 3 Funding Recommendation for Fiscal Year (FY) 2016-17

Drew Hart
Ryan Dodge

Recommendation:

Approve the following:

1. Approve \$250,000 TDA Article 3 for Countywide, Bicycle and Pedestrian Plans, and city-specific active transportation plans;
2. Approve \$100,000 TDA Article 3 for Solano County, Suisun Valley Farm to Market, Phase 1;
3. Approve \$40,000 TDA Article 3 for Suisun Valley Farm to Market, Phase 2; and
4. Approve \$50,000 TDA Article 3 for City of Fairfield, Northern Green Valley Road Crossing.

(7:05 – 7:10 p.m.)

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12. ACTION NON-FINANCIAL ITEMS

A. Legislative Update

Jayne Bauer

Recommendation:

Approve a support position for Senate Bill 838.

(7:10 – 7:15 p.m.)

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B. Update List of Bicycle Priority Projects

Drew Hart

Recommendation:

Approve the STA Bicycle Priority Project List for FY 2016-17 as shown in Attachment C.

(7:15 – 7:20 p.m.)

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- C. Update List of Pedestrian Priority Projects** Ryan Dodge
Recommendation:
Approve the STA Pedestrian Priority Project List for FY 2016-17 as shown in Attachment A.
(7:20 – 7:25 p.m.)
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- D. Comprehensive Transportation Plan (CTP) Update** Robert Macaulay
Recommendation:
Approve the following:
1. Transit and Rideshare Element
A. Policies as shown in Attachment A
B. Performance Measures and Milestones as shown in Attachment B
2. Arterials, Highways and Freeways Element
A. Goals as shown in Attachment C
B. Goal Gap Analysis as shown in Attachment D
(7:25 – 7:30 p.m.)
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13. INFORMATIONAL ITEMS – NO DISCUSSION

- A. Regional Transportation Impact Fee (RTIF) Update** Robert Guerrero
Pg. 139
- B. Fiscal Year (FY) 2015-16 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report** Judy Kowalsky
Pg. 141
- C. Summary of Funding Opportunities** Drew Hart
Pg. 143
- D. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2016** Johanna Masielat
Pg. 147

14. BOARD MEMBERS COMMENTS

15. ADJOURNMENT

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, September 14, 2016**, Suisun Council Chambers.

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MEMORANDUM

DATE: July 5, 2016
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – July 2016

The following is a brief status report on some of the major issues and projects currently being advanced by the Solano Transportation Authority (STA). An asterisk (*) notes items included in this month's Board agenda.

SolanoExpress Board Workshop *

SolanoExpress Bus Service is comprised of seven intercity routes that connect six of Solano County's seven cities to the Bay Area Rapid Transit (BART), UC Davis, and Sacramento. SolanoExpress provides service to all of Solano County's regional transit centers, its one rail station, and ferry intermodal station. SolanoExpress service was last comprehensively evaluated in 2004 prior to the implementation of additional express bus service funded through Regional Measure 2. Last year, the STA Board provided STA staff with direction as part of the phase 1 evaluation of this planning effort. The past year, STA staff and a consultant team has conducted public outreach based on this recommendation and has put together more data and details in response to issues raised as part of the original public input process. STA's consultant team is working with transit planning staff from Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans), the two transit operators that operate the seven SolanoExpress routes, on the detailed services planning. Currently, the seven SolanoExpress Bus routes carry an estimated 85,000 passengers per month and a total of 1.025 million passengers in Fiscal Year (FY) 2014-15. At the Workshop, staff and the consultant team will provide an update on issues associated with the current service, the proposed service changes, a summary of public feedback, and capital priorities identified to assist the new service plans implementation.

MTC Upgrades Project Assessment for I-80/I-680/SR 12 Interchange as Part of Plan Bay Area as Interchange's Phase 1 Construction Approaches Conclusion *

In June 2016, the Metropolitan Transportation Commission's Planning Committee unanimously approved STA's request to have MTC upgrade its performance assessment of the I-80/I-680/SR 12 Interchange from a low performer to a medium performing project based on the regional performance criteria being utilized to assess large regional projects as part of MTC's Plan Bay Area assessment process. This was the first regional project to go through this process in the region. I want to acknowledge the extra staff work put in by STA's Janet Adams, Robert Macaulay, Robert Guerrero, Drew Hart, and Anthony Adams to provide the detailed and compelling data in support of this request. This revised performance assessment keeps the project in the Regional Transportation Plan (RTP), eligible for future federal and state funds, and is timely as the STA and

Caltrans complete the construction work for Phase 1 and continue to work to complete the design on Phases 2 and 3 for the Project. On June 30th, I visited Caltrans at the Phase 1 construction site for a field tour, these improvements are making significance progress. In fact, the connector from Westbound I-80 to SR 12 Jameson Canyon West are on scheduled to open as early as August 2016.

STA's Budget for Fiscal Year (FY) 2016-17 and 2017-18 *

The STA's recommended two year budget has been included with this agenda. FY 2016-17 is revised from the fiscal year budget adopted a year ago and incorporates projected carry over funds from FY 2015-16 and updated revenue and expenditure projections for the forthcoming year. The budget has increased from \$13.87 million to \$18.42 million (a \$4.55 million increase) with the largest increases in the Project Development Department (\$3.2 million) and Transit/Rideshare/Programs Department (\$920,000). The FY 2017-18 budget is new and projects the revenues and expenditures a year from now at \$14.285 million. The recommended action includes adoption of the STA updated salary schedule and a Cost of Living Adjustment of 1.9%.

FY 2015-16 3rd Quarter Budget Report and Final Budget Revision *

Through the 3rd Quarter of FY 2015-16, STA revenues are on track with 41% of revenues collected keeping pace with 33% of expenditures. Staff has also developed the final FY 2015-16 budget revision prior to the initiation of the annual audit process. The proposed modification is to address the cost for update of the Solano Napa Activity Based Model Update and the final phase of the SR 12 Jameson Canyon project.

Taxi Scrip Program Remains Popular as New Fare is Implemented *

On July 1st, the new fares for the Solano Taxi Scrip Program went into effect. This included a reduced fare of \$20 per \$100 of taxi scrip for low income ADA eligible participants as compared to \$40 for the non-low income participants. Currently, there are 278 passenger that are utilizing the Solano Taxi Scrip Program. All 278 were provided income verification waivers with 147 (53%) of the participants having submitted requests for the low income fare as of July 5, 2016. To date, 102 program participants have been approved for the lower fare, 12 were not approved and 33 are in process.

An updated Taxi Scrip Memorandum of Understanding (MOU) between the STA, the County of Solano and the Transit Operators is included for STA Board approval as part of this agenda. The MOU updates the program and completes the transfer of the program from the County of Solano to STA. Staff and Legal Counsel are currently working on an updated MOU between STA and the Taxi providers. Through the 3rd Quarter of FY 2015-16, 3,614 taxi scrip has been sold and there has been 9,058 passenger trips.

Solano's Priority Development Area (PDA) Presentations *

As part of the OneBayArea Grant (OBAG) 1 funding process, STA allocated OBAG 1 funds to five cities to help plan five distinct Priority Development Areas (PDAs). Two of the PDA plans funded are located in adjacent PDAs in the adjacent cities of Fairfield and Suisun City. Both PDA planning efforts are located in their community's historic

downtown and their study incorporates a regional transit facility (Fairfield Transportation Center in Fairfield and the Suisun Fairfield Train Depot in Suisun City). Planning staff from both cities have been invited to provide the STA Board an update of their PDA planning efforts. Investment in PDAs is one of several funding options under consideration as part of the STA Board's future allocation of OBAG 2 funds later this year.

Bicycle and Pedestrian Funding and Updated Priority Projects *

STA Planning staff have been working with the STA's Bicycle Advisory Committee (BAC) and Pedestrian Advisory Committee (PAC) to update the tier 1 and tier 2 priority lists for both bicycle and pedestrian projects. This list was last updated as part of the Active Transportation Element of the Comprehensive Transportation Plan (CTP). A number of projects on this list have been funded and implemented in recent years and this updated list will help guide future STA funding cycles.

STA Staff Update *

STA's new Safe Routes to School Program Administrator is Lloyd Nadal. His first day with STA was July 1st and he will be reporting to Judy Leaks. He is currently a resident of Green Valley and plans to move to Vallejo. STA is currently recruiting for a Mobility Management Coordinator to fill the vacancy created when Kristina Holden left STA to accept a private sector position in American Canyon. In June, five Solano County based high school students started their summer internship program with STA. The five interns are:

1. Karla Castro – Fairfield Public Safety Academy – Mobility Management Program
2. Jailene Cross – Fairfield High School – Transit Program
3. Marisa Mark – Rodriguez High School – Projects Department
4. Victoria Scott – Armijo High School – Safe Routes to School Program
5. Jason Yee – Rodriguez High School – Planning Department

Attachment:

- A. STA Acronyms List of Transportation Terms (Updated January 2016)

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STA ACRONYMS LIST OF TRANSPORTATION TERMS

Last Updated: January 2016

A		GIS	Geographic Information System
ABAG	Association of Bay Area Governments		
ACTC	Alameda County Transportation Commission	H	
ADA	American Disabilities Act	HIP	Housing Incentive Program
APDE	Advanced Project Development Element (STIP)	HOT	High Occupancy Toll
AQMD	Air Quality Management District	HOV	High Occupancy Vehicle
ARRA	American Recovery and Reinvestment Act	I	
ATP	Active Transportation Program	ISTEA	Intermodal Surface Transportation Efficiency Act
AVA	Abandoned Vehicle Abatement	ITIP	Interregional Transportation Improvement Program
B		ITS	Intelligent Transportation System
BAAQMD	Bay Area Air Quality Management District	J	
BABC	Bay Area Bicycle Coalition	JARC	Jobs Access Reverse Commute Program
BAC	Bicycle Advisory Committee	JPA	Joint Powers Agreement
BAIFA	Bay Area Infrastructure Financing Authority	L	
BART	Bay Area Rapid Transit	LATIP	Local Area Transportation Improvement Program
BATA	Bay Area Toll Authority	LCTOP	Low Carbon Transit Operations Program (LCTOP)
BCDC	Bay Conservation & Development Commission	LEV	Low Emission Vehicle
C		LIFT	Low Income Flexible Transportation Program
CAF	Clean Air Funds	LOS	Level of Service
CalSTA	California State Transportation Agency	LS&R	Local Streets & Roads
CALTRANS	California Department of Transportation	LTR	Local Transportation Funds
CARB	California Air Resources Board	M	
CCAG	City-County Association of Governments (San Mateo)	MAP-21	Moving Ahead for Progress in the 21 st Century
CCCC (4'Cs)	City County Coordinating Council	MIS	Major Investment Study
CCCTA (3CTA)	Central Contra Costa Transit Authority	MOU	Memorandum of Understanding
CCJPA	Capitol Corridor Joint Powers Authority	MPO	Metropolitan Planning Organization
CCTA	Contra Costa Transportation Authority	MTC	Metropolitan Transportation Commission
CEQA	California Environmental Quality Act	MTS	Metropolitan Transportation System
CHP	California Highway Patrol	N	
CIP	Capital Improvement Program	NCTPA	Napa County Transportation & Planning Agency
CMA	Congestion Management Agency	NEPA	National Environmental Policy Act
CMIA	Corridor Mobility Improvement Account	NHS	National Highway System
CMAQ	Congestion Mitigation & Air Quality Program	NOP	Notice of Preparation
CMP	Congestion Management Plan	NVTA	Napa Valley Transportation Authority
CNG	Compressed Natural Gas	O	
CTA	California Transit Agency	OBAG	One Bay Area Grant
CTC	California Transportation Commission	OTS	Office of Traffic Safety
CTP	Comprehensive Transportation Plan	P	
CTSA	Consolidated Transportation Services Agency	PAC	Pedestrian Advisory Committee
D		PCA	Priority Conservation Area
DBE	Disadvantaged Business Enterprise	PCC	Paratransit Coordinating Council
DOT	Department of Transportation	PCRP	Planning & Congestion Relief Program
E		PDS	Project Development Support
ECMAQ	Eastern Solano Congestion Mitigation Air Quality Program	PDA	Priority Development Area
EIR	Environmental Impact Report	PDT	Project Delivery Team
EIS	Environmental Impact Statement	PDWG	Project Delivery Working Group
EPA	Environmental Protection Agency	PMP	Pavement Management Program
EV	Electric Vehicle	PMS	Pavement Management System
F		PNR	Park & Ride
FAST	Fairfield and Suisun Transit	POP	Program of Projects
FAST Act	Fixing America's Surface Transportation Act	PPM	Planning, Programming & Monitoring
FASTLANE	Fostering Advancements in Shipping and Transportation for the Long-term Achievement of National Efficiencies	PPP (P3)	Public Private Partnership
FEIR	Final Environmental Impact Report	PS&E	Plans, Specifications & Estimate
FHWA	Federal Highway Administration	PSR	Project Study Report
FPI	Freeway Performance Initiative	PTA	Public Transportation Account
FTA	Federal Transit Administration	PTAC	Partnership Technical Advisory Committee (MTC)
G		R	
GARVEE	Grant Anticipating Revenue Vehicle	RABA	Revenue Alignment Budget Authority
GHG	Greenhouse Gas	11 RBWG	Regional Bicycle Working Group

REPEG	Regional Environmental Public Education Group	TLC	Transportation for Livable Communities
RFP	Request for Proposal	TMA	Transportation Management Association
RFQ	Request for Qualification	TMP	Transportation Management Plan
RM 2	Regional Measure 2 (Bridge Toll)	TMS	Transportation Management System
RORS	Routes of Regional Significance	TMTAC	Transportation Management Technical Advisory Committee
RPC	Regional Pedestrian Committee	TOD	Transportation Operations Systems
RRP	Regional Rideshare Program	TOS	Traffic Operation System
RTEP	Regional Transit Expansion Policy	T-Plus	Transportation Planning and Land Use Solutions
RTIF	Regional Transportation Impact Fee	TRAC	Trails Advisory Committee
RTP	Regional Transportation Plan	TSM	Transportation System Management
RTIP	Regional Transportation Improvement Program	U, V, W, Y, & Z	
RTMC	Regional Transit Marketing Committee	UZA	Urbanized Area
RTPA	Regional Transportation Planning Agency	VHD	Vehicle Hours of Delay
S		VMT	Vehicle Miles Traveled
SACOG	Sacramento Area Council of Governments	VTA	Valley Transportation Authority (Santa Clara)
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equality Act-a Legacy for Users	W2W	Welfare to Work
SCS	Sustainable Community Strategy	WCCCTAC	West Contra Costa County Transportation Advisory Committee
SCTA	Sonoma County Transportation Authority	WETA	Water Emergency Transportation Authority
SFCTA	San Francisco County Transportation Authority	YCTD	Yolo County Transit District
SGC	Strategic Growth Council	YSAQMD	Yolo/Solano Air Quality Management DistrictZ
SJCOG	San Joaquin Council of Governments	Z	
SHOPP	State Highway Operations & Protection Program	ZEV	Zero Emission Vehicle
SMAQMD	Sacramento Metropolitan Air Quality Management District		
SMCCAG	San Mateo City-County Association of Governments		
SNCI	Solano Napa Commuter Information		
SoHip	Solano Highway Partnership		
SolTrans	Solano County Transit		
SOV	Single Occupant Vehicle		
SPOT	Solano Projects Online Tracking		
SP&R	State Planning & Research		
SR	State Route		
SR2S	Safe Routes to School		
SR2T	Safe Routes to Transit		
SRTP	Short Range Transit Plan		
SSPWD TAC	Solano Seniors & People with Disabilities Transportation Advisory Committee		
STAF	State Transit Assistance Fund		
STA	Solano Transportation Authority		
STIA	Solano Transportation Improvement Authority		
STIP	State Transportation Improvement Program		
STP	Federal Surface Transportation Program		
T			
TAC	Technical Advisory Committee		
TAM	Transportation Authority of Marin		
TANF	Temporary Assistance for Needy Families		
TAZ	Transportation Analysis Zone		
TCI	Transportation Capital Improvement		
TCIF	Trade Corridor Improvement Fund		
TCM	Transportation Control Measure		
TCRP	Transportation Congestion Relief Program		
TDA	Transportation Development Act		
TDM	Transportation Demand Management		
TE	Transportation Enhancement		
TEA	Transportation Enhancement Activity		
TEA-21	Transportation Efficiency Act for the 21 st Century		
TFCA	Transportation Funds for Clean Air		
TIF	Transportation Investment Fund		
TIGER	Transportation Investment Generating Economic Recovery		
TIP	Transportation Improvement Program		



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
June 8, 2016

1. STA BOARD WORKSHOP – DEVELOPMENT OF SOLANOEXPRESS ALTERNATIVE FUELS PURCHASE POLICY

Prior to the Board meeting, the STA Board had a workshop which focused on the current status of Alternative Fuels regulations and options for developing the Alternative Fuels Policy for SolanoExpress Buses. STA staff arranged for presentations and provided an opportunity for questions and answers from staff from the California Air Resources Board (CARB), California Transit Association (CTA), Bay Area Air Quality Management District (BAAQMD) and Yolo-Solano Air Quality Management District (YSAQMD), Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans).

2. CALL TO ORDER

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

MEMBERS

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

MEMBERS

ABSENT: None.

STAFF

PRESENT:	Daryl Halls	Executive Director
	Bernadette Curry	Legal Counsel
	Janet Adams	Deputy Executive Director/Director of Projects
	Robert Macaulay	Director of Planning
	Johanna Masielat	Clerk of the Board/Office Manager
	Susan Furtado	Administrative Svcs. & Accounting Manager
	Liz Niedziela	Transit Program Manager – Mobility Management
	Philip Kamhi	Transit Program Manager
	Robert Guerrero	Senior Project Manager
	Anthony Adams	Assistant Project Manager
	Drew Hart	Associate Planner
	Debbie McQuilkin	Transit Mobility Coordinator
	Paulette Cooper	Commute Consultant

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

Nathaniel Atherstone	Fairfield and Suisun Transit (FAST)
Mona Babauta	Solano County Transit (SolTrans)
Yachun Chow	California Air Resources Board (CARB)
Stephen Clermont	SolTrans Project Manager
Shawn Cunningham	City of Vacaville
George Gwynn	Suisun City Resident
George Hicks	City of Fairfield
Mitch Korcyl	Bike Commuter of the Year
Jaime Levin	SolTrans Project Manager
James McCracken	Rio Vista Vice Mayor and STA Board Alternate
Brian McLean	Vacaville City Coach
Tim McSorley	City of Suisun City
Mary Pryor	Nancy Whelan and Partners, Inc.
Chad Roemer	Team Bike Challenge Winner
Tina Spencer	Nancy Whelan and Partners, Inc.
Matt Tuggle	County of Solano

3. 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.

4. APPROVAL OF AGENDA

On a motion by Board Member Batchelor, and a second by Board Member Sanchez, the STA Board approved the agenda to include the following amendments as shown below in ***bold italics***. (8 Ayes)

Item 8.C.3

Add ***Presentation of Proclamations for Bike Commuter of the Year and Bike Challenge Team Winners***

Item 11.C

Plan Bay Area Update – Amend the recommendation to add #s 2 and 3.

Recommendation:

Authorize the Executive Director to:

1. Forward the updated the RTP Project List to MTC;
2. ***Transit a letter to MTC requesting the I-80/I-680/SR 12 Interchange, SolanoExpress Bus Service Improvements and Jepson Parkway be included in the transportation projects modeled for Scenario 2 ; and***
3. ***Transit a letter to MTC requesting that \$72 million of FAST Act funds be distributed 55% to regional programs and 45% to the CMAs in order to supplement OBAG 2 funds.***

5. OPPORTUNITY FOR PUBLIC COMMENT

George Gwynn, Suisun City Resident, commented on the defeat of Measure H. He specified that the STA should give up trying to pass “more sales tax” measures in the future, because the lack of trust towards government spending will not change.

Vice Chair Spering responded that the defeat means local roads will continue to deteriorate and that the STA Board will continue to fight to find a funding solution to fix the decaying infrastructure in Solano County. Board Member Batchelor echoed Vice Chair Spering’s comments and added that the Tax Payers Association has done nothing nor had the willingness to discuss the issues and work collaboratively to better help the future of the community.

6. EXECUTIVE DIRECTOR'S REPORT

Daryl Halls provided an update on the following items:

- CTC Votes to Allocate \$33 Million in STIP Construction Funds for Jepson Parkway
- Solano County Voters to Decide About Investing in Fixing Our Local Streets
- STA's Mobility Management Program Receives Statewide Recognition
- Alternative Fuels Workshop and Funding Agreement for Replacement of the First Eleven SolanoExpress Buses
- Update on Region's Project Assessment of I-80/I-680/SR 12 Interchange
- Plan Bay Area Land Use Scenarios
- Solano's Priority Conservation Area Plan
- STA's Overall Work Program (OWP)
- Caltrans/UC Davis Sea Level Rise Study for SR 37
- STA Staff Update

7. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

None presented.

8. STA PRESENTATIONS

A. **SR 37 U.C. Davis Sea Level Rise Study** *presented by Dr. Fraser Schilling*

B. **Status of Measures G and H** *presented by Daryl Halls*

C. **Directors Reports:**

1. **Planning**

2. **Projects**

3. **Proclamation for Bike Commuter of the Year and Bike Challenge Team Winners**
presented by STA Board Member Len Augustine

4. **Transit and Rideshare/Mobility Management Update**

9. CONSENT CALENDAR

On a motion by Board Member Batchelor, and a second by Board Member Sanchez, the STA Board approved Consent Calendar Items A through L. (8 Ayes)

A. **Minutes of the STA Board Meeting of May 11, 2016**

Recommendation:

Approve STA Board Meeting Minutes of May 11, 2016.

B. **Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of May 25, 2016**

Recommendation:

Approve Draft STA TAC Meeting Minutes of May 25, 2016.

C. **STA's Fiscal Year (FY) 2015-16 Final Year Budget Revision**

Recommendation:

Adopt the STA's FY 2015-16 Final Budget Revision as shown in Attachment A.

D. **Fiscal Year (FY) 2016-17 Transportation Development Act (TDA) Matrix - June 2016 – Vacaville City Coach and STA**

Recommendation:

Approve the FY 2016-17 Solano TDA Matrix as shown in Attachment B that include Vacaville City Coach and STA.

- E. Fiscal Year (FY) 2016-17 Transportation Fund for Clean Air (TFCA) 40% Program Manager Funds**
Recommendation:
 Approve \$340,664 from FY 2016-17 TFCA Program Manager Funds for the Solano Napa Commuter Information Program.
- F. Highway Safety Improvement Program (HSIP) Cycle 8 Grant Authorization for Countywide Systemic Safety Analysis Report Program (SSARP)**
Recommendation:
 Authorize the STA Executive Director to apply for HSIP Cycle 8 SSARP funding for the Countywide Systemic Safety Analysis.
- G. Public Safety Education and Enforcement Grant – Round 3**
Recommendation:
 Authorize the STA Executive Director to enter into an agreement with:
1. The City of Rio Vista for \$25,000 for the Safe Routes to School Public Safety Education and Enforcement Grant – Round 3; and
 2. The City of Suisun City for \$125,000 for the Safe Routes to School Public Safety Education and Enforcement Grant – Round 3.
- H. Allocation of Supplemental One Bay Area Grant (OBAG) 1 Funds to the Safe Routes to School Program**
Recommendation:
 Approve programming of \$314,000 of supplemental OBAG 1 Funds to STA’s SR2S non-infrastructure program.
- I. Mobility Management Contract Amendment - Faith in Action Volunteer Drive Program for Seniors**
Recommendation:
 Authorize the Executive Director to extend the renewal option and enter into a one-year contract with Faith in Action for an amount not-to-exceed \$40,000 to provide Transportation Services by Volunteer Caregivers.
- J. Jepson Parkway Demolition Project – Notice of Completion**
Recommendation:
 Approve the following:
1. Accept the Building Demolition Contract for Jepson Parkway Project as complete; and
 2. Authorize the Executive Director to file a Notice of Completion with the County Recorder’s office.
- K. Active Transportation Program (ATP) – Cycle 3**
Recommendation:
 Authorize the Chair of the STA Board to sign letters of support for the following projects seeking funding under the Active Transportation Program – Cycle 3:
- City of Fairfield’s East Tabor Ave Railroad Crossing Safety Project
 - City of Suisun City’s McCoy Creek Trail Project
 - City of Vallejo’s Bay Trail/Vine Trail Project

L. Rio Vista Delta Breeze Assistance Fiscal Year (FY) 2016-17

Recommendation:

Approve the following:

1. Authorize the Executive Director to execute a contract with the City of Rio Vista, for STA to provide Transit Management for the Rio Vista Delta Breeze; and
2. Allocate \$74,880 in State Transit Assistance Fund (STAF) for FY 2016-17 for Transit Finance & Compliance.

10. ACTION – FINANCIAL ITEMS

A. Funding Agreement for Replacement of SolanoExpress Vehicles and Development of SolanoExpress Alternative Fuels Vehicle Purchase Policy

Philip Kamhi presented and reviewed the process for the development of a funding agreement between STA, Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans) for the initial eleven (6 SolTrans, 5 FAST) SolanoExpress buses and the STA Board's development of an Alternative Fuels Vehicle Purchase Policy for SolanoExpress Bus purchases. He noted that in the Intercity Express Bus Funding plan that was approved by the STA Board in January 2016, full funding has been identified for the first five of FAST's bus replacements, and the first six of SolTrans' bus replacements.

Board/Public Comments:

Board Member Patterson asked how long renewable diesel has been used, who in the region is using it, what is the backup plan, and about potential pollution to water, similar to methane.

Nathaniel Atherstone, FAST, responded that renewable diesel has been used for around 18 months in California, and SF Muni and Golden Gate transit will be using it. He also stated that the supplier had provided him confidence, such that he did not feel that a backup plan was necessary.

Yachun Chow, Air Resources Board (ARB), responded and cited estimated renewable diesel supply levels, which ARB believes are more than adequate, and also stated that renewable diesel, when processed at the refinery, would be held to the same environmental standards as other fuels.

Recommendation:

Authorize STA staff to develop funding agreements for the initial set of eleven SolanoExpress vehicles with Solano County Transit (SolTrans) and Fairfield and Suisun Transit (FAST) in coordination with STA's Development of Alternative Fuels Policy for the purchase of SolanoExpress vehicles.

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

11. ACTION – NON FINANCIAL ITEMS

A. STA's Overall Work Plan for Fiscal Years (FYs) 2016-17 and 2017-18

Daryl Halls presented the STA's Draft OWP for FY's 2016-17 and 2017-18. He noted that the 2nd Phase of the Vallejo Station Parking Structure Project has been added to the STA's Overall Work Plan for FY 2016-17 and FY 2017-18.

Board/Public Comments:

None presented.

Recommendation:

Adopt the STA's Overall Work Plan for FY 2016-17 and FY 2017-18 as shown in Attachment A.

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

B. Solano Priority Conservation Area (PCA) Assessment and Implementation Plan

Drew Hart reported that the City County Coordinating Council (4Cs) has reviewed the Draft Solano PCA Assessment and Implementation Plan, the Plan is being requested to be released for a public comment period prior to adopting the Plan at its STA Board meeting in July. He cited that once the Plan is adopted, it will guide the allocation of future PCA funds and other investments which support PCA projects. He also noted that MTC has indicated its continued support for the PCA program which is demonstrated by the increase of program funds recommended by MTC staff in the approaching OBAG 2 cycle, and that STA expects to receive \$2.5 million dedicated to PCA projects in Solano County, which will be guided by the priorities outlined in the Solano PCA Assessment and Implementation Plan.

Board/Public Comments:

Board Member Patterson commented that she is excited to be the first in the Bay Area with a PCA plan. Solano County doesn't get enough recognition it deserves for the good planning work.

She asked who was on the stakeholder committee. Drew Hart provided a summary of who was on the Committee and stated the full list can be found on page 12 of the Plan.

Board Member Patterson asked how the PCA Plan works in concert with the draft Habitat Conservation Plan (HCP). Robert Macaulay responded that the PCA planning process didn't overlap with the HCP, but it could in the future.

Board Member Patterson also suggested that the public comment period include posting the draft PCA Plan on Facebook.

Recommendation:

Release the Solano Priority Conservation Area (PCA) Assessment and Implementation Plan for a 30-day public comment period.

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

C. MTC's Plan Bay Area Update

Robert Macaulay provided an update to MTC's Interchange project assessment and explained the concerns that STA staff has regarding the interchange assessment by MTC staff and several other important Solano projects are included only in the analysis of the Connected Neighborhoods Scenario.

He added that last month, MTC and Association of Bay Area Governments (ABAG) released three draft land use/Regional Transportation Plan scenarios in preparation for developing a preferred scenario for Plan Bay Area. This includes the three scenarios of: 1. Main Streets, 2. Connected Neighborhoods, and 3. Big Cities. STA staff discussed these scenarios with the Solano Planning Directors and there was general concurrence that several of Solano County's transportation projects should be included in the Connected Neighborhood scenario in addition to or rather than in the Main Streets scenario.

Board/Public Comments:

After discussion, the STA Board approved staff's recommendation to include the changes noted below in *bold italics*.

Recommendation:

Authorize the Executive Director to:

1. Forward the updated the RTP Project List to MTC;
2. *Transit a letter to MTC requesting the I-80/I-680/SR 12 Interchange, SolanoExpress Bus Service Improvements and Jepson Parkway be included in the transportation projects modeled for Scenario 2 ; and*
3. *Transit a letter to MTC requesting that \$72 million of FAST Act funds be distributed 55% to regional programs and 45% to the CMAs in order to supplement OBAG 2 funds.*

On a motion by Board Member Patterson, and a second by Board Member Sanchez, the STA Board approved the recommendation as amended shown above in *bold italics*. (8 Ayes)

D. Proposed Policies for American with Disabilities Act (ADA) Recertification

Liz Niedziela explained that the estimated cost of the Countywide ADA In Person Assessment program is approximately \$189,600 and is funded with State Transit Assistance Funds (STAF) Regional Paratransit. She commented that adoption of the ADA Recertification Policies and Procedures is projected to result in a potential cost savings of approximately \$41,400 annually if 25% of the assessment are auto renewal based on 12,000 assessments a year. Also, potential annual cost savings of \$14,190 to the transit operators from not having to provide the required paratransit trips for those participants that are eligible for auto renewal.

Board/Public Comments:

None presented.

Recommendation:

Adopt the STA Policies and Procedures for ADA Recertification as shown in Attachment A.

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

12. INFORMATIONAL – DISCUSSION

A. Status of STA Programming and Project Delivery Activities

Janet Adams summarized the roles and responsibilities of the STA Project Department as a whole. She noted that the STA Projects Department works with various levels of government to identify, fund, and deliver projects that have an impact on the everyday Solano citizen. From collaborating with member agencies to deliver regionally significant projects and to managing finances.

B. Solano Napa Travel Demand Model Update

Robert Macaulay commented that the model assumptions and output are currently being reviewed by both the county planning directors and the Model TAC and participation by the Napa Valley Transportation Authority (NVTA) and Caltrans. He noted that the STA is also asking a consultant that has not been involved in development of the model to conduct a test of its performance on a Solano project. He added that these independent reviews will increase the staff's confidence in the model's accuracy and usability.

NO DISCUSSION

C. Updated Solano County Intercity Taxi Scrip Program Memorandum of Understanding (M) for FY 2016-17 and FY 2017-18

D. Comprehensive Transportation Plan (CTP) Public Outreach Update

E. State Route (SR) 37 Corridor Update

F. Legislative Update

G. 2016 Bike to Work Day Campaign Wrap-up

H. Summary of Funding Opportunities

I. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2016

13. BOARD MEMBER COMMENTS

None.

14. ADJOURNMENT

At 7:50 p.m., the STA Board adjourned their meeting in memory of Paul Schapiro, Napa's 2014 Bike Commuter of the Year. The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, July 13, 2016**, Suisun Council Chambers

Attested by:


Johanna Masielat June 30, 2016
Johanna Masielat Date
Clerk of the Board



TECHNICAL ADVISORY COMMITTEE
Draft Minutes for the meeting of
June 30, 2016

1. CALL TO ORDER

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

TAC Members Present: Graham Wadsworth City of Benicia
Jason Riley for Joe Leach City of Dixon
George Hicks City of Fairfield
Dave Melilli City of Rio Vista
Amanda Dum for Tim McSorley City of Suisun City
Shawn Cunningham City of Vacaville
Allan Panganiban for David Kleinschmidt City of Vallejo
Matt Tuggle Solano County

TAC Members Absent: Joe Leach City of Dixon
Tim McSorley City of Suisun City
David Kleinschmidt City of Vallejo

STA Staff and Others Present:

(In Alphabetical Order by Last Name)

Anthony Adams STA
Karla Castro STA HS Intern
Ryan Dodge STA
Daryl Halls STA
Drew Hart STA
Philip Kamhi STA
Nancy Lund Bicycle Advisory Committee (BAC) Member
Jason Mac Caltrans
Robert Macaulay STA
Marisa Mark STA HS Intern
Johanna Masiclat STA
John McKenzie Caltrans
Debbie McQuilkin STA
Jason Yee STA HS Intern

2. APPROVAL OF THE AGENDA

On a motion by Jason Riley, and a second by Matt Tuggle, the STA TAC approved the agenda to include financial item addendum, Item 6.B, Solano County Intercity Taxi Scrip Program Memorandum of Understanding (MOU) for FY 2016-17 and FY 2017-18.
(8 Ayes)

3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

4. REPORTS FROM CALTRANS, MTC AND STA STAFF

Jason Mac, Caltrans, provided an update to all the construction projects in Solano County.

5. CONSENT CALENDAR

On a motion by Shawn Cunningham, and a second by Dave Melilli, the STA TAC approved Consent Calendar Item A through C. (8 Ayes)

A. Minutes of the TAC Meeting of May 25, 2016

Recommendation:

Approve TAC Meeting Minutes of May 25, 2016.

B. Revised Fiscal Year (FY) 2016-17 Transportation Development Act (TDA) Matrix - July 2016 – Solano County Transit (SolTrans) and Revision for STA

Recommendation:

Forward a recommendation to the STA Board to approve the Revised FY 2016-17 Solano TDA Matrix as shown in Attachment B for Solano County Transit and the revised TDA Claim for STA.

C. Intercity Taxi Scrip Program FY 2015-16 Quarter 3 Report

Recommendation:

Forward a recommendation to the STA Board to receive and file.

6. ACTION FINANCIAL ITEMS

A. Transportation Development Act (TDA) Article 3 Funding Recommendation for Fiscal Year (FY) 2016-17

Drew Hart summarized the allocation process of the TDA Article 3 funding for FY 2016-17. He noted that STA staff is considering several approaches, from the least involved minor update of project lists provided by agency staff, to a more complete update of the planning document. He added that the recommended strategy will successfully complete three bicycle and pedestrian projects of high value as well as provide planning funds needed to assess and identify future bicycle and pedestrian infrastructure priorities while reserving funds to support future needs as projects become ready for construction.

Recommendation:

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

1. Approve \$250,000 TDA Article 3 for Countywide, Bicycle and Pedestrian Plans, and city-specific active transportation plans;

2. Approve \$100,000 TDA Article 3 for Solano County, Suisun Valley Farm to Market, Phase 1;
3. Approve \$40,000 TDA Article 3 for Suisun Valley Farm to Market, Phase 2; and
4. Approve \$50,000 TDA Article 3 for City of Fairfield, Northern Green Valley Road Crossing.

On a motion by Matt Tuggle, and a second by George Hicks, the STA TAC unanimously approved the recommendation. (8 Ayes)

B. Updated Solano County Intercity Taxi Scrip Program Memorandum of Understanding (MOU) for FY 2016-17 and FY 2017-18

Debbie McQuilkin reported that the comment period on the Solano County Intercity Taxi Scrip Program MOU for FY 2016-17 and FY 2017-18 have been completed by staff and legal counsel from each of the participating agencies (STA, County, and the five transit operators). Staff is recommending to forward the MOU to the Board for approval at their meeting on July 13, 2016.

Recommendation:

Forward a recommendation to the STA Board to approve the following Solano County Intercity Taxi Scrip Program MOU as shown in Attachment A.

On a motion by George Hicks, and a second by Matt Tuggle, the STA TAC unanimously approved the recommendation. (8 Ayes)

7. ACTION NON FINANCIAL ITEMS

A. Legislative Update

Robert Macaulay noted that staff recommends approval of a support position for SB 838, and seeks input regarding the methodology beginning with FY 2017-18

Recommendation:

Forward a recommendation to the STA Board to approve a support position for Senate Bill 838.

On a motion by George Hicks, and a second by Shawn Cunningham, the STA TAC unanimously approved the recommendation. (8 Ayes)

B. Bicycle Priority Project List – Annual Update

Drew Hart reviewed the process for updating the Bicycle Priority Project Lists for FY 2016-17. He specified that the recommended Tier 1 projects are Phases 1 and 2 of the Suisun Valley Farm to Market project (Solano County), Park Road bikeway improvements (Benicia), Driftwood Drive Safe Routes to School Project (Suisun City), and update of the Countywide Bicycle Plan with support for local Bike Plans (STA). He added that at the BAC meeting on June 22, 2016, Solano County introduced a new safety project on Lake Herman Road and after discussion, the BAC recommended to move this project to the Tier 1 list.

Recommendation:

Forward a recommendation to the STA Board to approve the STA Bicycle Priority Project List for FY 2016-17.

Graham Wadsworth, City of Benicia, recommended *the city portion of the same Lake Herman Road be added to the Tier 2 list. STA staff recommends further coordination between County staff and City of Benicia staff at this time.*

On a motion by Graham Wadsworth, and a second by Matt Tuggle, the STA TAC unanimously approved the recommendation as amended shown above in *bold italics*. (8 Ayes)

C. Pedestrian Priority Project List – Annual Update

Ryan Dodge reviewed the process for updating the Pedestrian Priority Project Lists for FY 2016-17. He noted that the list of Tier 1 and Tier 2 pedestrian projects was unanimously approved at the June 2, 2016 PAC meeting. He added that following the PAC meeting, STA staff split one project into two phases and added one project to the Tier 2 list. He concluded by stating that the list now contains eight Tier 1 projects and eight Tier 2 projects for Fiscal Year (FY) 2016-17.

Recommendation:

Forward a recommendation to the STA Board to approve the STA Pedestrian Priority Project List for FY 2016-17.

After discussion, the STA TAC requested *to remove the Downtown Vallejo Streetscape Improvement Project Phase 3 item (was Tier 1) and move the Downtown Vallejo Streetscape Improvement Project Phase 4 from Tier 2 to Tier 1.*

On a motion by Allan Panganiban, and a second by Matt Tuggle, the STA TAC unanimously approved the recommendation as amended shown above in *bold italics*. (8 Ayes)

D. Arterials, Highways and Freeways Element – Goal Gap Analysis

Robert Macaulay noted that the CTP Committee’s final review occurred at its meeting of June 20th, and all comments received have been incorporated. He commented that following approval of the Goal Gap Analysis, staff will complete chapters on performance measures and milestones, available resources to address the identified gaps and policies to help guide the allocation of those resources.

Recommendation:

Forward a recommendation to the STA Board to approve the Arterials, Highways and Freeways Element – Goal Gap Analysis provided as Attachment A.

On a motion by George Hicks, and a second by Shawn Cunningham, the STA TAC unanimously approved the recommendation. (8 Ayes)

8. INFORMATIONAL – DISCUSSION

A. Comprehensive Transportation Plan (CTP) Update – Arterials, Highways, and Freeways Element – Updated Goals

Robert Macaulay noted that the proposed new Arterials Highways and Freeways Element Goals were provided to members of the Arterials Highways and Freeways committee and the TAC in December 2015, and recommended for approval by both groups.

B. Transit Corridor Study Phase 2 Workshop

Philip Kamhi reviewed the three subjects (Finances, Operations, and Capital Projects) that STA staff plans to present to the STA Board at their workshop scheduled on July 13, 2016. He added that STA staff and consultant are continuing a long term project to review and redesign the SolanoExpress service. The three subjects will address various important project issues.

C. Regional Transportation Impact Fee (RTIF) Update

Anthony Adams provided an update and reviewed each of the activities anticipated for the months of July through October 2016.

D. Project Delivery Update

Anthony Adams commented that there are a total of 8 inactive projects in Solano County this month, with 1 of them coming from the STA, 3 from Solano County, 2 from Caltrans, 1 from Dixon, and 1 from Suisun City. He noted that the STA is in the process of invoicing for the Transit Ambassador Program which is listed as inactive project now, and it should be off the list by next month.

NO DISCUSSION ITEMS

E. Fiscal Year (FY) 2015-16 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report

F. Summary of Funding Opportunities

G. Draft Meeting Minutes of STA Board & Advisory Committees

H. STA Board and Advisory Committee Meeting Schedule for Calendar Year 2016

9. FUTURE STA TAC AGENDA ITEMS

A summary of the agenda items for August/September 2016 were presented.

10. ADJOURNMENT

The meeting was adjourned at 2:35 p.m.

The next regular meeting of the Technical Advisory Committee is scheduled at, **1:30 p.m. on Wednesday, August 31, 2016.**

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DATE: June 30, 2016
TO: STA Board
FROM: Susan Furtado, Accounting & Administrative Services Manager
RE: Fiscal Year (FY) 2015-16 Third Quarter Budget Report

Background:

The Solano Transportation Authority (STA) staff regularly provides the STA Board with budget updates on a quarterly basis. In February 2016, the STA Board was presented with the Second Quarter Budget Report for FY 2015-16. In June 2016, the STA Board adopted the FY 2015-16 Final Year Budget Revision. Subsequently, in July 2016, the STA Board adopted the modification to the FY 2015-16 Final Year Budget Revision.

Discussion:

The STA revenue and expenditure activity (Attachment A) for the FY 2015-16 Third Quarter reflects the overall STA program administration and operations expenditure at \$8,518,548 (33%) of the budget with total revenue received at \$10,703,857 (41%) of budget projections.

Revenues:

Revenues received during the Third Quarter of the fiscal year primarily consist of quarterly billing or annual funding advances. As most STA programs are funded with grants on a reimbursement basis, the reimbursements from fund sources for the Third Quarter were billed and received after the quarter ending March 31, 2016. The revenue budget highlights are as follows:

1. The One Bay Area Grant (OBAG)/Surface Transportation Program (STP) grant for planning and programming in the amount of \$670,704 and for the Safe Routes to School Program of \$180,517, and the State Transportation Improvement Program (STIP) Planning, Programming and Monitoring (PPM) Funds of \$117,998 were received for programs and project administration.
2. The Congestion Mitigation Air Quality (CMAQ) fund in the amount of \$132,281 for the Rideshare Services/Solano Napa Commuter Information (SNCI) program and the Safe Routes to School (SR2S) Program of \$137,712, and the Regional Rideshare Program (RRP) fund of \$201,528 for program operation and activities.
3. The State Transit Assistance Fund (STAF) from the Northern Counties in the amount of \$710,802, the Regional Paratransit fund of \$445,000, and the passed through fund for the Faith in Action of \$20,000.
4. The Transportation Development Act (TDA) funds in the amount of \$494,306 for planning and programming, and the amount of \$542,168 for the Solano Intercity Taxi Scrip/Paratransit Program.
5. The Federal Transit Administration (FTA) funds for the Short Range Transit Plan (\$60,847) and the Partnership/Transit Planning funds of \$82,083.
6. Rio Vista funding in the amount of \$267,428 for the State Route (SR) 12/Church Road Project, and Member Agencies for the federal lobbying cost reimbursement.
7. The Regional Measure (RM) 2 funds in the amount of \$2,309,507 were received for the

different RM 2 projects: I-80/I-680/State Route (SR) 12 Interchange Project, I-80 Eastbound Truck Scales Relocation Project, the 1-80 Express Lanes, and the North Connector Project.

8. The total fiscal year funding from the Transportation Funds for Clean Air (TFCA) of \$328,265 for the SNCI and SR2S Programs.
9. The Abandoned Vehicle Abatement (AVA) Program received the amount of \$284,529 which includes the amount of \$8,536 for Administration. Expenditure reimbursements made to member agencies in the amount of \$236,692.

Expenditures:

STA's projects and programs are underway and expenditures are within budget projections.

1. STA's Management and Operations is within the Third Quarter budget projection at 67% of budget.
2. Transit/Rideshare Services and Mobility Programs is at 43% of budget.
3. Project Development is at 27% of budget.
4. Strategic Planning is at 33% of budget.

Project consultant billings for the different projects such as the: Solano Express Marketing, the Transit Corridor Study/Short Range Transit Plan (SRTP) Coordination and Implementation, the Suisun Amtrak Rehabilitation Project, the Model Development/Maintenance, the I-80 Interchange Project, and the I-80 Express Lanes were submitted after the end the Quarter. Therefore, the forecasted expenditures for these projects for actual work completed are not reflective of the budget ratio for the second quarter.

The total revenue and expenditure for the Third Quarter is consistent with the projected FY 2015-16 budgets.

Fiscal Impact:

The Third Quarter Budget for FY 2015-16 is within budget projections for the Revenue received of \$10.7 million (41%) and Expenditures of \$8.5 million (33%).

Recommendation:

Receive and file.

Attachments:

- A. STA FY 2015-16 Third Quarter Budget Report



FY 2015-16 Third Quarter Budget Report
July 1, 2015 - March 31, 2016
July 13, 2016

REVENUES				EXPENDITURES			
STA Fund	FY 15-16 Budget	Actual Received YTD	%	Operations & Administration	FY 15-16 Budget	Actual Spent YTD	%
Members Contribution/Gas Tax (Reserve Accounts)	100,000	100,000	100%	Operations Management	1,620,429	1,151,431	71%
Members Contribution/Gas Tax	258,006	258,006	100%	STA Board of Directors/Administration	49,630	45,504	92%
Transportation Dev. Act (TDA) Art. 4/8	508,777	494,306	97%	Expenditure Plan	25,000		0%
TDA Art. 3	488,981	542,168	111%	Contributions to STA Reserve Account	100,000		0%
State Transit Assistance Fund (STAF)	1,895,351	1,175,802	62%	Subtotal	\$1,795,059	\$1,196,935	67%
One Bay Area Grant (OBAG)/Surface Transportation Program (STP)	946,221	670,704	71%	Transit and Rideshare Services/SNCI			
STIP Planning, Programming and Monitoring (PPM)	153,050	108,938	71%	Transit/SNCI Management/Administration	466,340	346,914	74%
OBAG Safe Routes to School (SR2S)	820,350	327,018	40%	Employer/Van Pool Outreach	23,700	14,466	61%
MTC Grant	857,774	326,121	38%	SNCI General Marketing	64,050		0%
Regional Measure (RM) 2 - Transit	304,500		0%	Commute Challenge	22,080	13,392	61%
RM 2 - I-80 Express Lanes	60,175	32,025	53%	Bike to Work Campaign/Incentives	20,000	2,751	14%
RM 2 - I-80 Interchange Project	57,061	50,918	89%	Bike Links	15,000		0%
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	3,863	2,259	58%	Emergency Ride Home (ERH) Program	7,500	3,567	48%
Transportation for Clean Air (TFCA)	281,805	123,788	44%	Rideshare Services - Napa	32,757	18,133	55%
TFCA - NVTA	32,757	15,339	47%	Van Pool Services - Napa	17,582		0%
FTA - NVTA	17,582		0%	Safe Route to School (SR2S) Program	728,017	233,018	32%
Yolo/Solano Air Quality Management District (YSAQMD)	41,206	41,206	100%	Transit Management Administration	137,244	48,553	35%
Congestion Mitigation Air Quality (CMAQ)	129,767	123,491	95%	Solano Express Marketing	150,000	11,436	8%
Congestion Mitigation Air Quality (CMAQ) - Transit	122,761		0%	Lifeline Program	15,000	11,413	76%
Regional Rideshare Program (RRP)	240,000	201,528	84%	Paratransit Coordinating Council (PCC)	19,100	10,898	57%
FTA 5304/5403 Funds	219,950	142,930	65%	Transit Corridor Study/SRTP	533,398	130,218	24%
New Freedom Funds	243,722		0%	Solano Senior & People with Disabilities Committee	14,710	10,158	69%
JARC Funds	70,511	70,511	100%	CTSA/Mobility Management Plan/Program	146,758	102,695	70%
California Energy Commission (CEC)	100,000		0%	Suisun/Fairfield Amtrak Operation/Maintenance	50,000	17,454	35%
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	8,536	85%	ADA in Person Eligibility Program	348,800	137,491	39%
Local Funds - Cities/County	626,550	425,601	68%	Countywide Travel Training Program	258,480	64,522	25%
Taxi Scrip Farebox Revenue	82,500	54,210	66%	One Stop Transportation Call Center	156,708	98,643	63%
RTC/Clipper/Bike Links Cards		1,376	0%	Transit Consolidation/Implementation (Rio Vista/Clipper)	281,890	121,817	43%
Sponsors	18,000	14,176	79%	Solano Intercity Taxi Scrip/Paratransit Program	656,481	380,480	58%
Interest		12,324	0%	Subtotal	\$4,165,595	\$1,778,019	43%
Subtotal	\$8,691,220	\$5,323,281	61%	Project Development			
TFCA Program				Project Management/Administration	125,350	105,168	84%
Transportation for Clean Air (TFCA)	310,512	328,265	106%	Local Streets & Roads Annual Report	37,071	31,333	85%
Interest		1,757	0%	Solano Projects Online Tracker (SPOT)	29,480	20,508	70%
Subtotal	\$310,512	\$330,022	106%	Public Private Partnership (P3) Feasibility Study	24,000		0%
Abandoned Vehicle Abatement Program				SR 37 Improvement Project	85,000		0%
Department of Motor Vehicle (DMV)	320,000	275,993	86%	Suisun AMTRAK Rehabilitation	287,549		0%
Interest		301	0%	Benicia Intermodal Project	25,000		0%
Subtotal	\$320,000	\$276,294	86%	Jepson Parkway Project	1,838,484	1,391,024	76%
Regional Transportation Impact Fee (RTIF) Program				Local Project Delivery (SR 12/Church Rd)	440,000	199,713	45%
RTIF Fee	1,884,442	928,972	49%	SR12/Jameson Canyon Project	51,000	32,910	65%
Interest		1,567	0%	I-80/I-680/SR 12 Interchange Project	9,489,678	1,484,504	16%
Subtotal	\$1,884,442	\$930,539	49%	North Connector-East Project Closeout/Mitigation	96,214	18,615	19%
Jepson Parkway Project				I-80 East Bound (EB) Truck Scales Relocation Project	503,155	279,102	55%
RTIF Fund	1,058,740	1,050,951	99%	I-80 Express Lanes Project	2,970,570	228,998	8%
City of Vacaville Repayment	600,000	500,000	83%	Redwood Parkway Drive Improvement Project	10,000	9,060	91%
County of Solano	179,744		0%	Dixon B Street Undercrossing Project	8,562		0%
Interest		(373)	0%	Regional Impact Fee Implementation Program	1,884,442	933,523	50%
Subtotal	\$1,838,484	\$1,550,578	84%	DMV Abandoned Vehicle Abatement (AVA) Program	320,000	162,496	51%
I-80 East Bound (EB) Truck Scales Relocation Project				Subtotal	\$18,225,555	\$4,896,954	27%
RM 2 Funds	503,155	279,831	56%	Strategic Planning			
Interest		55	0%	Planning Management/Administration	161,194	131,983	82%
Subtotal	\$503,155	\$279,886	56%	Events	12,805	12,731	99%
Jameson Canyon Project				Model Development/Maintenance	128,010	1,265	1%
STIP/TCRP	51,000	45,000	88%	Solano County PDA Program	889,500	141,392	16%
Interest		230	0%	Comprehensive Transportation Plan (CTP) Follow Up	266,408	210,427	79%
Subtotal	\$51,000	\$45,230	89%	Priority Conservation Area (PCA)	10,868	7,041	65%
North Connector East Project Closeout/Mitigation				Water Transportation Plan	89,300	10,873	12%
Preliminary Engineering/Right of Way - RM-2 Funds	96,214	53,487	56%	Travel Safety Plan	19,031	16,533	87%
Interest		89	0%	Electric Vehicle (EV) Readiness	100,000	6,290	6%
Subtotal	\$96,214	\$53,576	56%	TFCA Programs	310,512	108,105	35%
I-80/I-680/SR 12 Interchange Project				Subtotal	\$1,987,628	\$646,640	33%
RM 2 Funds	9,489,678	1,581,887	17%	TOTAL, ALL REVENUE			
Interest		8,578	0%	\$26,173,837	10,703,857	41%	
Subtotal	\$9,489,678	\$1,590,465	17%	TOTAL, ALL EXPENDITURES			
I-80 Express Lanes Project				\$26,173,837	\$8,518,548	33%	
RM 2 Funds	2,970,570	309,100	10%				
HOV Fees		6,108	0%				
Interest		34	0%				
Subtotal	\$2,970,570	\$315,242	11%				
Dixon B Street Undercrossing Project							
City of Dixon	8,562		0%				
Interest		(235)	0%				
Subtotal	\$8,562	(\$235)	-3%				
Redwood Parkway Drive/Fairgrounds Improvement Project							
STIP/PPM	10,000	9,060	91%				
Interest		(81)	0%				
Subtotal	\$10,000	\$8,979	90%				

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DATE: June 29, 2016
TO: STA Board
FROM: Daryl Halls, Executive Director
Susan Furtado, Accounting & Administrative Services Manager
RE: STA's Fiscal Year (FY) 2015-16 Final Budget Revisions

Background:

The Solano Transportation Authority (STA) has an adopted budget policy requiring a two-year annual fiscal year budget plan for its proposed expenditures and the proposed means of financing them. When necessary, these budgets are revised to provide STA the basis for appropriate budgetary control of its financial operations for the fiscal year. In June 2016, the STA Board adopted the FY 2015-16 Final Budget Revision as part of the budget process.

Discussion:

Attachment A is the Proposed Modification to the Final Year Budget Revision for FY 2015-16. The FY 2015-16 Proposed Modification to the Final Year Budget Revision is balanced, with the proposed changes to the approved budget modified from \$26.08 million to \$26.17 million, an increase of \$91,154. The increase in the budget amount is due primarily to the continuation of the 2015 Solano-Napa Activity Based Model Update and the final phase of the State Route (SR) 12/Jameson Canyon Project.

Budget changes are summarized as follows:

1. The Metropolitan Transportation Commission (MTC) funds for planning and programming from the Surface Transportation Program (STP)/OneBayArea 1 (OBAG 1) Grant I is increased by the amount of \$74,815 to cover the cost for the continuation of the 2015 Solano-Napa Activity Based Model Update (\$78,315), to carry over into FY 2016-17 (\$12,000) the STA Board's unexpended budget, and adjustments to the Strategic Planning studies and projects; such as the Solano County Priority Development Areas (PDA) planning, the Priority Conservation Area (PCA) Plan, and the Travel Safety Plan.
2. The FY 2015-16 State Transit Assistance Funds (STAF) allocations is reduced to reflect carryover of additional anticipated unused transit management program funds in the amount of \$5,000 (Population-Based/Solano) for the continuation of transit coordination and transit program activities in FY 2016-17.
3. The Transportation Funds for Clean Air (TFCA) Program Manager Funds passed through Napa Valley Transportation Authority (NVTA) for the Napa Commute Challenge and to market commute alternative options in Napa County is adjusted to reflect the amount of \$15,339 carryover funding from FY 2014-15.
4. The SR 12/Jameson Canyon Project fund from the State Transportation Improvement Program (STIP) is increased by the amount of \$6,000 to reflect additional cost for the final design phase and construction activities.

Other revenue changes are made to reflect the anticipated expenditures and activities for the fiscal year.

FY 2015-16 Expenditure Changes

Changes to the approved budget are reflective of funds carried forward to FY 2016-17 and revenue changes as described above. The budget expenditure revisions are as follows:

1. The **Operation and Management** budget is reduced by \$12,000. The STA Board administration budget is adjusted to reflect the carryover of the unexpended funds into FY 2016-17 for the continuation of the planning and programming of programs and projects.
2. The **Transit and Rideshare Services/Solano Napa Commuter Information (SNCI)** budget is increased by \$10,339. The budget is adjusted to reflect the carryover funds from FY 2014-15 TFCA Program Manager Funds passed through Napa Valley Transportation Authority (NVTa) for the Napa Commute Challenge and to market commute alternative options in Napa County, and to carryover funds to FY 2016-17 for the additional anticipated unused STAF program.
3. The **Project Development** budget is increased by \$6,000 to reflect the additional cost for the final construction phase of the SR12/Jameson Canyon
4. The **Strategic Planning** budget is increased by \$78,315. In review of the planning activities and studies budget, the 2015 Solano-Napa Activity Based Model Update budget cost increased due to the continuation of the modeling project; and the program cost for the Planning Management/Administration, the Solano PDA Program, the CTP Follow Up, and the Travel Safety Plan budgets were adjusted to reflect the actual expenditures for the fiscal year.

Modification to the FY 2015-16 Final Year Budget in the amount of \$26,173,837 is balanced for the continued delivery of STA's priority projects and programs.

To ensure conformance with the Office of Management and Budget (OMB) Uniform Guidance (Cost Principles of State, Local, and Indian Tribal Government) and the STA's Accounting Policies and Procedures, the FY 2015-16 Budget is presented with modification to the approved FY 2015-16 to reflect changes in the budget revenue and expenditures.

Fiscal Impact:

The STA's overall FY 2015-16 budget is \$26,173,837, an increase of \$91,154. The increase in the budget amount is primarily due to the ongoing project and program activities, such as the 2015 Solano-Napa Activity Based Model Update, the STA Board Expenditures, and the Napa Commute Challenge for the Napa Valley Transportation Authority.

Recommendation:

Adopt the STA's FY 2015-16 Final Budget Revisions as shown in Attachment A.

Attachment:

- A. STA FY 2015-16 Proposed Modification to the Final Budget Revision dated July 13, 2016

PROPOSED MODIFICATION TO THE FINAL-YEAR BUDGET REVISION

July 13, 2016

REVENUES			EXPENDITURES		
STA Fund	Adopted FY 15-16	Proposed FY 15-16	Operations & Administration	Adopted FY 15-16	Proposed FY 15-16
Members Contribution/Gas Tax (Reserve Accounts)	100,000	100,000	Operations Management	1,620,429	1,620,429
Members Contribution/Gas Tax	258,006	258,006	STA Board of Directors/Administration	61,630	49,630
Transportation Dev. Act (TDA) Art. 4/8	508,777	508,777	Expenditure Plan	25,000	25,000
TDA Art. 3/Other	488,981	488,981	Contributions to STA Reserve Account	100,000	100,000
State Transit Assistance Fund (STAF)	1,900,351	1,895,351	Subtotal	\$1,807,059	\$1,795,059
One Bay Area Grant (OBAG)/(STP)	871,406	946,221	Transit and Rideshare Services/SNCI/SR2S		
OBAG - SNCI/SR2S	750,683	750,683	SNCI/SR2S Management/Administration	466,340	466,340
STIP Planning, Programming and Monitoring (PPM)	153,050	153,050	Employer Van Pool Outreach	23,700	23,700
MTC Grant	857,774	857,774	SNCI General Marketing	64,050	64,050
Federal Earmark	0	0	Commute Challenge	22,080	22,080
Regional Measure (RM) 2 - Transit	304,500	304,500	Bike to Work Campaign	20,000	20,000
RM 2 - I-80 Express Lanes	60,176	60,176	Bike Links	15,000	15,000
RM 2 - I-80 Interchange Project	57,060	57,060	Emergency Ride Home (ERH) Program	7,500	7,500
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	3,863	3,863	Rideshare Services - Napa Valley Transportation Authority	17,418	32,757
Transportation for Clean Air (TFCA)	281,805	281,805	Van Pool Services - Napa Valley Transportation Authority	17,582	17,582
TFCA - NVTA	17,418	32,757	Suisun/Fairfield Amtrak Operation/Maintenance	50,000	50,000
FTA - NVTA	17,582	17,582	Safe Route to School Program (SR2S)	728,017	728,017
Yolo/Solano Air Quality Management District (YSAQMD)	41,206	41,206	Transit Management Administration	142,244	137,244
Congestion Mitigation Air Quality (CMAQ)	199,434	199,434	Solano Express Marketing	150,000	150,000
Congestion Mitigation Air Quality (CMAQ) - Transit	122,761	122,761	Lifeline Program	15,000	15,000
Regional Rideshare Program (RRP)	240,000	240,000	Paratransit Coordinating Council (PCC)	19,100	19,100
New Freedom Funds	243,722	243,722	Transit Corridor Study/SRTP	533,398	533,398
JARC Funds	70,511	70,511	Solano Senior & People with Disabilities Plan	14,710	14,710
FTA 5304/5403	219,950	219,950	Implementation/Committee	146,758	146,758
California Energy Commission (CEC)	100,000	100,000	CTSA/Mobility Management Plan/Program	348,800	348,800
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	10,000	ADA in Person Eligibility Program	258,480	258,480
Local Funds - Cities/County	626,550	626,550	Countywide Travel Training Program	156,708	156,708
Taxi Scrip Farebox Revenue	82,500	82,500	One Stop Transportation Call Center Program	281,890	281,890
Sponsors	18,000	18,000	Transit Coordination/Implementation (Rio Vista/Clipper/Vine)	656,481	656,481
Subtotal	\$8,606,066	\$8,691,220	Solano Intercity Taxi Scrip/Paratransit Program		
Transportation Funds for Clean Air (TFCA) Program			Subtotal	\$4,155,256	\$4,165,595
Transportation for Clean Air (TFCA)	310,512	310,512	Project Development		
Subtotal	\$310,512	\$310,512	Project Management/Administration	125,350	125,350
Abandoned Vehicle Abatement (AVA) Program			Local Streets & Roads Annual Report	37,071	37,071
Department of Motor Vehicle (DMV)	320,000	320,000	Solano Projects Online Tracker (SPOT)	29,480	29,480
Subtotal	\$320,000	\$320,000	Public Private Partnership (P3) Feasibility Study	24,000	24,000
Jepson Parkway Project			Suisun/Fairfield Amtrak Rehabilitation	287,549	287,549
Federal Earmark	0	0	Benicia Intermodal Project	25,000	25,000
County of Solano	179,744	179,744	Local Project Delivery (SR 12/Church)	440,000	440,000
Contingency Reserve Loan	600,000	600,000	SR 37 Improvement Project	85,000	85,000
Regional Transportation Impact Fee (RTIF) Fund	1,058,740	1,058,740	Jepson Parkway Project	1,838,484	1,838,484
Subtotal	\$1,838,484	\$1,838,484	SR 12/Jameson Canyon Project	45,000	51,000
I-80/I-680/SR 12 Interchange Project			I-80/I-680/SR 12 Interchange Project	9,489,678	9,489,678
RM 2 Funds	9,489,678	9,489,678	North Connector-East Project Closeout/Mitigation	96,214	96,214
Subtotal	\$9,489,678	\$9,489,678	I-80 East Bound (EB) Truck Scales Relocation Project	503,155	503,155
SR 12/Jameson Canyon Project			I-80 Express Lanes Project	2,970,570	2,970,570
STIP/TCRP	45,000	51,000	Redwood Parkway Drive/Fairgrounds Improvement Project	10,000	10,000
Subtotal	\$45,000	\$51,000	Regional Impact Fee Program	1,884,442	1,884,442
North Connector East Project Closeout/Mitigation			Dixon B Street Undercrossing Project	8,562	8,562
RM 2 Funds	96,214	96,214	DMV Abandoned Vehicle Abatement (AVA) Program	320,000	320,000
Subtotal	\$96,214	\$96,214	Subtotal	\$18,219,555	\$18,225,555
I-80 East Bound (EB) Truck Scales Relocation Project			Strategic Planning		
RM 2 Funds	503,155	503,155	Planning Management/Administration	128,694	161,194
Subtotal	\$503,155	\$503,155	Events	12,805	12,805
I-80 Express Lanes Project			Model Development/Maintenance	49,695	128,010
RM 2 Funds	2,970,570	2,970,570	Solano County PDA Program	920,000	889,500
Subtotal	\$2,970,570	\$2,970,570	Comprehensive Transportation Plan (CTP) Follow Up	263,158	266,408
Redwood Parkway Drive/Fairgrounds Improvement Project			Priority Conservation Area (PCA)	10,118	10,868
STIP Planning, Programming and Monitoring (PPM)	10,000	10,000	Water Transportation Plan	89,300	89,300
Subtotal	\$10,000	\$10,000	Travel Safety Plan	16,531	19,031
Regional Impact Fee Implementation program			Electric Vehicle (EV) Readiness	100,000	100,000
Regional Impact Fee	1,884,442	1,884,442	Transportation Funds for Clean Air (TFCA) Programs	310,512	310,512
Subtotal	\$1,884,442	\$1,884,442	Subtotal	\$1,900,813	\$1,987,628
Dixon B Street Undercrossing Project			TOTAL, ALL REVENUE	\$26,082,683	\$26,173,837
City of Dixon	8,562	8,562	TOTAL, ALL EXPENDITURES	\$26,082,683	\$26,173,837
Subtotal	\$8,562	\$8,562			

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DATE: July 6, 2016
 TO: STA Board
 FROM: Debbie McQuilkin, Transit Mobility Coordinator
 RE: Intercity Taxi Scrip Program FY 2015-16 Third Quarter Report

Background:

On July 12, 2013, the Solano Transportation Authority (STA), Solano County’s five local transit agencies, and Solano County entered into a Memorandum of Understanding (MOU) to fund a Countywide taxi-based intercity paratransit service. The service provides trips from city to city, for the current ambulatory and proposed non-ambulatory ADA-eligible riders and has been identified as an ADA Plus service.

Originally, the City of Vacaville was the lead agency for this service when the program was initiated in February 2010 following the dissolution of Solano Paratransit in 2009. Vacaville transferred the lead role to Solano County in July 2013. On June 11, 2014, the STA Board accepted responsibility for managing the intercity taxi scrip service on behalf of the seven cities and the County, following a request letter from County of Solano's Department of Resource Management on behalf of the Solano County Board of Supervisors. On February 1, 2015, management of the Solano Intercity Taxi Scrip Program transitioned to the STA from Solano County. This staff report provides information on the Intercity Taxi Program’s performance through the Third Quarter (Q3) of Fiscal Year (FY) 2015-16 (January 1, 2016-March 31, 2016).

Discussion:

The STA staff has completed review of Solano Intercity Taxi Scrip operations in the Second Quarter of FY 2015-16. The following provides average quarterly program information for the previous three years and in FY15-16 Q1, Q2 and Q3 program information, in order to provide comparable data:

Solano Intercity Taxi Program				
	2012-2013	2013-2014	2014-2015	2015-16
				Q1 - Q3
Taxi Scrip Sold	4,740	4,460	4,728	3,614
Fare Revenue	\$71,084	\$66,916	\$70,936	\$54,210
Passenger Trips	12,780	11,844	12,824	9,058
Cost	\$529,864	\$556,504	\$587,608	\$497,463
Farebox Recovery Ratio	13%	12%	12%	11%

There continues to be high demand for Intercity Taxi Scrip, with most jurisdictions selling out quarterly.

Intercity Taxi Scrip Fare Change

On February 10, 2016, the STA Board approved modifications to the Solano Intercity Taxi Scrip Program fares effective as of July 1, 2016. This is projected to increase both the supply of taxi scrip and improve the farebox recovery ratio for the program.

The cost of scrip booklets have been increased from the current level of \$15 for \$100 worth of scrip to:

- \$40 for \$100 worth of scrip for ADA Certified Individuals
- \$20 for \$100 worth of scrip for low-income ADA Certified Individuals

On May 31, 2016, STA staff and Solano County Health and Social Services entered into an agreement to identify passengers that are eligible for the low-income discount fare. The discount fare is available for ADA certified passengers with disabilities who meet the criteria for any of the following low-income programs: Medi-Cal, Supplemental Security Income, Solano County General Assistance, CalFresh, CalWORKs, and PG&E Care.

STA staff has mailed out income verification waivers to all 278 active Solano Intercity Taxi Scrip users in an effort to reach all users that may qualify for the discount fare. As of July 6, 2016, over 147 program users requested to receive the low-income discount fare. 102 have been approved for the income fare, 12 were not approved, and 33 are being reviewed.

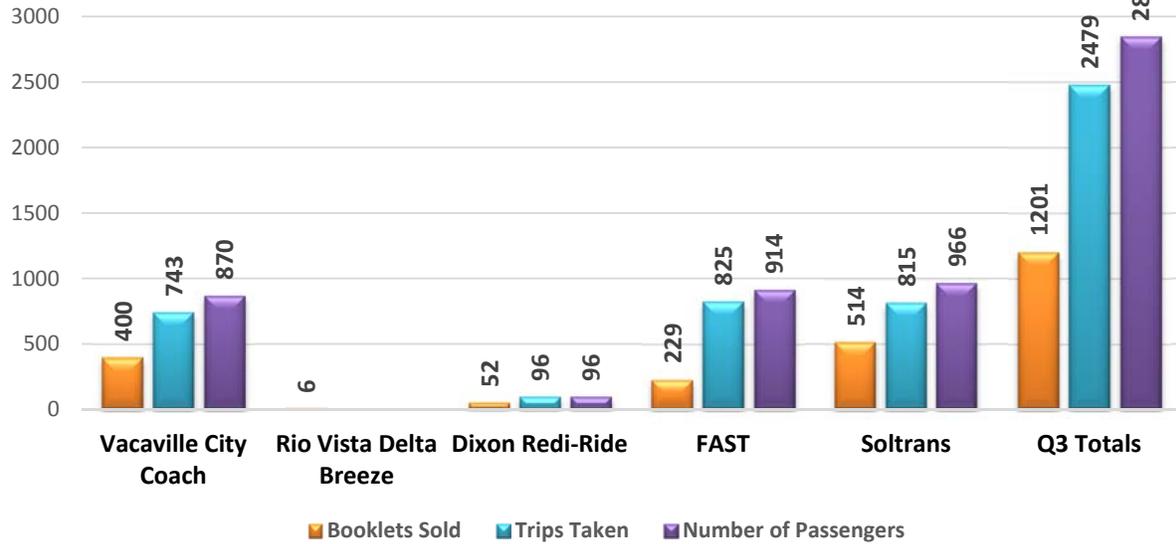
Recommendation:

Receive and file.

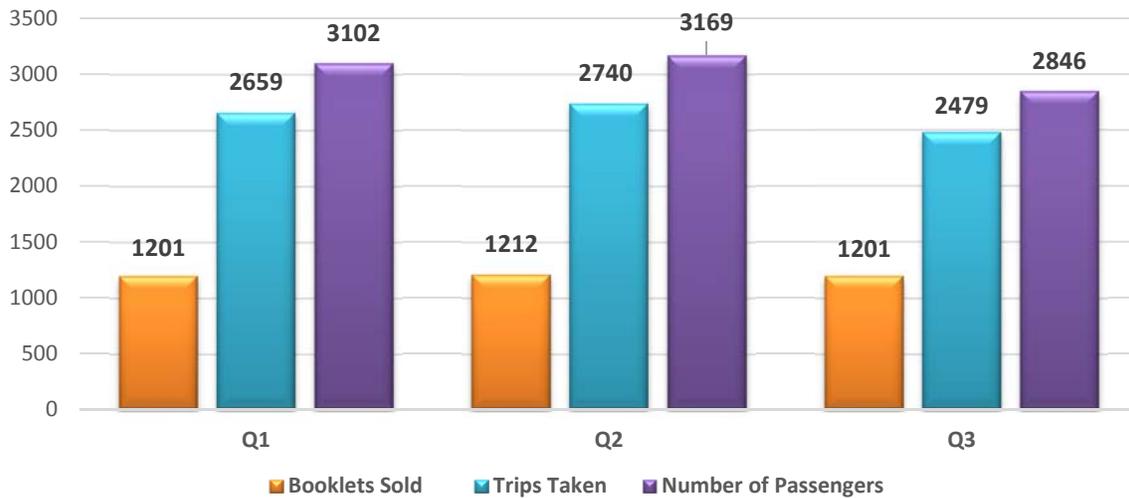
Attachment:

- A. Intercity Taxi Scrip FY 2015-16 Q3 Data

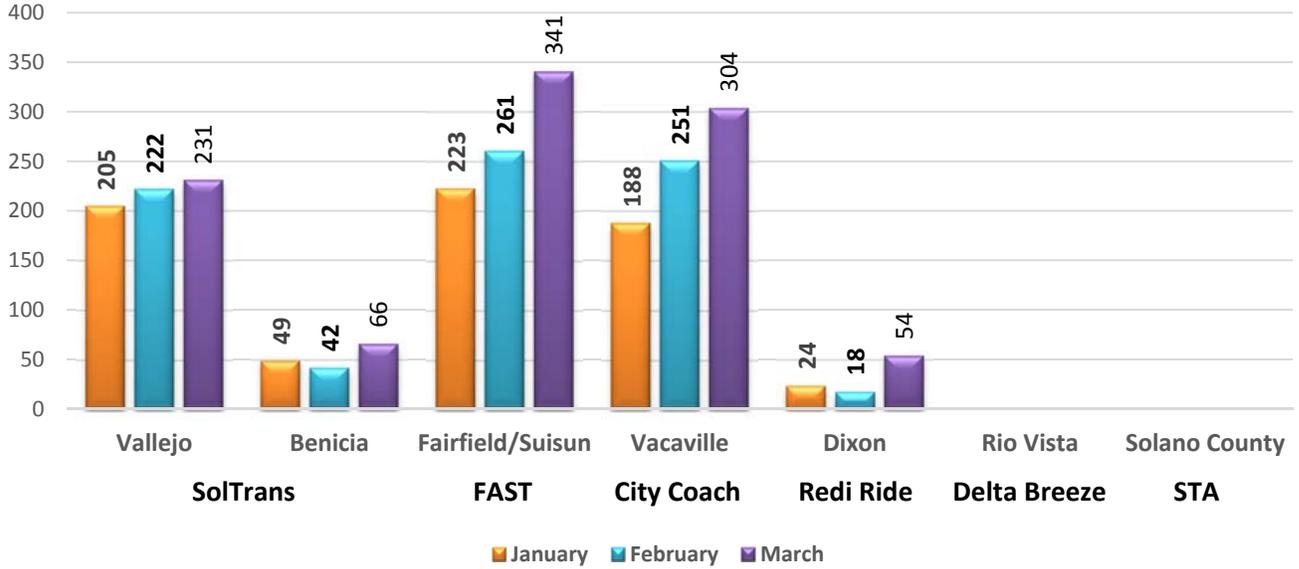
Operator Booklets Sold, Trips Taken and Number of Passengers Q3 FY15 - 16



Total Operator Booklets Sold, Trips Taken and Number of Passengers Q1 - Q3 FY15 - 16



Total Trips by City Q3 FY15 - 16





DATE: June 13, 2016
TO: STA Board
FROM: Philip Kamhi, Transit Program Manager
RE: Revised Fiscal Year (FY) 2016-17 Transportation Development Act (TDA)
Matrix - July 2016 for Solano County Transit (SolTrans) and Revised TDA Claim
for STA

Background:

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

The Solano FY 2016-17 TDA fund estimates by jurisdiction are shown on the attached MTC Fund Estimate (Attachment A).

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims.

The TDA Matrix is based on MTC's Fund Estimate dated February 24, 2016. STA includes FY 2015-16 Allocations and Returns that have occurred after MTC's cut-off date for the Fund Estimate (January 31, 2016). STA has been advised that SolTrans will be returning \$5 million in unused TDA funds to MTC in June.

The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The intercity funding formula is based on 20% of the costs shared on population and 80% of the costs shared and on ridership by residency. Population estimates are updated annually using the Department of Finance population estimates and ridership by residency is based on on-board surveys conducted in April 2014. The intercity funding process includes a reconciliation of planned (budgeted) intercity revenues and expenditures to actual revenues and expenditures. In this cycle, FY 2014-15 audited amounts were reconciled to the estimated amounts for FY 2014-15. The reconciliation amounts and the estimated amounts for FY 2016-17 are merged to determine the cost per funding partner.

For FY 2014-15, the actual subsidies were approximately \$800,000 less than were budgeted due to lower cost and higher fare revenue. Through the reconciliation process, this difference reduces the total amount owed in FY 2016-17. The total contributions in FY 2016-17 are approximately \$460,000 greater than in FY 2015-16. This increase is due to a number of factors, including an increase operating costs and a decrease in fare revenue for FY 2016-17. Additional Regional Measure (RM) 2 funding of \$738,000 offsets some of the subsidy needed in FY 2016-17. The contributions from all of the jurisdictions have increased from FY 2015-16 to FY 2016-17.

Discussion:

For FY 2016-17, STA approved the TDA claims for STA and the City of Vacaville at its June 8, 2016 meeting. The following TDA revisions are being brought forward for approval at this time:

STA

The TDA matrix approved on June 8, 2016 included \$336,183 in TDA funds to be claimed for the Intercity Taxi Scrip Program (ADA Subsidized Taxi). This figure was based on the contribution amounts from the local agencies and Solano County TDA draft budget developed during discussions about the taxi scrip fare changes. Since that time, the budget for the Intercity Taxi Scrip Program has changed. The current revised TDA Matrix includes an additional \$76,669 for program planning and administration, to be funded with Solano County TDA funds. This revision increases the ADA Subsidized Taxi request by \$76,669 (from \$336,183 to \$412,852), as reflected in the revised TDA Matrix.

Additionally, Solano County has requested that STA begin design of Redwood Parkway Drive Fairgrounds Improvement Project, and has requested that STA utilize \$100,000 of County TDA funding for this project. This revision increases the STA Planning TDA request by \$100,000 (from \$481,422 to \$581,422), as reflected in the revised TDA Matrix.

Solano County Transit (SolTrans)

SolTrans requests \$7,600,409 in TDA funds for FY 2016-17. TDA funds in the amount of \$4,459,003 will be used for transit operations, and \$3,141,406 will be used for capital projects. SolTrans' capital projects include vehicle and facility maintenance, Information Technology, vehicle purchases, and the CNG fueling facility. The SolTrans claim amounts are included in the revised TDA Matrix.

Additional TDA claims from agencies that may be added to the TDA Matrix will be brought to the Consortium prior to consideration by the STA Board.

At the June meetings of the SolanoExpress Intercity Transit Consortium and the STA TAC this item was unanimously approved.

Fiscal Impact:

The STA Board approval of the TDA matrix provides the guidance needed by MTC to process the TDA claim submitted by the transit operators and STA.

Recommendation:

Approve the Revised FY 2016-17 Solano TDA Matrix as shown in Attachment B for Solano County Transit and the revised TDA Claim for STA.

Attachments:

- A. FY 2016-17 TDA Fund Estimate for Solano County
- B. Revised FY 2016-17 Solano TDA Matrix

FY 2016-17 FUND ESTIMATE			<i>Attachment A</i>		
TRANSPORTATION DEVELOPMENT ACT FUNDS			<i>Res No. 4220</i>		
SOLANO COUNTY			<i>Page 9 of 17</i>		
			<i>2/24/2016</i>		
FY2015-16 TDA Revenue Estimate			FY2016-17 TDA Revenue Estimate		
<i>FY2015-16 Generation Estimate Adjustment</i>			<i>FY2016-17 County Auditor's Generation Estimate</i>		
1. Original County Auditor Estimate (Feb, 15)	17,358,114		13. County Auditor Estimate	17,773,436	
2. Revised Estimate (Feb, 15)	17,773,436		<i>FY2016-17 Planning and Administration Charges</i>		
3. Revenue Adjustment (Lines 2-1)		415,322	14. MTC Administration (0.5% of Line 13)	88,867	
<i>FY2015-16 Planning and Administration Charges Adjustment</i>			15. County Administration (0.5% of Line 13)	88,867	
4. MTC Administration (0.5% of Line 3)	2,077		16. MTC Planning (3.0% of Line 13)	533,203	
5. County Administration (Up to 0.5% of Line 3)	2,077		17. Total Charges (Lines 14+15+16)	710,937	
6. MTC Planning (3.0% of Line 3)	12,460		18. TDA Generations Less Charges (Lines 13-17)	17,062,499	
7. Total Charges (Lines 4+5+6)		16,614	<i>FY2016-17 TDA Apportionment By Article</i>		
8. Adjusted Generations Less Charges (Lines 3-7)		398,708	19. Article 3.0 (2.0% of Line 18)	341,250	
<i>FY2015-16 TDA Adjustment By Article</i>			20. Funds Remaining (Lines 18-19)	16,721,249	
9. Article 3 Adjustment (2.0% of line 8)	7,974		21. Article 4.5 (5.0% of Line 20)	0	
10. Funds Remaining (Lines 8-9)		390,734	22. TDA Article 4 (Lines 20-21)	16,721,249	
11. Article 4.5 Adjustment (5.0% of Line 10)	0				
12. Article 4 Adjustment (Lines 10-11)		390,734			

TDA APPORTIONMENT BY JURISDICTION										
<i>Column</i>	<i>A</i>	<i>B</i>	<i>C=Sum(A:B)</i>	<i>D</i>	<i>E</i>	<i>F</i>	<i>G</i>	<i>H=Sum(C:G)</i>	<i>I</i>	<i>J=Sum(H:I)</i>
Apportionment Jurisdictions	6/30/2015 Balance (w/o interest)	FY2014-15 Interest	6/30/2015 Balance (w/ interest)¹	FY2014-16 Outstanding Commitments²	FY2015-16 Transfers/ Refunds	FY2015-16 Original Estimate	FY2015-16 Revenue Adjustment	6/30/2016 Projected Carryover	FY2016-17 Revenue Estimate	FY 2016-17 Available for Allocation
Article 3	774,067	3,926	777,993	(862,029)	0	333,276	7,974	257,214	341,250	598,464
Article 4.5										
SUBTOTAL	774,067	3,926	777,993	(862,029)	0	333,276	7,974	257,214	341,250	598,464
Article 4/8										
Dixon	856,366	3,219	859,586	(567,866)	0	734,437	17,573	1,043,730	745,767	1,789,497
Fairfield	2,763,699	12,241	2,775,940	(5,837,751)	0	4,251,582	101,726	1,291,497	4,355,601	5,647,098
Rio Vista	243,865	1,902	245,767	(334,129)	75,432	306,605	7,336	301,011	318,930	619,941
Solano County	913,414	4,404	917,818	(510,125)	0	741,586	17,744	1,167,023	753,163	1,920,186
Suisun City	158,218	370	158,588	(1,183,922)	0	1,103,260	26,397	104,323	1,124,528	1,228,851
Vacaville	6,367,758	28,785	6,396,543	(3,187,689)	0	3,617,620	86,557	6,913,032	3,686,482	10,599,514
Vallejo/Benicia ⁴	2,625,978	11,206	2,637,184	(7,176,068)	0	5,575,423	133,401	1,169,941	5,736,777	6,906,718
SUBTOTAL	13,929,299	62,128	13,991,427	(18,797,550)	75,432	16,330,513	390,734	11,990,557	16,721,249	28,711,806
GRAND TOTAL	\$14,703,366	\$66,054	\$14,769,419	(\$19,659,578)	\$75,432	\$16,663,789	\$398,708	\$12,247,771	\$17,062,499	\$29,310,270

1. Balance as of 6/30/15 is from MTC FY2014-15 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
 2. The outstanding commitments figure includes all unpaid allocations as of 6/30/15, and FY2015-16 allocations as of 1/31/16.
 3. Where applicable by local agreement, contributions from each jurisdiction will be made to support the Intercity Transit Funding Agreement.
 4. Beginning in FY2012-13, the Benicia apportionment area is combined with Vallejo, and available for SolTrans to claim.

FY2016-17 TDA Matrix July 2016-17

13-Jun-16

FY 2016-17

AGENCY	TDA Est from MTC, 2/24/16	Projected Carryover 2/24/16	Available for Allocation 2/25/16	FY2015-16 Allocations / Returns after 1/31/16	Paratransit		Local Transit					Intercity							STA Planning	Other / Swaps	Transit Capital	Total	Balance			
					ADA Subsidized Taxi Phase I	Paratransit	Dixon Read-Ride	FAST	Rio Vista Delta Breeze	Vacaville City Coach	SolTrans	FAST Rt 20	FAST Rt 30	FAST Rt 40	SolTrans Rt. 78	SolTrans Rt. 80	SolTrans Rt 85	FAST Rt. 90						FAST Intercity Subtotal	SolTrans Intercity Subtotal	
					(2)													(4)						(4)	(6)	(7)
Dixon	745,767	1,043,730	1,789,497		5,000								\$ 4,351	\$ 91,921	\$ 3,899	\$ 5,545	\$ (730)	\$ 2,175	\$ 5,883	\$ 106,055	\$ 6,990	\$ 21,651			\$ 139,696	1,649,801
Fairfield	4,355,601	1,291,497	5,647,098		40,000								\$ 83,280	\$ 111,176	\$ 185,092	\$ 23,820	\$ (7,888)	\$ 29,903	\$ 189,224	\$ 568,772	\$ 45,834	\$ 125,337			\$ 779,943	4,867,155
Rio Vista	318,930	301,011	619,941		5,000								\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ 9,038			\$ 14,038	605,903
Suisun City	1,124,528	104,323	1,228,851		0								\$ 14,807	\$ 30,165	\$ 63,953	\$ 5,129	\$ (1,681)	\$ 8,420	\$ 73,496	\$ 182,421	\$ 11,868	\$ 32,524	\$ 50,000		\$ 276,813	952,038
Vacaville	3,686,482	6,913,032	10,599,514		70,000	268,819				751,085			\$ 119,265	\$ 157,659	\$ 143,844	\$ 16,432	\$ (5,157)	\$ 12,254	\$ 60,043	\$ 480,811	\$ 23,529	\$ 106,648		1,090,000	\$ 2,790,892	7,808,622
Vallejo/Benicia (SolTrans)	5,736,777	1,169,941	6,906,718	-5,000,000	85,000	1,296,496					2,670,158		\$ 27,599	\$ 74,965	\$ 35,578	\$ 306,302	\$ (65,058)	\$ 123,074	\$ 27,809	\$ 165,951	\$ 364,318	\$ 164,364		3,141,406	\$ 2,887,693	4,019,025
Solano County	753,163	1,167,023	1,920,186		207,852								\$ 19,483	\$ 32,936	\$ 31,115	\$ 24,496	\$ (2,043)	\$ 17,357	\$ 30,494	\$ 114,027	\$ 39,810	\$ 121,862	\$ 40,000		\$ 523,552	1,396,634
Total	16,721,248	11,990,557	28,711,805	-5,000,000	412,852	1,565,315	0	0	0	751,085	2,670,158		\$ 268,785	\$ 498,824	\$ 463,481	\$ 381,724	\$ (82,557)	\$ 193,183	386,948	\$ 1,618,038	\$ 492,350	\$ 581,422	\$ 90,000	\$ 4,231,406	\$ 7,412,626	21,299,179

NOTES:

Background colors on Rt. Headings denote operator of intercity route
Background colors denote which jurisdiction is claiming funds

- (1) MTC February 24, 2016 Fund Estimate; Reso 4220; columns I, H, J
- (2) STA will be claimant. Amounts subject to change.
- (3) Includes flex routes, paratransit, local subsidized taxi
- (4) Consistent with FY2016-17 Intercity Transit Funding Agreement and FY2014-15 Reconciliation
- (5) Note not used.
- (6) Claimed by STA from all agencies per formula; approved by TAC April 27, 2016.
- (7) Suisun City amount to be claimed by STA for Suisun Amtrak station maintenance; Solano County amount to be claimed by STA for Faith in Action
- (8) Transit Capital purchases include bus purchases, maintenance facilities, etc.



DATE: June 21, 2016
TO: STA Board
FROM: Philip Kamhi, Transit Program Manager
RE: Updated Solano County Intercity Taxi Scrip Program Memorandum of Understanding (MOU) for Fiscal Year (FY) 2016-17 and FY 2017-18

Background:

On July 12, 2013, the County of Solano, the five local transit agencies, and the Solano Transportation Authority (STA) entered into a Memorandum of Understanding (MOU) to fund Countywide taxi-based intercity paratransit service, and a separate MOU between the transit agencies and Taxi Operators was entered into for the operations of the program. The service provides trips from city to city, for the current ambulatory and proposed non-ambulatory ADA-eligible riders and has been identified as an ADA Plus service.

Originally, the City of Vacaville was the lead agency for this service when it was initiated in February 2010, following the dissolution of Solano Paratransit in 2009 and in response to issues raised at two summits held in 2009 focused on Mobility for Seniors and People with Disabilities. Vacaville transferred the lead role to Solano County in July 2013. On June 11, 2014, the STA Board accepted responsibility for managing the intercity paratransit service on behalf of the seven cities and the County, following a request letter from County of Solano's Department of Resource Management on behalf of the Solano County Board of Supervisors. On February 1, 2015, management of the Solano Intercity Taxi Scrip Program transitioned to the STA from Solano County. This item is to provide information on the update to the MOU's.

Discussion:

The STA has been operating the Solano Intercity Taxi Scrip Program under the two existing MOU's established when Solano County was managing the program:

1. The MOU between the Taxi Companies and the agencies, and
2. The MOU between the transit agencies and the STA

Based on advice from legal counsel, STA staff and legal counsel have crafted a parallel Agreement updating terms and conditions with the taxi operators, including incorporating the most up-to-date program information, regulations and incorporating federal clauses. This Agreement will take the place of the MOU between the Taxi Companies and the agencies. In addition, STA staff and legal counsel have prepared an updated MOU between the STA, the County and the five transit operators. This was provided to each of the participating agencies for their review and comment at the May Consortium meeting. Both staff and legal counsel will be available to answer any questions at the meeting. Attachment A is an update of the MOU between the agencies and the STA.

At the June meetings of the SolanoExpress Intercity Transit Consortium and the STA TAC, the MOU item was unanimously recommended for approval by the STA Board.

Fiscal Impact:

None.

Recommendation:

Authorize the Executive Director to enter into the Solano County Intercity Taxi Scrip Program MOU as shown in Attachment A.

Attachment:

A. MOU between the agencies and the STA

**MEMORANDUM OF UNDERSTANDING
BY AND AMONG
THE CITIES OF DIXON, FAIRFIELD,
RIO VISTA, VACAVILLE,
SOLANO COUNTY TRANSIT,
THE COUNTY OF SOLANO, AND
THE SOLANO TRANSPORTATION AUTHORITY
FOR INTERCITY PARATRANSIT SERVICES**

THIS MEMORANDUM OF UNDERSTANDING (“Paratransit MOU” or “MOU”) is entered into on the date last written below, by and among the municipal corporations of the CITY OF DIXON (“DIXON”), the CITY OF FAIRFIELD (“FAIRFIELD”), the CITY OF RIO VISTA (“RIO VISTA”), and the CITY OF VACAVILLE (“VACAVILLE”); the COUNTY OF SOLANO (“COUNTY”), a political subdivision of the State of California; the SOLANO TRANSPORTATION AUTHORITY (“STA”), a joint powers authority consisting of the cities of BENICIA, DIXON, FAIRFIELD, RIO VISTA, SUISUN CITY, VACAVILLE, VALLEJO, and the COUNTY; and, SOLANO COUNTY TRANSIT (“SOLTRANS”), a joint powers authority consisting of the cities of BENICIA and VALLEJO and the STA. Unless specifically identified, the various public agencies may be commonly referred to individually as “Party” or collectively as “Parties,” as the context may require.

RECITALS

WHEREAS, paratransit is defined as specialized transportation provided by taxis, cars or accessible vans for people with disabilities who meet the eligibility requirements established by the Americans with Disabilities Act (“ADA”) but who cannot use available fixed-route transit services; and

WHEREAS, DIXON, RIO VISTA, and VACAVILLE, and the STA (on behalf of the COUNTY) each operate independent transit and/or paratransit systems for riders within and around each agency’s jurisdiction; and

WHEREAS, FAIRFIELD operates Fairfield and Suisun Transit (“FAST”), which provides transit and paratransit services to FAIRFIELD and SUISUN CITY, and operates regional bus routes on the Interstate 80 and 680 corridors; and

WHEREAS, SOLTRANS provides transit and paratransit services to the Cities of BENICIA and VALLEJO, and operates regional bus routes on the Interstate 80, 680 and 780 corridors; and

WHEREAS, ambulatory paratransit riders are able to enter into and out of a vehicle without the use of a lift, ramp, or other boarding assistance device, and with little or no assistance from others; and

WHEREAS, non-ambulatory paratransit riders require the use of lifts, ramps, boarding assistance devices, and/or assistance from others to enter into and out of a standard vehicle or accessible van; and

WHEREAS, a paratransit service that provides trips beyond ¾-mile from existing fixed route transit service exceeds service that is mandated by ADA is known as ADA-Plus paratransit service; and

WHEREAS, Solano County intercity paratransit services (trips between jurisdictions) were provided to all eligible riders through a service, formerly known as Solano Paratransit, until its dissolution in 2009; and

WHEREAS, in 2010, the Parties entered into a Memorandum of Understanding to provide a new taxi-based intercity ADA-Plus paratransit service to eligible ambulatory riders as an alternative to the existing ADA paratransit services; and

WHEREAS, the Parties have agreed to share the regional costs of providing intercity transit services through the Intercity Transit Funding Agreement, dated July 1, 2012, and memorialize those shared costs annually by agreement in the annual Transportation Development Act Matrix (“TDA Matrix”) maintained by the STA; and

WHEREAS, the COUNTY adopted Resolution No. 2014-160 which authorized the STA to claim the COUNTY’s Transportation Development Act Article 8 (“TDA Art. 8”) monies annually through FY 2017-18 for paratransit services; and

WHEREAS, the Parties wish to enter into a new MOU to provide contract-based intercity ADA-Plus paratransit services to eligible ambulatory and non-ambulatory residents (“SERVICE”).

AGREEMENT

NOW, THEREFORE, in consideration of the mutual promises set forth in this MOU, the Parties agree as follows:

Part I

Roles and Responsibilities of the Parties

A. STA Roles and Responsibilities

1. The STA shall update and maintain the STA’s TDA Matrix for budgeting, estimating TDA Art. 8 claim amounts, and providing for multi-year reconciliation.
2. The STA will seek grants, with the Parties assistance, to supplement available funding for the SERVICE, and shall apply any awarded monies to subsidize the costs of the Parties’ SERVICE.

3. The countywide process for determining ADA ridership eligibility, and rules and policies established through this eligibility process will be utilized by the STA in administration of the SERVICE.
4. The STA shall work with the Parties to formulate the basis and deliverables for the contract(s) that will be used to provide the SERVICE.
5. The STA shall advertise, award, and execute contracts for paratransit services to provide intercity ADA-Plus paratransit trips to eligible ambulatory and non-ambulatory riders between the jurisdictions of the Parties.
6. The STA may provide non-ADA trips to the Parties and other agencies, under separate agreement and with no subsidies for funding, provided that the trips do not create additional unit costs to the base SERVICE contract costs.
7. The STA will provide monthly ridership reports to the Parties, which detail the riders, trip routes, and costs originating from each Party's jurisdiction. The STA will provide quarterly reports and an annual report on the SERVICE, which details budgets, cost details, ridership, and trends.
8. The STA shall apply the available subsidy funds towards each Party's share of the costs of the SERVICE based upon the monthly share of ADA-eligible contract costs that originated from each Party's jurisdiction.
9. The STA shall make annual claims against each Party's TDA Art. 8 monies for costs in providing the SERVICE to the respective Party's jurisdiction. The TDA claims shall be based upon the cost of providing the SERVICE in advance of the fiscal year that it is provided. The claims for each fiscal year (2016-17 and 2017-18) shall be at least the amounts set forth in Attachment A. If contract costs for the SERVICE do not exceed the established TDA claim amounts, then the claims shall be reconciled (credited back) for the finalized costs of each fiscal year in accordance with the existing TDA claims reconciliation process through the STA's TDA Matrix.
10. The STA will assist the Parties as necessary in making claims and invoicing for all federal reimbursement that is available for providing the SERVICE. Assistance shall include providing all SERVICE contract costs, trip information, invoices, federal reimbursement forms, and other information that is necessary to receive federal reimbursement.
11. If the STA's costs in providing the SERVICE to a Party's jurisdiction exceed the estimated budget (TDA claim plus subsidy) or will reasonably exceed the estimated budget by trend forecast, then the STA and the respective Party shall agree to a remedy plan from the following options:
 - a) The respective Party shall provide additional funding to the STA, utilizing TDA funds or otherwise, to cover the unanticipated costs;
 - b) The STA and respective Party shall agree on terms to limit ridership or subsidy for the remainder of the fiscal year, which will preserve the existing budget; and/or,

- c) The STA and the respective Party shall agree to terminate the SERVICE provided to the Party's jurisdiction once the fiscal year budget has been met.

If the respective Party and the STA fail to agree to a remedy plan above within 30 days of notice, the STA may terminate SERVICE to the respective Party's jurisdiction for the remainder of the fiscal year. The STA shall notify the Party at least 30 days in advance of termination of the SERVICE.

12. If a Party seeks to increase the SERVICE to its jurisdiction, the respective Party and the STA will agree to a plan that allows for the increased SERVICE subject to the Party providing additional funding to the STA, utilizing TDA funds or otherwise, to cover the unanticipated costs.
13. The STA shall also retain TDA Art. 8 monies to cover the costs of STA staff time utilized in providing the SERVICE and related public outreach. In addition, the STA shall retain a contingency above the estimated annual budget for the SERVICE, to cover unanticipated costs, service growths, and/or delayed payments, should they occur.
14. The STA shall review, maintain, and modify as agreed by the Parties, a farebox recovery ratio, as well as establish associated farebox fees to riders utilizing the SERVICE, which provides for the long-term sustainability of the SERVICE.
15. The STA will develop public outreach elements as part of the SERVICE, as coordinated with the Parties' existing efforts, and which supports the STA's mobility management program.
16. STA shall update and maintain the database for ADA-eligible riders for their respective jurisdictions, including the furnishing of ADA identification cards to their riders, and shall make this information accessible to the Parties and their contractor(s).
17. STA shall provide the Parties a quarterly ridership report and an annual report.

B. Parties Roles and Responsibilities

1. The Parties shall, in good faith, assist the STA in the creation and maintenance of the SERVICE, through review of draft contracts, selection of contractor(s), public outreach, and facilitation of any necessary payments and TDA claims.
2. The Parties that provide fixed route transit service shall continue to provide ADA-mandated paratransit service, as necessary, and separate from that which is provided by the SERVICE.
3. A Party may request to increase SERVICE in its jurisdiction with STA's concurrence pursuant to Section A.12 above,
4. The Parties shall review STA's quarterly ridership reports and the annual report, and comment on any errors or discrepancies within 3 weeks of receipt.

5. The Parties shall review and approve the TDA Matrix and associated capital service costs prior to the STA making a TDA claim. Once the TDA Matrix is approved by the Parties and the STA Board, the Parties will allow the STA to make claims against each Party's TDA funds, initially estimated through the STA's TDA Matrix, and finally accounted and reconciled by formula in accordance with Attachment A.
6. The Parties shall maintain their existing annual TDA financial commitments toward the SERVICE, minimally at the amounts shown in Attachment A. The Parties should anticipate that the SERVICE costs will grow while the available subsidies will vary from year-to-year. Each Party may choose to increase its respective funding commitment to the STA where there is a need and desire to increase the SERVICE to the respective jurisdiction.
7. The Parties shall assist the STA in efforts toward seeking grants to supplement available funding for the SERVICE.
8. The Parties will implement the public outreach elements developed by the STA for the SERVICE, as coordinated with the Parties' existing efforts, and which supports the STA's mobility management program.
9. The associated fees charged to the riders, shall be reviewed annually, or as necessitated by changes to the SERVICE's budget, by the Parties. The Parties may recommend a change to the associated fees, which will become effective only upon approval of the STA Board.
10. Should a Party wish to withdraw from this MOU, a 90-day advance written notice must be provided to the Parties, approved by the withdrawing Party's governing board, Council, or signatory authority. TDA funds to be reimbursed or refunded shall be reconciled for finalized costs of each fiscal year in accordance with Attachment A, and through the existing TDA claims reconciliation process through the STA's TDA Matrix.

Part II

General Terms and Conditions

A. Term of MOU

This MOU shall be in effect from July 1, 2016 to June 30, 2018 with the option to extend for two additional years upon the approval of all of the Parties.

B. Indemnification

Each Party shall indemnify, defend, protect, hold harmless, and release the other Parties, their elected bodies, officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liabilities, costs, or expenses (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying Party in the performance of its obligations under this MOU. This indemnification obligation shall not be limited in any way by any limitation on the

amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

C. No Waiver

The waiver by any Party of any breach or violation of any requirement of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU.

D. Assignability

No Party to this MOU shall assign or transfer any interest herein nor the performance of any duties or obligations hereunder, without the prior written consent of the other Parties, and any attempt by a Party to so assign or transfer this MOU or any rights, duties or obligations arising hereunder shall be void and of no effect.

E. Governing Law and Venue

The construction and interpretation of this MOU and the rights and duties of the Parties shall be governed by the laws of the State of California with venue residing in Solano County.

F. Force Majeure

No Party shall be liable or deemed to be in default for any delay or failure in performance under this MOU or for any interruption of services, directly or indirectly, from acts of god, civil or military authority, acts of public enemy, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of the Party.

G. Notices

All notices required or authorized by this MOU shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval or communication that a Party desires to give to the other Parties shall be addressed to the other Parties at the addresses set forth below. A Party may change its address by notifying the other Parties of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

AGENCY:

CITY OF DIXON
Joe Leach
City Engineer/Public Works Director
600 East “A” Street
Dixon, CA 95620

CITY OF FAIRFIELD
George Hicks
Public Works Director
1000 Webster Street
Fairfield, CA 94533

SOLANO COUNTY
Bill Emlen
Director of Resource Management
675 Texas Street, Suite 5500
Fairfield, CA 94533

SOLANO TRANSPORTATION
AUTHORITY
Daryl K. Halls, Executive Director
One Harbor Center, Suite 130
Suisun City, CA 94585

SOLANO COUNTY TRANSIT
Mona Babauta
General Manager
311 Sacramento Street
Vallejo, CA 94590

CITY OF SUISUN CITY
Tim McSorley
Public Works Director
701 Civic Center
Suisun City, CA 94585

CITY OF VACAVILLE
Shawn Cunningham
Public Works Director
650 Merchant Street
Vacaville, CA 95688

CITY OF RIO VISTA
Robert Hickey
City Manager
One Main Street
Rio Vista, CA 94571

H. Subcontracts

Within the funds allocated by the Parties under this MOU, the STA may contract for any and all of the tasks necessary to undertake the SERVICE described in this MOU. The STA must follow federal procedures in selecting contractors and consultants.

I. Prior Agreements and Amendments

This MOU represents the entire agreement of the Parties with respect to the subject matter described herein, and no representations, warranties, inducements or oral agreements have been made by any of the Parties except as expressly set forth in this MOU. This MOU may only be modified by a written amendment duly executed by the Parties.

J. Severability

If any provision or portion of this MOU is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

K. Compliance with all Laws

The Parties shall observe and comply with all applicable federal, state and local laws, ordinances, and codes including those of the Federal Highway Administration (FHWA).

L. Non-Discrimination Clause

1. During the performance of this MOU, the Parties and their subcontractors shall not deny any benefits or privileges to any person on the basis of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion, color, ethnic group identification, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sex or sexual orientation. Each Party shall ensure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.
2. The Parties shall comply with the provisions of the Fair Employment and Housing Act (Government Code section 12900, et seq.), the regulations promulgated pursuant to it (Title 2, California Code of Regulations, section 7285.0, et seq.), the provisions of Article 9.5, Chapter 1, Part 1, Division 3, Title 2 of the Government Code (sections 11135-11139.5) and any state or local regulations adopted to implement any of the foregoing, as such statutes and regulations may be amended from time to time.

M. Access to Records and Retention

All Parties, acting through their duly authorized representative, as well as any federal or state grantor agency providing all or part of the funding associated with this MOU, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of any of the Parties, shall have access to any books, documents, papers and records of any Party that are directly pertinent to the subject matter of this MOU for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this MOU, or after all pending matters are closed, whichever is later.

IN WITNESS WHEREOF, this MOU was executed by the Parties on the day and year last written below.

CITY OF DIXON

APPROVED AS TO FORM

By: _____
Jim Linley, City Manager

By: _____

CITY OF FAIRFIELD

APPROVED AS TO FORM

By: _____
David White, City Manager

By: _____

CITY OF RIO VISTA

APPROVED AS TO FORM

By: _____
Robert Hickey, City Manager

By: _____

CITY OF VACAVILLE

APPROVED AS TO FORM

By: _____
Laura Kuhn, City Manager

By: _____

SOLANO TRANSPORTATION AUTHORITY

APPROVED AS TO FORM

By: _____
Daryl Halls, Executive Director

By: _____

SOLANO COUNTY TRANSIT

APPROVED AS TO FORM

By: _____
Mona Babauta, Executive Director

By: _____

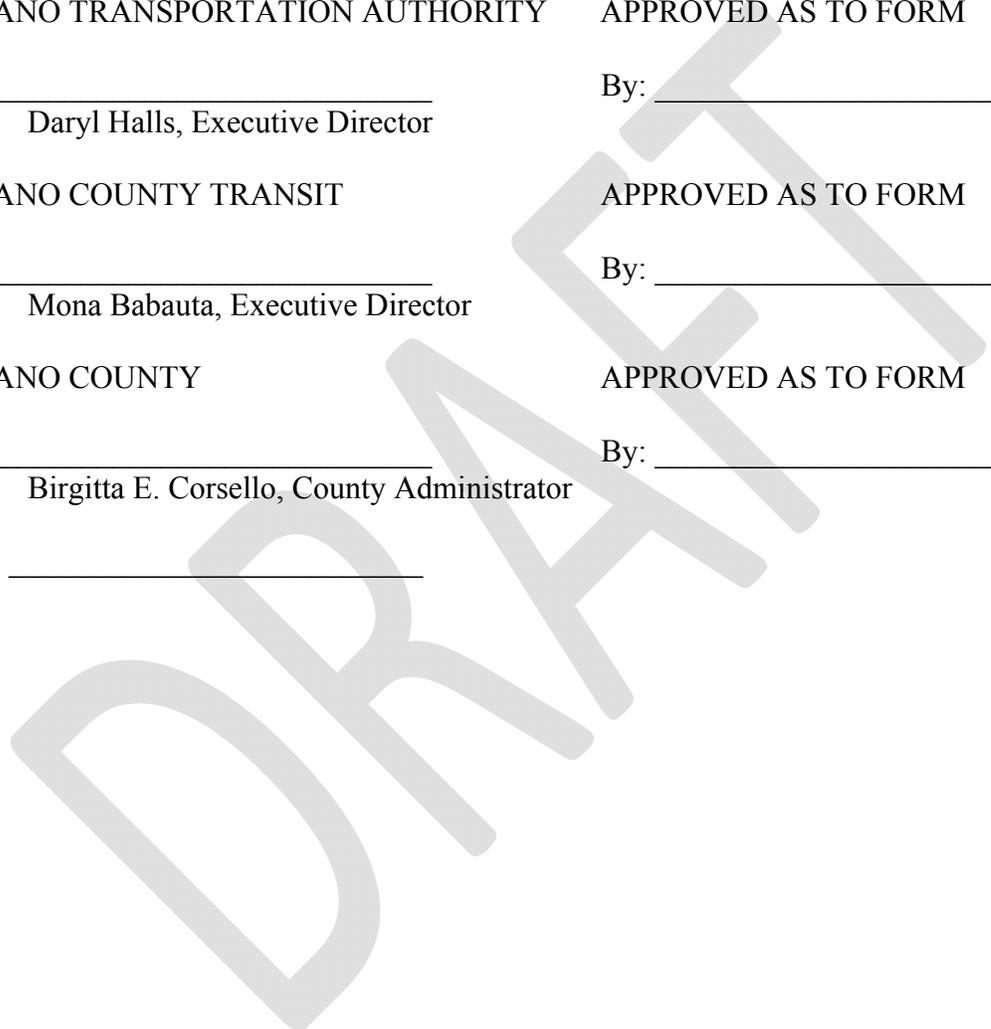
SOLANO COUNTY

APPROVED AS TO FORM

By: _____
Birgitta E. Corsello, County Administrator

By: _____

Date: _____



Attachment A

TDA Claim FY 2016-17 and 2017-18 Minimum Amounts:

A. DIXON:	\$5,000
B. FAIRFIELD:	\$40,000
C. RIO VISTA:	\$5,000
D. SOLTRANS:	\$85,000
E. VACAVILLE:	\$70,000

DRAFT



DATE: June 28, 2016
TO: STA Board
FROM: Lloyd Nadal, SR2S Program Administrator
Sarah Fitzgerald, SR2S Consultant
RE: Contract Amendment – Safe Routes to School (SR2S)
Solano County Public Health

Background:

The Solano Transportation Authority (STA) began the development of a 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 in Solano County. 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 & safety training, encouragement contests & events, and enforcement coordination with police. The program also strives to increase interagency cooperation to continue to plan and implement SR2S projects with all local agencies.

On October 14, 2009, the STA Board authorized the Executive Director to enter into a two year agreement with the Solano County Department of Public Health to provide SR2S program services for education and encouragement events as well as for related vehicle & material costs. This agreement has been amended four times since, once to include one additional year, Fiscal Year (FY) 2011-12, in April 2011, in July 2012 to extend the agreement through FY 2012-13, in July 2013 to extend the agreement through FY 2014-15 and again in July 2015 for FY 2015-16, with the option to renew for FY 2016-17.

Discussion:

On June 8, 2015, the STA Board approved the SR2S Program's FY 2015-16 and 2016-17 Work Plan which includes an estimated \$1.5M in expenditures. This work program includes the education and encouragement activities provided by Solano County Public Health (SCPH) through school assemblies, bike rodeos and walk and roll events.

During the 2015-16 school year, SCPH visited 54 schools, coordinated 126 events, and reaching over 15,000 student participants. Due to STA's long-term ongoing partnership with SCPH, each year more schools participate in SR2S events. For example, participation in International Walk to School Day increased from 25 schools in 2013 to 41 schools in 2014, to 46 schools in 2015 which included schools in all seven cities and school districts throughout Solano County. Through the current agreement, SCPH provides a Health Education Manager (20% full time equivalent (FTE)), Senior Health Education Specialist (80-90% FTE), a Health Assistant (45%

FTE) and a Health Education Specialist (5-10% FTE) to work on the SR2S program. SCPH staff meet weekly with STA's SR2S staff, to provide a robust education and encouragement program to Solano County schools.

Through discussions with SCPH regarding program delivery goals and objectives, it has been recommended to not fill the part-time Health Assistant. As the Federal Grant which enabled STA to hire Walking School Bus (WSB) Coordinators has expired, STA's part-time WSB Coordinators have broadened their role to part-time SR2S Coordinators and taken a more active role in working with SCPH to lead SR2S program delivery. Therefore, it is recommended to exercise the option the extension of the current amendment for FY 2016-17 for a slightly reduced amount of \$220,000 as per the work scope and goals shown in Attachment A.

Fiscal Impact:

This amendment will be funded through a combination of One Bay Area Grant (OBAG) CMAQ funds, BAAQMD TFCA Program Manager funds, Active Transportation Program (ATP) funds, YSAQMD Clean Air funds, and TDA Article 3 funds.

Recommendation:

Authorize the Executive Director to exercise the option for extension to the agreement with Solano County Public Health to operate and deliver SR2S project and program tasks described in the SR2S budget and work scope for an amount not to exceed \$220,000 for Fiscal Year 2016-17 as shown in Attachment A.

Attachment:

- A. STA-Solano County Public Health Promotion and Education Bureau, SR2S Program Agreement Budget and Work Scope for FY 2016-17.

Staff Person	Position	Total Hours	Rate per hour*		Cost
				(not to exceed)	
Robin Cox	Bureau Manager	415	\$	118.90	\$ 49,343.50
Tracy Nachand	Senior Health Education Specialist	1665	\$	87.50	\$ 145,687.50
Marilyn Sexton	Health Education Specialist	100	\$	49.88	\$ 4,988.00
Personnel Total					\$ 200,019.00
Travel & Mileage					\$ 1,237.00
Direct Program Costs					\$ 18,722.00
TOTAL					\$ 219,978.00

**rates per hour are fully burdened*

Task A Encouragement Events & Activities

Solano County Public Health (SCPH) is responsible for marketing and conducting Encouragement events that include: walk and roll events, Walking Wednesdays, event prep and administration

As a part of this task, SCPH will:

- purchase giveaways/incentives/snacks
- order supplies and maintain inventory

Encourage schools to participate in International Walk to School Day in October and Bike to School Day in May. Increase the number of schools participating each year. Assist SR2S staff to coordinate events, deliveries, staffing.

Encourage students and their families to adopt Wednesday as a “walking only” day and make it an ongoing event that will be sustainable within that school community. These walking Wednesday events will count towards the overall event goal. The walking school bus program will also promote this event to their existing routes and to start new buses.

Staff	Position	Hours	Rate	Cost
Robin Cox	Bureau Manager	60	\$ 118.90	\$ 7,134.00
Tracy Nachand	Senior Health Education Specialist	600	\$ 87.50	\$ 52,500.00
Marilyn Sexton	Health Education Specialist	0	\$ 49.88	\$ -
Total (Task A)				\$ 59,634.00

Task B Student Safety Education Events & Activities

Solano County Public Health (SCPH) is responsible for marketing and conducting Education events and activities that include: bike rodeos, helmet distribution, safety assemblies, back to school nights, PTA meetings, stakeholder meetings with law enforcement officials, etc.

As a part of this task, SCPH will:

- ensure maintenance of fleet vehicle and bike rodeo trailer equipment
- assist STA staff to update documents for distribution (At a Glance, toolkits, etc.)
- purchase giveaways/incentives/snacks
- order supplies and maintain inventory
- update and develop safety assemblies, presentations, etc.

Develop and implement a Middle School Program based on the ‘Common Core’ standards. Research in-class curriculum that exists through the State Safe Routes to School Network.

Assist STA to develop and implement a High School Program.

Staff	Position	Hours	Rate	Cost
Robin Cox	Bureau Manager	50	\$ 118.90	\$ 5,945.00
Tracy Nachand	Senior Health Education Specialist	665	\$ 87.50	\$ 58,187.50
Marilyn Sexton	Health Education Specialist	0	\$ 49.88	\$ -
Total (Task B)				\$ 64,132.50

Task C Student & Parent Education Activities, including working with Enforcement Partnerships

Develop parent education workshops to present at back to school nights, family nights and special events. Develop and distribute bike rodeo curriculum guide that can be utilized by police department and other agencies or organizations that use the bike trailer fleet.

Staff	Position	Hours	Rate	Cost
Robin Cox	Bureau Manager	105	\$ 118.90	\$ 12,484.50
Tracy Nachand	Senior Health Education Specialist	300	\$ 87.50	\$ 26,250.00
Marilyn Sexton	Health Education Specialist	0	\$ 49.88	\$ -
Total (Task C)				\$ 38,734.50

Task D Student & Parent Outreach & Marketing

Assist STA to promote the Safe Routes to School Program in a positive manner through media.
 Work with STA to promote SR2S language into school district wellness policies and general plan updates in the cities and school districts of Solano County.

Staff	Position	Hours	Rate	Cost
Robin Cox	Bureau Manager	200	\$ 118.90	\$ 23,780.00
Tracy Nachand	Senior Health Education Specialist	100	\$ 87.50	\$ 8,750.00
Marilyn Sexton	Health Education Specialist	100	\$ 49.88	\$ 4,988.00
Total (Task D)				\$ 37,518.00

SPH will submit **monthly** reports of all SR2S activities including progress toward events goals, and a narrative that includes successes, challenges and next steps, per task item, due by the 5th of each month.

SPH will submit a FY 16-17 **annual report** of all SR2S activities including the goals achieved, and a narrative that includes successes, challenges and next steps for FY 17-18, due August 2017.

Goals for FY 16/17

Tasks A & B: Education and Encouragement Events	
<p>As scoped in the SR2S work plan, events have been increased to 12 eligible events per school, which equates to 840 possible events for approx. 70 schools (elementary, K-8 & middle) in the County. This can include the number of "Walking Wednesdays" that we implement throughout the County, International Walk to School Day and Bike to School events.</p> <p>It is essential to conduct hand tally surveys twice per year (Oct and May) to evaluate program results. Work with STA to ensure surveys are distributed to schools and encourage schools to participate in the surveys. Goal = 80-100% of schools that participate in SR2S activities should be returning surveys. In addition, parent surveys are conducted every 2 years. Assist STA with distribution and collection of parent surveys.</p>	<p>Each school is eligible for 12 events/yr:</p> <ul style="list-style-type: none"> • Bike rodeos (2) • Safety assemblies (2) • Walk and roll events (8) <p>Goal = 150 events (18% of possible events)</p> <p>Lease Bike Rodeo equipment to at least 3 organizations for events such as: • NorthBay Healthcare; • Rockville Park Events, City of Fairfield; • Rio Vista, Safety Fair Promote the lease of our equipment. Integrate this information in handouts distributed at events.</p> <p>Increase the number of schools that participate in International Walk to School Day by 10% from 2015. Encourage all cities and school districts to participate.</p> <ul style="list-style-type: none"> • 49 school events • 12,000 students reached <p>Increase number of events and students reached by 10% from 2015 in Bike to School Day activities.</p> <p>Promote "Walking Wednesdays" at 10 schools throughout the county.</p> <p>Continue to pilot and refine classroom presentations that can be used for physical activity/physical education credit in elementary schools.</p>
Task B: Middle & High School Program Implementation	
<p>Develop and implement a Middle School Program based on the 'Common Core' standards. Use framework that the summer intern assisted in creating and information about the in-class curriculum that exists through the State Safe Routes to School Network.</p> <p>Assist STA to develop and implement a High School Program.</p>	<p>Middle School Program</p> <ul style="list-style-type: none"> • Solano Public Health to convene meetings with Directors of Curricula or other appropriate district officials to help give input into middle school curriculum. • Modify, as needed, curriculum that may potentially be implemented to meet Solano County school districts' needs • Present modified SR2S curriculum to school districts for implementation. • Goal: Pilot curriculum with 2 additional middle schools (modifying from lessons learned in FY 15-16) in FY 16-17 • Promote education and encouragement activities such as (Introduce contest to schools, Introduce Walking Wednesdays, Possible bike blender, etc.) <p>• Assist STA to expand the high school trip reduction program based on lessons learned from the Vallejo High School pilot program.</p>
Task C: Student & Parent Education Activities, including working with Enforcement Partnerships	
<p>Develop parent education workshops to present at back to school nights, family nights and special events. Develop and distribute bike rodeo curriculum guide that can be utilized by police department and other agencies or organizations that use the bike trailer fleet.</p>	<p>Prepare educational presentation, with most current health statistics. Statistics should be updated annually. Allow for participant feedback and modify presentation accordingly. Goal: Present long form parent educational workshop at 5 elementary schools</p>
Task D: Student & Parent outreach and marketing	
<p>Assist STA to promote the Safe Routes to School Program in a positive manner through media.</p> <p>Work with STA to promote SR2S language into school district wellness policies and general plan updates in the cities and school districts of Solano County.</p>	<p>Minimum of 3 press releases or letters to the editor will be researched and drafted for approval of STA staff</p> <p>Prepare and provide to the respective school, submissions for a minimum of 8 school newsletters or email blasts or all-call parent announcement system promoting SR2S events for those schools.</p> <p>Participate in meetings as needed to advance SR2S into land use and transportation discussions, school wellness policies, and provide technical expertise.</p>

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DATE: June 30, 2016
TO: STA Board
FROM: Liz Niedziela, Transit Program Manager
RE: Federal Transit Administration (FTA) Section 5310 Funding for Travel Training
Pass through Agreement with SolTrans

Background:

In 2014, Caltrans released a call for projects for FTA Section 5310 projects in the state's small urbanized areas (UAs) and rural areas. The program purpose for the 5310 program is to provide capital and operating grants for projects that meet the transportation needs of seniors and individuals with disabilities: where public mass transportation services are otherwise unavailable, insufficient or inappropriate; that exceed the requirements of the ADA; that improve access to fixed-route service; that provide alternatives to public transportation. Estimated available federal funding statewide is \$13 million for a two year cycle. One of the eligible projects includes Mobility Management.

Caltrans' policy currently limits each agency to \$150,000 per year for two years for a total amount of \$300,000 over the two year funding cycle. Previously, there was not a limitation of how many projects an agency could submit and the request amount was up to \$200,000 per project. STA has three eligible projects under the 5310 program which are Solano Mobility Call Center, Countywide Travel Training and Solano Intercity Taxi Scrip Program.

STA staff developed and submitted a 5310 grant application to Caltrans for the Solano Mobility Call Center for the calendar year 2016 and 2017 cycle for \$150,000 for each year. With Caltrans limitation per agency, STA partnered with SolTrans to submit an application on behalf of STA for an additional \$150,000 per year for a total of \$300,000 for the Countywide Travel Training Program. The Solano Intercity Taxi Scrip Program had not fully expended New Freedom funding obtained by Solano County so applying for this cycle of funding was not necessary.

Discussion:

STA and Solano County Transit (SolTrans) were successful in being awarded FTA 5310 funding for the Solano Mobility Call Center and Countywide Travel Training Program for \$150,000 each for the two years. In order for SolTrans to pass thru the 5310 funding to STA, a funding agreement is required. STA is currently working with legal, SolTrans and Caltrans to finalize the pass thru agreement.

The SolTrans Board has taken action to authorize the Executive Director to execute a pass through agreement with STA to oversee and administer the FTA Section 5310 funding for the Solano Mobility Program. At this time, STA staff is recommending the same approval for the STA Executive Director.

Fiscal Impact:

The partnership and pass thru agreement with SolTrans will provide an additional \$150,000 a year for the two years (total of \$300,000 FY 2016-17 and 2017-18) for the Countywide Travel Training Program.

Recommendation:

Authorize the Executive Director to execute an agreement with Solano County Transit (SolTrans) to pass through the FTA Section 5310 funds for the Countywide Travel Training Program.



DATE: June 29, 2016
TO: STA Board
FROM: Daryl Halls, Executive Director
Susan Furtado, Accounting & Administrative Services Manager
RE: STA's Fiscal Year (FY) 2016-17 Proposed Budget Revision and
FY 2017-18 Proposed Budget

Background:

The Solano Transportation Authority (STA) has an adopted budget policy requiring a two-year annual fiscal year budget plan for its proposed expenditures and the proposed means of financing them. The budget is usually revised mid-year and finalized at the end of the fiscal year. When necessary, these budgets are revised to provide STA the basis for appropriate budgetary control of its financial operations for the fiscal year. In July 2015, the STA Board adopted the FY 2016-17 Budget as part of the two-year annual fiscal year budget plan.

Discussion:

Attachment A is the Proposed Budget Revision for FY 2016-17 and Attachment B is the FY 2017-18 Proposed Budget. The FY 2016-17 Budget Revision is balanced, with the proposed changes to the approved budget modified from \$13.87 million to \$18.42 million, an increase of \$4.55 million. These changes are primarily due to the carryover funds for the continuation of projects, and new projects and programs: the Jepson Parkway Project, the I-80 Interchange Project, the Solano County Priority Development Area (PDA), the Solano Intercity Taxi Scrip/Paratransit Program, the new Solano Online Bike Map, the Transit Ridership Study, and the Safe Routes to School Capital Projects.

Budget changes are summarized as follows:

1. The Members Contribution is also known as the Gas Tax Fund. In 2004, the STA Board adopted a policy to index the local gas tax subventions provided by member agencies to STA. This revenue fund is a percentage of the STA's core operations, Strategic Planning, and Project Development not covered by other planning grants and project revenues. In May 2016, the STA Board approved the FY 2016-17 new calculations for contributions from Member Agencies in the amount of \$276,223. This modified calculation is based on the average total amount of contributions received by STA from Member Agencies in FY 2004-05 through FY 2015-16, and was unanimously recommended by the Technical Advisory Committee (TAC) members and adopted by the STA Board. An annual CPI adjustment will be made in subsequent fiscal years beginning in FY 2017-18.
2. Concurrently, in May 2016, the STA Board was presented with the FY 2016-17 annual local Transportation Development Act (TDA) fund in the amount of \$481,422. This fund has a reduction in the amount of \$26,578 from the previously estimated revenue budget.
3. The FY 2015-16 State Transit Assistance Funds (STAF) (Population-Based/Solano) allocations carried over funds in the amount of \$369,082 and the Regional Paratransit of \$358,175 is reprogrammed for the continuation of transit coordination, such as the Solano

- Express Marketing, the Transit Corridor Study/Short Range Transportation Plan (SRTP), and the Transit Coordination & Implementation. The FY 2016-17 STAF allocations in the amount of \$900,526 (Population Based/Solano), the amount of \$166,616 (Regional Paratransit), and the amount of \$85,000 (Lifeline) is programmed for continuation of the Transit Management & Administration, American Disability Act (ADA) in Person Eligibility Program, the Consolidated Transportation Service Agency (CTSA)/Mobility Management Program Administration, and the Solano Senior & People with Disabilities Management/Committee.
4. The TDA Funds from a combination of the County and Cities' local TDA funds (City of Dixon, FAST, City Rio Vista, SolTrans, City of Vacaville) in the amount of \$527,707 is programmed for the continuation of the countywide Solano Intercity Taxi Scrip/Paratransit Program under the Memorandum of Understanding (MOU) agreement dated May 2016. Concurrently, TDA funds in the amount of \$40,000 is added to the budget for Transportation Services by Volunteer Caregivers operated by Faith In Action to continue the services of providing volunteer driver transportation services for medical appointments for seniors 60 years and older, which is a component of the Intercity Paratransit program.
 5. The Metropolitan Transportation Commission (MTC) funds for the Priority Development Area (PDA) planning and implementation from the OneBayArea 1 Grant (OBAG 1) in the amount of \$261,294 is carried over for the continuation of projects: PDA Planning Funds for the City of Suisun City Downtown Waterfront Specific Plan and the City of Fairfield Downtown and West Texas Street.
 6. The Congestion Mitigation and Air Quality (CMAQ) from the OBAG 1 Grant are reprogrammed for the continuation of various programs: Countywide Travel Training/Transit Ambassador Program (\$115,248), the Safe Route to School (SR2S) Program (\$501,961), and the Transit/Rideshare Program (\$76,335).
 7. The Active Transportation Program (ATP) fund in the amount of \$425,000 is programmed for the Safe Routes to School (SR2S) Program, as part of the \$3.067 million grant awarded by the Metropolitan Transportation Commission (MTC). This funding is for the combined infrastructure and non-infrastructure SR2S Program, providing infrastructure improvements at seven (7) Benicia and Vallejo schools, while providing education and outreach to twenty six (26) schools throughout the Cities of Benicia, Rio Vista and Vallejo.
 8. The New Freedom Program fund in the amount of \$306,278 is programmed to reflect the funds carried over from FY 2015-16 for the continuation of the Countywide Travel Training Ambassador Program and the One Stop Transportation Call Center Program, and the Federal Section 5403/5304 Transit Planning for Rural Communities of \$8,853 for the Rio Vista transit service outreach and analysis.
 9. The California Energy Commission's Zero Emission Vehicle Readiness Grant is in its second year. The amount of \$100,000 is a carryover from the three-year grant for a total amount of \$300,000. This is programmed for the continuation of the implementation of the Electric Vehicle Component of the Solano Alternative Fuels and Infrastructure Plan.
 10. The Jepson Parkway Project is on a 50/50 shared basis between each agency and STA (per the STA's 50/50 policy). In FY 2016-17, the City of Vacaville is anticipated to start contributing for the project in the amount of \$535,554 for final phase of the right of way and relocation activities of the project. Concurrently, the Regional Transportation Impact Fee (RTIF) funds in the amount of \$304,635 will be utilized for this project.
 11. In July 2015, STA entered into a contract agreement with the Napa Valley Transportation Authority (NVTA) for managing and marketing the new Napa County vanpool program. This program is identified separately in the budget since the funding is from the Federal Transportation Authority (FTA) and TDA to subsidize the operating of cost (\$83,470) of new vanpool program and for STA (\$43,750) to manage and market the new Napa County Vanpool

Services Program for three (3) years. Therefore, the amount of \$50,000 is added to the FY 2016-17 for the NVTVA Vanpool Services Program, and the amount of \$20,505 from the Transportation Funds for Clean Air (TFCA) Program fund of Napa County for the Emergency Ride Home and the Commute Challenge Programs.

12. The Yolo Solano Air Quality Management District (YSAQMD) funding for the Solano Online Bike Map (\$40,000), Transit/Mobility Management Administration (\$75,000) and the SR2S Program (\$52,268) has been added to the budget.
13. The Regional Measure (RM) 2 funds for the I-80/I-680/SR 12 Interchange Project (\$4,940,020) covers ongoing construction activities, the I-80 Express Lanes Project (\$2,974,644) ongoing preliminary engineering activities, and the North Connector Project (\$50,000) annual maintenance for long term vegetation monitoring.
14. The SR 12/Jameson Canyon Project fund from the State Transportation Improvement Program (STIP) in the amount of \$20,000 is added to reflect the project final design phase and construction activities.
15. The Vallejo Redwood Parkway Fairgrounds Drive Improvement Project budget is adjusted to reflect the anticipated work on the design phase of the project in conjunction with the County of Solano and the City of Vallejo. Proposed funding in the amount of \$100,000 from the County's TDA Funds and \$150,000 federal earmark funding from the County is identified to start the design phase for this project.

Other revenue changes are made to reflect the anticipated expenditures and activities for the fiscal year.

FY 2016-17 Expenditure Changes

Changes to the approved budget are reflective of funds carryover and revenue changes as described above. The budget expenditure revisions are as follows:

1. The **Operation and Management** budget is reduced by \$29,988. The STA Operation & Administration budget expenditures were reviewed and adjusted to reflect the expenditures and activities for the fiscal year. Changes include the carryover of fund for the database and website updates, savings of approximately \$18,936 in the 2017 reduced health premium, savings (\$14,700) in the two (2) leased copier equipment purchased in the prior fiscal year, and the slight increase in the general liability insurance with the dividend credit of \$2,683 from CSAC Excess Insurance Authority. Budget reduction for the Contingency Reserve Fund (\$50,000) to use for future programming due to the anticipated loss of the State Transportation Improvement Program (STIP) Planning, Programming & Monitoring funds.
2. The **Transit/Mobility Management/SR2S** budget is increased by \$919,103. Changes to the budget are due to the carryover funds for the continuation of programs, such as the Safe Routes to School Program, Transit Corridor Study/Short Range Transit Plan (SRTP), ADA in Person Eligibility Program, and Countywide Travel Training Program. The Solano Intercity Taxi Scrip/Paratransit Program budget in the amount of \$762,707 is adjusted to reflect the rate change of taxi vouchers and the anticipated expansion of the program. New programs and a study are added to the budget, such as the Solano Online Bike Map, the NVTVA Van Pool Services, and the Transit Ridership Study update.
3. The **Project Development** budget is increased by \$3,241,923 to reflect the continued right of way activities and relocations for the Jepson Parkway Project, the Redwood Parkway Drive/Fairgrounds Improvement Project (\$250,000) anticipated continuation of the projects, the I-80/I-680/SR12 Interchange Project ongoing construction activities, the I-80 Express Lanes Project ongoing preliminary engineering activities, and the North Connector Project annual maintenance for long term vegetation monitoring .

4. The ***Strategic Planning*** budget is increased by \$420,243. The planning activities and studies are adjusted to reflect anticipated budget costs for the fiscal year and the carryover of funds for the continuation of the Solano County PDA Program for the City of Fairfield and the City of Suisun City, the Comprehensive Transportation Plan (CTP) follow up, the Electric Vehicle (EV) Readiness Program, and the Model Development Maintenance including the peer review of the transit model. The Water Transportation Plan is added to the budget for the amount of \$60,973.

FY 2016-17 Salary Schedule Modification

In February 2016, a salary survey was completed per the direction of the Board's Executive Committee for the STA's classification and job duties to make sure all classifications were assessed with the other similar comparable agencies in the area. Based on the classification assessment, the STA Board's Executive Committee is recommending adjustments to STA's Salary Schedule for 11 job classifications with an estimated total annual cost of \$49,000. Attachment C is the updated FY 2016-17 Salary Schedule.

Cost of Living Adjustment (COLA) for STA Staff:

The STA Board has an established policy for calculating cost of living adjustments for STA staff using the average of the Consumer Price Index (CPI): United States cities, Western Urban areas, and the San Francisco/Oakland/San Jose urban area. Using the STA's COLA policy cost calculations, the average annual change in CPI for 2015 for the three areas is 1.9 %. The proposed FY 2016-17 Budget Revision includes a cost of living adjustment of 1.9 %. The total fiscal impact for the FY 2016-17 COLA effective July 1, 2016 is \$46,897.

Retirement Plan

Under the new Public Employees' Pension Reform Act of 2013 (PEPRA), new hires fall under two categories: "Classic" and "New". New hires in the category of "Classic" are covered under STA's retirement plan and receive benefits under the 2% @ 55 retirement benefit formula. Under the category of "New", a new hire is covered under the 2% @ 62 retirement benefit formula with a 50% member contribution. The FY 2016-17 STA's employer contribution rate under the "New" category is 6.555% of reportable compensation at a total cost of approximately in the amount of \$28,635. The STA's employer contribution rate for staff under the "Classic" for FY 2016-17 is 8.377% of reportable compensation (an increase of .374%), plus an annual amount of \$57,066. The STA pays seven percent (7%) of Classic employee contribution rate to CalPERS, making the STA's total Classic CalPERS contribution rate of 19.2142% at a total cost of approximately in the amount of \$296,270. In FY 2016-17, STA has fourteen (14) Classic Members and seven (7) New or PEPRA members. The CalPERS contribution is included in the FY 2016-17 Budget.

STA has a supplemental retirement plan under the Public Agencies Retirement System (PARS). In January 1, 2013, this plan was closed to new members in conformance with the new pension reform. This plan currently has eleven (11) active participants and two (2) retirees. The actuarial assumption of this Plan is updated every two (2) years. In April 2015, the updated actuarial assumption for FY 2015-16 and FY 2016-17 was issued by PARS. The FY 2015-16 and FY 2016-17 PARS Plan Employer Contribution rate is 4.71%, a total cost for FY 2016-17 of approximately \$61,640. The PARS contribution is included in the FY 2016-17 Budget.

Attachment D is the CalPERS and the PARS retirement plan status as issued under the Government Accounting Standard Board (GASB) 68 report.

Reserve Funds:

The STA's Contingency Reserve Fund (CRF) was established in 1999 (Attachment E). In 2007, the CRF was targeted to cover project cost for the six (6) months limited Administration and Operation budget plan. This limited cost would cover STA's core operating cost, such as the office lease, accounting services, audit, legal cost, general liability insurance, and limited staffing. In FY 2015-16, the STA's CRF has an amount of \$1.05 million. Subsequently, in February 2008, the STA Board adopted the creation of the Insurance Reserve Fund (IRF) and directed staff to fund the IRF up to \$200,000. In FY 2015-16, this IRF was increase to fully meet the Self-Insured Retention (SIR) in the amount of \$100,000 per occurrence. In FY 2016-17, contribution towards the CRF is continued for the amount of \$50,000 to continue to maintain STA's adequate financial level necessary to provide for contingencies for STA's adequate financial level necessary to provide for contingencies for STA's core functions in case of unforeseen operating needs.

In FY 2014-15, the Project Contingency Reserve Fund (PCRF) was established by the STA to help finance future project implementation. The Jepson Parkway Project was approved by the STA Board to be loaned PCRF funds in the amount of \$1,100,000, which will be paid back with the future reimbursements to the Jepson Parkway Project by the Cities of Fairfield and Vacaville that started in FY 2015-16. As June 30, 2016, the PCRF balance has all been loaned to the Jepson Parkway Project to successfully complete the right of way phase for two segments of the project.

The total FY 2016-17 Budget revenue and expenditure is \$18.42 million. The FY 2016-17 Proposed Budget Revision is balanced for the continued delivery of STA's priority projects.

Budget highlights for FY 2017-18 is summarized as follow:

FY 2017-18 Revenues

The Members Contribution (Gas Tax) and the TDA funds are STA's core revenues. With the modification to the calculation of the Members Contribution, the FY 2017-18 contributions is anticipated to increase by 2% based on the average annual Consumer Price Index (CPI) at an approximate amount of \$284,818. The TDA funding is anticipated to be at a lower funding level based on the current economic status. The STA's planning fund allocation from MTC's under the OBAG 2 funding is currently in negotiation for funding through FY 2021-22. This funding is anticipated to help offset the anticipated loss of funding from the STIP Planning, Programming and Monitoring (PPM) funds from the State in future years (FY 2018-19 & FY 2019-20).

The Transit/Mobility Management/Administration funding from MTC's Regional Rideshare Program for all County Rideshare Programs is no longer available starting FY 2017-18. This will result in reduction of \$240,000 per year beginning FY 2017-18. This fund along with the Transportation Funds for Clean Air (TFCA) and the Congestion Mitigation Air Quality (CMAQ) is the program's core revenue. The Safe Routes to School Program grant funding are mostly expended with only the remaining Active Transportation Program (ATP) funding through FY 2017-18. Both the Transit/Mobility Management Administration and the SR2S Program is currently preparing to submit for consideration for program funding from OBAG 2 funds through FY 2021-22.

The Solano Intercity Taxi Scrip/Paratransit Program funded by the TDA Funds from the County and Cities' local TDA funds (City of Dixon, FAST, City Rio Vista, SolTrans, City of Vacaville) is programmed for the continuation of the county wide taxi based programmed under the Memorandum of Understanding (MOU) agreement. The budget for this program is increased with the approved increase in the fare box and expansion of the program. The CTSA/Mobility Management Program, the Countywide

Travel Training/Ambassador Program, American Disability Act (ADA) in Person Eligibility Program, and the One Stop Transportation Call Center Program are ongoing programs with funding from the STAF – (Population Based/Solano, Lifeline, and Regional Paratransit, and the conversion of the Rideshare/Solano Napa Commuter Information (SNCI) Program to the One Stop Transportation Call Center Program.

In FY 2017-18, the I-80/I-680/SR 12 Interchange Project construction, and the Jepson Parkway Project is anticipated to be in its final construction project phase. The I-80 Express Lanes Project is ongoing, which is primarily funded by RM 2. The North Connector Project is still in the budget for its annual cost for long term vegetation monitoring. The SR2S Capital Project is anticipated to be in construction, which STA will coordinate with the City of Vallejo and Benicia and their two school districts. The County Public Facility Fee (PFF) fund for the STA's RTIF Program projects is ongoing with an estimated budget for FY 2017-18 in the amount of \$870,436.

FY 2017-18 Expenditure

1. Health Benefits premium rates historically increases annually, hence, the budget has been increased to reflect a projected 10% increase for FY 2017-18.
2. Retirement benefits are at the same level from prior fiscal year as anticipated, in accordance with the new California Public Employees' Pension Reform Act of 2013 (PEPRA).
3. Contribution to the Contingency Reserve Fund is at the same level of \$50,000 to continue to maintain STA's adequate financial level necessary to provide for contingencies for core STA functions in case of unforeseen operating needs,
4. The transit programs, such as the Solano Intercity Taxi Scrip/Paratransit Program, CTSA/Mobility Management Program, the ADA in Person Eligibility Program, the Countywide Travel Training/Ambassador Program, and the One Stop Transportation Call Center Program activities are ongoing.
5. Projects such as the I-80/I-680/SR 12 Interchange Project and the Jepson Parkway Project in construction and right-of-way phases are expected to be in its final phase and both budgets are at a minimum amount. The I-80 Express Lanes Project Preliminary Engineering is anticipated to be ongoing. The SR2S Capital Project is expected to start construction.

The total FY 2017-18 revenue and expenditure is \$14.28 million. The proposed balanced budget has Members Contribution, TDA, and STAF funding, and the OBAG 2 Grant funds for the continued delivery of STA's priority projects, planning and programs. There are no proposed modifications for additional staff for the next two fiscal years.

To ensure conformance with the Office of Management and Budget (OMB) Uniform Guidance (Cost Principles of State, Local, and Indian Tribal Government) and the STA's Accounting Policies and Procedures, the two-year budget FY 2016-17 and FY 2017-18 is presented with revision to the approved budget for FY 2016-17 to reflect changes in the budget revenue and expenditures.

Fiscal Impact:

The STA's overall FY 2016-17 budget is \$18.42 million, an increase of \$4.55 million. The increase in the revenues and expenditures is based on a combination of the anticipated project construction activities and with new transit programs. The fiscal impact for the adjusted Salary Schedule is approximately \$49,000. The FY 2016-17 fiscal impact of the COLA policy at 1.9% for all STA employees effective July 1, 2016 is \$46,897. The FY 2017-18 Budget is balanced at \$14.28 million to reflect the carryover funds and OBAG 2 funds for the continuation of programs and projects.

Recommendation:

Approve the following:

1. Adopt the STA's FY 2016-17 Proposed Budget Revision as shown in Attachment A;
2. Approve STA's Salary Schedule for FY 2016-17 as shown in Attachment C;
3. Adopt the STA's FY 2017-18 Proposed Budget as shown in Attachment B; and
4. FY 2016-17 Cost of Living Adjustment of 1.9% effective July 1, 2016.

Attachments (Provided to the STA Board Members under separate enclosure):

- A. STA FY 2016-17 Proposed Budget Revision dated July 8, 2016;
- B. STA FY 2017-18 Proposed Budget dated July 8, 2016;
- C. STA's FY 2016-17 Salary Schedule;
- D. STA's CalPERS and PARS Retirement Plans status as of June 30, 2015;
- E. STA's Reserve Account Balances;
- F. FY 2016-17 Budget and Fiscal Reporting Calendar.

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July 13, 2016

REVENUES			EXPENDITURES		
STA Fund	Adopted FY 16-17	Proposed FY 16-17	Operations & Administration	Adopted FY 16-17	Proposed FY 16-17
Members Contribution/Gas Tax (Reserve Accounts)	100,000	50,000	Operations Management	1,697,058	1,712,070
Members Contribution/Gas Tax	248,813	274,234	STA Board of Directors/Administration	44,000	49,000
Transportation Dev. Act (TDA) Art. 4/8	508,000	481,422	Expenditure Plan	50,000	50,000
TDA Article 3		25,000	Contributions to STA Reserve Account	100,000	50,000
TDA Article 4/4.5	605,985	617,707	Subtotal	\$1,891,058	\$1,861,070
One Bay Area Grant 1 (OBAG 1)/(STP)	876,465	882,184	Transit/Mobility Management/SR2S		
One Bay Area Grant 1 (OBAG 1)	610,983	693,544	Transit/Mobility Management/Administration	483,607	435,753
Regional Rideshare Program (RRP)	240,000	240,000	Employer Van Pool Outreach	23,700	23,700
Active Transportation Program (ATP)	-	425,000	SNCI General Marketing	53,050	64,050
STIP Planning, Programming and Monitoring (PPM)	191,865	185,411	Commute Challenge	31,880	22,000
MTC PDA Grant	-	261,294	Bike to Work Campaign	20,000	17,000
			Solano Online Bike Map	15,000	100,000
RM 2 - I-80 Express Lanes	50,358	71,421	Emergency Ride Home (ERH) Program	7,500	7,500
RM 2 - I-80 Interchange Project	59,980	60,412	Rideshare Services - Napa Valley Transportation Authority	48,750	20,505
RM 2 - I-80 East Bound (EB) Truck Scales Relocation	4,123	4,128	Van Pool Services - Napa Valley Transportation Authority		50,000
Transportation for Clean Air (TFCA)	341,647	368,668	Safe Route to School Program (SR2S)	416,204	746,961
TFCA - NVTA	48,750	20,505	Transit Management Administration	168,116	160,326
FTA - NVTA		50,000	Solano Express Marketing	150,000	150,000
Yolo/Solano Air Quality Management District (YSAQMD)	68,755	95,000	Transit Corridor Study/SRTP	-	171,157
			Solano Intercity Taxi Scrip/Paratransit Program	698,485	762,707
New Freedom Funds	300,000	306,278	Transit Coordination/Implementation	161,659	357,961
State Transit Assistance Fund (STAF)	1,515,140	1,879,399	Suisun/Fairfield Amtrak Operation/Maintenance	50,000	50,000
FTA 5304/5403		8,853	Transit Rideship Study		140,000
California Energy Commission (CEC)	100,000	100,000	Lifeline Program	15,000	15,000
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	10,000	Paratransit Coordinating Council (PCC)	35,000	30,000
Local Funds - Cities/County	298,600	472,239	ADA in Person Eligibility Program	380,000	275,000
Taxi Scrip Farebox Revenue	82,500	150,000	CTSA/Mobility Management Program	250,703	82,215
Sponsors	18,000	15,000	Countywide Travel Training/Transit Ambassador Program	276,624	275,000
Subtotal	\$6,279,964	\$7,747,699	One Stop Transportation Call Center Program	172,630	272,600
Transportation Funds for Clean Air (TFCA) Program			Solano Senior & People with Disabilities Plan Implementation/Committee	30,000	177,576
Transportation for Clean Air (TFCA)	311,354	358,390	Subtotal	\$3,487,908	\$4,407,011
Subtotal	\$311,354	\$358,390	Project Development		
Abandoned Vehicle Abatement (AVA) Program			Project Management/Administration	130,519	127,714
Department of Motor Vehicle (DMV)	320,000	320,000	Local Streets & Roads Annual Report	11,946	11,946
Subtotal	\$320,000	\$320,000	Local Project Delivery (SR 12/Church)	200,000	200,000
Jepson Parkway Project			Solano Projects Online Tracker (SPOT)	20,114	20,114
County of Solano	151,291	535,554	Safe Routes to School (SR2S) Program Capital Project		123,218
Regional Transportation Impact Fee (RTIF) Fund	153,344	304,635	SR 37 Improvement Project	0	85,000
Subtotal	\$304,635	\$840,189	SR 12/Jameson Canyon Project	20,000	20,000
I-80/I-680/SR 12 Interchange Project			I-80/I-680/SR 12 Interchange Project	4,940,020	4,940,020
RM 2 Funds	4,940,020	4,940,020	Jepson Parkway Project	304,635	840,189
Subtotal	\$4,940,020	\$4,940,020	North Connector-East Project	50,000	50,000
SR 12/Jameson Canyon Project			I-80 East Bound (EB) Truck Scales Relocation Project	50,000	50,000
STIP/TCRP	20,000	20,000	I-80 Express Lanes Project	974,644	2,974,644
Subtotal	\$20,000	\$20,000	Redwood Parkway Drive/Fairgrounds Improvement Project	10,000	250,000
North Connector East Project Closeout/Mitigation			Regional Impact Fee Program	609,044	870,000
RM 2 Funds	50,000	50,000	DMV Abandoned Vehicle Abatement (AVA) Program	320,000	320,000
Subtotal	\$50,000	\$50,000	Subtotal	\$7,640,922	\$10,882,845
I-80 East Bound (EB) Truck Scales Relocation Project			Strategic Planning		
RM 2 Funds	50,000	50,000	Planning Management/Administration	140,932	166,360
Subtotal	\$50,000	\$50,000	Events	11,000	27,805
I-80 Express Lanes Project			Model Development/Maintenance	39,695	60,495
RM 2 Funds	974,644	2,974,644	Solano County PDA Program	99,184	353,279
Subtotal	\$974,644	\$2,974,644	Water Transportation Plan	-	60,973
Redwood Parkway Drive/Fairgrounds Improvement Project			Comprehensive Transportation Plan (CTP) Follow Up	147,608	142,714
STIP Planning, Programming and Monitoring (PPM)	10,000	250,000	Electric Vehicle (EV) Readiness	100,000	100,000
Subtotal	\$10,000	\$250,000	Transportation Funds for Clean Air (TFCA) Programs	311,354	358,390
Regional Impact Fee Implementation program			Subtotal	849,773	1,270,016
Regional Impact Fee	609,044	870,000	TOTAL, ALL REVENUE		
Subtotal	\$609,044	\$870,000	\$13,869,661		
TOTAL, ALL REVENUE			TOTAL, ALL EXPENDITURES		
\$13,869,661	\$18,420,942	\$18,420,942	\$13,869,661		
TOTAL, ALL EXPENDITURES			\$18,420,942		

REVENUES		EXPENDITURES	
STA Fund	Proposed FY 17-18	Operations & Administration	Proposed FY 17-18
Members Contribution/Gas Tax (Reserve Accounts)	50,000	Operations Management	1,749,871
Members Contribution/Gas Tax	243,884	STA Board of Directors/Administration	44,000
Transportation Dev. Act (TDA) Art. 4/8	306,158	Expenditure Plan	50,000
TDA Article 3	25,000	Contributions to STA Reserve Account	50,000
TDA Article 4/4.5	989,592	Subtotal	\$1,893,871
One Bay Area Grant 2 (OBAG 2)	1,592,731	Transit/Mobility Management/SR2S Program	
One Bay Area Grant 1 (OBAG 1) SR2S	305,243	Transit/Mobility Management/Administration	338,922
Active Transportation Program (ATP)	2,578,714	Employer Van Pool Outreach	23,700
STIP Planning, Programming and Monitoring (PPM)	255,548	SNCI General Marketing	64,050
RM 2 - I-80 Express Lanes	75,840	Commuter Challenge	22,080
RM 2 - I-80 Interchange Project	64,115	Bike to Work Campaign	17,000
Transportation for Clean Air (TFCA)	337,639	Solano Online Bike Map	8,690
TFCA - NVTA	17,500	Emergency Ride Home (ERH) Program	7,500
FTA - NVTA	59,638	Rideshare Services - Napa Valley Transportation Authority	17,500
Yolo/Solano Air Quality Management District (YSAQMD)	37,268	Van Pool Services - Napa Valley Transportation Authority	59,638
New Freedom Funds	300,000	Safe Route to School Program (SR2S)	554,225
State Transit Assistance Fund (STAF)	1,513,210	Transit Management Administration	162,694
FTA 5304/5403	100,000	Solano Express Marketing	150,000
California Energy Commission (CEC)	100,000	Transit Corridor Study/SRTP	165,644
Abandoned Vehicle Abatement (AVA) Program/DMV	10,000	Solano Intercity Taxi Scrip/Paratransit Program	999,592
Local Funds - Cities/County	165,600	Transit Coordination/Implementation	180,167
Taxi Scrip Farebox Revenue	150,000	Suisun/Fairfield Amtrak Operation/Maintenance	50,000
Sponsors	15,500	Lifeline Program	18,000
Subtotal	9,293,180	Paratransit Coordinating Council (PCC)	30,000
Transportation Funds for Clean Air (TFCA) Program		ADA in Person Eligibility Program	250,000
Transportation for Clean Air (TFCA)	360,068	CTSA/Mobility Management Program	145,000
Subtotal	\$360,068	Countywide Travel Training/Transit Ambassador Program	231,000
Abandoned Vehicle Abatement (AVA) Program		One Stop Transportation Call Center Program	304,356
Department of Motor Vehicle (DMV)	320,000	Solano Senior & People with Disabilities Plan	20,000
Subtotal	\$320,000	Implementation/Committee	
Jepson Parkway Project		Subtotal	\$3,819,758
County of Solano	100,000	Project Development	
Local Funds - Cities/County	100,000	Project Management/Administration	141,858
Regional Transportation Impact Fee (RTIF) Fund		Local Streets & Roads Annual Report	18,206
Subtotal	\$200,000	Solano Projects Online Tracker (SPOT)	15,342
I-80/I-680/SR 12 Interchange Project		SR2S Capital Project	2,540,257
RM 2 Funds	200,000	I-80/I-680/SR 12 Interchange Project	200,000
Subtotal	\$200,000	Jepson Parkway Project	200,000
North Connector Project		North Connector-East Project	50,000
RM 2 Funds	50,000	I-80 Express Lanes Project	2,992,177
Subtotal	\$50,000	Regional Impact Fee Program	870,436
I-80 Express Lanes Project		DMV Abandoned Vehicle Abatement (AVA) Program	320,000
RM 2 Funds	2,992,177	Subtotal	\$7,348,276
Subtotal	\$2,992,177	Strategic Planning	
Regional Impact Fee Implementation program		Planning Management/Administration	253,547
Regional Impact Fee	870,436	Events	12,500
Subtotal	\$870,436	Model Development/Maintenance	39,695
TOTAL, ALL REVENUE	14,285,861	Comprehensive Transportation Plan (CTP) Follow Up	208,146
		Bike Ped Plan	250,000
		Electric Vehicle (EV) Readiness	100,000
		Transportation Funds for Clean Air (TFCA) Programs	360,068
		Subtotal	1,223,956
		TOTAL, ALL EXPENDITURES	\$14,285,861



FY 2016-17 SALARY SCHEDULE
Salary Adjustments + COLA (1.9%)
Effective July 1, 2016
Proposed July 13, 2016

Updated 7-8-16

Job Title	FLSA Status	Position Code	Salary Range	
			Minimum Monthly	Maximum Monthly
Accounting & Administrative Services Manager	E	91020	\$8,015 -	\$9,743
Accounting Technician	N	91016	\$4,317 -	\$5,247
Administrative Assistant I	N	91014	\$3,426 -	\$4,164
Administrative Assistant II	N	91014	\$3,856 -	\$4,687
Administrative Clerk	N	91035	\$2,850 -	\$3,465
Assistant Program Manager	N	91028	\$5,303 -	\$6,446
Assistant Project Manager	N	91023	\$5,303 -	\$6,446
Associate Planner	N	91004	\$5,568 -	\$6,768
Clerk of the Board/Office Manager	E	91025	\$6,939 -	\$8,435
Commute Consultant I	N	91012	\$3,777 -	\$4,591
Commute Consultant II	N	91011	\$4,533 -	\$5,509
Deputy Executive Director/Director for Projects	E	91007	\$15,259 -	\$18,546
Director for Planning	E	91008	\$11,290 -	\$13,722
Director of Transit and Rideshare Services	E	91022	\$9,161 -	\$11,135
Executive Director	E	90001	\$16,803 -	\$20,424
Marketing and Legislative Program Manager	E	91021	\$6,946 -	\$8,442
Planning Assistant	N	91019	\$4,317 -	\$5,247
Program Coordinator	N	91024	\$3,598 -	\$4,372
Program Services Administrator	E	91034	\$6,630 -	\$8,058
Program Services Division Manager	E	91017	\$7,286 -	\$8,857
Project Assistant	N	91019	\$4,317 -	\$5,247
Project Engineer	E	91033	\$8,593 -	\$10,446
Project Manager	E	91030	\$6,315 -	\$7,675
Senior Planner	E	91027	\$6,315 -	\$7,675
Senior Project Manager	E	91036	\$7,286 -	\$8,857
Transit Mobility Coordinator	N	91031	\$4,533 -	\$5,509
Transit Program Manager	E	91029	\$7,286 -	\$8,857
Customer Service Representative (PT)	N	92007	\$16.46 -	\$19.99
Program Coordinator (PT)	N	92005	\$20.76 -	\$25.22
Senior Customer Service Representative (PT)	N	92009	\$18.91 -	\$22.99

All full time classifications may have an equivalent part time salary range.

The Table below is the Governmental Accounting Standard Board (GASB 68) report issued by CalPERS:

CalPERS Plan Status as of June 30, 2015	Classic	PEPRA
Entry Age Normal Accrued Liability	\$4,945,957	\$10,093
Plan's Market Value of Assets	\$4,051,146	\$10,242
Unfunded Liability	\$894,810	-\$149
Funded Ratio	82%	101%

The Table below is the GASB 68 report issued by PARS:

PARS Plan Status as of June 30, 2015	Classic
Entry Age Normal Accrued Liability	\$644,289
Plan's Market Value of Assets	\$437,439
Net Unfunded Liability	\$206,850
Funded Ratio	67.89%



Reserve Account Balances

Account 31119-23001

June 30, 2016

Contingency Reserve

FY	Balance	Interest Earned	Total	% at Target	Target Amount	
1999 - 2007	324,443		324,443			
7/07 - 6/08	58,801	14,925	398,169	96%	413,318	YR 1
7/08 - 6/09	58,801	11,673	468,643	91%	515,161	YR 2
7/09 - 6/10	58,000	13,851	540,494	87%	622,736	YR 3
7/10 - 6/11	58,000	7,664	606,158	82%	735,364	YR 4
7/11 - 6/12	108,000	3,595	717,753	84%	852,424	YR 5
7/12 - 6/13	108,000	2,705	828,458	93%	895,045	YR 6
7/13 - 6/14	108,000	1,515	937,973	100%	939,797	YR 7
7/14 - 6/15	100,000	6,492	1,044,465	101%	1,033,777	YR 8
7/15 - 6/16	0	7,624	1,052,089	93%	1,137,155	YR 9
Total Contingency Reserve	\$982,045	\$70,044	\$1,052,089			

Project Contingency Reserve Fund (PCRF):

06/30/14	1,100,000	(funds from North Connector Project: Solano County & Solano Water Agency (SWA))
	500,000	FY 2014-15 Jepson Parkway Project Loan
	600,000	FY 2015-16 Jepson Parkway Project Loan
Total PCRF Balance 6/30/2016	\$0	

Insurance Reserve: Self Insured Retention (SIR) \$100,000 per occurrence

Established FY 2007-08

7/07 - 6/08	50,000	50,000	100%	50,000	YR 1
7/08 - 6/09	50,000	100,000	100%	100,000	YR 2
7/09 - 6/10	50,000	150,000	100%	150,000	YR 3
7/10 - 6/11	50,000	200,000	100%	200,000	YR 4
7/15 - 6/16	100,000	300,000	100%	300,000	YR 4

Total Insurance Reserve \$300,000

Total STA Reserve Account \$1,282,045 \$70,044 \$1,352,089



FY 2016-17 Budget and Fiscal Reporting Calendar

STA Board Meeting Schedule:	
JULY 2016	FY 2015-16 Third Quarter Budget Report FY 2015-16 Proposed Modification to the Final Year Budget Revision FY 2016-17 Budget Revision and FY 2017-18 Proposed Budget Adoption FY 2015-16 AVA Third Quarter Program Activity Report
SEPTEMBER 2015	FY 2015-16 AVA Fourth Quarter Program Activity Report FY 2016-17 Provisionary Indirect Cost Rate Application Updated Five Year Budget Projection - FY 2016-17 through FY 2020-21
OCTOBER 2015	FY 2015-16 Fourth Quarter Budget Report FY 2016-17 First Quarter Budget Report
DECEMBER 2015	FY 2015-16 Annual Audit STA Employee 2017 Benefit Summary Update
JANUARY 2016	FY 2017-18 Mid-Year Budget Revision FY 2016-17 AVA First Quarter Program Activity Report
FEBRUARY 2016	FY 2016-17 Second Quarter Budget Report
MARCH 2016	FY 2016-17 AVA Second Quarter Program Activity Report
APRIL 2016	Local Transportation Development Act (TDA) and Members Contribution for FY 2017-18
May 2016	FY 2016-17 Third Quarter Budget Report
JUNE 2016	FY 2016-17 Final Budget Revision



DATE: July 1, 2016
TO: STA Board
FROM: Drew Hart, Associate Planner
Ryan Dodge, Associate Planner
RE: Transportation Development Act (TDA) Article 3 Funding Recommendation for
Fiscal Year (FY) 2016-17

Background:

The Transportation Development Act (TDA) is generated by a 1/4 cent tax on retail sales collected in California's 58 counties. Two percent of the TDA funding generated, called TDA Article 3, is returned to each county from which it was generated for bicycle and pedestrian projects. The Metropolitan Transportation Commission (MTC) administers this funding for each of the nine Bay Area counties with assistance from each of the county Congestion Management Agencies (e.g. Solano Transportation Authority). Approximately \$465,000 TDA Article 3 funding is available for allocation in Fiscal Year 2016-17 (FY 2016-17), based on the current projections. Any unused funds can be rolled over from year to year.

Discussion:

At the Pedestrian Advisory Committee (PAC) meeting of June 2, 2016, the PAC reprioritized its Tier 1 and Tier 2 Priority Project Lists. Likewise, at their June 22, 2016 meeting, the Bicycle Advisory Committee (BAC) reprioritized the BAC Tier 1 and Tier 2 Priority Project Lists. These lists were approved by the Technical Advisory Committee (TAC) on June 29, 2016. These lists inform STA funding priorities, including the use of TDA Article 3 funds. The bicycle priority projects identified by the BAC and pedestrian priority projects identified by the PAC will also be considered as part of a larger funding plan that includes the regional One Bay Area Grant (OBAG) funding, funding from both of the air districts, and other funding opportunities.

Every 5 years, the TDA Article 3 funds may be allocated for bicycle and pedestrian planning efforts. The STA maintains both the Countywide Bicycle Transportation Plan and the Countywide Pedestrian Transportation Plan. Both were adopted in 2012. Each of these documents are in need of an update because of changes in state funding programs and the creation of a new designation of bicycle facility (Class 4).

STA staff is proposing a more complete update of both the Countywide Bicycle and Pedestrian Plans. In addition to STA's countywide plans, several cities have expressed interest in developing city-specific active transportation plans. Some of these cities have general plans which identify this as a follow-up task, and other cities are motivated by aligning themselves for future funding opportunities. The cities of Dixon, Rio Vista, Suisun City, and Vallejo are interested in utilizing these funds for city-specific active transportation plans that can be

coordinated with the Countywide Bicycle Plan. By combining the countywide bicycle planning efforts and the local jurisdiction efforts, staff foresees a higher return on investment as well as cooperative planning documents. In addition, the Countywide Pedestrian Plan update can incorporate the five Priority Development Area (PDA) Plans funded by STA as part of OBAG 1.

Solano County has recently been successful in receiving grants. These grants are made available from federal funds and require a local match, usually around 11% of the total project costs. TDA funds can provide this local match. The County is seeking funding for two different phases of the Suisun Valley Farm to Market project. STA staff considers these projects as impactful to the cycling community as they provide bike and pedestrian enhancements in an area with potential conflict with agriculture equipment. Further, the popularity of this area continues to grow, adding more stress to these conflict points.

The City of Fairfield is seeking funding to construct improvements to the Bay Area Ridge Trail at an uncontrolled crossing (Green Valley Road). Proposed improvements include marked crosswalks, flashing beacons, and curb ramps crossing Green Valley Road near Westlake Drive. The vision for the Bay Area Ridge Trail is a continuous multi-use trail along the ridgelines circling San Francisco Bay. Although approximately 360 miles of the 550-mile trail are now open to the public, critical gaps remain. One such gap is across Green Valley Road, a major traffic artery south of Rockville Hills Regional Park in the City of Fairfield.

Based upon all of the identified requests for TDA Article 3 funds and input from the BAC, PAC and local agencies, STA staff is recommending the following allocation for FY 2016-17 TDA Article 3 funds:

Project Sponsor and Title	Total Project Cost	TDA Article 3 Recommendation
Countywide, Bicycle and Pedestrian Plans, plus various city-specific active transportation plans	\$250,000 - \$350,000	\$250,000
Solano County, Suisun Valley Farm to Market, Phase 1	\$1,275,000	\$100,000
Solano County, Suisun Valley Farm to Market, Phase 2	\$1,038,200	\$40,000
City of Fairfield, Northern Green Valley Road Crossing	~\$70,000	\$50,000
	Total	\$ 440,000

This recommended strategy will successfully complete three bicycle and pedestrian projects of high value as well as provide planning funds needed to assess and identify future bicycle and pedestrian infrastructure priorities while reserving funds to support future needs as projects become ready for construction. This recommendation has been reviewed and recommended for STA Board approval by the BAC, PAC and STA TAC.

Fiscal Impact:

Solano’s portion of the TDA Article 3 funds from MTC currently is \$465,000 (projected). Any unspent funds will be rolled over to the next year.

Recommendation:

Approve the following:

1. Approve \$250,000 TDA Article 3 for Countywide, Bicycle and Pedestrian Plans, and city-specific active transportation plans;
2. Approve \$100,000 TDA Article 3 for Solano County, Suisun Valley Farm to Market, Phase 1;
3. Approve \$40,000 TDA Article 3 for Suisun Valley Farm to Market, Phase 2; and
4. Approve \$50,000 TDA Article 3 for City of Fairfield, Northern Green Valley Road Crossing;
5. Authorize the Executive Director to solicit direction from interested cities on active transportation plan goals;
6. Authorize the Executive Director to prepare and release an RFP to assist in the development of the Countywide Bike and Pedestrian Plan updates and the various city-specific active transportation plans.

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DATE: June 20, 2016
TO: STA Board
FROM: Jayne Bauer, Marketing and Legislative Program Manager
RE: Legislative Update

Background:

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. On January 13, 2016, the STA Board approved its 2016 Legislative Priorities and Platform to provide policy guidance on transportation legislation and the STA’s legislative activities during 2016.

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

Discussion:

State Legislative Update:

On June 9th, the 2016-17 Budget Conference Committee and legislative leaders reached agreement on a Budget for Fiscal Year 2016-17. The \$122 billion Budget, in print as [Senate Bill 826](#), includes, among other things, new investments in childcare, education, and jail construction; and, sets aside \$2 billion for the state’s rainy-day reserve fund. SB 826 was approved by both houses of the Legislature and transmitted to Governor Brown on June 15.

Noticeably absent from the Budget agreement is consensus on critical items such as the appropriation of unallocated Cap and Trade revenues, and affordable housing; negotiations on these items – between legislative leaders and Governor Brown – are expected to continue into summer, with consensus proposals ultimately being introduced as additional budget trailer bills, possibly later this month, but likely in August.

Staff and STA’s state lobbyists are in contact with Solano County’s legislative leaders and delegates to stress the importance of sending Governor Brown a Cap and Trade budget trailer bill that contains at least the \$400 million for transit proposed by the Assembly Budget Committee, while underscoring the importance of providing additional state funds to support transit operations.

The Assembly Budget Committee amended [Senate Bill 838](#), a budget trailer bill, on June 10th to include the California Transit Association’s (CTA) State Transit Assistance (STA) fix language. SB 838 “hits the pause button” on recent changes made to the STA formula and allocation methodology by the State Controller’s Office (SCO); and requests the SCO to return to its long-understood methodology for any remaining unallocated funds in FY 2015-16 and all quarters of FY 2016-17 and FY 2017-18.

To ensure passage of this vital fix, STA staff and state lobbyists will continue to communicate to STA’s legislative delegation its importance to Solano County’s transit operations. Pending

approval by the State Legislature and Governor Brown, SB 838 or its Assembly counterpart bill will go into effect July 1, 2016. Attachment C is the CTA's fact sheet on the State Transit Assistance Program. Staff recommends approval of a support position for SB 838, and seeks input regarding the methodology beginning with FY 2017-18

Federal Legislative Update:

Susan Lent, STA's federal lobbyist (with Akin Gump) continues to research and provide more information on the federal funding opportunities for STA's priority projects. This guidance will shape the STA Board's discussions with federal legislators and agency staff. STA Board members are scheduled to travel to Washington DC in September. The two current identified priorities are FASTLANE Freight funds for I-80/I-680/SR 12 Interchange Project and Transit Capital funds for replacement of SolanoExpress buses. Attachment B provides an update of federal appropriations for 2017, discretionary grant programs, and the public transportation safety standards and protocols review by the Federal Transit Administration.

Fiscal Impact:

None.

Recommendation:

Approve a support position for Senate Bill 838.

Attachments:

- A. State Legislative Update
- B. Federal Legislative Update
- C. State Transit Assistance Program Fact Sheet



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

July 1, 2016

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Partner
 Matt Robinson, Legislative Advocate

RE: **STATE LEGISLATIVE UPDATE – July 2016**

Legislative Update

On June 27, Governor Brown signed the FY 2016-17 Budget Act; however, a number of policy trailer bills implementing certain aspects of the budget agreement, including the transportation trailer bill, are still pending approval in the Legislature. The Legislature will break for Summer Recess on July 1 and return on August 1. The Legislature will adjourn the 2015-16 session on August 31.

In this report we discuss the latest on Cap and Trade, the State Transit Assistance Program, and, highlight the most relevant bills – bills on which the Board has adopted a position or on which we are recommending a position – introduced in the second half of the 2015-16 Regular Session; please see ***Bills of Interest***, below.

Cap and Trade

The Greenhouse Gas Reduction Fund (GGRF), which directs Cap and Trade auction revenue to various formula programs, including the Transit and Intercity Rail Capital Program, the Low Carbon Transit Operations Program, and the Affordable Housing and Sustainable Communities Program, is projected by the Legislative Analyst's Office to bring in \$1.8 billion in Fiscal Year (FY) 2015-16, a drop of approximately \$600 million from the \$2.4 billion projected by Governor Brown in his January Budget.

The decrease in available auction revenue is attributable to a weaker-than-anticipated May 2016 Cap and Trade auction (the final auction of FY 2015-16), which brought in only \$10 million in auction revenue. All previous auctions held in FY 2015-16 generated more than \$500 million each. Stakeholders do not yet know why the May 2016 Cap and Trade auction underperformed previous auctions, but some speculate that its underperformance is the result of the uncertainty surrounding the legality of the Cap and Trade system post-2020 and/or the result of an oversaturated secondary market for Cap and Trade credits.

Despite the drop in available auction revenue in FY 2015-16, we do not anticipate a significant impact to the various formula programs highlighted above. Moreover, the GGRF is projected to have approximately \$1.4 billion in unallocated revenue at the end of FY 2015-16, which was generated from auctions in previous fiscal years. We will caution, however, that if Cap and Trade auctions in FY 2016-17

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and beyond begin to suffer from chronic underperformance, future expenditure plans and all formula programs will be significantly impacted.

In terms of an expenditure plan for the as-yet-still-unallocated revenue (\$1.4 billion), and, for revenue anticipated to materialize in FY 2016-17, the Legislature and the Governor have not acted. We expect the earliest a plan could come together is mid-August, after the next Cap and Trade auction is held on August 16.

State Transit Assistance Program Changes Pending

New calculation and allocation methodologies recently went into effect for the 2015-16 State Transit Assistance (STA) program, promulgated by the State Controller's Office (SCO), suddenly changing the way we've long understood how the distribution of these vital funds was supposed to work. In an effort to clarify statutory definitions like "transit operator" and STA-eligible "claimants," the SCO's new interpretation of the governing statutes and regulations actually created *more confusion*, watered down the program for the 145+ historic transit agency recipients, added more than 100 new recipients, and changed the ground rules for which agencies receive how much money.

These STA grant funds – which are allocated to regions by the SCO, for sub-allocation to each region's transit operators, based on a long-understood formula that matches dollars to areas in proportion to population and a combination of transit ridership and local financial support for transit – are vital to the ongoing operations and capital projects of nearly 150 public transit systems statewide. Any changes to the decades-old methodology for calculating how much goes to each region, and to the calculations determining how much any particular transit system should receive of the total funds statewide, should be carefully vetted by the Legislature, with input from transit operators, regional transportation planning agencies, and other stakeholders.

Towards that end, and recognizing that many transit operators budgeted for the current year, and even for the 2016-17 year, based on a longstanding understanding of how the program works – and now the underpinnings for those budget assumptions are wrong – the California Transit Association has secured a solution that will temporarily re-set the program for this and the upcoming year, and, the Association has formed a working group of interested stakeholders, to develop a long-term policy proposal for the Legislature's subsequent consideration and enactment, clarifying any ambiguities in the existing law and setting the rules more clearly going forward. **The temporary STA fix is contained in two budget trailer bills (SB 838 and AB 1610) that, as mentioned above, have not yet been sent to the Governor.**

Special Session Bills of Interest

ABX1 1 (Alejo) Vehicle Weight Fees

This bill would undo the statutory scheme that requires vehicle weight fees to be transferred to the general fund from the State Highway Account to pay debt-service on transportation bonds, and requires the repayment of any outstanding loans from transportation funds by December 31, 2018. **The STA Board SUPPORTS this bill (Board Action: 7/8/15).**

ABX1 2 (Perea) and SBX1 14 (Cannella) Public Private Partnerships

Existing law authorizes the Department of Transportation and regional transportation agencies to enter into Public Private Partnerships (P3s) for certain transportation projects. Existing law prohibits a P3 from being entered into on or after January 1, 2017. These bills would extend the authorizations for P3 as a method of procurement available to regional transportation agencies until January 1, 2030. **The STA Board SUPPORTS ABX1 2 and SBX1 14 (Board Action: 7/8/15).**

ABX1 24 (Levine and Ting) Bay Area Transportation Commission

Effective January 1, 2017, this bill would recast the Metropolitan Transportation Commission (MTC) as the Bay Area Transportation Commission (BATC) and merge the responsibilities of the Bay Area Toll Authority with the new Commission. The bill would require BATC commissioners to be elected by districts comprised of approximately 750,000 residents and award districts with a toll bridge two seats on the Commission. ***The Board OPPOSES ABX1 24 (Board Action: 10/15/15).***

SBX1 1 (Beall) Transportation Funding

This bill, like the author's SB 16, would increase several taxes and fees, beginning in 2016, to address issues of deferred maintenance on state highways and local streets and roads, as well as provide new funding for public transit. Specifically, this bill would increase both the gasoline and diesel excise taxes by 12 and 22 cents, respectively; increase the vehicle registration fee by \$35; create a new \$100 vehicle registration fee applicable to zero-emission motor vehicles; create a new \$35 road access charge on each vehicle; increase Cap and Trade funding for transit; increase the sales tax on diesel by 3.5% for the State Transit Assistance Program; limit the borrowing of weight-fee revenues; and, repay outstanding transportation loans. As a result, transportation funding would increase by approximately \$6-\$6.5 billion per year. ***The STA Board SUPPORTED the previous version of this bill (Board Action: 7/8/15). We recommend the Board continue to SUPPORT the amended version of this bill.***

Regular Session Bills of Interest

ACA 4 (Frazier) Lower-Voter Threshold for Transportation Taxes

This bill would lower voter approval requirements from two-thirds to 55 percent for the imposition of special taxes used to provide funding for transportation purposes. ***The STA Board SUPPORTS this bill (Board Action: 3/11/15).***

AB 516 (Mullin) Temporary License Plates

This bill would, beginning January 1, 2018, require the Department of Motor Vehicles (DMV) to develop a temporary license plate to be displayed on vehicles sold in California and creates new fees and penalties associated with the processing and display of the temporary tag. ***The STA Board SUPPORTS this bill (Board Action: 4/23/15).***

AB 779 (Garcia) Congestion Management Programs (Held in Committee)

This bill would delete the level of service standards as an element of a congestion management program in infill opportunity zones and revise and recast the requirements for other elements of a congestion management program. ***Bay Area CMA Planning Directors are analyzing this 2-year bill.***

AB 1591 (Frazier) Transportation Funding (Held in Committee)

This bill would increase several taxes and fees beginning in 2016, to address issues of deferred maintenance on state highways and local streets and roads, freight corridor improvements, and transit and intercity rail needs. Specifically, this bill would increase both the gasoline and diesel excise taxes by 22.5 and 30 cents, respectively; increase the vehicle registration fee; dedicate additional shares of Cap and Trade revenues to transit; redirect truck weight fees; and repay outstanding transportation loans. As a result, transportation funding would increase by approximately \$7 billion per year. ***The STA Board SUPPORTS this bill (Board Action: 2/10/16).***

AB 2170 (Frazier) Trade Corridors Improvement Fund

This bill would require revenues apportioned to the state from the National Highway Freight Program established by the federal Fixing America’s Surface Transportation Act (FAST Act) to be allocated to the Trade Corridors Improvement Fund for trade corridor improvement projects approved pursuant to the Trade Corridors Improvement Program, established under the Highway Safety, Traffic Reduction, Air Quality, and Port Security Act of 2006 (Proposition 1B). *The STA Board SUPPORTS this bill (Board Action: 4/13/16).*

AB 2742 (Nazarian) Public Private Partnerships (Held in Committee)

Existing law authorizes the Department of Transportation and regional transportation agencies to enter into Public Private Partnerships (P3s) for certain transportation projects. Existing law prohibits a P3 from being entered into on or after January 1, 2017. This bill would extend the P3 authorization until January 1, 2030. *The STA Board SUPPORTS this bill (Board Action 5/11/16).*

SB 824 (Beall) Low Carbon Transit Operations Program

This bill would create greater flexibility in the Low Carbon Transit Operations Program (LCTOP), funded by Cap and Trade revenue, to allow, among other things, a recipient transit agency to: retain its funding share over multiple years for use in a subsequent fiscal year; use funding for operations over multiple years; shift to a programmatic DAC requirement, and, loan and/or transfer its funding share with other recipient transit agencies within its region. This bill would also allow a recipient transit agency to apply for a Letter of No Prejudice. *The STA Board SUPPORTS this bill (Board Action: 5/11/16).*

SB 1128 (Glazer) Bay Area Commute Benefit Policy

Current law authorizes, until January 1, 2017, the Metropolitan Transportation Commission and the Bay Area Quality Management District to jointly adopt and enforce an ordinance requiring employers to take a more active role in providing commute benefits to their employees, with the goal of attracting new riders to public transit; and, delivering air quality benefits, traffic congestion relief and additional fare revenue to help sustain and grow quality public transit service. Under this ordinance, impacted employers were required to offer their employees one of a series of commute benefits. This bill would indefinitely extend the statutory authorization for the Bay Area commute benefit ordinance. *The STA Board SUPPORTS this bill (Board Action: 4/13/16).*

M E M O R A N D U M

July 1, 2016

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

During the month of June we monitored developments in Washington and assisted Solano Transportation Authority with raising the visibility of the I-80/I-680/SR-12 project.

Fiscal Year 2017 Transportation Appropriations

Congress has made little progress toward passing the 12 fiscal year 2017 appropriations bills before the start of the fiscal year. Sidelined by controversial riders on hot-button issues, including gun control, contraception, and LGBT rights, none of the bills have made it to the President's desk and a few face veto threats.

The Senate passed its fiscal year 2017 Transportation-Housing and Urban Development (THUD) appropriations bill on May 19. The bill includes \$44 billion for the federal highway program and \$9.7 billion for transit formula grants, which is consistent with the FAST Act. The bill also includes \$525 million for the TIGER program, which is \$25 million more than in fiscal year 2016. The bill also includes \$2.3 billion for Capital Investment (new starts) transit projects and \$50 million for the Consolidated Rail Infrastructure program.

The House Appropriations Committee approved its fiscal year 2017 appropriations bill on May 14, but the bill has not been brought up for a floor vote. The House bill also provides \$44 million for the highway program and \$9.7 billion for transit formula grants. The House bill includes \$450 million for the TIGER program, \$25 million for the Consolidated Rail Infrastructure and Safety Improvement program and \$2.5 million for Capital Investment (new starts) projects.

Congress will return on July 5 following the holiday recess with only a few legislative days before the Republican and Democratic party conventions, which begin on July 15. It appears increasingly likely that Congress will be forced to enact a continuing resolution and postpone final action on fiscal year 2017 appropriations bills until after the election.

Solano Transportation Authority
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Page 2

Final Rule – Performance Based Transportation Planning

On May 27, the Department of Transportation issued final regulations requiring states and metropolitan planning organizations (MPOs) to adopt a performance-based approaches to planning and programming of transportation projects and requested public comment. The rulemaking was required by the Moving Ahead for Progress in the 21st Century Act (MAP-21) and the Fixing America's Surface Transportation (FAST) Act.

The final rule requires that states, MPOs, and operators of public transportation establish targets in key national performance areas for future performance and coordinate the targets established for key areas such as safety, infrastructure condition, congestion, system reliability, emissions, and freight movement. The rule also requires a new emphasis on the nonmetropolitan transportation planning process, by requiring states to have a higher level of involvement with nonmetropolitan local officials and provide a process for the creation of regional transportation planning organizations (RTPOs); a structural change to the membership of the larger MPOs; a new framework for voluntary scenario planning; new authority for the integration of the planning and environmental review processes; and a process for programmatic mitigation plans.

The proposed changes include:

- Revisions to the definition of MPA to clarify that it must include the entire urbanized area, plus the contiguous area forecast to become urbanized within the 20 year planning horizon, although the statute envisions there could be multiple MPOs within one metropolitan planning area in complex area;.
- Authorization for Governors and MPOs to determine whether multiple MPOs are warranted within a single MPA, based on the size and complexity of the area;
- Requirements for multiple MPOs within a metropolitan planning area to jointly develop planning products including a single metropolitan transportation plan, TIP, and performance targets; and
- Requirements for states and MPOs to maintain a current planning agreement, which would include a dispute resolution process, and to coordinate on analyses of areas within the metropolitan planning area, in order to improve state coordination with MPOs.

The Federal Transit Administration and the Federal Highway Administration are planning a [July 15](#) webinar to discuss the final rule and will issue supplemental guidance regarding the implementation. The public comment period will close on August 26.

State Controller Changes Longstanding State Transit Assistance Program Allocation Methodology

California Transit Association Supports “Hitting the Pause Button”

The California State Controller’s Office recently implemented a new interpretation of the statutes and regulations governing allocation of State Transit Assistance (STA) program funding. These changes will presumably now guide allocation of Cap and Trade funds in the Low-Carbon Transit Operations Program, as well, since that program relies on the STA program allocation formulae and processes for fund distribution.

We’ve heard many concerns about these changes, including from our public transportation agency members, and from some of our regional agency partners that sub-allocate STA funds.

Specifically, concerned about the many unintended and potentially negative consequences of these administrative changes, the Association’s Executive Committee recently endorsed support for a statute compelling the Controller to return to the long-understood methodology. We are working with our member agencies, regional transportation planning agencies, the Administration and the Controller’s office to draft urgency legislation for consideration this year by the Legislature.

Solution

In short, the California Transit Association endorses a two-step solution:

1. Moving an **urgency measure** – tied to the 2016-17 State Budget – compelling the Controller to return to the long-understood methodology, for any remaining unallocated funds in the 2015-16 year, and, for all funds to be allocated in 2016-17.
2. A more deliberative approach to identifying all the ambiguities in the current statutory and regulatory scheme, and generating consensus around a **policy bill** that would move through the process and go into effect for funds to be allocated in 2017-18 and thereafter.

STA Program Background

The STA program allocation statutes are contained in the Public Utilities Code sections referred to as the Transportation Development Act, and have evolved over the decades since the program was first enacted. For most of the life of that longstanding program – since about 1982 – transit operators and regional transportation agencies have understood that:

- 50% of all STA program funds flow from the Controller to regions based on the **ratio of the population of each region** to the population of the state, and, each regional agency then determines how to sub-allocate those dollars to the transit operators in its jurisdiction.
- 50% of all STA program funds flow from the Controller to regions based on the **ratio of the locally-generated revenue of each transit operator in each region** to the locally-generated revenue of all transit operators in the state, and, each regional agency is then required to sub-allocate those dollars to the transit operators in its jurisdiction based on the ratios published by the Controller.
- The definition of “transit operator” for purposes of the Controller generating annually list of eligible STA program funding recipients has long been understood to mean, essentially, an agency providing transportation service to the general public for which a fare is collected.

(The specific allocation process undertaken by some regional agencies is further tailored by unique statutes governing those agencies only.)

The Problem

Various regional planning agencies over the years have sought clarification on the definition of “transit operator” and which organizations are eligible under the controlling statutes as a “claimant” for State Transit Assistance program funds. In response to some new questions of this nature last year, the Controller’s Office reconsidered its rationale for the longtime allocation practices, and the Controller’s legal counsel and implementing staff developed a new interpretation of the governing statutes and regulations; in this new interpretation, as reflected in the first quarter 2015-16 allocations [released January 16 of this year](#), the Controller now includes in the definition of operators for which the Controller must calculate the “revenue” share of STA program funds **all public agencies who have reported financial data to the Controller in the previous year.**

Previous interpretations included mostly operators defined in Article 4 of the Transportation Development Act, but now include all those reporting as well under Article 4.5 or Article 8. **This added more than 100 new entities to the list of agencies for which the Controller calculates revenue.**

The Controller also broadened its interpretation of the regulatory guidance defining locally-generated “revenue.”

Finally, the Controller also now states that **no operator is guaranteed its share of published “revenue basis” STA funds;** rather, the calculation is made by the Controller to determine how much of each quarterly statewide allocation goes to any particular region, whereas each region’s transportation planning agency is responsible for determining sub-allocations to operators, i.e. now for 100% of STA funds, as opposed to the prior process whereby regions only determined sub-allocation of 50% of STA funds.

While our Executive Committee recognizes that some agencies operating true public transportation services have now been added by the Controller to the list of entities for which revenue shares must be calculated to determine STA program eligibility – in other words, some deserving agencies that should probably be receiving STA funds – the Executive Committee is *more* concerned about the many unintended and potentially negative consequences of these administrative changes, **changes made without the benefit of industrywide consultation.**

For instance, because more than 100 new entities have been added to the pool of operators for which individual revenue shares must be calculated, many of our member agencies – especially in counties in which new entities were *not* added – have seen their **STA shares diminished dramatically.** In addition, some **entities have been added that do not, at first glance, appear to be true operators of public transportation service.**

Thus, we are supporting urgency budget legislation that would immediately and retroactively compel the Controller to use its old methodology – starting with any remaining allocations for the 2015-16 year, and for the 2016-17 year, with needed adjustments going forward to make up for the allocations already issued under the new rules – while the transit industry and other affected stakeholders can take the time to consider more deliberatively – through the policy bill process – any needed changes to STA law and regulations going forward.

Please contact California Transit Association Executive Director Joshua W. Shaw (josh@caltransit.org or 916-446-4656) if you have any questions or concerns.



DATE: July 1, 2016
TO: STA Board
FROM: Drew Hart, Associate Planner
RE: Update List of Bicycle Priority Projects

Background:

The Solano Transportation Authority (STA) administers the Countywide Bicycle Plan that identify and plans for the implementation of countywide bicycle and pedestrian transportation projects.

The Bicycle Priority Project List is developed through a collaborative effort between the Bicycle Advisory Committee and Pedestrian Advisory Committee (BAC or PAC), STA staff, and public works and planning staff from the member agencies. This creates a consistent foundation for the funding and delivery of projects in Solano County. An annual review of the Projects List is conducted to ensure that the list is up to date as projects are completed and priorities change at the local level. This list informs funding strategies using discretionary funding sources such as TDA Article 3 funds and funds from the Air District.

As a result of this prioritization and update process, the 7 Cities and County have been successful in delivering several priority bicycle projects over the past several years. For reference, a list of bicycle and pedestrian projects that have been completed over the past couple of years is provided as Attachment A.

Discussion:

The process for updating the Priority Bicycle Project List involves STA staff beginning with the previously adopted lists, eliminating completed projects and consulting with the cities and county on their current priorities. STA staff works with project sponsors to identify those projects that are most ready for construction. These projects are categorized as either Tier 1 or Tier 2. All other projects fall to a Tier 3 list of other envisioned projects. In general, STA staff use the following as guidelines to assign projects to either Tier 1 or Tier 2:

- Tier 1 projects are those that have a nearly complete funding plan and have environmental approval, or is identified by the community or staff as an immediate need.
- Tier 2 projects have been identified as an emerging priority. These projects have often been initiated by either a feasibility study or have begun environmental review process, but has not yet reached Tier 1 status.

The BAC made a recommendation to update the Bicycle Priority Projects List for fiscal year 2016-2017. The STA TAC approved the list on June 29, 2016. The Bicycle Priority Project List for Fiscal Year 2015-16 is provided as Attachment B for reference.

This iterative process of creating priority lists will help STA staff prepare funding strategies using the following sources:

- TDA Article 3
- Air District Funds
- One Bay Area Grant Cycle 2 (OBAG 2)

It is worth noting the timeliness of this opportunity. OBAG funding is on a 5 year cycle. This is a chance to survey the projects on the horizon, and establish a comprehensive funding strategy. Projects with smaller needs will be paired up with smaller funding programs which occur more regularly funds like TDA 3 or funds from the air districts. A few larger projects will be slated to be funded by OBAG.

It is also relevant to point out that TDA Article 3 funds can be banked from year to year. If a project with a larger need is identified a few years out, the BAC and the PAC can recommend rolling over funds to future years in order to fund a larger project.

Based upon the input from agency staff and BAC members, the recommended Bicycle Priority Project List for Fiscal Year 2016-17 has been prepared, and is included as Attachment B. At the BAC meeting, Solano County introduced a new safety project on Lake Herman Road. This project planned for construction in fall of 2017 will add 4-foot shoulders to the section in unincorporated Solano County. The BAC moved to add this project to the Tier 1 list. Subsequently, at the TAC, Benicia staff recommended the city portion of the same Lake Herman Road be added to the Tier 2 list. STA staff recommends further coordination between County staff and City of Benicia staff to determine the project's readiness.

Recommendation:

Approve the STA Bicycle Priority Project List for FY 2016-17 as shown in Attachment C.

Attachments:

- A. Bicycle and Pedestrian Projects fund in 2014 and 2015
- B. 2015-16 Bicycle Priority Project List Update
- C. 2016-17 Bicycle Priority Project List Staff Recommendations

Bicycle and Pedestrian Projects funded in 2014:

<i>Project</i>	<i>TDA Article 3</i>	<i>Air District</i>	<i>Total Project Cost</i>	<i>Project Status</i>
<i>Rio Vista – Waterfront Promenade Phase 2</i>	\$450,000	\$0	\$511,000	Completed and in use
<i>Dixon – West B Street Undercrossing</i>	\$340,000	\$0	\$7,115,000	Completed and in use
<i>STA – Bicycle and pedestrian automated counters</i>	\$10,000	\$0	\$30,000	Purchased and in use
<i>Suisun City – Train Station Improvements</i>	\$35,000	\$2,000	\$854,541	Under Construction

Bicycle and Pedestrian Projects funded in 2015:

<i>Project</i>	<i>TDA Article 3</i>	<i>Air District</i>	<i>Total Project Cost</i>	<i>Project Status</i>
<i>Rio Vista – Highway 12 Crossing</i>	\$30,000	\$70,330	\$230,330	Construction Summer 2016
<i>Suisun City – Driftwood Drive</i>	\$128,659	\$108,076	\$732,664	Bids rejected; rebidding
<i>STA – Safe Routes to School</i>	\$75,000	\$56,000	\$2,185,900	Funds being implemented on outreach activities
<i>Vacaville – Rocky Hill Trail</i>	\$103,000	\$52,358	\$230,358	Construction Summer 2016

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Tier 1 Projects (Bicycle)

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Potential Funding Sources Identified
Rio Vista	Highway 12-Crossing	Upgrade existing crosswalk, crossing Highway 12 at Gardiner Way. Existing crosswalk lighting does not meet Caltrans design requirements. Pedestrian safety issue.	\$200,000	\$30,000	Caltrans recently expanded scope, causing shortfall; Funding fulfilled pending approval	OBAG, Local Funds, TDA3
Solano County	Pleasants Valley Road	Road widening and Class II bikeways (bike lanes) on Pleasants Valley Road. 4.6 miles. Safety grant covers widening \$1M. \$1.1 M. Surface seal. Bike Signs. Striping. \$350,000 to complete.	\$1,350,000	\$350,000	Env clearance pending. Spring 2015.	HSIP
Solano County	Suisun Valley Farm to Market Project	Construct a Class II bikeway (bike lane) loop and pedestrian improvements on various roads in the Suisun Valley as part of the Farm to Market program, including Suisun Valley Road, Rockville Road, Mankas Corner Road, Abernathy Road, and Ledgewood Road	\$5,800,000	\$4,625,000	\$1,175,000 awarded for 1st Phase. Environmental pending. Remaining project in phases.	OBAG, PCA, ATP
Suisun City	Driftwood Drive	Class I bikeway (bike path) connectivity project on Driftwood Drive at Crystal Middle School. This is in coordination with Fairfield-Suisun Unified School District.	\$635,800	\$125,000	Funding fulfilled pending approval	OBAG, TFCA, Local Funds, TDA3
Solano Transportation Authority	Safe Routes to School Program Projects	Various projects in participating school districts in Solano County which improve safety around schools and encourage biking and walking as a mode of transportation.	Ongoing	\$75,000	\$25,000/year for 3 years; Funding fulfilled pending approval	CMAQ, YSAQMD, TDA3
Vacaville	Rocky Hill Trail	1200 ft Class I bikeway/multi-use path connecting Markham Ave. to Rocky Hill Rd. and Brown St.	\$230,000	\$103,000	\$52,000 in Clean Air funds received; Funding fulfilled pending approval	Local funds, YSAQMD, TDA3
Vallejo	Bay Trail/Vine Trail Gap Closure	Gap closures in various locations in Vallejo between the Ferry Terminal Building and American Canyon city boundary. Can be phased: Phase 1 (Segment 5) - \$1.17M; Phase 2 (Segments 3&4) - \$2.68M; Phase 3 (Segments 1&2) - \$1.02M	\$4,870,000	\$4,000,000	Feasibility Study Complete; ATP application 2015	ATP, Local Funds, Partner Agencies, TFCA, OBAG

Tier 2 Projects (Bicycle)

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Potential Funding Sources Identified
Benicia	Park Road	Class III bikeway (bike route) - Repave 1.5 miles and install regional bike route signs on Park Road from Benicia Bridge to Industrial Way.	TBD	TBD	Currently a part of PDA Study	OBAG, TDA3
Fairfield	Fairfield to Vacaville Intercity Gap Closure	Complete Class I bikeway (bike path) connection from Nelson Road to the Vacaville city southern boundary	\$700,000	\$700,000	Preliminary Estimates Complete	OBAG, TFCA, TDA3
Rio Vista	Trilogy to Downtown Bikeway	Bikeway connecting Trilogy neighborhood through upcoming development, Homecoming neighborhood, to the downtown area.	TBD	TBD	This project is in developer land	Impact fees
Suisun City	Lotz Way Class I Bikeway/Multi-Use Path	This project will construct a Class I bikeway/multi-use path on Lotz Way, from the recently-completed Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street. It will also include a Class I bikeway/multi-use path on the west side of Marina Boulevard from Highway 12 to Lotz Way. This trail will be 10 feet wide at the minimum and approximately 0.6 mile in length. Other improvements will include curb ramp upgrades to ADA standards, curb replacement, street lighting, landscaping suitable for a parkway, signage, striping, and curb painting.	\$1,730,000	\$1,730,000	Environmental needed	Impact fees, OBAG, ATP, TDA3
Solano County	Putah Creek	Provide Class II shoulders on Putah Creek Rd	\$2,000,000	\$2,000,000	Env/RW needed	HSIP, OBAG, TDA3

Tier 1 Projects (Bicycle)

BAC Priority Projects 2016-17

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Potential Funding Sources Identified
Solano County	Suisun Valley Farm to Market Project Phase 1	Construct staging area with bicycle and pedestrian improvements at Mankas Corners and a Class II bike lane on Mankas Corner Road	\$1,275,000	\$100,000	Required local match not identified	OBAG, PCA, TDA 3
Solano County	Suisun Valley Farm to Market Project Phase 2	Construct 4' paved shoulders on Rockville Rd from Abernathy Rd to 1 mile east	\$1,038,200	\$40,000	Received a statewide safety grant	HSIP, PCA, Local Funds, TDA 3
Benicia	Park Road Bikeway Improvements	Bikeway improvements - Repave 1.5 miles and install regional bike route signs on Park Road from Benicia Bridge to Industrial Way. Improve access to the new bus hub in the Benicia Industrial Park.	TBD	TBD	Currently a part of PDA Study; <i>Project needs to be scoped by staff</i>	OBAG, TDA3
Solano Transportation Authority	Update Countywide Bike and Pedestrian Plans	STA maintains the Countywide Bicycle and Pedestrian Transportation Plans. The most recent version (2012) is in need of an update. At the same time, a few cities are interested in developing city-specific Bike/Ped Master Plans, namely Rio Vista, Dixon, Suisun City, and Vallejo. These efforts could be accomplished in concert to save on resources and have coordinating planning documents.	\$300,000	\$250,000	Rio Vista has moved this effort forward and is most ready to begin planning efforts. STA staff strongly recommends funding for their plan at a minimum.	TDA 3, Local Funds, Agency Staff Time
Suisun City	Driftwood Drive	Class I bikeway (bike path) connectivity project on Driftwood Drive at Crystal Middle School. This is in coordination with Fairfield-Suisun Unified School District.	\$735,800	\$97,000	Funding fulfilled pending approval	OBAG, TFCA, Local Funds, TDA3

Tier 2 Projects (Bicycle)

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Potential Funding Sources Identified
Fairfield	Fairfield to Vacaville Intercity Gap Closure	Complete Class I bikeway (bike path) connection from Nelson Road to the Vacaville city southern boundary	\$700,000	\$700,000	Preliminary Estimates Complete	OBAG, TFCA, TDA3
Rio Vista	Trilogy to Downtown Bikeway	Bikeway connecting Trilogy neighborhood through upcoming development, Homecoming neighborhood, to the downtown area.	TBD	TBD	This project is in developer land	Impact fees
Suisun City	Lotz Way Class I Bikeway/Multi-Use Path	This project will construct a Class I bikeway/multi-use path on Lotz Way, from the recently-completed Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street. It will also include a Class I bikeway/multi-use path on the west side of Marina Boulevard from Highway 12 to Lotz Way. This trail will be 10 feet wide at the minimum and approximately 0.6 mile in length. Other improvements will include curb ramp upgrades to ADA standards, curb replacement, street lighting, landscaping suitable for a parkway, signage, striping, and curb painting.	\$1,730,000	\$1,730,000	Environmental needed	Impact fees, OBAG, ATP, TDA3
Suisun City	McCoy Creek Trail Extension	Phase I, of a 3 phase project. Connect to existing Class I path at Pintail Dr. Build path along McCoy Creek from Pintail Dr, connecting to existing Class I facility to Humphrey Dr. Construct bridge over Laurel Creek.	\$1,870,000	\$1,870,000	Environmental Review, Design, and Construction funds needed	ATP, OBAG
Solano County	Putah Creek	Provide Class II shoulders on Putah Creek Rd	\$2,000,000	\$2,000,000	Env/RW needed	HSIP, OBAG, TDA3
Solano County	Suisun Valley Farm to Market Project Phase 3	Construction of Class II Bike Paths along Abernathy Road, Rockville Road and Mankas Corners Road	\$2,500,000	\$250,000	Required local match	OBAG, PCA, Local Funds, TDA 3
Dixon	Vaca-Dixon Bike Route: Porter Road	Phase 2: Road widening to add Class II path on Porter Road between A Street and Pitt School Road between A Street and Pitt School Road (Pedrick Road Overcrossing Project) between A Street and Pitt School Road.	\$1,000,000	\$1,000,000	Env. needed.	HSIP, OBAG, TDA3

Vallejo	Bay Trail/Vine Trail Gap Closure	Gap closures in various locations in Vallejo between the Ferry Terminal Building and American Canyon city boundary. Can be phased: Phase 1 (Segment 5) - \$1.17M; Phase 2 (Segments 3&4) - \$2.68M; Phase 3 (Segments 1&2) - \$1.02M	\$4,870,000	\$4,000,000	Feasibility Study Complete; ATP application 2015	ATP, Local Funds, Partner Agencies, TFCA, OBAG
Vacaville	Elmira Road Bike Path	North Side of Elmira Road from existing 10' sidewalk from just west of Edwin Drive to Leisure Town Road. This project would provide a gap closure to the existing Elmira Road sidewalk on the north side to the Jepson Parkway.	\$710,000	\$710,000	RW and ENV clearance needed	OBAG, TDA3, YSAQMD

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DATE: July 1, 2016
TO: STA Board
FROM: Ryan Dodge, Associate Planner
RE: Update List of Pedestrian Priority Projects

Background:

The Solano Transportation Authority (STA) administers the Countywide Pedestrian Transportation Plan that identifies and plans for the implementation of countywide pedestrian transportation projects.

The Pedestrian Priority Project List is developed through a collaborative effort between the Pedestrian Advisory Committee (PAC), STA staff, and public works and planning staff from the member agencies. This creates a consistent foundation for the funding and delivery of projects in Solano County. An annual review of the Projects List is conducted to ensure that the list is up to date as projects are completed and priorities change at the local level.

Discussion:

The process for updating the Priority Project List involves STA staff beginning with the previously adopted list, eliminating completed projects, consulting with the various agencies on their current priorities, and finally identifying projects that are most ready for construction which are listed as either Tier 1 or Tier 2. All other projects fall to a master list of other envisioned projects.

In general, STA staff used the following as guidelines to determine Tier 1 and Tier 2 projects: Tier 1 projects are those that have a complete funding plan, have environmental approval, and can be implemented within three years. Tier 2 projects have been initiated by either a feasibility study, or have begun environmental review process, but have not reached Tier 1 status.

The attached list of Tier 1 and Tier 2 pedestrian projects was unanimously approved at the June 2, 2016 PAC meeting with minor revisions, and the June 29, 2016 Technical Advisory Committee (TAC) meeting. Following the PAC meeting, STA staff split one project into two phases and added one project to the Tier 2 list (see “Staff Notes” in Attachment A.). The list now contains eight Tier 1 projects and eight Tier 2 projects for Fiscal Year (FY) 2016-17.

Recommendation:

Approve the STA Pedestrian Priority Project List for FY 2016-17 as shown in Attachment A.

Attachment:

- A. Pedestrian Priority Project List FY 2016-17

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Tier 1 Projects (Pedestrian)

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Likeliest Funding Sources
Fairfield	Bay Area Ridge Trail - Green Valley Road Crossing Project	Proposed improvements (marked crosswalks, flashing beacons, and curb ramps) to Ridge Trail crossing Green Valley Road near Westlake Drive.	\$30,000-\$50,000	\$30,000-\$50,000	Not specifically listed as a priority project in the Ped Plan but conceptually covered. STA PAC's highest priority for TDA3 funds.	TDA3
Fairfield	East Tabor Ave Crossing	Improve pedestrian access by installing sidewalk over an at-grade crossing at East Tabor Avenue and Railroad Avenue. Second portion of project includes widening of sidewalk along Tolenas Road (in Solano County) from	\$1,700,000	\$1,700,000	ATP Application 2015 and 2016; Listed in Rail Plan as priority	ATP, Local Funds, TDA3, OBAG
Solano County	Suisun Valley Farm to Market Project Phase 1	Construct staging area with bicycle and pedestrian improvements at Mankas Corners and a Class II Bike Path on Mankas Corner Road	\$1,275,000	\$100,000	Required local match not identified; <i>This project was split into two phases as seen here after the PAC approved the non-phased project.</i>	OBAG, PCA, TDA 3
Solano County	Suisun Valley Farm to Market Project Phase 2	Construct 4' paved shoulders on Rockville Rd from Abernathy Rd to 1 mile east	\$1,038,200	\$40,000	Received a statewide safety grant; <i>This project was split into two phases as seen here after the PAC approved the non-phased project.</i>	HSIP, PCA, Local Funds, TDA 3
Solano County	Tri-City and County Regional Trail Connections	Cordelia Hills Sky Valley: Cordelia Hill: Transportation enhancements including upgrade of pedestrian and bicycle corridors including open space acquisition along Cordelia Hill Sky Valley and McGary Road. Project is predominately right of way acquisition.	\$2,750,000	\$590,000	\$2,160,000 in federal funds already awarded to the project; Additional R/W may be needed	OBAG, Local Funds, PCA, Cap & Trade
Suisun City	Lotz Way Class I Bikeway / Multi-Use Path	Class I bikeway/multi-use path on Lotz Way, from Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street; Class I bikeway/multi-use path, west side of Marina Boulevard from Highway 12 to Lotz Way. 10 feet wide (minimum) and approximately 0.6 miles in length. Other improvements: curb ramp upgrades to ADA standards, curb replacement, street lighting, landscaping suitable for a parkway, signage, striping, and curb painting.	\$1,730,000	\$1,730,000	Submitted as CTP priority for Suisun City; Environmental needed	Impact fees, OBAG, ATP, TDA3
Vacaville	Elmira Road Bike Path	North Side of Elmira Road from existing 10' sidewalk from just west of Edwin Drive to Leisure Town Road. This project would provide a gap closure to the existing Elmira Road sidewalk on the north side to the Jepson Parkway.	\$710,000	\$710,000	RW and ENV clearance needed	OBAG, TDA3, YSAQMD
Vallejo	Downtown Vallejo Streetscape Improvement Project Phase 4	Pedestrian improvements in Downtown Vallejo on Maine St from Sacramento to Santa Clara Streets, excluding intersections. Enhancements include traffic calming, restriping, diagonal on-street parking, decorative lighting, brick pavers, street furniture, art, landscaping and improved signs.	TBD	TBD	Intersection improvements are funded and E76 is underway (summer 2016). Any additional funds received will extend improvements on Maine Street towards Santa Clara and Marin Streets (non-intersection segments). <i>This project was updated after the PAC approved the project.</i>	OBAG, Local Funds

STA Pedestrian Priority Projects FY 2016-17

Tier 2 Projects (Pedestrian)

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Likeliest Funding Sources
Benicia	Benicia Urban Waterfront Improve-ments	Benicia waterfront between First Street and the Marina, identified in the Benicia Urban Waterfront Enhancement and Master Plan. The project includes a Class I Bay Trail segment parallel to B Street, a perimeter trail around the green, and widened First Street sidewalk to mirror the existing First Street Promenade.	\$2,687,000	\$2,687,000	See BUWEMP; RW/ENV clearance needed	Local funds, OBAG
Fairfield	West Texas Street Gateway	Enhance pedestrian linkages among the Linear Park Bicycle/Pedestrian Trail, the Fairfield Transportation Center, and the Park Crossing Apartment Project. Specific improvements include sidewalks, signage, public art and new trees.	\$3,000,000	\$3,000,000	Submitted as CTP Priority for Fairfield; ATP application 2016	ATP, Local Funds, TDA3, OBAG
Rio Vista	Sandy Beach Connection: Beach Drive	Second Street to Sandy Beach Park. 0.5 mile Class I bikeway/multi-use path extension along Beach Drive from Second Street to Sandy Beach Park and to downtown Rio Vista.	\$400,000	\$400,000		OBAG, Cal River Parkways, TDA3, YSAQMD
Solano County	Connector Improvement Project	Midway / Porter / Pitt School Road Connector Improvement Project. Intersection and roadway improvements to connect City of Dixon with Midway. Supported by City of Dixon.	TBD	TBD	Submitted as CTP priority for Solano. Environmentally cleared	HSIP, OBAG, YSAQMD
Suisun City	McCoy Creek Trail - Phase II	This project will construct a ten-foot wide (minimum) Class I bikeway/multi-use path approximately one mile in length. This trail will connect to the completed McCoy Creek Trail - Phase 1 segment (completed in September 2008) at Pintail Drive and will transform restricted maintenance areas along McCoy Creek/Laurel Creek into a safe, ADA compliant, recreational and educational trail.	\$2,500,000	\$2,500,000	ATP application 2015 and 2016; Costs include environmental clearance, design, construction, and construction administration costs	ATP, TFCA, TDA3, Local Funds
Vallejo	Bay Trail/Vine Trail Gap Closure	Gap closures in various locations in Vallejo between the Ferry Terminal Building and American Canyon city boundary. Can be phased: Phase 1 (Segment 5) - \$1,170,000; Phase 2 (Segments 3 & 4) - \$2,680,000; Phase 3 (Segments 1 & 2) - \$1,020,000	\$4,870,000	\$4,000,000	Feasibility Study Complete; ATP application 2016	ATP, Local Funds, Partner Agencies, TFCA, OBAG
Vallejo	Bay Area Ridge Trail - Carquinez / Vallejo Bluff	Construction of Bay Area Ridge Trail segment(s) east of Carquinez Bridge on the south side of the City of Vallejo.	TBD	TBD	Planning grant (\$125,000) awarded in 2016, request will then be for construction funding. <i>This project was added to this list after the PAC meeting when notified by City of Vallejo staff of their grant.</i>	OBAG, Local Funds



DATE: May 17, 2016
TO: STA Board
FROM: Robert Macaulay, Director of Planning
RE: Comprehensive Transportation Plan (CTP) Update

Background:

The Solano Comprehensive Transportation Plan (CTP) is STA’s foundational planning document. The STA last updated the CTP in 2005. The CTP sets STA’s priorities for all modes of surface transportation including highways, transit, rail, ferry, rideshare, bikes and pedestrian. The STA Board authorized a complete update of the Solano CTP in 2010. STA delayed CTP until completion of the Regional OneBayArea Plan by the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Committee (MTC). Since that time, STA has adopted the introduction, past achievements and land use chapters, and the Active Transportation Element. The remaining Elements to be completed are the Transit and Rideshare and Arterials, Highways and Freeways. The STA Board Advisory Committees for these two elements have been meeting regularly in 2016, and have recommended several portions of each Element be approved by the STA Board.

Discussion:

Transit and Rideshare Element Policies Chapter and Performance Measures and Milestones Chapter.

Policies. Policies are specific action statements that implement Goals. The Policies contain clear action words such as shall, will, assign or invest. When STA staff make recommendations to committees or the Board, those recommendations will be guided by the policies in this Element. STA staff has attempted to identify those policies in the Transit and Rideshare element that also help implement the goals of the other elements. Those policies are identified by a black box with white text to help them stand out. The Transit and Rideshare Committee completed its review of the draft Element Policies and recommended their approval at its meeting of May 2, 2016. The Policies were reviewed and approved by the Solano Express Intercity Transit Consortium on April 16, 2016. The recommended Transit and Rideshare Element Policies are provided as Attachment A.

Performance Measures and Milestones. Performance Measures and Milestones are tools to help determine if the action-based Policies are being successfully implemented. These measures are indicated by highlighted text in Attachment B. Performance measures can be thought of as a unit of measure; for example, in the question “how many bike storage lockers are being added?”, new bike storage lockers are the performance standard. A milestone is a benchmark showing how much progress has been made; for example, if a policy states “add 200 park and ride lot spaces,” a milestone would be constructing a new

park and ride lot with 100 new spaces. The Performance Measures and Milestones were recommended for approval by the Committee on June 2, 2016.

Arterials, Highways and Freeways Element Goals and Goal Gap Analysis

Goals. Goals are the milestones by which achievement of the Purpose Statement are measured. They lead to specific policies and performance measures that help guide the STA Board when it allocates resources to projects and programs. The currently-adopted Arterials Highways and Freeways Element Goals are not organized in any functional or thematic manner, which makes them harder to follow. The new proposed Arterials Highways and Freeways Element Goals are provided as Attachment C. The specific recommended goals fall into five general categories:

1. Create an AHF System that improves mobility for all modes of travel.
2. Improve system safety
3. Maintain the system at an appropriate level
4. Support the creation of Solano County jobs and other locally-decided land uses
5. Anticipate and mitigate system construction and operation impacts

Within these categories, there are several key policies worth noting.

- Prioritize funds for projects that improve Routes of Regional Significance (RORS). These are the roadways that are most important for inter-city and intra-regional travel and that provide direct access to employment and transit centers.
- Prepare and periodically update corridor studies to identify and prioritize specific projects. This allows specific projects to be identified and prioritized by more detailed studies, and frees the Solano CTP from the burden of becoming a programming, rather than a planning, document.
- Seek to fund an average PCI rating of all RORS as Good, with no RORS being rated as Poor. This Goal is based on the engineering analysis that shows how rapidly road maintenance costs accelerate when the PCI drops below 60 (from Good into Poor).

The proposed new Arterials Highways and Freeways Element Goals were provided to members of the Arterials Highways and Freeways committee and the TAC in December 2015, and recommended for approval by both groups. However, they were not subsequently provided to the STA Board for approval. The recommended Element Goals are provided as Attachment C.

Gap Analysis. The Goal Gap Analysis examines the difference between the current system, as documented in the State of the System report, and the desired future system as documented in the Goals. The Goal Gap Analysis uses the following criteria are used to measure the progress on meeting the goals of the Arterials, Highways and Freeways Element:

- **Completed** – this is a goal with a specific end-point that has been reached, such as the construction of a facility or the identification of Transit Facilities of regional Significance. This also includes studies that have been adopted (even if recommendations have not yet been implemented) and the initiation of an on-going program.
- **Significant Progress** – this is a project with substantial completion; typically, more than 10% Plans, Specifications and Estimates (PS&E) but not yet into

construction or completion. It also includes studies where data collection and analysis has started, but final recommendations have not been adopted.

- **Preliminary Proposal** – this category covers projects that have less than 10% PS&E, plans that have not started data collection, and programs that have no administrative and/or financial commitments and no start date.

For some Arterials, Highways and Freeways Goals, the Gap analysis is mixed: **Significant Progress** in terms of policy establishment, but only **Preliminary** implementation.

A summary of the Goal Gap analysis is that a solid policy foundation has been laid for improving and maintaining Solano’s critical roadways; but, the implementation of those policies is falling short. This shortfall is due to the lack of funding for maintenance, targeted expansion, and system efficiency projects. This funding shortfall also hurts other modes of travel, as almost every trip uses a roadway for some of its length.

The Goal Gap Analysis was recommended for approval by the Arterials, Highways and Freeways Committee reviewed the report at its meeting of June 20th, and by the STA TAC on June 29. Two minor changes recommended by the TAC are included in the final Goal Gap Analysis, and are shown by underlined text in Attachment D.

Fiscal Impact:

None.

Recommendation:

Approve the following:

1. Transit and Rideshare Element
 - A. Policies as shown in Attachment A
 - B. Performance Measures and Milestones as shown in Attachment B
2. Arterials, Highways and Freeways Element
 - A. Goals as shown in Attachment C
 - B. Goal Gap Analysis as shown in Attachment D

Attachments:

- A. Transit and Rideshare Element Policies
- B. Transit and Rideshare Element Performance Measures and Milestones
- C. Arterials, Highways and Freeways Element Goals
- D. Arterials, Highways and Freeways Element Goal Gap Analysis

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T&R Policy 1 – STA will continue to focus its investments in maintaining and, where appropriate expanding, the existing SolanoExpress and rideshare/vanpool system as its primary means of providing mass transit. When fund sources with multiple uses are available, the SolanoExpress and rideshare/vanpool system will be given priority in receiving those funds.

Discussion – These two aspects of the transit and rideshare system carry by far the largest proportion of Solano’s transit users. In fiscal year 2013 – 2014, SolanoExpress had more than 1.1 million passenger trips. In FY 2014 – 2015, that number had increased 1.3% to 1.2 million riders. During the same comparable time period, carpools and vanpools carried a ridership equivalent to 8 million.

Most SolanoExpress riders board or disembark from a bus at one of the major transit centers: namely, Curtola Park and Ride and Vallejo waterfront centers, the Fairfield Transportation Center or the Vacaville Transportation Center. All four of these facilities are located in or immediately adjacent to Priority Development Areas (PDAs). This co-location directly supports the continued and expanded use of these transit centers for long distance commutes within or out of Solano County, making it easy for riders to access the transit centers with minimal use of an automobile. This is particularly important because of the reluctance of people to switch modes of travel.

Park and ride lots are located both within and away from PDAs. This takes advantage of the greater schedule and social flexibility provided by carpools and vanpools.

This Policy helps implement Goals 1 and 1.a, 6, 9, 9.b, 9.c, 13.a, 14, 15, 16 and 10.

T&R Policy 2 – STA will make appropriate investments in facilities that support regional transit providers; specifically, Capitol Corridor intercity rail and San Francisco Bay Ferry (formerly the Water Emergency Transportation Agency) ferry service.

Discussion – The other primary alternatives for commuters to driving alone within and out of Solano County are the ferry and rail service. These two systems combined carried more than 960,000 passengers during the last reported year, with approximately 20% of the trips on the Capitol Corridor and 80% on the ferry system. The greatest advantage that these systems have is that they do not rely upon the regional roadway network, which is subject to frequent impacts from traffic congestion.

An additional benefit of these regional transit providers is the significant reduction in per-capita emissions of air pollutants, especially greenhouse gases (GHGs), which occurs when these vehicles operate at or near capacity. If passengers can walk, bicycle or take transit to the stops for these services, the congestion and air emission benefits are multiplied even further.

There are currently two Solano stops for regional transit: the Suisun City / Fairfield Capitol Corridor station and the Vallejo ferry terminal. A second Capitol Corridor train station is under construction and will open in 2017, serving Eastern Fairfield and Vacaville. All three of the stations are located in existing PDAs.

This Policy helps implement Goals 1 and 1.a, 2, 5, 6, 10, 13, 16 and 18.

T&R policy 3 – STA will expand the availability of services to seniors and persons with disabilities through the Solano Mobility Management program as a co-equal priority with conventional transit services.

Discussion – Seniors and people with disabilities have some of the most significant transportation challenges in Solano County. At the same time, they also have some of the most limited resources to meet those challenges. Solano mobility management is a series of programs designed to help these individuals participate in the economic and social life. The best outcome of mobility management programs is to provide seniors and people with disability freedom and independence of movement within and outside of Solano County. Programs such as transit ambassador and trip information can do exactly this.

Other mobility management programs may be ongoing for their recipients. Taxi scrip programs are one example of this sort of ongoing support. While mobility management may not provide as many trips as express bus or carpooling, and therefore has less of an impact on traffic congestion and air pollution, it does fill a critical gap in the Solano county transit system.

This Policy helps implement Goals 4, 4.a, 4.b, 5, 7, 8, 9.d, 12 and 17.

T&R Policy 4 – Use the SolanoExpress Intercity Transit Consortium as the primary means for coordinating SolanoExpress and local transit services at a staff level. Use the CTSA, Solano Seniors and People with Disabilities Committee and the Paratransit Coordinating Council as the primary means of discussion and coordination at a policy-maker level. Participate in CCJPA, San Francisco Bay Ferry and other working groups to identify and address coordination of local transit services with regional providers at a staff level.

Discussion – There are four main steps identified in this policy. First and foremost, STA will to continue to host the SolanoExpress Intercity Transit Consortium. This monthly forum provides the best opportunity to identify and deal with financing equipment and other major operational issues regarding intercity transit buses. As also served as a forum for dealing with any issues related to the interface between intercity and local transit.

The second item is to maintain staff liaison with all of the regional transit providers with whom STA or other local agencies interact. An example of this is STA staffs continue to participation in the Capitol Corridor staff working group meetings. This allows STA staff to be aware early on of issues being dealt with by Capitol Corridor staff, and to inform Capitol Corridor of issues that exist in Solano County. A similar level of direct and frequent staff to staff contact exists between STA and Soltrans, and a regular attendance at monthly San Francisco Bay Ferry meetings by STA staff is now occurring. Because the service locations for Capitol Corridor trains and San Francisco Bay Ferry ferry boats are also hubs for local transit, the local transit providers - Soltrans and FAST – are able to see and immediately respond to any change in service times made by the regional transit providers.

The third item is for STA to continue to implement the intercity transit funding agreement, whereby the transit providers in Solano County pool and then share out resources needed to provide intercity transit. This is combined with STA’s funding of marketing for the Solano express routes.

The fourth and final item is to assist local jurisdictions in preparing and updating SRTPs. Federal statutes require that the MTC, in partnership with the state and with local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and fund programming responsibilities, MTC, in cooperation with Region IX of the Federal Transit Administration (FTA), requires each transit operator

receiving federal funding through the TIP (federal grantees within the MTC region) to prepare, adopt, and submit an SRTP to MTC. The SRTP develops a coordinated investment plan for the five major fixed-route and paratransit providers in Solano County – specifically SolTrans, FAST, Vacaville City Coach, Dixon Read-Ride, and Rio Vista Delta Breeze. The SRTP develops a set of consistent operator objectives, goals, measures, and standards, as well as service and capital investment plans for each operator.

This Policy helps implement Goals 2, 3, 4, 4.a, 4.b, 4.c, 7, 8 and 12.

T&R Policy 5 – STA will assign staff to actively monitor MTC activities to implement electronic toll collection, and will seek early implementation of electronic toll collection for all intercity transit providers.

Discussion – Electronic fare collection increases the convenience of transit use to riders, eases the collection of some ridership data, and can result in better fare collection. A common form of fare collection across the region makes it easier for transit users to shift modes or system providers.

Solano County is not likely to be the leader in adopting some form of electronic fare collection. The technical support staff and capital expenditure for leading such a program is beyond Solano County transit providers’ resources. By actively monitor and partnering with regional providers such as MTC, Solano County can be prepared to be an early adopter of such systems.

This Policy helps implement Goal 3.

T&R Policy 6 – STA will be prepared to offer assistance to any local transit providers who wish to pursue consolidation and/or improve coordination and efficiency. On an annual or more frequent basis, STA will query Solano County and other partner transit agencies regarding the options and benefits regarding transit operator consolidation and/or improved coordination and efficiency.

Discussion - STA helped provide legal, consultant, management and financial assistance to the Vallejo Transit and Benicia Breeze transit services when they merged in 2010. This merger has led to improved service delivery, greater efficiency and financial stability for both communities’ transit service, and for Solano Express buses operated by Soltrans. The past two years, STA has provided transit finance and service planning assistance to Rio Vista’s Delta Breeze. The STA does not have a policy to require or encourage further consolidation of local or Express transit providers in Solano County, but is ready and available to support any local jurisdictions that request such help.

This Policy helps implement Goals 3.a and 3.b.

T&R Policy 7 – STA’s Countywide Bicycle and Pedestrian Plans, and PDA Plans financially supported by STA, will identify access improvements around Transit Centers of Regional Significance and local transit centers in order to help fill the “first mile/last mile” gap. STA will support the purchase of Solano Express buses with adequate bicycle storage features. STA will support expansion of bike sharing projects throughout the Bay Area, including in Solano County

Discussion - One of the obstacles to the use of bus, rail and ferry transit is the gap at the start of the trip between home and the transit center, and the corresponding gap at the end of the trip between the

transit center and the final destination. If the 'gap' is too substantial of an obstacle, transit users will drive to the transit center (increasing congestion and air pollution, and requiring parking at the station), or will drive solo to their destination.

For Solano commute trips, the rail and ferry stops at the destination are fixed and unchangeable. Bus destinations may have some flexibility, but most (such as BART stations) are also fixed. STA policies and investments cannot change this 'last mile' gap. The 'first mile,' however, is much more within Solano jurisdictions' control.

One way to help fill the first mile gap is to reduce its size, i.e. to help people who want to use transit have an opportunity to live near a transit stop. The PDA program and several state Cap and Trade grant programs help support local land use decisions that encourage the placement of residences near major transit stops.

The other way to fill the gap is to make movement for bicyclists and pedestrians within it more convenient. STA's Safe Routes to Transit (SR2T) plan addresses access issues in close proximity to transit stops (and finds that the most dangerous spot is where pedestrians cross a public street). Because the Countywide Bicycle and Countywide Pedestrian plans are developed with input from the bicycling and walking communities, they are the best place to address ease and safety of use for these modes near transit centers.

In addition, STA works with regional transit providers and local jurisdictions to provide additional secure bike storage facilities at their local terminals. This also helps improve the convenience of using bicycles to access the transit system.

The access and safety improvements that implement this Policy also help implement the Complete Streets policy in the Arterials, Highways and Freeways element. That makes this Policy supportive of multiple Solano CTP elements.

This Policy helps implement Goals 1, 1.a, 2, 5 and 10.

T&R Policy 8 – Require transit providers receiving funds administered by STA to submit performance reports. At a minimum, these reports will include farebox recovery, total ridership, on-time performance and surveyed passenger satisfaction.

Discussion – The minimum data needed by SolanoExpress decision makers on the effectiveness of the system consists of farebox recovery, total ridership, on-time performance and passenger satisfaction. There are additional data that are traditionally gathered, and those efforts should also continue.

An annual report of this data will not only provide a snapshot in time as to system performance, but also allow changes over time to be seen and used to measure system performance and the effectiveness of the investment decisions made by the STA Board and the operators of SolanoExpress bus systems.

An example of the effectiveness of this approach is seen in the Capitol Corridor's decade-long systematic improvement. Ridership surveys of Capitol Corridor and other train passengers showed that passengers most valued a system that was convenient to their origin and destination, and had frequent and reliable service. While station locations were relatively fixed (few opportunities exist for new or relocated stations) and passenger train frequency is largely dictated by freight rail schedules, the Capitol Corridor could make investments that improved on-time performance and reduced operating cost. As a result of

this focus on measuring and reporting on performance, and making investments that impact performance, the Capitol Corridor is, as of early 2016, number one in on time performance, number three in ridership and number three in overall customer satisfaction in the entire Amtrak System.

Some of the data, such as on-time performance and farebox recovery, can be reported on to the Consortium on a quarterly basis, and to the STA Board on an annual basis. Other data that takes time and expense to gather, such as passenger satisfaction, only needs to be gathered and reported on a two- to three-year cycle.

This Policy helps implement Goals 6, 7, 17, 17.a and 17.b.

T&R Policy 9 – STA shall not adopt policies that exclude private providers from offering or providing transit services as long as they do not interfere with the provision of public transit, and shall seek to ensure that policies requiring private providers to pay for use of public facilities are reasonable related to the burden borne by those public facilities.

Discussion – Private transit providers can come in a variety of forms, as outlined in the Transit and Rideshare State of the System report. These providers can deliver important supplements to the public mass transit system; supplements that are usually focused on as narrow portion of the transit-using public. By accommodating these private providers, and seeking only to cover costs reasonably associated with their use of public facilities, the publically-available mass transit system can more effectively focus on the general transit-using population.

This Policy helps implement Goals 6 and 8.

T&R Policy 10 – Provide funding for and conduct transit studies for all major intercity transit corridors. Each study will be updated no less frequently than every 6 years.

Discussion – Bus and ridesharing trips in Solano County usually move along a major highway corridor. I-80 is the lynchpin of Solano freeway and highway transit routes. Other major routes include I-680 into Contra Costa, Alameda and Santa Clara counties, SR 12 through Solano County, SR 29 into Napa and SR 37 into Marin and Sonoma counties, although most transit trips on these corridors at some point connect with I-80. The best way to identify specific capital and operational issues is to conduct a detailed look at the operation of a specific corridor.

Corridor studies typically explore two major areas: capitol facilities, and operations and maintenance of vehicles and facilities. Corridor plans often use financial and operational models to examine the best location and timing of investments. These corridor plans provide the sort of detailed, prioritized recommendations that allow Solano Express operators, cities and STA to then make timely funding decisions.

This Policy helps implement Goals 7, 9, 9.b, 9.c, 10, 16, 17, 17.a and 17.b.

T&R Policy 11 – STA will develop a standard methodology of collecting and reporting on auto, bicycle and pedestrian crashes within ¼ mile of TFORS, and will report those statistics on an annual basis.

Discussion – When STA updated the Solano travel safety plan in 2015, one of the challenges discovered was the variety of methods used to collect and report safety and crash data. This makes it difficult to identify, on a countywide basis, those areas most deserving of additional investment to improve safety. This policy calls on STA to act as a central clearinghouse for crash data, and to use that data to help prioritize funding decisions.

The data gathered to implement this Policy will also help identify issues related to the Active Transportation and Arterials, Highways and Freeways Elements. That makes this Policy supportive of multiple Solano CTP elements.

This Policy helps implement Goals 11, 11.a and 11.b.

T&R Policy 12: To meet the mobility needs of the ambulatory and non-ambulatory ADA certified individuals and to ensure long-term viability of existing and new programs, evaluate ADA services (paratransit and intercity taxi programs) on at least an annual basis.

Discussion – Over the past several years, the provision of ADA intercity services has changed and new services have been implemented. The popularity of some services has strained their long-term viability. Other services still need to be developed to better serve the non-ambulatory ADA certified individuals. Implemented services should be monitored, evaluated and modified as needed. Outreach to ambulatory and non-ambulatory ADA certified individuals to understand and address their most urgent transportation needs will be important as part of the evaluation of existing services and the development on new services.

This Policy helps implement Goals 4, 4.a, 4.b, 12 and 17.

T&R Policy 13: Evaluate and modify currently implemented ADA in-person assessment model to improve convenience for new and recertifying applicants and to improve efficiencies on at least an annual basis.

Discussion: STA coordinates the ADA certification process countywide. A contractor schedules and assessments, coordinates with transit operators for those in need of ADA paratransit service, conducts the assessments and tracks activity. Assessments are scheduled in all seven Solano cities on a rotating basis at least monthly. In some cities multiple assessment days are held to meet demand. Re-certifications have been conducted in the same manner as original certifications.

There has been interest expressed in holding assessments in locations with a concentration of ADA certification applicants such as skilled nursing facilities. If carefully selected, these on-site assessment sessions would be more convenient for applicants by reducing the need to travel and more efficient for the contractor and transit operator as there would be a reduction in “no shows” and arrangement of ADA paratransit rides would be reduced.

Recertification every three years is a requirement. The specifics of the recertification process should be reviewed to identify opportunities to streamline it for both applicants’ convenience and the service delivery efficiency. Some applicants’ original certification may be based on disabilities that prevent their

use of fixed-route transit indefinitely. A simplified recertification process would be warranted in these situations.

This Policy helps implement Goals 4, 12 and 17.

T&R Policy 14: Conduct a study, or studies, to identify the transportation needs of Solano seniors, people with disabilities, and the low-income population. Update the study or studies no less frequently than every 6 years.

Discussion - With a rapidly growing senior population, the countywide Transportation Study for Seniors and People with Disabilities from 2011 should be updated. This study involved significant public outreach which should continue with future updates. Five Community Based Transportation Plans were conducted in the past fifteen years; these focused on outreaching to local communities to identify the transportation needs of the low-income population followed by identifying and prioritizing solutions. Many, but not all, priority projects from these studies have been implemented. More current outreach and study of these groups should be done to address the changes in these groups, the community, and the differing strategies available now and in the future.

This Policy helps implement Goals 4, 6, 7 and 17.

T&R Policy 15: Partner, and outreach to, a diversity of community stakeholders such as public, private and non-profit organizations serving seniors, people with disabilities, and the low-income population.

Discussion – The mobility needs of seniors, people with disabilities and the low-income population are specialized and diverse. Meeting the mobility needs of these groups is important to address their quality of life that is inherently challenged. Understanding those needs will depend upon partnering with organizations that already work with these groups and understand their challenges with mobility. The recently formed CTSA and other committees include these partnerships. These and additional partnerships will also facilitate outreach to these consumers. Outreach and other direct contact with these populations will be a valuable tool in planning, promoting, and assessing services.

This Policy helps implement Goals 4, 4.b and 6.

T&R Policy 16: Use technological advances to improve communication with consumers of mobility management services.

Discussion – The solanomobility.org website created a centralized information resource with a wide range of mobility and program information for seniors, people with disabilities and the low-income. With search functions and layering of information, a substantial amount of information is relayed to the user in a simpler format than if printed. While printed materials are still made available, the website's Find Your Ride, Travel Training, and Older Driver Safety Information functions are examples of a technology advancement that has facilitated the dissemination of information to consumers. The website needs to be kept updated with current information, features and functionality to meet the

changing needs of its users and capabilities of electronic communication. The website is a resource to other organizations and links between websites reconfirmed. Other forms of technological communications should be reviewed, evaluated and considered as additional ways to reach consumers for both disseminating information as well as for collecting information and input.

This Policy helps implement Goals 4 and 6.

T&R Policy 17: Regularly monitor a wide variety of information sources regarding innovations in private and public ‘shared mobility’ resources, including mobile applications, vehicle sharing transportation network companies and on-call vehicles. Incorporate new and developing mobility options and technology into STA plans.

Discussion – Transit and rideshare services between hubs is designed to efficiently move large numbers of riders long distances. Riders arriving from, or traveling to, the many locations in the areas surrounding a transit hub often find this portion of the trip inconvenient or impossible. These locations may be employment, residential, community services, medical facilities, shopping and more. This is the “first mile/last mile” gap. Local transit, walking, bicycling, driving alone and other options are available to varying degrees at Solano transit hubs. A countywide study could identify and prioritize transit/rideshare hub “first mile/last mile” gaps, identify existing and potential strategies, explore newer and advancing alternatives such as bikeshare programs, carsharing, shuttles, taxis, transportation network companies (TNCs), self-driving vehicles and other options, work with the community to evaluate strategies for potential implementation.

This Policy helps implement Goals 5, 6, 8 and 9.d.

T&R Policy 18 – STA will provide notice to SolanoExpress vehicle operators when it is aware of the availability of funds that can be used for clean transit vehicles and infrastructure, and will use support for clean transit vehicles and infrastructure as a ranking criteria when allocating such funds.

Discussion – While full of transit vehicles are very efficient in regards to air pollutant emissions per passenger mile when compared to single occupant cars, they do still produce important amounts of air pollution, including greenhouse gas emissions. In addition, as transit vehicle occupancy decreases, the amount of pollution per passenger mile goes up, sometimes to the point where transit vehicles are emitting more air pollutants than single occupancy vehicles. The California Air Resources Board (CARB) has requirements for transition of public transit vehicle fleets to zero emission vehicles. STA has adopted an alternative fuels plan which supports conversion of all types of public vehicle fleets to low or zero emission vehicles. This includes both vehicle replacement and modification of support infrastructure such as fueling and maintenance facilities.

STA can help member and partner agencies accelerate this transition to clean vehicles and fuels by ensuring that they are aware of funding opportunities. STA can also write letters of support for those agencies seeking funding and furthering the goal of STA plans and policies.

When STA programs funds, such as BAAQMD TFCA program manager funds, it can use support for low and zero emission vehicles as a criteria to help identify which projects will be funded. While there may be other considerations, prioritizing clean fuel vehicles and facilities makes it more likely that they will be fully funded and delivered.

This Policy helps implement Goals 13, 13.a, 14, 15 and 16.

T&R Policy 19 – STA will continue to fund a ridesharing program such as Solano Napa Commuter Information (SNCI).

Ridesharing support is critical to maintaining and advancing carpool and vanpool formation and use. STA, in partnership with the Napa Valley Transportation Agency, has used SNCI to provide these and other ride matching and trip planning activities.

With MTC's 2015 decision to stop providing direct funding for county ridesharing programs, this function becomes more difficult to support. Due to its value and the large number of carpool and vanpool users in Solano and Napa counties, however, STA will continue to provide this service in some form. At the same time, STA will monitor developments in private ridematching services, especially mobile applications that make both formal and casual carpool formation fast and convenient for users.

This Policy helps implement Goal 9.a.

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T&R Policy 1 – STA will continue to focus its investments in maintaining and, where appropriate expanding, the existing SolanoExpress and rideshare/vanpool system as its primary means of providing mass transit. When fund sources with multiple uses are available, the SolanoExpress and rideshare/vanpool system will be given priority in receiving those funds.

Discussion – These two aspects of the transit and rideshare system carry by far the largest proportion of Solano’s transit users. In fiscal year 2013 – 2014, SolanoExpress had more than 1.1 million passenger trips. In FY 2014 – 2015, that number had increased 1.3% to 1.2 million riders. During the same comparable time period, carpools and vanpools carried a ridership equivalent to 8 million.

Most SolanoExpress riders board or disembark from a bus at one of the major transit centers: namely, Curtola Park and Ride and Vallejo waterfront centers, the Fairfield Transportation Center or the Vacaville Transportation Center. All four of these facilities are located in or immediately adjacent to Priority Development Areas (PDAs). This co-location directly supports the continued and expanded use of these transit centers for long distance commutes within or out of Solano County, making it easy for riders to access the transit centers with minimal use of an automobile. This is particularly important because of the reluctance of people to switch modes of travel.

Park and ride lots are located both within and away from PDAs. This takes advantage of the greater schedule and social flexibility provided by carpools.

Policy Performance Measures and Milestones – none. The Transit and Rideshare Goals 4 through 19 will have specific performance measures and milestones that implement Policies 1, 2 and 3.

This Policy helps implement Goals 1 and 1.a, 6, 9, 9.b, 9.c, 13.a, 14, 15, 16 and 10.

T&R Policy 2 – STA will make appropriate investments in facilities that support regional transit providers; specifically, Capitol Corridor intercity rail and WETA ferry service.

Discussion – The other primary alternatives for commuters to driving alone within and out of Solano County are the ferry and rail service. These two systems combined carried more than 960,000 passengers during the last reported year. The greatest advantage that these systems have is that they do not rely upon the regional roadway network, which is subject to frequent impacts from traffic congestion.

An additional benefit of these regional transit providers is the significant reduction in per-capita emissions of air pollutants, especially greenhouse gases (GHGs), which occurs when these vehicles operate at or near capacity. If passengers can walk, bicycle or take transit to the stops for these services, the congestion and air emission benefits are multiplied even further.

There are currently two Solano stops for regional transit: the Suisun City / Fairfield Capitol Corridor station and the Vallejo ferry terminal. A second Capitol Corridor train station is under construction and will open in 2017, serving Eastern Fairfield and Vacaville. All three of the stations are located in existing PDAs.

Policy Performance Measures and Milestones – none. The Transit and Rideshare Goals 4 through 19 will have specific performance measures and milestones that implement Policies 1, 2 and 3.

This Policy helps implement Goals 1 and 1.a, 2, 5, 6, 10, 13, 16 and 18.

T&R policy 3 – STA will expand the availability of services to seniors and persons with disabilities through the Solano Mobility Management program as a co-equal priority with conventional transit services.

Discussion – Seniors and people with disabilities have some of the most significant transportation challenges in Solano County. At the same time, they also have some of the most limited resources to meet those challenges. Solano mobility management is a series of programs designed to help these individuals participate in the economic and social life. The best outcome of mobility management programs is to provide seniors and people with disability freedom and independence of movement within and outside of Solano County. Programs such as transit ambassador and trip information can do exactly this.

Other mobility management programs may be ongoing for their recipients. Taxi scrip programs are one example of this sort of ongoing support. While mobility management may not provide as many trips as express bus or carpooling, and therefore has less of an impact on traffic congestion and air pollution, it does fill a critical gap in the Solano county transit system.

Policy Performance Measures and Milestones – none. The Transit and Rideshare Goals 4 through 19 will have specific performance measures and milestones that implement Policies 1, 2 and 3.

This Policy helps implement Goals 4, 4.a, 4.b, 5, 7, 8, 9.d, 12 and 17.

T&R Policy 4 – Use the SolanoExpress Intercity Transit Consortium as the primary means for coordinating SolanoExpress and local transit services at a staff level. Use the CTSA, Solano Seniors and People with Disabilities Committee and the Paratransit Coordinating Council as the primary means of discussion and coordination at a policy-maker level. Participate in CCJPA, WETA and other working groups to identify and address coordination of local transit services with regional providers at a staff level.

Discussion – There are four main steps identified in this policy. First and foremost, STA will to continue to host the SolanoExpress Intercity Transit Consortium. This monthly forum provides the best opportunity to identify and deal with financing equipment and other major operational issues regarding intercity transit buses. As also served as a forum for dealing with any issues related to the interface between intercity and local transit.

Policy Performance Measures and Milestones – There is no performance measure for this step. The milestones for this step are the regular meetings of the identified Committees and the provision of advisory actions to the STA Board.

Are the Committees meeting on a regular basis? If so, the milestones are being met and the policy implemented.

The second item is to maintain staff liaison with all of the regional transit providers with whom STA or other local agencies interact. An example of this is STA staffs continue to participation in the Capitol Corridor staff working group meetings. This allows STA staff to be aware early on of issues being dealt with by Capitol Corridor staff, and to inform Capitol Corridor of issues that exist in Solano County. A similar level of direct and frequent staff to staff contact exists between STA and Soltrans, and a regular

attendance at monthly WETA meetings by STA staff is now occurring. Because the service locations for Capitol Corridor trains and WETA ferry boats are also hubs for local transit, the local transit providers - SolTrans and FAST – are able to see and immediately respond to any change in service times made by the regional transit providers.

Policy Performance Measures and Milestones – Both the performance measure and milestone for this step is the attendance by and participation of STA staff at the regulars meetings of these agencies.

Is STA staff regularly attending these meetings? If so, the milestones are being met and the policy implemented.

The third item is for STA to continue to implement the intercity transit funding agreement, whereby the transit providers in Solano County pool and then share out resources needed to provide intercity transit. This is combined with STA’s funding of marketing for the SolanoExpress routes.

Policy Performance Measures and Milestones – The performance measure for this step is the implementation of the multi-agency funding agreement to fund the SolanoExpress system. The milestone is the annual distribution of TDA funds for SolanoExpress services according to the agreement.

Is the Intercity Funding Agreement being updated to ensure timely funding of SolanoExpress services? If so, the milestone are being met and the policy implemented.

The fourth and final item is to assist local jurisdictions in preparing and updating SRTPs. Federal statutes require that the MTC, in partnership with the state and with local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and fund programming responsibilities, MTC, in cooperation with Region IX of the Federal Transit Administration (FTA), requires each transit operator receiving federal funding through the TIP (federal grantees within the MTC region) to prepare, adopt, and submit an SRTP to MTC. The SRTP develops a coordinated investment plan for the five major fixed-route and paratransit providers in Solano County – specifically SolTrans, FAST, Vacaville City Coach, Dixon Read-Ride, and Rio Vista Delta Breeze. The SRTP develops a set of consistent operator objectives, goals, measures, and standards, as well as service and capital investment plans for each operator.

Policy Performance Measures and Milestones – The performance measure and milestone for this item is the adoption and implementation of a new or updated SRTP.

Are SRTPs adopted and updated on a schedule consistent with MTC and federal requirements? If so, the milestones are being met and the policy implemented.

This Policy helps implement Goals 2, 3, 4, 4.a, 4.b, 4.c, 7, 8 and 12.

T&R Policy 5 – STA will assign staff to actively monitor MTC activities to implement electronic fare collection, and will seek early implementation of electronic fare collection for all intercity transit providers.

Discussion – Electronic fare collection increases the convenience of transit use to riders, eases the collection of some ridership data, and can result in better fare collection. A common form of fare collection across the region makes it easier for transit users to shift modes or system providers. By actively monitor and partnering with regional providers such as MTC, Solano County can be prepared to be an early adopter of such systems.

Policy Performance Measures and Milestones - STA staff monitors MTC electronic fare collection methods as well as partners with MTC and transit operators as needed. Milestones would be met by staying coordinated among these parties and an annual status report to Consortium about regional electronic fare collection developments.

Is STA staff monitoring the development and implementation of electronic fare collection methods? Are electronic fare collection methods being implemented in Solano transit fleet vehicles? If so, the milestones are being met and the policy implemented.

This Policy helps implement Goal 3.

T&R Policy 6 – STA will be prepared to offer assistance to any local transit providers who wish to pursue consolidation and/or improve coordination and efficiency. On an annual or more frequent basis, STA will query Solano County and other partner transit agencies regarding the options and benefits regarding transit operator consolidation and/or improved coordination and efficiency.

Discussion - STA helped provide legal, consultant, management and financial assistance to the Vallejo Transit and Benicia Breeze transit services when they merged in 2010. This merger has led to improved service delivery, greater efficiency and financial stability for both communities' transit service, and for Solano Express buses operated by Soltrans. The past two years, STA has provided transit finance and service planning assistance to Rio Vista's Delta Breeze. The STA does not have a policy to require or encourage further consolidation of local or Express transit providers in Solano County, but is ready and available to support any local jurisdictions that request such help.

Policy Performance Measures and Milestones – On an annual basis, reach out to Solano transit operators to share past transit consolidation progress and determine if there is interest in further consolidation or improvements in coordination and efficiency. The outreach should be to City Manager or Department head level personnel. If interest is expressed, STA is to provide assistance. Milestone will be met by sharing the results of this outreach to the STA Board and the Transit Committee at least every three years.

Does STA provide these outreach meetings? If so, the milestone is being met and the policy implemented.

This Policy helps implement Goals 3.a and 3.b.

T&R Policy 7 – STA’s Countywide Bicycle and Pedestrian Plans, and PDA Plans financially supported by STA, will identify access improvements around Transit Centers of Regional Significance and local transit centers in order to help fill the “first mile/last mile” gap. STA will support the purchase of Solano Express buses with adequate bicycle storage features. STA will support expansion of bike sharing projects throughout the Bay Area, including in Solano County

Discussion - One of the obstacles to the use of bus, rail and ferry transit is the gap at the start of the trip between home and the transit center, and the corresponding gap at the end of the trip between the transit center and the final destination. If the ‘gap’ is too substantial of an obstacle, transit users will drive to the transit center (increasing congestion and air pollution, and requiring parking at the station), or will drive solo to their destination.

For Solano commute trips, the rail and ferry stops at the destination are fixed and unchangeable. Bus destinations may have some flexibility, but most (such as BART stations) are also fixed. STA policies and investments cannot change this ‘last mile’ gap. The ‘first mile,’ however, is much more within Solano jurisdictions’ control.

One way to help fill the first mile gap is to reduce its size, i.e. to help people who want to use transit have an opportunity to live near a transit stop. The PDA program and several State Cap and Trade grant programs help support local land use decisions that encourage the placement of residences near major transit stops.

The other way to fill the gap is to make movement for bicyclists and pedestrians within it more convenient. STA’s Safe Routes to Transit (SR2T) plan addresses access issues in close proximity to transit stops (and finds that the most dangerous spot is where pedestrians cross a public street). Because the Countywide Bicycle and Countywide Pedestrian plans are developed with input from the bicycling and walking communities, they are the best place to address ease and safety of use for these modes near transit centers.

In addition, STA works with regional transit providers and local jurisdictions to provide additional secure bike storage facilities at their local terminals. This also helps improve the convenience of using bicycles to access the transit system.

Finally, the access and safety improvements that implement this Policy also help implement the Complete Streets policy in the Arterials, Highways and Freeways element. That makes the Policy supportive of multiple Solano CTP elements.

Policy Performance Measurements and Milestones – Preparation of initial and updated STA Countywide Bicycle and Pedestrian Plans, and PDA Plans are the measurements for this policy. The milestones for this policy are completed Plans.

Are the applicable Plans kept current and used to implement projects, including first mile/last mile gap fill projects? If so, the policy is being implemented.

This Policy helps implement Goals 1, 1.a, 2, 5 and 10.

T&R Policy 8 – Require transit providers receiving funds administered by STA to submit performance reports. At a minimum, these reports will include farebox recovery, total ridership, on-time performance and surveyed passenger satisfaction.

Discussion – The minimum data needed by SolanoExpress decision makers on the effectiveness of the system consists of farebox recovery, total ridership, on-time performance and passenger satisfaction. There are additional data that are traditionally gathered, and those efforts should also continue.

An annual report of this data will not only provide a snapshot in time as to system performance, but also allow changes over time to be seen and used to measure system performance and the effectiveness of the investment decisions made by the STA Board and the operators of SolanoExpress bus systems.

An example of the effectiveness of this approach is seen in the Capitol Corridor’s decade-long systematic improvement. Ridership surveys of Capitol Corridor and other train passengers showed that passengers most valued a system that was convenient to their origin and destination, and had frequent and reliable service. While station locations were relatively fixed (few opportunities exist for new or relocated stations) and passenger train frequency is largely dictated by freight rail schedules, the Capitol Corridor could make investments that improved on-time performance and reduced operating cost. As a result of this focus on measuring and reporting on performance, and making investments that impact performance, the Capitol Corridor is, as of early 2016, number one in on time performance, number three in ridership and number three in overall customer satisfaction in the entire Amtrak System.

Policy Performance Measures and Milestones - Transit operators receiving funds administered by STA to submit on-time performance, farebox recovery data monthly for Consortium and to the STA Board annually. They may combine this with other reporting requirements. Customer satisfaction is to be measured less frequently, but no less than every three years and submitted to the STA. This may be as part of another study such as the multi-agency passenger survey with the submittal of these reports the milestones have been met.

Are performance measures being reported to the STA Board on a regular basis? If so, this policy is being implemented.

The access and safety improvements that implement this Policy also help implement the Complete Streets policy in the Arterials, Highways and Freeways element. That makes this Policy supportive of multiple Solano CTP elements.

This Policy helps implement Goals 6, 7, 17, 17.a and 17.b.

T&R Policy 9 – STA shall not adopt policies that exclude private providers from offering or providing transit services as long as they do not interfere with the provision of public transit, and shall seek to ensure that policies requiring private providers to pay for use of public facilities are

reasonable related to the burden borne by those public facilities.

Discussion – Private transit providers can come in a variety of forms, as outlined in the Transit and Rideshare State of the System report. These providers can deliver important supplements to the public mass transit system; supplements that are usually focused on a narrow portion of the transit-using public. By accommodating these private providers and seeking only to cover costs reasonably associated with their use of public facilities, the publically-available mass transit system can more effectively focus on the general transit-using population.

Policy Performance Measurements and Milestones – Inventory private transportation services at public transit facilities and update it no less than every three years. Evaluate if and how private operations complement or inhibit public transit operations and any physical impacts on the facility. Determine if any operational or policy changes should be considered to maintain public transit level of service at the performance standards established by the 2015 SolanoExpress Transit Corridor Plan. Completing initial and subsequent inventory reports will meet milestones and implement this policy.

This Policy helps implement Goals 6 and 8.

T&R Policy 10 – Provide funding for and conduct transit studies for all major intercity transit corridors. Each study will be updated no less frequently than every 6 years.

Discussion – Bus and ridesharing trips in Solano County usually move along a major highway corridor. I- 80 is the lynchpin of Solano freeway and highway transit routes. Other major routes include I-680 into Contra Costa, Alameda and Santa Clara counties, SR 12 through Solano County, SR 29 into Napa and SR 37 into Marin and Sonoma counties, although most transit trips on these corridors at some point connect with I-80. The best way to identify specific capital and operational issues is to conduct a detailed look at the operation of a specific corridor.

Corridor studies typically explore two major areas: capital facilities, and operations and maintenance of vehicles and facilities. Corridor plans often use financial and operational models to examine the best location and timing of investments. These corridor plans provide the sort of detailed, prioritized recommendations that allow SolanoExpress operators, cities and STA to then make timely funding decisions.

Policy Performance Measurements and Milestones- Conduct an intercity transit corridor study at least once every six years. Completion of the study(ies) will be the milestone.

Are all applicable studies less than 6 years old? If so, the policy is being implemented.

This Policy helps implement Goals 7, 9, 9.b, 9.c, 10, 16, 17, 17.a and 17.b.

T&R Policy 11 – STA will develop a standard methodology of collecting and reporting on auto, bicycle and pedestrian collisions within ¼ mile of TFORS, and will report those statistics on an annual basis.

Discussion – When STA updated the Solano Travel Safety Plan in 2015, one of the challenges discovered was the variety of methods used to collect and report safety and collision data. This makes it difficult to identify, on a countywide basis, those areas most deserving of additional investment to improve safety. This policy calls on STA to act as a central clearinghouse for collision data, and to use that data to help prioritize funding decisions.

Policy Performance Measurements and Milestones - The data gathered to implement this Policy will also help identify issues related to the Active Transportation and Arterials, Highways and Freeways Elements. That makes this Policy supportive of multiple Solano CTP elements. The milestone will be the development of a standard methodology and annual reporting of the collision statistics.

This Policy helps implement Goals 11, 11.a and 11.b.

The data gathered to implement this Policy will also help identify issues related to the Active Transportation and Arterials, Highways and Freeways Elements. That makes this Policy supportive of multiple Solano CTP elements.

T&R Policy 12: To meet the mobility needs of the ambulatory and non-ambulatory ADA certified individuals and to ensure long-term viability of existing and new programs, evaluate ADA services (paratransit and intercity taxi programs) on at least an annual basis.

Discussion – Over the past several years, the provision of ADA intercity services has changed and new services have been implemented. The popularity of some services has strained their long-term viability. Other services still need to be developed to better serve the non-ambulatory ADA certified individuals. Implemented services should be monitored, evaluated and modified as needed. Outreach to ambulatory and non-ambulatory ADA certified individuals to understand and address their most urgent transportation needs will be important as part of the evaluation of existing services and the development on new services.

Policy Performance Measurements and Milestones - Regularly evaluate ADA paratransit service and ADA intercity taxi programs. This evaluation should include ridership, productivity, operational and financial performance at minimum. Outreach to ambulatory and non-ambulatory ADA certified individuals and related stakeholders, to determine mobility gaps and to participate in prioritization of strategies to address gaps in these services at least every 3 years. A short and long-term action plan is to be developed. Milestones will be met by the regular review of ADA services and the less frequent outreach and completion of action plans.

This Policy helps implement Goals 4, 4.a, 4.b, 12 and 17.

T&R Policy 13: Evaluate and modify currently implemented ADA in-person assessment model to improve convenience for new and recertifying applicants and to improve efficiencies on at least an annual basis.

Discussion: STA coordinates the ADA certification process countywide. A contractor schedules and assessments, coordinates with transit operators for those in need of ADA paratransit service, conducts the assessments and tracks activity. Assessments are scheduled in all seven Solano cities on a rotating basis at least monthly. In some cities multiple assessment days are held to meet demand. Re- certifications have been conducted in the same manner as original certifications.

There has been interest expressed in holding assessments in locations with a concentration of ADA certification applicants such as skilled nursing facilities. If carefully selected, these on-site assessment sessions would be more convenient for applicants by reducing the need to travel and more efficient for the contractor and transit operator as there would be a reduction in “no shows” and arrangement of ADA paratransit rides would be reduced.

Recertification every three years is a requirement. The specifics of the recertification process should be reviewed to identify opportunities to streamline it for both applicants’ convenience and the service delivery efficiency. Some applicants’ original certification may be based on disabilities that prevent their use of fixed-route transit indefinitely. A simplified recertification process would be warranted in these situations.

Policy Performance Measurements and Milestones - At least annually evaluate the ADA assessment process to determine if modifications should be made to improve the process for applicants and/or transit operators. Milestones will be met with the completion of the annual evaluations.

This Policy helps implement Goals 4, 12 and 17.

T&R Policy 14: Conduct a study, or studies, to identify the transportation needs of Solano seniors, people with disabilities, and the low-income population. Update the study or studies no less frequently than every 6 years.

Discussion - With a rapidly growing senior population, the countywide Transportation Study for Seniors and People with Disabilities from 2011 should be updated. This study involved significant public outreach which should continue with future updates. Five Community Based Transportation Plans were conducted in the past fifteen years; these focused on outreaching to local communities to identify the transportation needs of the low-income population followed by identifying and prioritizing solutions. Many, but not all, priority projects from these studies have been implemented. More current outreach and study of these groups should be done to address the changes in these groups, the community, and the differing strategies available now and in the future.

Policy Performance Measurements and Milestones - Update of Transportation Study for seniors, people with disabilities and the low-income population at least every 6 years. Milestones will be the

completion of the study at least once every 6 years.

This Policy helps implement Goals 4, 6, 7 and 17.

T&R Policy 15: Partner, and outreach to, a diversity of community stakeholders such as public, private and non-profit organizations serving seniors, people with disabilities, and the low-income population.

Discussion – The mobility needs of seniors, people with disabilities and the low-income population are specialized and diverse. Meeting the mobility needs of these groups is important to address their quality of life that is inherently challenged. Understanding those needs will depend upon partnering with organizations that already work with these groups and understand their challenges with mobility. The recently formed CTSA and other committees include these partnerships. These and additional partnerships will also facilitate outreach to these consumers. Outreach and other direct contact with these populations will be a valuable tool in planning, promoting, and assessing services.

Policy Performance Measurements and Milestones – Identify current stakeholders and the degree of their diversity. Establish target to expand stakeholder diversity and outreach to achieve this. Establish a process to maintain diverse stakeholder group from the community as it changes over time. Milestones are creation of existing stakeholder diversity inventory, establishment of goal, outreach, expansion of diverse stakeholders, and process to maintain this.

This Policy helps implement Goals 4, 4.b and 6.

T&R Policy 16: Use technological advances to improve communication with consumers of mobility management services.

Discussion – The solanomobility.org website created a centralized information resource with a wide range of mobility and program information for seniors, people with disabilities and the low-income. With search functions and layering of information, a substantial amount of information is relayed to the user in a simpler format than if printed. While printed materials are still made available, the website's Find Your Ride, Travel Training, and Older Driver Safety Information functions are examples of a technology advancement that has facilitated the dissemination of information to consumers. The website needs to be kept updated with current information, features and functionality to meet the changing needs of its users and capabilities of electronic communication. The website is a resource to other organizations and links between websites reconfirmed. Other forms of technological communications should be reviewed, evaluated and considered as additional ways to reach consumers for both disseminating information as well as for collecting information and input.

Policy Performance Measurements and Milestones - The solanomobility.org is to be current. There should be regular review of technological advances that could improve communication with consumers of mobility management services. Milestones would be periodic review of technology

advances and an evaluation of what has been, or could be, incorporated as well as accuracy of solanomobility.org.

This Policy helps implement Goals 4 and 6.

T&R Policy 17: Regularly monitor a wide variety of information sources regarding innovations in private and public ‘shared mobility’ resources, including mobile applications, vehicle sharing transportation network companies and on-call vehicles. Incorporate new and developing mobility options and technology into STA plans.

Discussion – Transit and rideshare services between hubs is designed to efficiently move large numbers of riders long distances. Riders arriving from, or traveling to, the many locations in the areas surrounding a transit hub often find this portion of the trip inconvenient or impossible. These locations may be employment, residential, community services, medical facilities, shopping and more. This is the “first mile/last mile” gap. Local transit, walking, bicycling, driving alone and other options are available to varying degrees at Solano transit hubs. A countywide study could identify and prioritize transit/rideshare hub “first mile/last mile” gaps, identify existing and potential strategies, explore newer and advancing alternatives such as bikeshare programs, carsharing, shuttles, taxis, transportation network companies (TNCs), self-driving vehicles and other options, work with the community to evaluate strategies for potential implementation.

Policy Performance Measurements and Milestones – STA should develop an understanding, monitor and share the newly developing shared mobility and other new technology-based transportation alternatives. With the involvement of the community, prepare a study to identify and prioritize transit/rideshare hubs’ “first mile/last mile gaps”, identify existing and potential strategies to address the gaps including newer and advancing technologies and programs. Milestones will be met with the consideration of incorporating these new technology-based transportation alternatives for “first mile/last mile” gap closure or other purposes.

This Policy helps implement Goals 5, 6, 8 and 9.d.

T&R Policy 18 – STA will provide notice to SolanoExpress vehicle operators when it is aware of the availability of funds than can be used for clean transit vehicles and infrastructure, and will use support for clean transit vehicles and infrastructure as a ranking criteria when allocating such funds.

Discussion – While full of transit vehicles are very efficient in regards to air pollutant emissions per passenger mile when compared to single occupant cars, they do still produce important amounts of air pollution, including greenhouse gas emissions. The California Air Resources Board (CARB) has requirements for transition of public transit vehicle fleets to zero emission vehicles. STA has adopted an alternative fuels plan which supports conversion of all types of public vehicle fleets to low or zero emission vehicles. This includes both vehicle replacement and modification of support infrastructure such as fueling and maintenance facilities.

STA can help member and partner agencies accelerate this transition to clean vehicles and fuels by ensuring that they are aware of funding opportunities. STA can also write letters of support for those agencies seeking funding and furthering the goal of STA plans and policies.

When STA programs funds, such as BAAQMD TFCA program manager funds, it can use support for low and zero emission vehicles as a criteria to help identify which projects will be funded. While there may be other considerations, prioritizing clean fuel vehicles and facilities makes it more likely that they will be fully funded and delivered.

Policy Performance Measurements and Milestones –The collection and notification to transit operators of funds that may be used for clean transit vehicles and infrastructure will be a measurement as well as incorporating in STA ranking criteria for fund allocation the support for clean vehicles/infrastructure. Milestones will be met with the regular notification of clean vehicle/infrastructure funding opportunities and incorporation of clean vehicle/infrastructure in ranking criteria for fund allocations.

This Policy helps implement Goals 13, 13.a, 14, 15 and 16.

T&R Policy 19 – STA will continue to fund a ridesharing program such as Solano Napa Commuter Information (SNCI).

Ridesharing support is critical to maintaining and advancing carpool and vanpool formation and use. STA, in partnership with the Napa Valley Transportation Agency, has used SNCI to provide these and other ride matching and trip planning activities.

With MTC’s 2015 decision to stop providing direct funding for county ridesharing programs, this function becomes more difficult to support. Due to its value and the large number of carpool and vanpool users in Solano and Napa counties, however, STA will continue to provide this service in some form. At the same time, STA will monitor developments in private ridematching services, especially mobile applications that make both formal and casual carpool formation fast and convenient for users.

Policy Performance Measurements and Milestones – Funding a rideshare program such as SNCI at an operational level would be the milestone for meeting this goal.

This Policy helps implement Goal 9.a.

Arterials, Highways, and Freeways Element

Purpose Statement and Goals

OVERALL COMPREHENSIVE TRANSPORTATION PLAN

PURPOSE STATEMENT: The Solano Comprehensive Transportation Plan will help fulfill the STA's mission by identifying a long-term and sustainable transportation system to provide mobility, reduce congestion, and ensure travel safety and economic vitality to Solano County.

Arterials, Highways, and Freeways Element Purpose Statement: Identify existing and future safety, capacity, and enhancement needs for the major arterials, highways, and freeways in Solano County that serve inter-city and interregional travel.

Goals. Goals are the milestones by which achievement of the Purpose Statement are measured. In order to implement the Arterials, Highways, and Freeways Element of the overall purpose of the Solano CTP, the following goals are established:

Create an AHF System that improves mobility for all modes of travel.

- Prioritize funds for projects that improve Routes of Regional Significance
 - Special emphasis should be given to roadways that support regionally important economic centers and goods movement
- Support development and operation of a comprehensive Express/HOV network on I-80 and I-680
- Seek consistent width to avoid congestion caused by reduction in number of lanes
- Implement Complete Streets appropriate to the context of the roadway
- Improve system efficiency through technology prior to adding lanes
- Identify and preserve needed rights of way for future transportation projects
- Prepare and periodically update corridor studies to identify and prioritize specific projects

Improve system safety

- Identify locations on local arterial streets with above-average number or rates of collisions, and fund improvements to reduce collisions to average

Maintain the system at an appropriate level

- Seek to fund an average PCI rating of all RORS as 75, with no RORS being rated below 60
- Work with Caltrans to ensure that a similar standard is maintained on the State system

Support the creation of Solano County jobs and other locally-decided land uses

- Identify roadway improvements that improve goods movement or reduce the impact of goods movement in Solano County
- Identify roadway improvements that support retention or expansion of regionally important employment centers, retail centers and civic facilities

- Prioritize available funds to support PDAs and PCAs, with special emphasis being given to support for Transit Facilities of Regional Significance
 - All TFORS are in or adjacent to PDAs

Anticipate and mitigate system construction and operation impacts

- Special emphasis should be given to projects and designs that reduce emissions of criteria pollutants and greenhouse gasses
 - Support projects that reduce emissions of criteria pollutants in sensitive communities or Communities of Concern
- Where possible, use the avoidance and mitigation standards consistent with the draft Solano Habitat Conservation Plan for STA transportation projects

Arterials, Highways, and Freeways Element

Goal Gap Analysis

OVERALL COMPREHENSIVE TRANSPORTATION PLAN

PURPOSE STATEMENT: The Solano Comprehensive Transportation Plan will help fulfill the STA's mission by identifying a long-term and sustainable transportation system to provide mobility, reduce congestion, and ensure travel safety and economic vitality to Solano County.

Arterials, Highways, and Freeways Element Purpose Statement: Identify existing and future safety, capacity, and enhancement needs for the major arterials, highways, and freeways in Solano County that serve inter-city and interregional travel.

Measuring Goals. The following criteria are used to measure the progress on meeting the goals of the Arterials, Highways and Freeways Element:

- **Completed** – this is a goal with a specific end-point that has been reached, such as the construction of a facility or the identification of Transit Facilities of regional Significance. This also includes studies that have been adopted (even if recommendations have not yet been implemented) and the initiation of an on-going program.
- **Significant Progress** – this is a project with substantial completion; typically, more than 10% Plans, Specifications and Estimates (PS&E) but not yet into construction or completion. It also includes studies where data collection and analysis has started, but final recommendations have not been adopted.
- **Preliminary Proposal** – finally, this category covers projects that have less than 10% PS&E, plans that have not started data collection, and programs that have no administrative and/or financial commitments and no start date.

For some AHF Goals, the Gap analysis is mixed: **Significant Progress** in terms of policy establishment, but only **Preliminary** implementation. This is largely a function of the on-going significant shortfall of funding for both new projects and maintenance of existing facilities.

Goals. Goals are the milestones by which achievement of the Purpose Statement are measured. In order to implement the Arterials, Highways, and Freeways Element of the overall purpose of the Solano CTP, the following goals are established:

Create an AHF System that improves mobility for all modes of travel.

- Prioritize funds for projects that improve Routes of Regional Significance. This goal has seen **Significant Progress**. STA funding choices have been focused on RORS, but STA staff reports and recommendations do not routinely identify to the TAC and Board whether or not a roadway is an RORS.
 - Special emphasis should be given to roadways that support regionally important economic centers and goods movement. **Preliminary Proposal – Formal identification**

of a goods movement (aka freight) network is a relatively new task, both at a local and a regional level. However, the National Freight Strategic Plan was recently completed and does include I-80 on the National Highway Freight Network. Additionally, the **California Freight Mobility Plan** was adopted in December 2014. The I-80 and State Route 12 corridors are on the State freight network. In addition, MTC has recently completed a regional goods movement plan, and this complements goods movement investments efforts at the state and national level. STA has significantly invested in goods movement infrastructure in the past, notably the I-80 Eastbound truck scales in Cordelia and the first construction Package of I-80/I680/SR 12 Interchange. As the routes of regional significance definition has been expanded to include roadways serving major economic centers in Solano County, this will increase the ability of STA to make future investment decisions in projects that support goods movement. STA will use information from these plans to help further identify and seek funding for goods movement facilities. It should be noted that goods movement also includes rail and ship born traffic, and not just vehicles on roadways.

- Freeways – support development and operation of a comprehensive Express/HOV network on I-80 and I-680. **Preliminary Proposal.** A HOV lane extends for 8.7 miles in each direction on I-80 (Red Top Road to Air Base Pkwy), and design funds have been allocated to convert the existing HOV lanes to Express lanes and extend them past I-505. In addition, the Express Lane connector ramps in the I-80/I-680/SR-12 Interchange complex and the actual construction of Express Lanes is proposed for regional funding in Plan Bay Area. The remaining portions of the network are from Vacaville to the Yolo County line, through the City of Vallejo, and along the length of I-680 in Solano County. MTC has indicated that the project will be included in Plan Bay Area, but currently no additional funding for project implementation has been approved.
- Seek consistent width to avoid congestion caused by reduction in number of lanes. **Preliminary Proposal.** This goal is a direct response to comments received during the public outreach performed by STA in May – October of 2015 and to observations included in the Arterials, Highways and Freeways State of the System report. Most of the significant areas of recurring delay on the interstate freeway and the state highway system are found where the number of lanes is reduced. One major drop lane location is along Eastbound I-80 at Air Base Pkwy. This drop lane will be removed one the I-80 Express Lanes are constructed past I-505. This project will reduce the congestion caused by the drop lanes at this location.
- Implement Complete Streets appropriate to the context of the roadway. This goal has seen **Significant Progress in terms of Policy.** Most Solano jurisdictions have complete streets Incorporated into their General Plan, Zoning Ordinance, or have a resolution committing to complete streets implementation. This means new development proposals have the opportunity to fully incorporate complete streets standards. ~~However,~~ No jurisdiction in Solano County has chosen to adopt a Complete Streets Plan that designates specific streets that will require which facilities in order to implement the ideals of complete streets. Implementing this goal will be an on-going activity for the County.
Preliminary Proposal in terms of implementation. Complete Streets features have been

incorporated into the construction of roadways such as Military West, Wilson Avenue, Suisun Parkway and Jepson Parkway. Most Routes of Regional Significance were constructed before Complete Street became a requirement, and require some sort of retrofit to properly accommodate all forms of transportation. Jurisdictions have typically not updated their standard specifications to include a complete streets standards.

- Improve system efficiency through technology prior to adding lanes. **Significant Progress.** In 2010 the STA adopted the Solano Highways Operations Plan. This Plan identified ITS strategies to improve operations along the I-80 corridor through lower cost capital investments. Implementation of the Plan has been on-going through the investments of Ramp Metering from Fairfield through Vacaville. Further, pavement detection loops along I-80 were installed as part of the major roadway rehabilitation work that was completed. Recently MTC is developing a Managed Lanes Implementation Plan (MLIP) that will link transit through the corridor to increase through put.
- Identify and preserve needed rights of way for future transportation projects. **Significant Progress for four projects.** Right-of-Way has been identified and/or set aside for the Jepson Parkway, North Connector, Vaca Valley Parkway and I-80/I-680/SR-12 projects.

Preliminary Proposal for other projects. Even though this is a Goal in the adopted Solano CTP – Arterials, Highways and Freeways element, no specific steps have been taken to implement this Goal for projects aside from those listed above. However, the I-80/I-680/SR-12 Interchange environmental Document has been completed, that can serve as the basis for land development restrictions within the identified foot print of the project.

- Prepare and periodically update corridor studies to identify and prioritize specific projects. This goal has seen **Significant Progress.** Corridor plans have been completed for I-80, -680 and -780: SRs 12 and 113; and some corridor planning work has been done for SR 29. Planning work is underway for SR 37. The only major roadway lacking recent corridor planning is I-505, and the conditions and volumes on I-505 place this route on a low priority for a corridor study; the existing Caltrans Interstate 505 Corridor Plan is sufficient at this time. Similarly, roadways such as SRs 84, 128 and 220 are adequately covered by Caltrans documents, and do not require additional work by STA. A schedule or set of conditions to trigger updates of these plans has not been developed. Staff is recommending that each corridor plan be reviewed for minor updates every five years to update traffic volumes and the status of implementation with a more detailed update every ten years.

Improve system safety

- Identify locations on local arterial streets with above-average number or rates of collisions, and fund improvements to reduce collisions to average. This goal has seen **Significant Progress.** The STA adopted a Solano Travel Safety Plan in January of 2016; this was an update to the 2005 Solano Travel Safety Plan. Forty-five projects identified in the 2015 plan have been completed. Recent corridor studies, such as the SR 12 multi-jurisdictional study, have gathered and analyzed safety and accident data. However, there is not a standard format for gathering and analyzing

such data, and not all corridor plans of other studies have up-to-date safety information. In addition, STA will continue to work with Caltrans to identify and address portions of the freeway and highway system with above-average collision rates or conditions that can increase the likelihood of severe or frequent collisions.

Maintain the system at an appropriate level

- Seek to fund an average PCI rating of all RORS as 75, with no RORS being rated below 60. This goal has seen **Significant Progress in terms of policy and focus**. The adopted 2005 Solano CTP – Arterials, Highways and Freeways element does not have a PCI Goal. MTC’s 2013 Plan Bay Area has a PCI goal of 75. The Solano County Pothole Report, first adopted in 2014, also contains information on the PCI of local roadways and the funds needed to maintain or improve that PCI, but does not call out the PCI of the RORS.

This is a **Preliminary Proposal in terms of implementation**. Establishing a target PCI is only a first step. The next task is to identify those roadways that fall below the target PCI. The 2014 Solano pothole report, which is based the identification of each segment using Street Savor Software.

The 2014 Solano pothole report also identifies the trend in PCI over the last five years. Those communities building new roadways have seen an increase or steady PCI. Those strictly seeking to maintain existing roadways, without the new roadways associated with new construction, have seen their PCI decrease. PCI decreases can be largely attributable to a substantial reduction in state gas tax revenues provided to the cities and county needed to achieve the PCI targets established in the Solano CTP. Information in the 2014 pothole report shows that, at the current funding levels, the existing PCI for local streets and roads and arterials cannot be maintained. The Solano Pothole Report shows an annual shortfall of \$24 million dollars per year simply to maintain current PCI of 65.

In order to improve the PCI and eventually gain the target of 75, an additional \$50 million per year in new revenue for local streets and roads maintenance would be required.

- Work with Caltrans to ensure that a similar standard is maintained on the State system. This goal has seen **Significant Progress in terms of Policy and Implementation**. Caltrans rates pavement by visual inspection of the pavement surface and use lasers mounted on a Caltrans vehicle to collect the International Roughness Index (IRI) data, and has set a target of an IRI of 170 inches or less per mile.

Funding for maintenance of the state highway system is done throughout the SHOPP. While the SHOPP faces a situation similar to local roads maintenance; namely, lack of funding. Caltrans does not currently have adequate funding to maintain the entire state freeway and highway system at the desired level. Solano County has however, had recent significant SHOPP investment along I-80, and I-680, and SR 12 in recent years.

Support the creation of Solano County jobs and other locally-decided land uses

- Identify roadway improvements that improve goods movement or reduce the impact of goods movement in Solano County. **Preliminary Proposal.** Both MTC and the Alameda County CMA have completed Goods Movement plans, and there are freight plans at state and federal levels as well. These plans cover the gamut of goods movement modes – road, rail, port and air. All four of these modes are present in Solano County. At every level of goods movement planning, the I-80 / I-680 / SR-12 interchange is identified as a key facility. In addition, the I-80 Cordelia Truck Scales are also key goods movement facilities. The Westbound Truck facility need to be replaced and has been identified as a project in MTC’s Regional Goods Movement Plan. The I-80 corridor is identified in the National Freight Plan and the SR 12 corridor is recognized as a Goods Movement corridor along with I-80 in the State Freight Plan.

While STA has identified individual projects that are important to local and regional goods movement, it has not undertaken a comprehensive study to identify these facilities in a single document. An initial list of goods movement priorities will be included as part of the CTP.

- Identify roadway improvements that support retention or expansion of regionally important employment centers, retail centers and civic facilities. This goal has seen **Significant Progress.** STA has identified regionally significant employment centers, and designated the major roads that serve them as Routes of Regional Significance. STA has not identified those improvements to the roadways that are needed to support each center’s continued economic viability. This task will be undertaken as part of the Solano County’s Moving Solano Forward Phase 2 effort.
- Prioritize available funds to support PDAs and PCAs, with special emphasis being given to support for Transit Facilities of Regional Significance. This goal has seen **Significant Progress.** STA has assisted local agencies in funding road and transit projects in PDAs in each of the seven Solano cities, and has designated PCA funding (both planning and project construction) in Solano County. The requirements of the OBAG 2 funding program require that at least 50% of those funds be spent on projects located in or directly supporting PDAs. In addition, the STA Board has approved a list of priority Managed Lanes Implementation Program (MLIP) facilities. These facilities include express Lanes that directly support carpool, vanpool and express bus services. Large facilities such as the Curtola Park and Ride and Fairfield Transportation Center expansions and upgrades, which serve both carpool and express bus services, are located in or directly adjacent to the PDAs.
 - All TFORS are in or adjacent to PDAs

Anticipate and mitigate system construction and operation impacts

- Special emphasis should be given to projects and designs that reduce emissions of criteria pollutants and greenhouse gasses. **Preliminary Proposal.** Analysis of GHG emissions occurs during the environmental phase of a project, but so far has not been an explicit quantitative criteria in the early prioritization and selection of projects or programs. New state requirements require projects to use Vehicle Miles Traveled (VMT) as a measure of assessing a project’s traffic

impacts, rather than the traditional Level of Service (LoS). This change will how project GHG emissions are calculated at an early stage in the project's development, and may serve as an effective tool to implement this policy. STA can use the VMT or other Best Available Technology to assess GHG emissions and reduction strategies.

STA has elected to focus funds for recapitalization of express buses on alternative fuel vehicles to meet federal and state low and zero emission requirements. STA has also adopted an Alternative Fuels plan and sought Cap and Trade funds for projects to reduce GHG emissions.

- Support projects that reduce emissions of criteria pollutants in sensitive communities or Communities of Concern. **Preliminary Proposal.** STA has not done a statistical or mapping project to identify projects with Communities of Concern.
- Where possible, use the avoidance and mitigation standards from the Solano Habitat Conservation Plan for STA transportation projects. **Preliminary Proposal.** The Solano HCP has not yet been adopted nor is the STA a signature to the HCP. STA regularly mitigates projects in accordance with the draft HCP's mitigation ratios.



DATE: June 20, 2016
TO: STA Board
FROM: Robert Guerrero, Senior Project Manager
RE: Regional Transportation Impact Fee (RTIF) Update

Background:

The STA and the County of Solano coordinates on the collection and management of the Regional Transportation Impact Fee (RTIF), a component of the County's Public Facilities Fee (PFF). The County Board of Supervisors added a \$1,500 per dwelling unit equivalent for the RTIF as part of the update to the PFF at their meeting on December 3, 2013. The RTIF collection formally began on February 3, 2014 with a five year funding horizon of 2019. The RTIF officially became 2 years old during the month of February 2016 with \$2.435 million collected for the following eligible transportation projects within their respective jurisdiction:

1. Jepson Parkway – Working Group District 1
2. Hwy 12/Church Road Project – Working Group District 2
3. Fairgrounds Drive – Working Group District 3
4. Green Valley Overcrossing – Working Group District 4
5. SR 113 Corridor – Working Group District 5
6. Benicia Bus Hub – Transit Working Group District 6
7. County Eligible Roads – County Unincorporated Working Group District 7

The eligible RTIF projects were selected and included in the 2014 RTIF Nexus Report, a requirement to calculate the maximum allowable fee that could be charged pursuant to the requirements of AB 1600. The original RTIF Nexus Report was approved on July 13, 2014 with the list of eligible projects and categories that were the result of several years of consensus building. Any project amendments and/or new projects considered for future RTIF funding require an update to the RTIF Nexus Report. The STA amended the RTIF Nexus Report on November 19, 2014 to include the Green Vallejo Overcrossing as part of Working Group District 4. This was the only amendment to the RTIF Nexus Report since the program began.

Discussion:

Attached is the 3rd Quarter PFF Revenue Report for FY 2015-16, which includes the RTIF revenue. The PFF revenue collection and reporting usually has a lag time of at least 2 months after the end of the quarter. The 3rd Quarter RTIF total revenue collected for FY 2015-16 is \$236,974 bringing the total collection for the fiscal year to \$916,226. The grand total of RTIF revenues collected since the program began in February 2014 is \$2,672,191.

STA staff is currently working with staff from the City of Fairfield and the County of Solano to report the RTIF totals by Working Group District. The City of Fairfield and the County of Solano are the only two agencies that are included in multiple districts. Building permit

locations are taken into account every quarter to ensure the revenue is included in the district from which it was generated. A supplemental report with the Working Group District Revenue will be provided at the June 29th TAC meeting.

Also, as reported earlier this year in April, five out of the seven RTIF projects are advancing and will be receiving a RTIF disbursement for eligible project expenditures based on the STA Board's approved funding disbursement on July 8, 2015 and on February 10, 2016. Additional funding RTIF requests for the Hwy 12/Church Road Project and the Fairgrounds Project are anticipated later this year. However, District 5 (SR 113 Corridor) and District 7 (County Unincorporated) have not initiated their eligible projects and are working with STA staff to have a Board approval for future funding requests. The STA staff plans to recommend the STA Board consider moving the RTIF funds collected in District 5 and 7 if the Districts do not commit and initiate a project by December 2016. This will give other potentially eligible project sponsors at least a year and half to accept the funds and deliver their project.

STA staff is anticipates the following activities for the months of July through October:

1. Completing updated RTIF Revenue Forecast Estimates in July
2. Finalize Dixon and County project selection and implementation for RTIF District 5 and District 7 respectively in August
3. Reconvene RTIF Working Groups to discuss RTIF project status and requests for FY 2016-17 funding disbursements in September
4. Development of 3rd RTIF Annual Report (for FY 2015-16) in October

Fiscal Impact:

None to the STA General Fund. Funding disbursements are from revenue collected for the Regional Transportation Impact Fee (RTIF) Program.

Recommendation:

Informational.



DATE: July 13, 2016
TO: STA Board
FROM: Judy Kowalsky, Accounting Technician
RE: Fiscal Year (FY) 2015-16 Abandoned Vehicle Abatement (AVA) Program
Third Quarter Report

Background:

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

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

Discussion:

For the Third Quarter FY2015-16, STA received the allocation from the State Controller's Office in the amount of \$96,060 and has deducted \$2,882 for administrative costs. The STA disbursed cost reimbursement to member agencies for the Third Quarter in the total amount of \$74,196. The remaining AVA fund balance after the Third quarter disbursement to the member agencies is \$66,828.

Attachment A is a matrix summarizing the AVA Program activities through the Third Quarter FY 2015-16 and is compared to the total FY 2014-15 numbers of abated vehicles and cost reimbursements submitted by the members of the Solano County's AVA Program. This matrix shows total program activities at 103% compared to the FY 2014-15.

The City of Vallejo is at 148% of total vehicles abated as compared to the total for FY 2014-15. The Cities of Vacaville, Dixon and Suisun City should exceed total vehicles abated for FY 2015-16 in comparison to all of FY 2014-15.

The County of Solano had no abatements in the third quarter because of staffing changes. The City of Rio Vista has not reported any vehicles abated as of the end of the third quarter.

Fiscal Impact:

None

Recommendation:

Receive and file.

Attachment:

- A. Summary of Solano Abandoned Vehicle Abatement (AVA) Program for FY 2015-16 and FY 2014-15

**Summary of Solano Abandoned Vehicle Abatement (AVA) Program for
FY 2015-16 and FY 2014-15
Third Quarter Ending March 31, 2015**

Member Agency	FY 2015-16 (Q1 to Q3)				FY 2014-15		
	# of Abated Vehicle	Reimbursed Amount	Cost per Abatement	% of Abated Vehicle from Prior FY	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement
City of Benicia	306	\$7,211	\$24	90%	341	\$8,627	\$25
City of Dixon	161	\$12,531	\$78	97%	166	\$17,561	\$106
City of Fairfield	1,448	\$47,707	\$33	80%	1,805	\$53,782	\$30
City of Rio Vista	0	0	0	0	0	0	0
City of Suisun City	154	\$15,650	\$101	92%	168	\$32,740	\$195
City of Vacaville	65	\$32,949	\$507	100%	65	\$40,485	\$623
City of Vallejo	2,083	\$117,492	\$56	148%	1,409	\$217,743	\$155
Solano County Unincorporated area	17	\$3,153	\$185	12%	145	\$6,887	\$47
Total	4,234	\$231,061	\$56	103%	4,099	\$377,823	\$93

The total remaining AVA fund available after the second quarter disbursement to member agencies is \$66,828. This amount is available for disbursement to member agencies utilizing the funding formula, in addition to the State Controller's Office allocation for the fourth quarter FY 2015-16.



DATE: July 1, 2016
TO: STA Board
FROM: Drew Hart, Associate Planner
RE: Summary of Funding Opportunities

Discussion:

Below is a list of funding opportunities that will be available to STA member agencies during the next few months, broken up by Federal, State, and Local. Attachment A provides further details for each program.

	FUND SOURCE	AMOUNT AVAILABLE	APPLICATION DEADLINE
Regional			
1.	Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Approximately \$15 million	Due On First-Come, First Served Basis
2.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately \$10 million	Due On First-Come, First-Served Basis
3.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)	Up to \$2,500 rebate per light-duty vehicle	Due On First-Come, First-Served Basis (Waitlist)
4.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP) (for fleets)	Approximately \$10,000 to \$45,000 per qualified request	Due On First-Come, First-Served Basis
5.	TDA Article 3	\$465,000	May 25, 2016
State			
1.	Active Transportation Program	\$240 million	June 15, 2016
Federal			

*New funding opportunity

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. Detailed Funding Opportunities Summary

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The following funding opportunities will be available to the STA member agencies during the next few months. Please distribute this information to the appropriate departments in your jurisdiction.

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Regional Grants¹						
Carl Moyer Memorial Air Quality Standards Attainment Program (for San Francisco Bay Area)	Anthony Fournier Bay Area Air Quality Management District (415) 749-4961 afournier@baaqmd.gov	Ongoing. Application Due On First-Come, First Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$15 million	Carl Moyer Memorial Air Quality Standards Attainment Program provides incentive grants for cleaner-than-required engines, equipment, and other sources of pollution providing early or extra emission reductions.	N/A	Eligible Projects: cleaner on-road, off-road, marine, locomotive and stationary agricultural pump engines http://www.baaqmd.gov/Divisions/Strategic-Incentives/Funding-Sources/Carl-Moyer-Program.aspx
Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Gary A. Bailey Sacramento Metropolitan Air Quality Management District (916) 874-4893 gbailey@airquality.org	Ongoing. Application Due On First-Come, First-Served Basis Eligible Project Sponsors: private non-profit organizations, state or local governmental authorities, and operators of public transportation services	Approx. \$10 million , maximum per project is \$4.5 million	The Off-Road Equipment Replacement Program (ERP), an extension of the Carl Moyer Program, provides grant funds to replace Tier 0, high-polluting off-road equipment with the cleanest available emission level equipment.	N/A	Eligible Projects: install particulate traps, replace older heavy-duty engines with newer and cleaner engines and add a particulate trap, purchase new vehicles or equipment, replace heavy-duty equipment with electric equipment, install electric idling-reduction equipment http://www.airquality.org/mobile/moyererp/index.shtml
Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)*	Graciela Garcia ARB (916) 323-2781 ggarcia@arb.ca.gov	Application Due On First-Come, First-Served Basis (Currently applicants are put on waitlist)	Up to \$5,000 rebate per light-duty vehicle	The Zero-Emission and Plug-In Hybrid Light-Duty Vehicle (Clean Vehicle) Rebate Project is intended to encourage and accelerate zero-emission vehicle deployment and technology innovation. Rebates for clean vehicles are now available through the Clean Vehicle Rebate Project (CVRP) funded by the Air Resources Board (ARB) and implemented statewide by the California Center for Sustainable Energy (CCSE).	N/A	Eligible Projects: Purchase or lease of zero-emission and plug-in hybrid light-duty vehicles http://www.arb.ca.gov/mspr/og/aqip/cvrp.htm

¹ Regional includes opportunities and programs administered by the Solano Transportation Authority and/or regionally in the San Francisco Bay Area and greater Sacramento

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
Regional Grants¹						
Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP)*	To learn more about how to request a voucher, contact: 888-457-HVIP info@californiahvip.org	Application Due On First-Come, First-Served Basis	Approx. \$10,000 to \$45,000 per qualified request	The California Air Resources Board (ARB) created the HVIP to speed the market introduction of low-emitting hybrid trucks and buses. It does this by reducing the cost of these vehicles for truck and bus fleets that purchase and operate the vehicles in the State of California. The HVIP voucher is intended to reduce about half the incremental costs of purchasing hybrid heavy-duty trucks and buses.	N/A	Eligible Projects: Purchase of low-emission hybrid trucks and buses http://www.californiahvip.org/
TDA Article 3	Cheryl Chi Metropolitan Planning Commission (510) 817-5939 cchi@mtc.ca.gov	No deadline	Approx. \$110,000	The Metropolitan Transportation Commission (MTC) administers TDA Article funding for each of the nine Bay Area counties with assistance from each of the county Congestion Management Agencies (e.g. STA). The STA works with the Pedestrian Advisory Committee (PAC), Bicycle Advisory Committee (BAC) and staff from the seven cities and the County to prioritize projects for potential TDA Article 3 funding.	N/A	

*New Funding Opportunity

**STA staff, Drew Hart, can be contacted directly at (707) 399-3214 or dhart@sta.ca.gov for assistance with finding more information about any of the funding opportunities listed in this report

Fund Source	Application Contact**	Application Deadline/Eligibility	Amount Available	Program Description	Proposed Submittal	Additional Information
State Grants						
Active Transportation Program (ATP)	Drew Hart STA (707) 399-3214	June 15, 2016	\$240 million	The Active Transportation Program (ATP) was created to encourage increased use of active modes of transportation, such as biking and walking.	N/A	http://www.catc.ca.gov/programs/ATP.htm



DATE: July 5, 2016
TO: STA Board
FROM: Johanna Masiolat, Clerk of the Board
RE: 2016 STA Board and Advisory Committees Meeting Schedule

Discussion:

Attached is the 2016 STA Board and Advisory Committees Meeting Schedule that may be of interest to the STA Board.

Fiscal Impact:

None.

Recommendation:

Informational.

Attachment:

- A. STA Board and Advisory Committees Meeting Schedule for Calendar Year 2016



**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2016**

SUMMARY:	
STA Board:	Meets 2 nd Wednesday of Every Month
Consortium :	Meets Last Tuesday of Every Month
TAC:	Meets Last Wednesday of Every Month
BAC:	Meets 1 st Thursday of every Odd Month
PAC:	Meets 1 st Thursday of every Even Month
PCC:	Meets 3 rd Thursday of every Odd Month

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Thurs., January 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., January 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., January 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., January 26	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., January 27	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 31, 2016	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., February 4	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., February 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., February 17	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Tues., February 23	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., February 24	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., March 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., March 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., March 29	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., March 30	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 31	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., April 7	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., April 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., April 26	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., April 27	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 5	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., May 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., May 18	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Thurs., May 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	City of Benicia	Tentative
Tues., May 17	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., May 25	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 26	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Events Center	Confirmed
Thurs., June 2	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., June 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., June 28	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., June 29	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., July 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., July 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Tentative
July 26 (No Meeting)	SUMMER	Intercity Transit Consortium	N/A	N/A
July 27 (No Meeting)	RECESS	Technical Advisory Committee (TAC)	N/A	N/A
Thurs., July 28	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., August 4	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
August 10 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 17	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Tues., August 30	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., August 31	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., September 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., September 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	Ulati Community Center	Tentative
Tues., September 27	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., September 28	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 29	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., October 6	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., October 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
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 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., November 9	6:00 p.m.	STA's 19 th Annual Awards	TBD - Rio Vista	Confirmed
Tues., December 15	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., November 16	11:30 a.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Wed., November 16	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., November 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	John F. Kennedy Library	Tentative
Thurs., December 1	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., December 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., December 20	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., December 21	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed