

MEETING NOTICE

January 14, 2004

**STA Board Meeting
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA**

6:00 P.M. Regular Meeting

**MISSION STATEMENT - SOLANO TRANSPORTATION AUTHORITY
To improve the quality of life in Solano County by delivering
transportation system projects to ensure mobility, travel safety, and
economic vitality.**

Time set forth on agenda is an estimate. Items may be heard before or after the times designated.

ITEM

BOARD/STAFF PERSON

I. CALL TO ORDER – CONFIRM QUORUM Chair Sperring
(6:00 – 6:05 p.m.)

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA

IV. OPPORTUNITY FOR PUBLIC COMMENT (6:05- 6:10 p.m.)

Pursuant to the Brown Act, each public agency must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency’s agenda for that meeting. Comments are limited to no more than 5 minutes per speaker. 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.

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132) and the Ralph M. Brown Act (Cal. Govt. Code Sec. 54954.2). Persons requesting a disability-related modification or accommodation should contact Kim Cassidy, Clerk of the Board, at 707.424.6008 during regular business hours, at least 24 hours prior to the time of the meeting.

V. EXECUTIVE DIRECTOR’S REPORT (6:10-6:15 p.m.) – Pg 1 Daryl K. Halls

STA Board Members:

Jim Sperring, Chair City of Suisun City	Karin MacMillan, Vice Chair City of Fairfield	Steve Messina City of Benicia	Mary Ann Courville City of Dixon	Marci Coglianesse City of Rio Vista	Len Augustine City of Vacaville	Anthony Intintoli City of Vallejo	John Silva County of Solano
Michael Segala	Harry Price	Dan Smith	Gil Vega	Ed Woodruff	Rischa Slade	Pete Rey	John Vasquez

- VI. COMMENTS FROM STAFF, CALTRANS AND MTC (6:15-6:25 p.m.)**
- A. Caltrans Report** Yader Barmudez
 - B. MTC Report**
 - C. STA Report**
 - 1. State Legislative Report** Paul Yoder
Shaw/Yoder

VII. CONSENT CALENDAR

Recommendation: Approve the following consent items in one motion
(Note: Items under consent calendar may be removed for separate discussion.
 (6:25-6:30 p.m.) – Pg 11

- A. STA Board Minutes of December 10, 2003** Kim Cassidy
Recommendation: Approve minutes of December 10, 2003.
 – Pg 13
- B. Draft TAC Minutes of December 22, 2003** Kim Cassidy
Recommendation: Receive and file. – Pg 21
- C. Draft TAC Minutes of January 5, 2004** Kim Cassidy
Recommendation: Receive and file. – Pg 25
- D. Renewal of Membership with Solano EDC** Daryl Halls
Recommendation: Approve the following recommendations:
 1. *Renewal of STA’s membership with the Solano Economic Development Corporation (Solano EDC) at the Board Member-Investor level of \$5,000 per year for 2004.*
 2. *Direct staff to agendize for Board consideration STA’s membership in Solano EDC prior to the annual renewal for 2005*
 – Pg 29
- E. Updated TDA Article 3 Criteria and Guidelines** Robert Guerrero
Recommendation: Approve the following:
 1. *Adopt the updated TDA Article 3 Criteria and Guidelines.*
 2. *Authorize the Executive Director to issue a call for TDA Article 3 Projects to be included, deleted or amended in the 5-Year Solano Bicycle Plan* – Pg 41
- F. Contract Amendment with Alta Planning and Design to Update BikeLinks Map** Robert Guerrero
Recommendation: Authorize the Executive Director to amend Alta Planning and Design’s current contract for an amount not to exceed \$2,000 to prepare and design updates needed for reprinting the Solano BikeLinks Map. – Pg 51

G. Appointments of Pedestrian Advisory Committee (PAC) Members Robert Guerrero

Recommendation: Appoint the following members to the Pedestrian Advisory Committee for a three-year term ending in December 2006:

1. Eva Laevastu, Tri-City and County Cooperative Planning Group
2. Kathy Blume, Bay Area Ridge trail council
3. Larry Simmons, City of Dixon
4. Ben Beshoof, City of Fairfield
5. Michael Segala, City of Suisun City
6. Mary Woo, City of Vacaville – Pg 53

H. STA Board Meeting Schedule for 2004 Kim Cassidy

Recommendation: Adopt the STA Board meeting schedule for the 2004 calendar year. – Pg 61

I. Appointment to Local Funding Subcommittee Daryl Halls

Recommendation: Appoint Board member Anthony Intintoli to the Local Funding Subcommittee replacing Mary Ann Courville. – Pg 63

VIII. ACTION ITEMS - FINANCIAL

A. Indexing of Future Gas Tax and TDA Contributions Daryl Halls

Recommendation: Approve the following recommendations:

1. Adopt a policy of the STA Board indexing the STA's annual gas tax and TDA claim at the index rate of 2.1% of the aggregate Solano County total for gas tax and 2.7% of the aggregate Solano County total for TDA beginning in FY 04-05.
2. Approve the FY 04-05 Gas Tax Contribution and TDA Claim Estimates as specified in Attachment C and authorize the Executive Director to forward to STA's Member Agencies. (6:30-6:40 p.m.) – Pg 65

B. Initiation of Transportation Expenditure Plan Process Daryl Halls

Recommendation: Recommendation pending and to be distributed under separate cover following meeting of Local Funding Subcommittee. (6:40-6:55 p.m.) – Pg 87

IX. ACTION ITEMS – NON FINANCIAL

A. 2004 State Transportation Improvement Program Reprogramming of (STIP) for Solano County Mike Duncan

Recommendation: Approve the proposed 2004 STIP for Solano County, as shown in Attachment A, and authorize the Executive Director to forward the 2004 STIP for Solano County to the Metropolitan Transportation Commission for inclusion in the 2004 Regional

Transportation Improvement Program. (6:55-7:05 p.m.) – Pg 89

- B. Proposed 2004 Legislative Priorities and Platform** Janice Sells
Recommendation: Approve the proposed STA 2004 Legislative Priorities and Platform. (7:05-7:10 p.m.) – Pg 93
- C. Appointments of Members to STA/YSAQMD Clean Air Program Screening Committee** Dan Christians
*Recommendation: 1. Appoint Len Augustine and Ed Woodruff to participate on the 2004-05 STA/YSAQMD Clean Air Program Screening Committee as representatives from the STA
2. Authorize the Executive Director to request the YSAQMD appoint three YSAQMD Board Members from Solano County to also serve on the committee. (7:10-7:15 p.m.) – Pg 103*
- D. Development of Public Information for Regional Measure 2** Janice Sells
Recommendation: Authorize the expenditure of up to \$10,000 for the purpose of developing public information material describing the Solano County projects for Regional Measure 2. (7:15-7:20 p.m.) – Pg 107
- X. SELECTION OF 2004 STA CHAIR AND VICE CHAIR** Chair Sperring
*Recommendation:
1. Select STA Chair and Vice-Chair for 2004.
2. Request new Chair designate the Executive Committee for 2004.
(7:20-7:25 p.m.) – Pg 109*
- XI. INFORMATION ITEMS**
- A. State Budget – Potential Impacts on Solano County Transportation Projects** Mike Duncan
Informational: (7:25-7:30 p.m.) – Pg 113
- B. SR 12 Jameson Canyon Project-Update** Mike Duncan
Recommendation: (7:30-7:40 p.m.) – Pg 115

(No Discussion Necessary)
- C. Regional Transportation Plan (RTP) Transportation 2030 - Update** Daryl Halls
Informational – Pg 119
- D. Cordelia Truck Scales Relocation Study - Update** Mike Duncan
Informational: – Pg 129

- E. SNCI Commuter Incentives Annual Status Report** Elizabeth Richards
Informational: – Pg 133
- F. Status Report on Comprehensive Transportation Plan (CTP) - Update** Dan Christians
Informational: – Pg 137
- G. Funding Opportunities Summary** Robert Guerrero
Informational – Pg 153

XII. BOARD MEMBERS COMMENTS

XIII. ADJOURNMENT

The next regular meeting of the STA Board will be February 11, 2004 at Suisun City Hall Council Chambers.



MEMORANDUM

DATE: January 7, 2004
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – January 2004

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

Governor's State Budget to Be Unveiled This Week *

At the Board meeting, Paul Yoder (Shaw & Yoder) will provide a presentation on the Governor's State Budget, scheduled for release on Friday, January 9, 2004. Although Governor Arnold Schwarzenegger presented his State of the State Address to the California State Legislature last night, there was virtually no mention of transportation during his speech. Staff will also provide a summary of Solano County's projects currently funded by Transportation Congestion Relief Program (TCRP) and State Transportation Improvement Program (STIP) funds and potential implications of any proposals to slash state funding for transportation and a detailed status of the SR 12 Jameson Canyon Project, the project most vulnerable to delay or termination. In addition, staff is working with Shaw & Yoder to schedule a trip to Sacramento in the month of February to meet and brief our State Legislators and key transportation agency and committee staff.

STA Initiation of Transportation Expenditure Plan Process*

Last month, the Board directed staff to develop the process and schedule, project cost estimates, and 30-year projections of ½ cent sales tax revenues and future state and federal transportation revenues in preparation for development of a Transportation Expenditure Plan for the November 2004 ballot. The Local Funding Subcommittee is scheduled to meet prior to the January 14th Board meeting and will be providing recommendations to the full STA Board pertaining to the next steps in the initiation of this process. Their recommendations will be provided under separate cover.

Reprogramming of the 2004 STIP *

Mike Duncan has prepared the draft 2004 State Transportation Improvement Program (STIP). The California Transportation Commission (CTC) adopted Fund Estimate for the 2004 STIP assumes no new funds for programming and requires the STA to reprogram the 2002 STIP projects by spreading them over the two new years added as part of the 2004 STIP's five year

funding cycle. Based on the limited available funds in FY 2004/05 and 2005/06, the STA has worked closely with MTC and the rest of the Bay Area region to ensure there is enough programming capacity in FY 2004/05 for the \$4.6 million needed for the Leisure Town Interchange Project segment of the Jepson Parkway in Vacaville to go to construction.

The proposed 2004 STIP also includes the programming of \$2 million of STIP programmed for the I-80/680/SR 12 Interchange in FY 05-06 to accommodate a recommended future swap of STIP funds for more flexible Surface Transportation Program (STP). This STIP/STP swap will provide the STA with the necessary project development resources to continue to manage the I-80/680/SR 12 Interchange and North Connector EIRs, and to begin developing Project Study Reports (PSRs) for the other projects along the I-80/680/780 and SR 12 corridors. Staff plans to agendize Board action on the STIP/STP swap as part of the adoption of FY 2004/05 budget. More specific details on the project development activities that will be funded by the STIP/STP swap will be provided at that time.

Indexing of Future Gas Tax and TDA Claims *

This item has been agendized as a recommended action item by the STA Board at the request of the STA's Executive Committee. The recommendation by the Executive Committee and staff is for the Board to adopt a policy of indexing future gas tax and TDA claims to the actual fund source. This is designed to provide the STA with budget stability and the member agencies with predictability. At their last meeting, the TAC voted 6 to 1 to request the current process remain in place. Staff is requesting the Board provide direction to the staff this month so that staff can complete the FY 2004/05 budget in anticipation of adoption by the STA Board at the meeting in February.

Public Input Process for Cordelia Truck Scales Study Continues On *

On January 6th, the STA provided a presentation to the Fairfield City Council on draft the Cordelia Truck Scales Relocation Study. The City of Fairfield is scheduled to forward their recommendations and input to the STA after their meeting of January 20th. The STA is also working with Board Member John Silva to provide a presentation to the Solano County Board of Supervisors later this month. This week, the STA received a copy of a letter that the California Highway Patrol forwarded to Caltrans and we are anticipating the receipt of a letter from the City of Rio Vista, later this month, outlining their comments. In addition, Arterials, Highways and Freeways Committee Chair John Silva has rescheduled the next meeting of this committee to Thursday, February 5th, at 9 a.m., at Suisun City Hall.

Public Information Describing Solano County Projects in RM 2 *

On Tuesday, December 2nd, the Solano County Board of Supervisors unanimously voted to place the Regional Measure 2 (RM 2) measure on the March 2004 election ballot and by a 4 to 1 vote adopted a position of support for its passage. With this action, RM 2 has now been placed on the

ballot in the seven counties with state owned toll bridges (Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Solano). The expenditure plan contained in RM 2 includes all the projects and transit services requested by the STA, including \$100 million for the I-80/680 Interchange and earmarks for the Vallejo Station and Fairfield/Vacaville Rail Station. Support by a majority vote of the voters in the seven counties is required for the passage of RM 2. In order to assist in heightening public awareness of the Solano County transportation projects contained in RM2, staff is recommending the Board consider authorizing the STA to develop public information materials describing the Solano County transportation projects contained in the Expenditure Plan for RM 2.

Appointment of 2004 Chair and Vice-Chair *

At the beginning of each calendar year, the STA Board appoints a new Chair and Vice-Chair. Based on the Board adopted policy of rotating the selection of Chair and Vice-Chair among the eight member agencies, the City of Fairfield's Mayor Karin MacMillan is in line to be appointed as Chair and the City of Dixon's Mayor Mary Ann Courville is scheduled to be appointed Vice-Chair.

Attachment:

- A. STA 2004 Meeting Calendar
- B. STA Acronyms List
- C. Shaw/Yoder's State Transportation Report
- D. The Ferguson Group Federal Transportation Report



DATE: January 5, 2004
TO: STA Board
FROM: Kim Cassidy, Clerk of the Board
RE: CONSENT CALENDAR (Any consent calendar item may be pulled for discussion)

Recommendation:

The STA Board approve the following attached consent items:

- A. STA Board Minutes of December 10, 2003.
- B. Draft TAC Minutes of December 22, 2003.
- C. Draft TAC Minutes of January 5, 2004.
- D. Solano EDC Annual Membership for 2004.
- E. Updated TDA Article 3 Criteria and Guidelines.
- F. Contract Amendment with Alta Planning and Design to Update BikeLinks Map.
- G. Appointments of Pedestrian Advisory Committee (PAC) Members.
- H. STA Board Meeting Schedule for 2004.
- I. Appointment to Local Funding Subcommittee.



SOLANO TRANSPORTATION AUTHORITY
Minutes of Meeting of
December 10, 2003

I. CALL TO ORDER - CONFIRM QUORUM

Chair Spring called the regular meeting to order at 6:07 p.m. A quorum was confirmed.

MEMBERS

PRESENT:

Jim Spring (Chair)	City of Suisun City
Karin MacMillan (Vice Chair)	City of Fairfield
Mary Ann Courville	City of Dixon
Steve Messina	City of Benicia
Marci Coglianesse	City of Rio Vista
Len Augustine	City of Vacaville
Anthony Intintoli	City of Vallejo
John Vasquez (Member Alternate)	County of Solano

MEMBERS

ABSENT:

John Silva	County of Solano
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STAFF

PRESENT:

Daryl K. Halls	STA-Executive Director
Chuck Lamoree	STA Legal Counsel
Dan Christians	STA-Asst. Exec. Dir./Director for Planning
Elizabeth Richards	STA-SNCI Program Director
Kim Cassidy	STA Administrative Services Director/ Clerk of the Board
Janice Sells	Program Manager/Analyst
Anna McLaughlin	Program Manager/Analyst
Robert Guerrero	Associate Planner

ALSO

PRESENT:

Morrie Barr	City of Fairfield
Gary Cullen	City of Suisun City
Mark Akaba	City of Vallejo
Dan Donahue	City of Vallejo
Gian Aggarwall	City of Vacaville

Bernice Kaylin
Hans Korve
D.J. Smith
Barry Eberling

League of Women Voters-Solano County
Korve Engineering
Smith, Watts & Co
Daily Republic

III. APPROVAL OF AGENDA

On a motion by Len Augustine, and a second by Marci Coglianese, the STA Board unanimously approved the agenda.

IV. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

V. EXECUTIVE DIRECTOR'S REPORT

Daryl Halls provided an update on the following items:

- Two New Board Members to Join the STA.
- STA Board Meeting to Focus on Three Priority Topics.
- Measure E Consultant to Provide Assessment Report.
- Public Input Process for Cordelia Truck Scales Study Moves Forward.
- Board of Supervisors Vote to Support and Place RM 2 on the Ballot.
- State Budget Discussions Bode III for Transportation.
- CMA's Lining Up to Support Local Flexibility for MTC's T-2030 Investment Options.
- Tauscher to host Briefing on TEA-21 Reauthorization.

VI. SPECIAL PRESENTATION

A. Proclamation of Appreciation to Pierre Bidou

B. Proclamation of Appreciation to Dan Donahue

Proclamations were provided to outgoing Board members Pierre Bidou and Dan Donahue.

VII. INTRODUCTION AND SWEARING IN OF NEW STA BOARD MEMBERS

New Board members Anthony Intintoli, City of Vallejo, and Steve Messina, City of Benicia, were sworn in by the STA Clerk of the Board, Kim Cassidy.

VIII. CONSENT CALENDAR

On a motion by Vice Chair MacMillan, and a second by Member Alternate Vasquez, the consent items were accepted with an amendment to Agenda Item VIII.F (Appoint STA Alternate to the Capitol Corridor Joint Powers Board). Vice Chair MacMillan and Board members Messina and Intintoli abstained from the vote on Agenda Item VIII.A (Approve STA Board Minutes of November 12, 2003).

A. Approve STA Board Minutes of November 12, 2003.

Recommendation: Approve STA Board Minutes of November 12, 2003. On a motion by Member Augustine, and a second by Member Coglianese, the consent

items were approved in one motion. (5 Ayes with Intintoli, MacMillan and Messina abstaining).

B. Approve Draft TAC Minutes of November 24, 2003.

Recommendation: Receive and file.

**C. Regional Transportation Plan (RTP) Update-
Transportation 2030-Future Funding Investments**

Recommendation: Approve the following:

1. Support the CMA Investment Option and T-2030 Regional Program Investment Scenarios that provides the STA with the flexibility to program the County RTIP funds and a percentage of Federal Cycle funds to address Solano County's transportation priorities and needs.
2. Support preservation of STA's programming authority for current State Transit Assistance (STA)-Population Based-Northern County and Small Operator Funds and future Proposition 42 generated State Transit Assistance Population Based – Northern County and Small Operator funds.
3. Request MTC provide flexibility for regional funds allocated for local roads and streets maintenance, allocated through County Residual Programs, to allow expenditure for non-MTS collectors and arterials, in addition to MTS roads.
4. Request MTC work with the STA and the Bay Area Congestion Management Agencies to determine the appropriate funds sources to fund regional programs to preserve County RTIP and Federal Cycle funds for County Residual Programs.

E. Extension of Contract for STA Lobbying Representation Services

Recommendation: Authorize the Executive Director to extend the contract for Lobbying Representation Services with Shaw & Yoder, Inc. for services through September 30, 2004 for an amount not to exceed \$30,000.

F. Adjustment to Compensation Ranges for Assistant Executive Director/Director for Planning and Director for Projects Classifications

Recommendation: Approve the following:

1. Adjustment to the compensation range for Director for Projects as specified in Attachment A.
2. Adjustment to the compensation range for Assistant Executive Director/Director for Planning as specified in Attachment A

G. Appoint STA Alternate to the Capitol Corridor Joint Powers Board

Recommendation: Appoint Mary Ann Courville as voting member and Rischa Slade as alternate member to the Capitol Corridor Joint Powers Board effective immediately.

H. Appointment of new STA Board Members to serve on Solano Comprehensive Transportation Plan Committees

Recommendation: Appoint new STA Board Members from Benicia and Vallejo to serve on the Solano Comprehensive Transportation Plan committees as shown in Attachment A.

I. Contract Amendment for Marketing Services with Moore, Iacafano and Goltsman for Additional Services during FY 2003-04

Recommendation: Authorize the Executive Director to extend until June 30, 2004 and amend the existing contract not to exceed \$98,000 with Moore, Iacafano, and Goltsman, Inc (MIG) to conduct:

1. FY 2003-04 STA Marketing, \$48,000; and
2. STA's SNCI marketing activities, \$50,000.

J. Caltrans Partnership Planning Grant for State Route 12 Realignment and Rio Vista Bridge Feasibility Study

Recommendation: Adopt the attached Resolution authorizing the Executive Director to co-sponsor an application with the Metropolitan Transportation Commission for the Highway 12 Re-alignment and Rio Vista Bridge Relocation Feasibility Study grant request for \$100,000 from the FY 2004-2005 Caltrans' Partnership Planning Funds grant program.

K. Letter of Support for the Suisun City Application for Bicycle Transportation Account (BTA) Funds

Recommendation: Authorize the Executive Director to submit a letter of support for Suisun City's application for Bicycle Transportation Account funds for the gap closure of the Central County Bikeway between Marina Boulevard and the Suisun City Amtrak Station.

IX. ACTION ITEMS: FINANCIAL

A. FY 2003-04 Budget Amendment

Recommendation: Adopt the revised STA FY 2003-04 budget as shown in Attachment A.

Daryl Halls reviewed the STA FY 2003-04 budget revisions for: Operations and Administration, the SNCI Program, Project Development and Strategic Planning expenditures and for overall agency revenues.

On a motion by Member Alternate Vasquez, and a second by Member Courville, the staff recommendation was approved unanimously.

X. ACTION ITEMS: NON-FINANCIAL

None presented.

UPDATE FROM STA STAFF:

A. Measure E Assessment Report

D.J. Smith (Smith Watts & Co.) presented his Measure E Assessment Report. He indicated that his recommendation was based on precinct analysis, in depth interviews with key community leaders, elected officials and interest groups, a 600-sample size telephone voter opinion survey, and three focus group meetings. He indicated that based on his assessment, he recommended that the STA Board should direct staff to initiate the process for development of an expenditure plan focused on the I-80/680 interchange and several regional projects.

Board Comments:

Chair Sperring inquired about a concept to provide a return to source component. DJ Smith responded that a limited portion of revenue should be dedicated to allow communities to decide local priorities.

Vice Chair MacMillan inquired about the validity of focusing all the revenue on the I-80/680 interchange and then pulling back revenue for other projects when the interchange project was completed.

DJ Smith responded that in terms of grantsmanship, the interchange will attract state and federal grant monies and he would not recommend investing all the revenue into one project.

Member Coglianese requested a comparison of the new poll versus the previous Measure E poll and noted that the previous poll had been overly optimistic. She also suggested that additional polls be taken throughout the process.

DJ Smith responded that he concurred with her comments and he would recommend a Plan Refinement poll be taken prior to adoption of the plan.

Member Augustine advised a careful approach because statistics can be used against projects as well as for. He suggested that since each community has different needs that local "star" projects could be developed later.

Member Messina inquired about the impact of other bond measures on the perspective sales tax.

DJ Smith responded that bond measures at the local level must be attached to a specific revenue source and thereby shouldn't affect these types of tax measures.

Member Messina expressed concern that projects should not be vague, but should be specifically identified.

DJ Smith recommended that very strong taxpayer safeguards be built in along with specific independent audits and project specifications.

Member Intintoli stated there is a possibility for a 50% local match for federal transportation funds; therefore, focusing on a single project may not be necessary, but federal budget deficits could affect future abilities to receive federal matching funds. He stated that the state budget impact on the cities and county, without the Vehicle License Fee (VLF) is unknown and that economic factors that were not present during the last sales tax measure should be considered.

DJ Smith responded that there are definite cycles of funding and the key is to keep solving problems and keep projects moving with an intent of going to the ballot in November 2004.

Member Courville expressed concern over the statistics and stated she is not confident because the cities are not doing well; therefore, the poll may not be a true reflection of voter sentiments. She stated that voters need to be assured that revenues will be specifically expended against the projects. She suggested that if a special election is called for in June by the state then the sales tax measure could be added to the ballot and the Board should be prepared to act rapidly.

DJ Smith responded that he is skeptical a sales tax measure could be successful if placed on a potential June 2004 ballot as a stand alone measure and that a significant cost would also be incurred for a special election, but if the state calls for a special election then the circumstances may change.

Member Alternate Vasquez stated assurances must be in place for local controls and accountability.

Member Intintoli expressed concern that a sales tax measure may compete with city measures.

Daryl Halls indicated STA resources were set aside for this effort and requested the Board provide some direction to staff at this meeting.

Chair Sperring provided a summary of direction to staff:

1. Develop a specific schedule of actions for the development, public consideration and adoption by STA of an expenditure plan and ordinance for the November 2004 ballot.
2. Develop cost estimates on the projects and program improvements supported in the community outreach and voter opinion research effort.

3. Develop a 30-year projection of ½ cent sales tax revenues, and projected state and federal transportation revenues.
4. Develop a draft expenditure plan and ordinance that not only specifies projects and programs, but a program of “taxpayer safeguards” to ensure long-term program integrity to deliver on all voter mandates.

He further directed staff to formulate a plan and project list and provide specific preliminary presentations from the polling.

Member Courville suggested working toward the possibility of going on a June 2004 ballot. Policy direction to staff for accelerating project implementation was given by the Board.

B. Cordelia Truck Scales Relocation Study – Update

Daryl Halls summarized the results and conclusions of the Draft Cordelia Truck Scales Relocation Study report, including a summary of public comments and major issues to date. He provided an updated schedule for public input and presentations.

Board Comments:

Member Sperring stated he does not want to make a bad decision and wants what is best for Solano County as a whole.

Member Messina inquired about the cost estimates for various options.

Hans Korve, Korve Engineering, discussed the pros and cons of different options.

Member MacMillan indicated the state ultimately makes the final decision and inquired about a future potential review by the state.

Daryl Halls indicated the study is in draft form and needs to be completed prior to being forwarded to Caltrans, the California Highway Patrol, and the Business Transportation and Housing Agency.

Chair Sperring recommended the STA Board strive to speak with “one voice” and work toward what is best for Solano County as a whole.

C. STA’s Overall Work Plan – Draft Priority Projects for FY 2003/04 and 2004/05

Daryl Halls summarized STA’s Priority Projects and work plan for fiscal years 2003/04 and 2004/05. He noted each project, which may be at risk due to potential State budget cuts and available and allocated funding sources.

Board Comments:

Member Coglianese requested that a list of exempt and non-exempt projects be developed pursuant to SACOG’s potential air quality conformity lapse. Daryl noted that based on Board direction, an updated list of STA’s Priority Projects will be reauthorized in February 2004.

INFORMATION ITEMS:

A. Indexing of Future Gas Tax and TDA Contributions

Daryl Halls provided background on how local gas tax subventions and Transportation Development Act (TDA) contributions are projected and cited how the STA has been balancing its annual operating revenues and expenditures. He indicated that based on the Board’s directive to develop a five year budget, expenditure and revenue projections and deliver multi-year priority projects, a policy of indexing future gas tax and TDA claims based on actual revenues generated by the fund source is recommended by the Board’s Executive Committee. He noted this policy would enable the STA to plan for and project

its two-year budget, forecast longer range revenues and expenditures and allow STA to share in a consistent percentage of increases or decreases of these revenues.

Board Comments:

Chair Spering stated indexing of future Gas Tax and TDA contributions will provide STA a stable funding source and recommended Board members review with their staff. Member Augustine requested the item be returned to the Technical Advisory Committee (TAC) for input and evaluation of indexing.

No Discussion Necessary

- B. STP/CMAQ/TEA Obligation Authority Priorities**
- C. 2004 State Transportation Improvement Program (STIP) – Update**
- D. Legislative Update and Draft 2004 Legislative Platform**
- E. Funding Opportunities Summary**

XIII. BOARD MEMBER COMMENTS

XIV. ADJOURNMENT

The STA Board meeting was adjourned at 8:14 p.m. The next regular meeting is January 14, 2004, 6:00 p.m. at Suisun City Hall.

Kim Cassidy
Clerk of the Board

Date:



DRAFT
TECHNICAL ADVISORY COMMITTEE
Minutes of the meeting of
December 22, 2003

1. CALL TO ORDER

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

Present:

TAC Members Present:

Dan Schiada	City of Benicia
Janet Koster	City of Dixon
Morrie Barr	City of Fairfield
Julie Pappa	City of Rio Vista
Gary Cullen	City of Suisun City
Gian Aggarwal	City of Vacaville
Mark Akaba	City of Vallejo
Charlie Jones Jr.	County of Solano

Others Present:

Ed Huestis	City of Vacaville
Paul Wiese	County of Solano
Daryl Halls	STA
Mike Duncan	STA
Kim Cassidy	STA
Robert Guerrero	STA
Jennifer Tongson	STA

II. OPPORTUNITY FOR PUBLIC COMMENT

III. REPORTS FROM CALTRANS, MTC AND STA STAFF

Caltrans – None presented.

MTC – None presented.

STA – None presented.

V. CONSENT CALENDAR

On a motion by Julie Pappa, and a second by Janet Koster, the STA TAC approved the consent calendar with the exception of Agenda Item V.A (Approve minutes of November 24, 2003) which was removed for separate discussion.

Recommendation:

- B. STA Board Meeting Highlights-December 10, 2003.
- C. Proposed 2004 Legislative Platform.
- D. Updated TDA Article 3 Criteria and Guidelines.
- E. Contract Amendment with Alta Planning and Design to Update BikeLinks Map.
- F. Funding Opportunities Summary.
- G. Updated STA Meeting Schedule for 2004.

- A. Approve minutes of November 24, 2003.

On a motion by Dan Schiada and a second by Mark Akaba the STA TAC approved the minutes of November 24, 2003.

VI. ACTION ITEMS

A. Indexing of Future Gas Tax and TDA Contributions

Recommendation: Forward a recommendation to the STA Board supporting the Executive Committee's recommendation to the STA Board to adopt the following policies:

1. Approve indexing the STA's future claims of Gas Tax funds from its member jurisdictions at 2.1% of Solano County's annual countywide total for Gas Tax revenues.
2. Approve indexing the STA's future claims of Transportation Development Act (TDA) funds from its member jurisdictions at 2.7% of Solano County's annual countywide total for TDA revenues.

On a motion by Charlie Jones Jr. and a second by Gian Aggarwal the STA TAC voted to table the item until January 5, 2004 at the request of Dale Pfeiffer who was unable to attend the meeting.

B. 2004 State Transportation Improvement Program (STIP) for Solano County

Mike Duncan reviewed the 2004 STIP funding levels proposed for Solano County's unrestricted STIP funds and restricted Transportation Enhancement (TE) funds for fiscal years 2004-2009. He discussed the assumptions and criteria used by Caltrans to develop the Fund Estimate (FE), the potential significant impact on STIP funds availability and the need to defer remaining projects programmed in the 2002 STIP over the five years of the 2004 STIP.

Recommendation: Forward the Proposed 2004 STIP for Solano County, as shown in Attachment A, to the STA Board for review and approval.

Julie Pappa asked about the criteria for reprogramming of existing projects. Mike Duncan provided a summary of the process developed by MTC, Caltrans and the Bay Area CMA's.

On a motion by Mark Akaba, and a second by Charlie Jones, Jr. the STA TAC approved the recommendation.

VII. INFORMATION ITEMS

A. Regional Transportation Plan (RTP) Update- Transportation 2030-Future Funding Investments

Daryl Halls summarized the T-2030 Regional Investment option adopted by MTC and the investment recommendations submitted by the CMA Directors and Bay Area's Public Works Directors. This included the request by Public Works Directors to provide flexibility to allow some regional federal cycle funds to be used for road and street rehabilitation and MTC's increasing level regional funding for Lifeline Transit and the Regional Bike/Pedestrian Program. He discussed key policy issues remaining for consideration by the STA, including continuing to protect Solano County's ability to program County RTIP funds, a percentage of federal cycle funding, and current and future Proposition 42 general State Transit Assistance Population Based-Northern County and Small Operators funds.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 2:15 p.m. The next regular meeting of the STA TAC is scheduled for Wednesday, January 28, 2004 at 1:30 p.m.



DRAFT
TECHNICAL ADVISORY COMMITTEE
Minutes of the meeting of
January 5, 2004

1. CALL TO ORDER

The special meeting of the Technical Advisory Committee was called to order at approximately 2:30 p.m. in the Solano Transportation Authority Conference Room.

Present:

TAC Members Present:

Dan Schiada	City of Benicia
Janet Koster	City of Dixon
Morrie Barr	City of Fairfield
Julie Pappa	City of Rio Vista
Dale Pfeiffer	City of Vacaville
Mark Akaba	City of Vallejo
Charlie Jones Jr.	County of Solano

Others Present:

Daryl Halls	STA
Dan Christians	STA
Mike Duncan	STA
Kim Cassidy	STA
Paul Wiese	County of Solano

II. APPROVAL OF THE AGENDA

On a motion by Janet Koster, and a second by Dale Pfeiffer, the STA TAC unanimously approved the agenda.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. ACTION ITEMS

A. Indexing of Future Gas Tax and TDA Contributions

Daryl Halls reviewed the issues of balancing STA's annual operating revenues and expenditures, the percentage of the annual budget covered by the gas tax and TDA

funds, revenue options to keep expenditures within limit of revenue resources and specific actions to manage expenditures.

Recommendation:

Forward to the STA Board the following recommendations:

1. Approve indexing the STA's annual gas tax and TDA claim at the index rate 2.1% of the aggregate Solano County total for gas tax and 2.7% of the aggregate Solano County total for TDA beginning in FY 04-05.
2. Authorize the Executive Director to forward to STA's Member Agencies the estimated Gas Tax Contributions and TDA Contributions as shown in Attachment B.

Dale Pfeiffer noted his support of the STA, but stated that he was opposed to indexing of Gas Tax and TDA claims by the STA. He further commented that the STA should continue to present their Gas Tax and TDA claims on an annual basis based on budget needs.

Morrie Barr stated that he supported agreed the STA was doing a good job and obtaining additional funds for city projects and was relieving cities of the burden of attending MTC and Caltrans meetings. He indicated indexing would give STA some stability.

Charlie Jones Jr. asked why TDA was indexed at a higher rate than Gas Tax.

Dan Schiada noted that Gas Tax was more flexible funding but cities actually have to write a check to STA while TDA funds are actually claimed.

Dale Pfeiffer commented that he has supported increased Gas Tax and TDA claims in the past, by annually reviewing these requests with the TAC's opportunity to provide input on the STA budget.

Mark Akaba asked if Dale Pfeiffer's opposition was to the amount of the increase in the indexing. Dale Pfeiffer stated it was the policy of indexing.

Daryl Halls restated the basis for the recommendation by the STA Executive Committee and staff.

A motion was made by Morrie Barr to approve the staff recommendation. The motion did not receive a second.

After further discussion, a motion was made by Dale Pfeiffer to continue the existing process to review TDA and Gas Tax contributions on an annual basis.

Recommendation:

Recommend to the STA Board that the STA continue to review TDA and Gas Tax contributions to STA on an annual basis.

On a motion by Dale Pfeiffer, and a second by Mark Akaba, the STA TAC approved the recommendation.

AYES: 6

NOES: 1 (City of Fairfield)

ABSTAIN:

ABSENT: 1 (City of Suisun City)

V. INFORMATION ITEMS

A. 2004 State Transportation Improvement Program (STIP) for Solano County

Mike Duncan discussed the 2004 STIP Fund Estimate proposals provided by the CTC, the Bay Area high priority projects proposed by the CMA,s MTC and Caltrans and the need to receive full STIP funding for FY 04-05 for the Leisure Town Road project. He indicated that the proposed program will be presented to the STA Board at the January 14, 2004 meeting.

VI. ADJOURNMENT

The meeting was adjourned at approximately 3:20 p.m. The next regular meeting of the STA TAC is scheduled for Wednesday, January 28, 2004 at 1:30 p.m.



DATE: January 5, 2004
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Renewal of Membership with Solano EDC

Background:

The Solano Economic Development Corporation (Solano EDC) is a unique public-private partnership focused on improving Solano County's economic vitality and climate, and attracting and retaining major employers. Many of the county's major employers and the seven cities and Solano County are members. Last year, Solano EDC modified its name from SEDCORP to Solano EDC to better promote Solano County and has expanded its effort to focus on the marketing of Solano County. Historically, Solano EDC has partnered with STA on key issues such as the Advisory Measure F in 1998 and Measure E in 2002.

The STA has been a member of Solano EDC since 1996 and has actively partnered in the past through a joint Transportation Action Team. Previously, the STA participated at the Member-Investor level of \$2,500, which provide access to all of Solano EDC's resources, but did not provide representation on its Board of Directors. In recognition of the importance of the STA/Solano EDC partnership and the number of transportation projects and plans that will help shape, preserve, and expand the economic vitality of Solano County, the STA Board approved renewing STA's SolanoEDC membership at the Board Member-Investor level of \$5,000 in FY2003/04 to provide the STA with representation on SEDCORP's key decision-making body. In addition, the STA Board appointed STA Board Member Jim Spering to serve on the Solano EDC. At the request of Solano EDC staff, the STA's Executive Director was also added to the Solano EDC's Board of Directors.

Discussion:

The STA's enhanced presence and participation has improved the communication and information sharing between the Solano EDC Board and staff and the STA. In November 2003, the Solano EDC hosted a transportation forum dedicated to discussing the STA's priority transportation projects, the potential impact of the State budget on transportation funding in Solano County, Regional Measure 2, and the status of STA deliberations regarding the placement of a transportation sales tax on the ballot in November of 2004. Over 100 business and community leaders and elected officials attended this event and several participated in the discussions. Staff recommends the STA renew its annual membership with Solano EDC at the \$5,000 member-investment level to maintain the STA's support for the Solano EDC and to continue our representation on its Board of Directors.

Fiscal Impact:

The fiscal impact would be \$5,000 and can be funded out of the STA's Board expenses section of the Administration budget.

Recommendation:

Approve the following recommendations:

1. Renewal of STA's membership with the Solano Economic Development Corporation (Solano EDC) at the Board Member-Investor level of \$5,000 per year for 2004.
2. Direct staff to agendize for Board consideration STA's membership in Solano EDC prior to the annual renewal for 2005.

Attachments:

- A. Solano EDC's 2003 Member-Investment Benefits
- B. List of Solano EDC Members



Date: January 5, 2004
TO: STA Board of Directors
FROM: Robert Guerrero, Associate Planner
RE: Updated TDA Article 3 Criteria and Guidelines

Background:

Transportation Development Act (TDA) funding is generated by a 1/4 cent tax on retail sales collected in California's 58 counties. 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). 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. Although the exact amount fluctuates every year, Solano County receives an estimated \$230,000 annually.

The STA's Bicycle Advisory Committee (BAC) is required by MTC to review TDA Article 3 applications and make funding recommendations for bicycle related projects. The BAC consists of nine (9) members nominated by each city and County jurisdictions and a Member at Large appointed by the STA Board of Directors. The BAC established TDA Article 3 Criteria and Guidelines, based on MTC requirements, to assist them in recommending priority countywide bicycle projects. Their recommendations are conveyed through a 5-year implementation plan (TDA Article 3 5-year Bicycle Plan), which is updated annually to allow bicycle project sponsors to add, delete, or change the project status (see Attachment A). Projects in the first year of the updated TDA Article 3 5-year Bicycle Plan are recommended to MTC for funding.

The current TDA Article 3 Criteria and Guidelines were adopted in 1995. The BAC decided that after the last TDA Article 3 cycle (February 2003) that the Criteria and Guidelines needed to be revised since there were sections that needed to be clarified or updated. STA staff began working with the BAC to update the Criteria and Guidelines in August 2003.

Discussion:

The TDA Article 3 Criteria addresses how projects are evaluated for inclusion into the TDA Article 3 5-year Bicycle Plan. The first section of the criteria includes specific requirements from MTC for projects in Year 1 of the 5-Year Bicycle Plan to ensure project sponsors are complying with TDA Article 3 application requirements. The remaining two sections have criteria for projects to be included in subsequent years and for projects that are already in the 5-Year Bicycle Plan. The Criteria also has an updated criteria summary checklist to help the BAC members evaluate a proposed bicycle project.

The TDA Article 3 Guidelines provides guidance in TDA Article 3 project monitoring, project replacement and new projects recommended for the 5-Year TDA Article 3 Bicycle Plan.

Attached are the BAC's recommended updated TDA Article 3 Criteria and Guidelines. However, the BAC agreed that the guidelines need to be somewhat flexible when making a recommendation to the STA Board and to MTC based on the actual projects submitted each year.

In addition to the adoption of the TDA Article 3 Criteria and Guidelines, STA staff recommends the Board issue a Call for TDA Projects for the 5-Year Bicycle Plan. Projects sponsors will be given the opportunity to include, remove or adjust projects currently on the 5-Year Plan during this period. Staff also recommends the TDA Article 3 applications be due to the STA March 1, 2004 in order for the BAC to review the bicycle projects and make a recommendation to the STA Board in April 2004.

Fiscal Impact:

None.

Recommendation:

Approve the following:

1. Adopt the updated TDA Article 3 Criteria and Guidelines.
2. Authorize the Executive Director to issue a call for TDA Article 3 Projects to be included, deleted or amended in the 5-Year Solano Bicycle Plan

Attachments:

- A. 5-Year Solano Bicycle Plan (2003-2008)
- B. TDA Article 3 Criteria and Guidelines

*Agenda Item VII.F
January 14, 2004*



DATE: January 5, 2004
TO: STA Board
FROM: Robert Guerrero, Associate Planner
RE: Contract Amendment with Alta Planning and Design
to Update BikeLinks Map

Background:

Alta Planning and Design is currently under contract with STA to complete a technical update to the Solano Comprehensive Transportation Plan (CTP), including an update to the Countywide Bicycle Plan. Additionally, Alta has previously assisted the STA in developing the popular Solano BikeLinks Map. The STA's Solano Napa Commuter Information (SNCI) program distributes the Solano BikeLinks Map on a regular basis to countywide events, and to private agencies, and civic facilities (i.e., local libraries, city halls, and transit facilities).

Discussion:

The BikeLinks Map supply will not be sufficient to last until the annual Bike to Work Week held in early May 2004. SNCI program staff considers this event to be the peak BikeLinks Map distribution period. Therefore, a map reprint of sufficient quantity will be necessary by February 2004 to keep pace with regular distribution and to be ready in time for Bike to Work Week 2004. The STA Board has already budgeted \$13,000 (funded by Clean Air Funds provided by the Yolo Solano Air Quality Management District and Transportation for Clean Air Funds from the Bay Area Air Quality Management District) to design and reprint the Solano BikeLinks Map for FY 2003-04.

STA staff proposes to amend Alta's CTP contract to include reprinting the BikeLinks Map by February 2004. The main advantage of having Alta reproduce the map is that they successfully produced the last several BikeLinks Map editions. Their experience in producing the maps will assist greatly in expediting the reprinting process. Alta's contract is proposed to be amended by a maximum of \$2,000 to format the maps to include current bike routes and text changes recommended by members of the STA's Bicycle Advisory Committee and STA staff.

Alta will work with a printer to produce approximately 10,000 copies, depending on overall cost per map copy. The remaining \$11,000 budgeted for this project will be applied to the printing cost.

Fiscal Impact:

The proposed \$2,000 contract amendment will be funded through grants from the Bay Area Air Quality Management District Transportation For Clean Air Program and the Yolo-Solano Air Quality Management District Clean Air Program.

Recommendation:

Authorize the Executive Director to amend Alta Planning and Design's current contract for an amount not to exceed \$2,000 to prepare and design updates needed for reprinting the Solano BikeLinks Map.



DATE: January 5, 2004
TO: STA Board
FROM: Robert Guerrero, Associate Planner
RE: Appointments of Pedestrian Advisory Committee (PAC)
Members

Background:

In July 2003, the STA Board authorized the establishment of a Pedestrian Advisory Committee (PAC) consisting of residents from each of the cities and the County of Solano plus members from pedestrian trail interest groups. The proposed 15 member PAC included:

- (8) Citizen members nominated by each city and the County of Solano
- (1) Solano County Agricultural/ Farmers Group Member
- (1) Solano Community College Member
- (1) Bay Trail Member
- (1) Ridge Trail Member
- (1) Tri-City Member
- (1) Solano Land Trust Member
- (1) Pedestrian Path User (Member-at-Large)

The PAC replaced the STA's Trails Advisory Committee (TRAC). The PAC's primary responsibility is to implement the Solano Countywide Pedestrian Plan focusing on urban paths *and* rural trails, as opposed to the TRAC's primary focus on rural trails. Members of the PAC will also assist STA staff in regional pedestrian facilities planning by assisting in the implementation of the Metropolitan Transportation Commission's Transportation for Livable Communities (TLC) program in Solano County.

STA mailed nomination requests to each group described above and has received responses from Tri-City, Bay Area Ridge Trail Council, and the cities of Dixon, Fairfield, Suisun City, and Vacaville (see Attachment A).

Discussion:

STA staff and its consultant (LandPeople) are ready to convene the first meeting of the PAC to discuss its roles and responsibilities. One of its first tasks is to complete the Solano Countywide Pedestrian Plan. Staff recommends the STA Board appoint the six current nominees to begin meeting and that staff will continue to seek nominations from agencies that do not have appointments. The first PAC meeting is tentatively scheduled for February 2004 (subject to availability of potential PAC members). Subsequent PAC meetings will occur on a quarterly basis unless otherwise stated.

Fiscal Impact:

None.

Recommendations:

Appoint the following members to the Pedestrian Advisory Committee for a three-year term ending in December 2006:

- 1) Eva Laevastu, Tri-City and County Cooperative Planning Group
- 2) Kathy Blume, Bay Area Ridge Trail Council
- 3) Larry Simmons, City of Dixon
- 4) Ben Beshoof, City of Fairfield
- 5) Michael Segala, City of Suisun City
- 6) Mary Woo, City of Vacaville

Attachments:

- A. PAC Nomination letters



Date: January 5, 2004
To: STA Board
From: Kim Cassidy, STA Clerk of the Board
Re: STA Board Meeting Schedule for 2004

Background:

Attached is the 2004 STA Board meeting schedule for review and approval.

Fiscal Impact:

None.

Recommendation:

Adopt the STA Board meeting schedule for the 2004 calendar year.

Attachment:

A. STA Board Meeting Schedule 2004



Date: January 7, 2004
To: STA Board
From: Daryl Halls, Executive Director
Re: Appointment to Local Funding Subcommittee

Background:

In 2001, the STA Board originally convened a Local Funding Subcommittee to examine short-term and long-term options and recommendations for funding a range of priority transportation projects in Solano County.

On April 10, 2002, the STA Board approved a series of recommendations developed by the Local Funding Subcommittee that included establishment of a Local Transportation Authority (LTA) to develop and administer the County Transportation Expenditure Plan, the creation of a sales tax ordinance, and approval of the necessary consultant contracts to assist STA staff in the development of the plan. In the November 2002 election, 60% of Solano County voters supported the ½ cent county sales tax measure for transportation (Measure E), but the measure failed to achieve the necessary 66.7% threshold for passage.

On March 12, 2003, the STA Board approved hiring a consultant team (Smith & Watts, Max Bessler, and Jim Mohr) to perform an independent assessment of the expenditure plan, ordinance, public information effort, and election results, and to provide the Board with a series of recommendations pertaining to future efforts to pursue a new expenditure plan/sales tax measure in 2004.

Discussion:

In April 2003, D. J. Smith attended the STA Board meeting, provided a presentation of his proposed scope of work, and answered individual questions from the Board Members. At the request of the consultant, the STA Board reestablished the Local Funding Subcommittee to oversee this assessment study and to provide recommendations to the full STA Board pursuant to the development of expenditure plan as part of a sales tax measure in November 2004. As part of this action, the Board authorized the STA Chair (Jim Spering) to appoint the Local Funding Subcommittee's four members: Len Augustine (City of Vacaville); Mary Ann Courville (City of Dixon); John Silva (Solano County); and Jim Spering (Suisun City).

Based on recent discussions among the members of the Local Funding Subcommittee, the Subcommittee is recommending the Board authorize the STA Chair to appoint Board Member Anthony Intintoli (City of Vallejo) to the Local Funding Subcommittee to replace Board Member Mary Ann Courville (City of Dixon).

Fiscal Impact:

There is no fiscal impact.

Recommendation:

Authorize the STA Chair to appoint Board Member Anthony Intintoli to replace Board Member Mary Ann Courville as a member of the Local Funding Subcommittee.



DATE: January 5, 2004
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Indexing of Future STA Gas Tax Contributions And TDA Claim

Background:

Each year, the STA provides estimated contributions from local gas tax subventions and Transportation Development Act (TDA) funds for each agency. Historically, the STA has increased its claims by 3% to 5% per year to cover cost of living adjustments and to reflect additional transportation responsibilities assumed by the STA. Informally, this has been indexed to the Consumer Price Index rate for the Bay Area and estimated contributions from the member agencies are calculated based on population shares using the most recent California Department of Finance population estimates. In FY 2002/03, the STA adopted the same budget totals for gas tax and TDA to be claimed in FY 2001/02 (allowing for no cost of living increase). The STA took this action based on the uncertainties of the gas tax and TDA fund revenues being available for the next two-year period.

The funding provided by the gas tax and TDA revenues claimed by the STA have historically funded the STA's core operations. This has included staff, benefits, services and supplies, and the major portions of strategic planning and project development (formally called priority projects). These two revenue sources, combined with annual congestion management agency funds (federal STP) provided by the Metropolitan Transportation Commission (MTC), have provided the core funding for the STA since its separation from the County of Solano in 1996.

In preparing the STA's FY 2003/04 budget, staff reviewed all of its traditional and non-traditional funding sources for the purpose of developing a budget that covers the costs for the STA's core operating (staff, benefits, and service and supplies), strategic planning, project development and specific program areas (i.e., transit and SNCI). Based on this review and assessment, staff identified several issues to address pertaining to balancing and stabilizing STA's annual operating revenues and expenditures:

1. The STA's transit and SNCI programs and operating costs are covered through specific funds sources or grants (such as regional rideshare, TFCA or STAF funds).
2. Strategic Planning and Project Development, and related staffing and management costs, have grown significantly since FY 2000.
3. The STA's traditional revenues (gas tax, TDA, CMP) no longer cover expenditures for Strategic Planning, Project Development or Administrative support staff.
4. Other fund sources are used to meet STA's overall operating budget requirements, particularly Strategic Planning and Project Development.

The percentage of the STA's annual budget covered by the gas tax and TDA funds claimed has decreased from 90.3% in FY 98-99 to 42.85% in FY 2002-03. Since FY 99/00, the STA's number of priority projects has grown significantly (See attachment A) and the Strategic Planning and Project Development programs have expanded to manage and deliver these projects, plans and programs. This has included adding one Administrative Assistant position to support both Strategic Planning and Project Development and converting two intern positions to full-time (Associate Planner and Projects Assistant). Concurrently, the STA's costs for medical benefits, worker compensation, and retirement increased by 17% in FY 03-04 and the overall costs for legal services, rent and insurance have increased as the STA's workload has increased. In order to provide adequate revenue options to cover the costs for Strategic Planning, Project Development, Administrative support, and other increased operating costs, staff has recommended five revenue options and two actions, designed to keep future expenditures within the limits of available future resources, be implemented as part of the FY 04/05 budget. The recommended revenue options include the following:

1. Indexing of gas tax and TDA contributions to actual revenues.
2. Continuing to dedicate STIP PPM funds (1%) for Project Development and Strategic Planning.
3. As part of future STIP cycles, continue to swap STIP/STP funds to support Project Development and Strategic Planning for priority projects.
4. Dedicate a share of STAF and Regional Paratransit (TDA swap) to support transit coordination and transit planning activities.
5. Utilize the Cost Allocation Plan (CAP) rate to ensure cost sharing in federal/state grants for project administration.

The specific actions to manage expenditures include the sizing (reducing) of specific expenditures/programs/plans to available revenues, and reviewing and prioritizing Priority Projects to adjust for delays in funding of regional, state and federal funds.

GAS TAX

The STA has historically claimed gas tax on an annual basis in line with the Bay Area CPI index. During the timeframe of FY 98-99 through FY 02-03, gas tax revenues in Solano County have increased an average of 2.5 % per year. As a percentage of the aggregate total of gas tax revenues for Solano County, the STA has claimed a low of 2.039% (FY 98-99) and high of 2.137% (FY 01-02).

TDA

The STA has also claimed TDA on an annual basis in a similar manner as for gas tax. From FY 98-99 to FY 02-03, Solano County's collective TDA revenues have experienced an average of 9% growth per year. As a percentage of the aggregate total of TDA revenues for Solano County, the STA share has declined from 2.87% in FY 98-99 to 2.125% in FY 02-03.

The attached table (attachment B) provides historical data for Solano County's aggregate amounts of gas tax and TDA revenues and the amounts of gas tax and TDA claimed by the STA. The top sections highlight the amount of gas and TDA revenues available to the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville and Vallejo for FY 98-99 through FY 02-03.

Discussion:

Based on discussions with the STA Board's Executive Committee and the desire to maintain the STA's momentum and resources in the areas of Strategic Planning and Project Development, staff is recommending the STA index future gas tax and TDA claims, beginning in FY 04-05, based on actual revenues generated by the fund source rather than the Bay Area CPI index. Indexing these funding sources will enable the STA to better plan for and project its two-year budget, forecast longer range revenues and expenditures, and result in the STA sharing in a consistent percentage of the increases or decreases of these actual revenues, rather than the CPI index that may or may not be consistent with the amount of revenues available to local jurisdictions. Based on the tracking of the past five years of both gas tax and TDA revenues, staff recommends indexing the amount of annual gas tax claimed at a rate of 2.1% of the aggregate Solano County total. This will result in a total of \$293,066 being claimed in FY 04-05, a modest increase of \$5,746 (2%) over FY 03-04. Staff recommends indexing the annual TDA claimed at a rate of 2.7% of the aggregate Solano County total. This will result in a total TDA claim of \$380,052, an increase of \$15,805 (4.4%) over FY 03-04. This \$15,805 increase is 2.7% of the estimated \$585,384 of additional TDA funds estimated to be available to Solano County's eight jurisdictions in FY 04-05. This proposed indexing policy would result in the STA claiming a slightly lesser rate of gas tax, but a higher rate of TDA funds than the current process of basing the claims on the Bay Area CPI Index. Attachment C highlights the amounts to be claimed by STA from its jurisdiction and the increased amount of TDA revenues projected to be available to each jurisdiction in FY 04-05.

On December 3rd, the Executive Committee requested staff agendaize this topic as an information item for Board information to provide an opportunity for recently appointed Board Members to be briefed on the topic and to identify any concerns from individual Board Members. At the meeting, STA Chair Jim Spring informed the Board that the Executive Committee was supportive of recommending the STA Board adopt a policy for indexing future gas tax and TDA claims and that this item would be scheduled for Board action at the meeting of January 14, 2004. Board Member Len Augustine requested that the item also be agendaized for discussion at the STA TAC.

STA TAC DISCUSSION

At their meeting of December 22nd, the STA TAC voted to table action on this item at the request of the City of Vacaville's representative Dale Pfeiffer, who was unable to attend the meeting. A special meeting of the STA TAC was held on January 5th at 2:30 p.m. At the meeting, the City of Vacaville's representative noted his general support of the STA's staff and the agency performance, but indicated his opposition to indexing. Two primary concerns expressed were, that given the volatility of the state budget and the potential budget impacts on cities and counties, the STA should have to demonstrate their budget needs on an annual basis and the TAC's annual review of the gas tax and TDA claims was the TAC's only opportunity for review of the annual budget. Several members noted that the timing was bad due to the state budget crisis and that in future years they could consider supporting the indexing policy. The City of Fairfield's representative, Morrie Barr, expressed his support for the STA's efforts, the amount of time and cost saving the STA's activities saved cities, and noted his support for the indexing policy. Solano County's representative, Charlie Jones, inquired about why the index rate for TDA was higher than for gas tax. STA staff commented that the 2.7 indexing was within the range of percentages that the STA had received in past years, that the recent increases of TDA revenues received by cities and counties had exceeded increases for gas tax, and that staff was cognizant that gas tax revenues were more flexible and thus had more value to cities and

counties. The TAC voted 6 to 1 (the City of Fairfield voted no and Suisun City's representative was absent) to recommend to the STA Board that the STA maintain the existing practice of adopting its annual gas tax and TDA claims on a year to year basis and that the STA continue to agendize requests for gas tax and TDA contributions annually for review and approval by the TAC prior to consideration by the Board.

STA BOARD EXECUTIVE COMMITTEE

On January 7, 2004, the Executive Committee met to review and discuss items scheduled to be agendized on the January 14th Board meeting. Staff informed the committee of the TAC's recommendation. After some discussion, the Executive Committee members in attendance (Chair Jim Sperring, Vice-Chair Mary Ann Courville, and Board Member John Silva) directed staff to place the item on the agenda as an action for Board consideration with the Executive Committee's recommendation of support. At the request of the Executive Committee, staff will provide copies to the Board of the STA's five-year revenue projections that have been developed in preparation of the FY 2004/05 budget.

Fiscal Impact:

Solano County's revenues for both gas tax and TDA are projected to increase in FY 04-05 and in future years. Indexing STA's future claims of gas tax (2.1%) and TDA (2.7%) will result in an increase of STA revenues based upon the actual revenue for that given fiscal year if both revenue sources increase as projected. For FY 04-05, this would be \$293,066 for gas tax and \$380,052 for TDA. If the policy is not adopted, the amount claimed would be determined by separate Board action, following review by the TAC, on an annual basis.

Recommendation:

Approve the following recommendations:

1. Adopt a policy of the STA Board indexing the STA's annual gas tax and TDA claim at the index rate of 2.1% of the aggregate Solano County total for gas tax and 2.7% of the aggregate Solano County total for TDA beginning in FY 04-05.
2. Approve the FY 04/05 Gas Tax Contribution and TDA Claim Estimates as specified in attachment C and authorize the Executive Director to forward to STA's Member Agencies.

Attachments: A. STA's Priority Projects/Work Plan for FY 03-04
B. STA Gas Tax and TDA Contributions from Member Agencies – Historical, Current and Proposed
C. Estimated Gas Tax and TDA for Member Agencies and STA

*Agenda Item VIII.B
January 14, 2004*



Date: January 7, 2004
To: STA Board
From: Daryl Halls, Executive Director
RE: Initiation of Transportation Expenditure Plan Process

To be distributed under separate cover following meeting of Local Funding Subcommittee.



Date: January 2, 2003
To: STA Board
From: Mike Duncan, Director of Projects
RE: 2004 State Transportation Improvement Program
Reprogramming of (STIP) for Solano County

Background:

On November 24, 2003, Headquarters Caltrans presented the 2004 STIP Fund Estimate (FE) to the California Transportation Commission (CTC). The Draft 2004 STIP Fund Estimate provided for a “Zero STIP” in that no additional unrestricted STIP funds will be available to counties beyond what is currently programmed through the 2002 STIP. Each county is required to “spread out” over the five years of the 2004 STIP (FY 04-05 through FY 08-09) the projects from the 2002 STIP that have not received allocations. STA works with member agencies to develop and submit a list of projects that is constrained by the county’s share of the STIP funds available to the region.

STA must provide a Draft 2004 STIP to MTC by January 9, 2004 that includes the current projects programmed in the 2002 STIP, project planning, programming and monitoring (STIP-PPM), and any potential STIP/STP swap to fund future project development activities.

Discussion:

Based upon the 2004 STIP Fund Estimate and information provided by MTC, the following are the funding levels in thousands of dollars proposed for Solano County for unrestricted STIP funds and restricted Transportation Enhancement (TE) funds:

	<u>FY04-05</u>	<u>FY05-06</u>	<u>FY06-07</u>	<u>FY07-08</u>	<u>FY08-09</u>
STIP	\$1,481	\$14,331	\$12,124	\$11,882	\$10,324
TE	<u>1,062</u>	<u>567</u>	<u>578</u>	<u>590</u>	<u>601</u>
Total	\$2,543	\$14,898	\$12,702	\$12,472	\$10,925

The Fund Estimate proposes \$50,142,000 in STIP funds and \$3,398,000 in Transportation Enhancement funds for Solano County (\$53,540,000 total); however, the TE funds may only be used for TLC-type projects (e.g., bicycle, pedestrian, landscaping) in accordance with Federal guidelines.

Headquarters Caltrans made several assumptions to develop the FE. Changes to these assumptions due to actions by Congress, the State Legislature, the Governor and/or the economy, will have a potentially significant impact on the availability of STIP funds. The major assumptions are as follows:

1. The State will lose \$2.8B in Federal revenues over the five years of the STIP due to conversion from MTBE to ethanol-blended gasoline. The Federal taxes are less on ethanol-based gasoline. If Congress changes the tax structure, the State may see a

significant increase over the assumed amount of Federal revenue from fuel taxes. There is support in Congress to make this change as part of the TEA-21 Reauthorization; however, the timing of the reauthorization potentially has been delayed until after the November 2004 election.

2. Proposition 42 funds from the sales taxes on motor fuels is assumed to be transferred in accordance with the Constitutional Amendment (20% to the Public Transportation Account, 40% to the STIP and 40% to cities and counties for local streets and roads improvements). This amount is \$3B over the five years of the STIP. If these funds are deferred or eliminated by the Legislature and Governor, STIP funds may be significantly reduced. For FY 2004-05 deferral of these funds is highly likely due to the deficit in the State's General Fund.
3. The Toll Bridge Seismic Retrofit Program will not need additional STIP funds to complete the projects. AB 1171 requires increased costs to be funded through STIP funds. With six contracts still to be bid and awarded and only \$120M remaining in the Program account, increased program costs would need to be taken from the STIP, thus reducing available funds to counties.

Since the release of the Fund Estimate in late November, STA staff has been working with staff from the other eight Bay Area Congestion Management Agencies (CMAs), the Metropolitan Transportation Commission and Caltrans District 4 staff to develop a regional strategy for the 2004 STIP that ensures high priority projects in individual counties receive funding when needed. This strategy results in some counties receiving more funding in some years than is identified in the Fund Estimate and less funding in other years. However, over the five years of the 2004 STIP each county receives the full estimate identified in the Fund Estimate.

The CMAs, MTC and Caltrans agreed that the highest priority projects for the Bay Area are projects that are ready for construction due to the significant positive impact that transportation construction projects have on the region's economy. In Solano County the Leisure Town Road/I-80 Overcrossing (\$4.650M) in Vacaville is the highest priority STIP project. This project is currently on the CTC "Pending" list and is ready for construction in Spring 2004.

On December 22, 2003, the TAC unanimously approved the proposed 2004 STIP for Solano County (see Attachment A). The proposal for Solano County complies with the California Transportation Commission (CTC) direction that a "Zero STIP" be implemented for 2004.

On December 23, 2003, STA staff succeeded in convincing the other CMAs that the Leisure Town Road project, a segment of the Jepson Parkway, was one of the highest priority projects in the region. Although the "fair share" of unrestricted STIP funds to Solano County is only \$1.481M in FY 04-05, the Bay Area CMAs agreed that this project should receive its full allocation in FY 2004-05. This amount is 29% of the \$16.09M total allocation available to the region in FY 2004-05. In order to secure support for the Leisure Town Road project and to support priority projects in the other counties, STA would not receive the full STIP funding for FY 05-06 or FY 06-07, but would "make-up" these amounts in the last two years of the 2004 STIP. At this meeting of the CMAs, the STA Executive Director conditioned the proposed Solano County 2004 STIP on the continued availability of allocated Traffic Congestion Relief Program (TCRP) funds. If allocated funds for TCRP projects are eliminated, as has been proposed by the Governor, then STIP funds would be needed in Fiscal Years 2004-05, 2005-06 and 2006-07 to complete the Environmental Studies and Project Reports for both the I-80/I-680/SR 12 Interchange and North Connector projects.

A preliminary program for Solano County will be submitted to MTC by January 9, 2004 with the finalized program submitted after the January 14, 2004 Board meeting.

Recommendation:

Approve the proposed 2004 STIP for Solano County, as shown in Attachment A, and authorize the Executive Director to forward the 2004 STIP for Solano County to the Metropolitan Transportation Commission for inclusion in the 2004 Regional Transportation Improvement Program.

Attachment

A. Proposed 2004 STIP for Solano County



Date: January 6, 2004
To: STA Board
From: Janice Sells, Program Manager/Analyst
RE: Proposed 2004 Legislative Priorities and Platform

Background:

Each year STA develops a legislative platform that serves as a guide to the monitoring of state and federal legislation that pertains directly to transportation and related issues. The Platform and Board adopted legislative priorities will also serve as a guideline for legislative trips to Sacramento and Washington, DC.

On November 12, 2003, the STA Board of Directors authorized the distribution of the Draft 2004 Legislative Platform for a 30-day comment period. The document was distributed to board members, member agencies and legislative lobbyists. The deadline for comments was December 15, 2003.

Discussion:

There have been some modifications from last year's platform. The *Legislative Priorities, Item 6* was modified to read *Monitor the progress of the \$3 bridge toll and support Regional Measure 2 scheduled for the March 2004 ballot. Item 6, Section X Rail* was added to the platform, *"Continue to monitor and evaluate the proposed \$10 billion High Speed Rail Bond scheduled for the November 2004 ballot."*

A request for an amendment came from Mike Miller, The Ferguson Group, who suggested that Item 10, Section VI (Funding) be reworded to read *"Support efforts to pass a new federal transportation reauthorization bill"* rather than identifying "SAFETEA" as the reauthorization bill. SAFETEA is the Federal Administration's proposed legislation that has very little support on Capitol Hill, and the reauthorization bill may go through many revisions before it is finally titled and enacted.

Recommendation:

Approve the Proposed STA 2004 Legislative Priorities and Platform.

Attachment:

A. Proposed STA 2004 is Legislative Priorities and Platform



Date: January 6, 2004
To: STA Board
From: Dan Christians, Assistant Executive Director/Director of Planning
RE: Appointment of Members to STA/YSAQMD Clean Air Program
Screening Committee

Background:

The Yolo Solano Air Quality Management District (YSAQMD) annually provides funding for motor vehicle air pollution reduction projects in the Yolo Solano Air Basin through the YSAQMD Clean Air Program. Funding for this program is provided by a \$4 DMV vehicle registration fee established under AB 2766 and a special property tax (AB 8) generated from Solano County properties located in the YSAQMD.

YSAQMD jurisdictions in Solano County receive as estimated \$270,000 annually for Clean Air projects. The following categories are eligible for this funding: Alternative Fuels Infrastructure and Low Emission Vehicles, Alternative Transportation, Transit Services, and Public Education and Information. Rio Vista, Vacaville, Dixon and the Solano County public agencies (as well as public schools and universities in these areas) are eligible for this program.

Discussion:

For the past three years, STA has assisted the YSAQMD by appointing members to serve on a Clean Air Program Screening Committee consisting of two members or alternates from the STA Board from jurisdictions located within the YSAQMD (who will not be serving on the YSAQMD Board in 2004) and three Solano County/City members from the YSAQMD Board of Directors (who may also be STA Board members or alternates). After final applications are submitted the YSAQMD will convene a formal Clean Air Program Screening Committee consisting of YSAQMD Board Members from both Solano and Yolo counties.

The Screening Committee reviews preliminary Clean Air application funding requests, determines project eligibility, and creates consensus for Solano County Clean Air projects. Applicants are also invited to the Screening Committee meeting to summarize their projects and clarify any questions the committee might have regarding their specific application for funding.

Applications for the FY 2004-05 YSAQMD Clean Air Program will be available from the Air District beginning in January 2004. In order to receive a recommendation from the Screening Committee, the YSAQMD Clean Air Program Guidelines are requiring all Solano County applicants to submit preliminary applications to the STA by February 25, 2004. STA staff proposes to convene the Clean Air Program Screening Committee on Thursday, March 11, 2004 at 10:00 a.m. if all committee members are available (otherwise an alternate date/time will be

scheduled that same week). Final Clean Air applications are due to the YSAQMD by March 19, 2004.

All actions made by the STA/YSAQMD Clean Air Program Screening Committee are recommendations to the YSAQMD Board of Directors. Approval of all Clean Air applications, including actual funding amounts, are decided by the YSAQMD Board of Directors (historically based on the recommendations from the Screening Committee).

FY 2004-05 YSAQMD Clean Air Application Key Dates:

January 2004	FY 2004/05 YSAQMD Clean Air Applications Available
February 25, 2004	Preliminary Clean Air Applications Due to the STA
March 11, 2004, 10:00 a.m. (tent.)	STA/YSAQMD Clean Air Program Screening Committee Meeting
March 19, 2004	Final Applications Due to YSAQMD

STA staff recommends the appointment of two members or alternates of the STA Board (who are not members of the 2004 YSAQMD Board) to participate in the 2004 STA/YSAQMD Clean Air Program Screening Committee. STA staff will work with committee members to confirm a meeting date and time for either March 11, 2004 or an alternate date. The following two STA Board members/alternate are recommended to serve on the committee as representatives of the STA:

Len Augustine, Board Member, City of Vacaville
Ed Woodruff, Board Alternate, City of Rio Vista

Three Solano city/county representatives from YSAQMD Board of Directors are also eligible to serve on the screening committee from the following members or representatives of the YSAQMD:

Mary Ann Courville, City of Dixon
Marci Coglianese, City of Rio Vista
Pauline Clancy, City of Vacaville
John Vasquez, County of Solano

The additional three members to serve on the screening committee will be appointed by the YSAQMD.

Fiscal Impact:

None to the STA Budget. YSAQMD Clean Air Funds are provided by vehicle registration fees collected in the Yolo-Solano Air Basin, and property taxes (AB 8 funds) only collected from Solano County properties located in the YSAQMD air basin.

Recommendation:

1. Appoint Len Augustine and Ed Woodruff to participate on the 2004-05 STA/YSAQMD Clean Air Program Screening Committee as representatives from the STA;
2. Authorize Executive Director to request the YSAQMD appoint three YSAQMD Board Members from Solano County to also serve on the committee.



DATE: January 7, 2004
TO: STA Board
FROM: Janice Sells, Program Manager/Analyst
RE: Development of Public Information for Regional Measure 2 (RM 2)

Background:

On March 2, 2004, Bay Area voters will decide on Regional Measure (RM 2) that would provide a \$1 toll increase (from \$2 to \$3) on seven state owned bridges including the Carquinez and the Benicia/Martinez bridges. The toll increase would raise approximately \$125 million annually to address congestion relief and enhance convenience and reliability of the Bay Areas public transit system by funding a specific list of regional transportation projects.

Senator Don Perata authored the RM 2 enabling legislation (SB 916) that places specific projects on the ballot. STA staff worked closely in conjunction with other congestion management agencies to make sure that Solano County projects were included in the bill's expenditure plan. Solano County projects included in the expenditure plan are as follows:

I-80/I-680/SR 12 Interchange	\$100.0 million
Vallejo Station	\$ 28.0 million
Solano County Express Bus Facilities	\$ 20.0 million
Fairfield/Vacaville Train Station and Capitol Corridor Track Improvements	\$ 25.0 million
Competitive Capital Grant Program (North Bay transit and/or park and ride projects)	\$ 1.6 million per year
Operating Programs	
Vallejo Ferry	\$ 2.7 million per year
Regional Express Bus North Pool	\$ 3.4 million per year

Discussion:

In an effort to inform Solano County voters of the listed projects for Solano County, STA staff proposes to prepare an educational campaign for RM 2 by placing information on the STA Web Site with links to each city, providing presentations for interested community groups and developing informational materials.

STA staff anticipates the cost for the information piece and printing costs to be between \$5,000 and \$10,000.

Fiscal Impact:

The \$10,000 would be funded from the STA General Marketing Program which has \$55,000 budgeted for 2003/04.

Recommendation:

Authorize the expenditure of up to \$10,000 for the purpose of developing public information material describing the Solano County projects for Regional Measure 2.



DATE: January 5, 2004
TO: STA Board of Directors
FROM: Daryl Halls, Executive Director
RE: Selection of 2004 STA Chair and Vice Chair

Background:

The STA policy for selection of Board Chair and Vice-Chair is identified in the STA's Joint Powers Agreement and stipulates that, "the members of the Transportation Authority shall select a chairperson and a vice-chairperson for the Transportation Authority, each of whom shall serve one year terms." Historically, the selection of the STA's Chair and Vice-Chair has taken place at the discretion of the STA Board. In February 2000, the STA Board established a policy to rotate the annual selection of the Chair and Vice-Chair among the STA's eight member agencies. As part of the action, the Board reserved the flexibility to juggle the rotation if the prospective incoming Chair was a recently appointed member of the STA Board. The intent being to provide the new Board Member with the opportunity to accumulate at least one year of experience on the STA Board before assuming the role and expanded responsibilities of STA Board Chair. When the policy was adopted, the rotation was scheduled to begin in calendar year 2003 after the current two Board Members on the 2001 Executive Committee had served their term as STA Chair (Marci Coglianesse and John Silva). Beginning in 2003, the next Chair in the rotation would then come from the member agency whose representative had last served as STA Chair (see attached list of past STA Chairs).

In 2000, then STA Chair Dan Donahue modified the membership of the STA's Executive Committee by inviting the outgoing Chair (during 2000 that was Rischa Slade) to remain on the Executive Committee with the new Chair, Vice-Chair and a fourth Board member scheduled to serve as Chair following the new Vice-Chair. In order to comply with the Ralph M. Brown Act, a total of four members of the STA Board, one less than a quorum, are allowed to serve on the Executive Committee. This complement of past, current and prospective STA Chairs on the Executive Committee serves to provide a continuity of leadership and policy direction from the STA Board. The selection of the STA's Executive Committee remains at the discretion of the new STA Chair. With the completion of Marci Coglianesse's term as Chair in 2001, all eight STA member agencies have had the opportunity to serve as the Chair of the STA since 1991.

Discussion:

Attached is a revised list of STA Board Chairs that have served since 1991. In 2003, Board Member Pierre Bidou requested that his turn to serve as Chair/Vice-Chair be skipped due to his heavy workload outside of the STA and his decision not to seek reelection to the Benicia City Council. Staff recommends that the City of Benicia be reinserted back into the rotation after all of the existing Board Members have had an opportunity to serve as STA Chair. Utilizing the previous Chair's list as a starting point, the rotation of agencies is as follows:

<u>Year</u>	<u>Agency</u>
2003	Suisun City (Jim Spering) - current
2004	Fairfield (Karin MacMillan)
2005	Dixon (Mary Ann Courville)
2006	Vacaville (Len Augustine)
2007	Vallejo (Anthony Intintoli)
2008	Benicia (Steve Messina)
2009	Rio Vista (Marci Coglianesse)
2010	Solano County (John Silva)

Recommendation:

1. Select STA Chair and Vice-Chair for 2004
2. Request new Chair designate the Executive Committee for 2004.

Attachment:

- A. STA Past Board Chairs

STA Board Chairs

<i>Year</i>	<i>Chair</i>	<i>Member Agency</i>
1991	Jim Spering	City of Suisun City
1992	Sam Caddle	County of Solano
1993	Gary Falati	City of Fairfield
1994	Richard Brians	City of Dixon
	(Jan.-May 94, was not re-elected	
1994-95	Jerry Hayes	City of Benicia
	(June 94-Dec. 95)	
1996-97	Steve Lessler	City of Fairfield
1998	Don Erickson	City of Dixon
1999	Rischa Slade	City of Vacaville
2000	Dan Donahue	City of Vallejo
2001	Marci Coglianese	City of Rio Vista
2002	John Silva	County of Solano
2003	Jim Spering	City of Suisun City



DATE: January 2, 2004
TO: STA Board of Directors
FROM: Mike Duncan, Director of Projects
RE: State Budget – Potential Impact on Solano County
Transportation Projects

Background:

The State of California has faced significant budget challenges since FY 2001-02, although the full magnitude of the problems did not surface until late 2002. The efforts to deal with the budget deficit, reported to be as much as \$38B from FY 2002-03 through FY 2004-05, have had a negative impact on transportation funding throughout California. Solano County has been impacted by deferred funding and project delays and may face more significant impacts in the future.

Discussion:

Several programs that provide a significant amount of transportation funding to Solano County have been affected by actions of the Governor and State Legislature. The following information identifies known impacts and potential impacts of actions to deal with the State budget problems.

KNOWN IMPACTS

Suspension of Proposition 42: The partial suspension of Proposition 42 resulted in Solano County not receiving \$2.469M for local streets and roads maintenance, \$1.468M in State Transportation Improvement Program (STIP) funds and \$77,000 in State Transit Assistance (STA) funds in FY 2003-04. These funds were “deferred” for repayment, with interest, by June 30, 2009.

Reduced funding for the State Transportation Improvement Program (STIP): On November 24, 2003, Caltrans Headquarters presented the Fund Estimate (FE) for the 2004 STIP (see related Board item) to the California Transportation Commission. The FE identified no additional funds for the 2004 STIP beyond what is currently programmed in the 2002 STIP. Typically, Solano County receives \$20M-\$30M in new funding for each STIP cycle. The result of the FE is a “Zero STIP” where Solano County, as well as all other counties, must reprogram the remaining projects from the 2002 STIP over the five years of the 2004 STIP. STIP funding for most projects will be delayed at least two years.

Federal Obligation Authority (OA): Solano County agencies receive Federal transportation funds through several fund sources (STP, CMAQ, TE, etc) for transportation projects. The authority for a local agency to use these funds is the Authorization to Proceed (E-76), issued by Caltrans Headquarters. The E-76 cannot be issued unless the State has adequate Obligation

Authority to commit the Federal funds. In summer 2003, the State received an additional \$200M in Obligation Authority for Federal funds; however, all of the OA was reserved for Caltrans projects. As such, Solano County projects waiting for OA did not receive the authorization to proceed. Although some OA has subsequently been released to the Bay Area, Solano County still has seven projects in a “waiting” status pending the release of more OA to the Bay Area.

POTENTIAL IMPACTS

Deferral of Transportation Improvement Fund (TIF) transfers to the State Transportation Improvement Program (Proposition 42 suspension): The Fund Estimate for the 2004 STIP estimates that \$3B of the \$5.4B for the 2004 STIP will come from transfers from the TIF. These transfers were largely suspended in FY 2003-04 to help fund the General Fund budget. Suspension of the TIF transfers in FY 2004-05 and beyond may result in a “negative STIP” that requires deprogramming of projects. The immediate impact to Solano County is the unavailability of STIP funds in FY 2004-05 for the Leisure Town Road/I-80 overcrossing, a construction project as part of the Jepson Parkway.

Deferral of Transportation Improvement Fund (TIF) transfers to the local agencies for streets and roads maintenance (Proposition 42 suspension): These funds were deferred in FY 2003-04, resulting in a \$2.469M loss to Solano County agencies until later years. The continued deferral of these funds will result in degradation of local streets and roads.

Elimination of the Traffic Congestion Relief Program (TCRP): The Governor has recommended immediately eliminating the TCRP, including funding for projects that have received allocations from the CTC. He recommended that sponsoring agencies fund these projects with local revenues or through the STIP. The environmental documents and project reports for the I-80/I-680/SR 12 Interchange (\$8.1M), North Connector (\$2.7M) and Jameson Canyon (\$4.1M) projects are all funded through TCRP funds that have been allocated by the CTC. Solano County does not have a local revenue source to “replace” the TCRP funds. Although STIP funds are programmed for the I-80/I-680/SR 12 Interchange, the availability of these funds starting in FY 2004-05 is highly questionable due to the problems with the STIP. If funding for existing TCRP projects is eliminated and Solano County cannot access STIP funds, the contracts for these projects must be terminated. STA has received “assurances” that the allocated TCRP funds will be available until June 30, 2004; therefore, we are accelerating these projects to complete as much of the environmental work as possible prior to June 30, 2004. However, none of these projects can be completed by this date.

UNAFFECTED PROJECTS

On a more positive note, the Carquinez Bridge project is essentially complete, the Benicia-Martinez Bridge is fully funded and construction is proceeding, and the I-80 Auxiliary Lanes project and Walters Road Widening project (a segment of the Jepson Parkway) are scheduled to start construction in Spring 2004.

The Governor is scheduled to release his Proposed FY 2004-05 Budget on January 9, 2004. A supplemental report will be provided to the Board based upon the Governor’s Budget proposal.

Recommendation:
Informational.



Date: January 2, 2004
TO: STA Board of Directors
FROM: Mike Duncan, Director of Projects
RE: SR 12 Jameson Canyon Project - Update

Background:

The Jameson Canyon Project proposes to upgrade SR 12 between I-80 and SR 29 from a two-lane highway to a four-lane highway. This project was identified as a Track 1 project in the 2001 Regional Transportation Plan (RTP) by both Solano County and Napa County. For the 2001 RTP, the costs for the project were estimated at \$104M with approximately 70% funded through Interregional Transportation Improvement Program (ITIP), 6.7% in Traffic Congestion Relief Program (TCRP) funds and the remainder through Solano County and Napa County Regional Transportation Improvement Program (RTIP) funds.

The segment of SR 12 between I-80 and SR 29 has been classified by Caltrans as a future expressway. The project also includes interchanges at both SR 29 and Red Top Road. As such, Caltrans completed initial designs for a four-lane expressway with an estimated cost of \$262M, well above the \$119M estimate being used as recently as May 2002 and the \$104M in the 2001 RTP. This significant increase in estimated project costs jeopardizes this project as a Track 1 project in the 2005 RTP (Transportation 2030) unless the estimated project costs are drastically reduced.

Discussion:

As the lead agency for preparing the Project Report and Environmental Documents for the Jameson Canyon project, Caltrans District 4 originally anticipated environmental clearance in 2005 and construction in 2009; however, funding for construction in 2009 has not been identified. The PA/ED and PS&E for this project are funded with \$7.0M from the Traffic Congestion Relief Program (TCRP) and \$2.0M in Napa County 2002 RTIP funds (programmed for PS&E). Caltrans has been allocated \$4.1M of the \$7.0M in TCRP funds for the PA/ED phase; however, the availability of the remaining \$2.9M for PS&E is highly doubtful due to the status of the TCRP. The Governor has recommended to the Legislature that the TCRP be totally eliminated, including existing allocations.

Although Caltrans has a TCRP allocation for the PA/ED and can expend funds, constraints placed on the District by HQ Caltrans last summer made it impossible for Caltrans District 4 to hire environmental consultants needed to supplement their in-house environmental staff. Although these constraints were recently lifted, the PA/ED phase of the project has been delayed at least six months and possibly more, thus jeopardizing a 2005 completion of the Environmental Documents and Project Report. Caltrans has also been denied rights-of-entry by 18 property

owners along the project route, access needed to complete the environmental studies. If Resource Agencies (e.g., U.S. Fish and Wildlife Service, U.S. Environmental Protection Agency) responsible for reviewing and approving the environmental studies require Caltrans to have access to some or all of these properties, additional delays to the project could be significant as lengthy legal actions may be required to obtain the required rights-of-entry.

In an effort to identify ways to reduce costs, STA and NCTPA requested and Caltrans initiated a modified Value Analysis (VA) session on October 16, 2003 with a follow-up session on December 2, 2003. The initial results of the VA indicate that a four-lane conventional roadway, instead of an expressway, will meet the capacity needs of Jameson Canyon. Changing from an expressway to a conventional roadway decreased the estimated costs for the project from \$262M to \$119.2M, a project that is potentially "fundable" for inclusion in the 2005 RTP as a Track 1 project. Additionally, to bring the estimated costs down to \$119.2M, the interchanges at SR 29 and Red Top Road were removed from the project cost estimate. These interchanges will be addressed separately by developing a stand-alone project for the SR 29 interchange and including the Red Top Road interchange as part of the I-80/I-680/SR 12 Interchange project. HQ Caltrans staff attended the VA session on December 2nd and indicated concurrence with this approach to the project. STA and NCTPA staff have requested a meeting in mid-January to further evaluate the Caltrans cost estimate (\$119.2M) to determine if further cost reductions can be made and to identify potential eligible fund sources (SHOPP, ITIP, RTIP) that may be used on construction phases of the project. This information will be used to prepare a realistic Finance Plan for the project that must be developed before the project can be included in the 2005 RTP.

Because of the importance of the Jameson Canyon to passenger and goods movements between Solano and Napa Counties and the impact on the I-80/I-680/SR12 Interchange projects, continuation of the environmental phase of the Jameson Canyon project is imperative; however, several significant hurdles exist for keeping the environmental phase moving forward and for keeping the project as a Track 1 project in the 2005 RTP.

PROJECT DEFINITION

HQ Caltrans staff have been involved in the Value Analysis process and indicated at the last meeting agreement with a conventional roadway instead of an expressway; however, official concurrence will be required from HQ Caltrans before the traffic operations component of the environmental phase can proceed. Additionally, HQ Caltrans must also approve removing the two interchanges from the funding plan for the project. STA and NCTPA staff will work with Caltrans to complete the Value Analysis process in January and get HQ Caltrans approval for the revised project scope.

FUNDING

Although Caltrans District 4 has been allocated \$4.1M in TCRP funds for the Environmental Phase of the project, over half of these funds have been expended and Caltrans has indicated that an additional \$800,000 will be needed to complete the Project Report and Environmental Documents. Additionally, the availability of any TCRP funds after the end of this fiscal year (June 30, 2004) is questionable, including existing allocations. If the TCRP funds are eliminated, STA and NCTPA must "find" an alternative source of funds in order to continue the project. NCTPA currently has \$2.0M in RTIP funds programmed in FY 2005-06 for PS&E for this project. With the current situation with the STIP, it will be a challenge to reprogram these

funds to the environmental phase and receive an allocation in FY 2004-05 when they will be needed. Additionally, if non-TCRP funds are required to complete the environmental phase, STA and NCTPA must decide if these funds are to be provided to Caltrans to complete the work or if the CMAs complete the project.

2005 RTP

A “fundable” Finance Plan must be developed for the Jameson Canyon project for it to be included in Track 1 of the 2005 RTP. Currently, the project is estimated to cost \$15.2M more than was estimated for the 2001 RTP. Additionally, the availability of ITIP funds for this project will probably be significantly less than the \$73M identified in the 2001 RTP. STA and NCTPA are working with Caltrans staff to further reduce the estimated costs for the project and to identify potential fund sources for the project in order to develop the Finance Plan. The Finance Plan must be completed by early Spring 2004 to submit to MTC for Track 1 of the 2005 RTP.

A recommendation for continuing the environmental phase of the project and a proposed Finance Plan will be brought to the Board of Directors in February or March 2004.

Recommendation:

Informational

Attachment

- A. Caltrans Draft Finance Plan/Cost Estimate for Jameson Canyon (12/18/03)



Date: January 5, 2004
TO: STA Board of Directors
FROM: Daryl Halls, Executive Director
RE: Regional Transportation Plan (RTP)
Transportation 2030 - Update

Background:

Metropolitan Planning Organizations (MPOs) are required to develop regional transportation plans based on a variety of planning factors. Two critical requirements pertain to developing a RTP that can demonstrate air quality conformity and is fiscally constrained. The Metropolitan Transportation Commission (MTC) is the federally designated MPO for the Bay Area and its nine counties. A number of key issues have been already identified for Transportation 2030 including transit/local roads funding shortfalls, the expanded Transportation for Livable Communities (TLC)/Housing Incentives Program and transportation-land use-smart growth issues, goods movement, older Americans mobility, safety and security measures, air quality issues, and balancing future funding commitments between Regional Customer Service Programs with maintenance of the system and addressing congestion through expansion projects and additional transit service. MTC is currently updating the Regional Transportation Plan (RTP), being called Transportation 2030 (T-2030). As part of the development of T-2030, MTC staff has developed goals and objectives, performance measures, fund estimates and various investment scenarios for the allocation of limited discretionary funds.

SOLANO COUNTY'S T-2030 PRIORITIES

As part of MTC's development of T-2030, the STA submitted a list of 39 track 1 candidate projects for MTC's T-2030 performance evaluation process. The highlights of this include the following:

1. I-80/680/780 Interchange - \$562 million shortfall
2. I-80/680/780 Corridor Improvements - \$750 million shortfall (mid term projects only)
3. State 12 (Jameson Canyon and SR 12 East) - \$167 million
4. Jepson Parkway Project - \$30 million shortfall
5. Maintenance of Local Streets and Roads - \$595 million shortfall in Solano County
6. Implementation Resolution 3434 (MTC's Regional Transit Expansion Plan)
 - A. Construct new Capitol Corridor Commuter Rail Stations (Fairfield/Vacaville, Benicia, and Dixon) and additional peak hour rail service in preparation for the 5-county commuter rail service between Oakland and Sacramento (Auburn) - \$130 million shortfall
 - B. Support expanded Express Bus Service, new and expanded park and ride lots and new transit hubs - \$194 million shortfall
 - C. Support Vallejo Intermodal Station and expanded ferry service - \$61 million shortfall

On December 10, 2003, the STA Board approved the following recommendations pertaining to MTC's adoption of investment policies and a preferred regional investment option:

1. Support the CMA Investment Option and T-2030 Regional Program Investment Scenarios that provides the STA with the flexibility to program the County RTIP funds and a percentage of Federal Cycle funds to address Solano County's transportation priorities and needs.
2. Support preservation of STA's programming authority for current State Transit Assistance (STA) - Population Based – Northern County and Small Operator Funds and future Proposition 42 generated State Transit Assistance Population Based – Northern County and Small Operator funds.
3. Request MTC provide flexibility for regional funds allocated for local roads and streets maintenance, allocated through County Residual Programs, to allow expenditure for non-MTS collectors and arterials, in addition to MTS roads.
4. Request MTC work with the STA and the Bay Area Congestion Management Agencies to determine the appropriate fund sources to fund regional programs to preserve County RTIP and Federal Cycle funds for County Residual Programs.

On December 12th, MTC's Planning and Operations Committee adopted a Regional Program Investment Scenario that mirrored the option developed by the CMA Directors, with the exception of higher funding levels for the regional bicycle program (\$200 million versus \$75 million) and Lifeline Transit (\$ 216 million versus \$ 95 million). This is highlighted in attachment A. To cover the increased regional funding commitment to the Lifeline Transit Program, future increases in State Transit Act (STA) Population Based Funds, increased based on the passage of Proposition 42, will be transferred from the North Bay Counties and Small Transit Operators to fund this program. On December 19th, the full Commission Board of MTC adopted this Regional Investment Scenario.

Discussion:

This month, MTC is scheduled to formally provide each of the nine Congestion Management Agencies, including STA, with its county target for track one funding for the T-2030 Plan. Based on MTC's recently adopted Regional Investment Option, Solano County's investment is projected to be slightly higher than the target in the 2001 RTP (\$ 266.3 million vs \$ 277.8 million). The track one projects are those projects that are deemed to be fiscally constrained as part of the Bay Area region's list of fiscally constrained projects. Only transportation projects included in MTC's T-2030 Plan will be eligible for future federal and state funds (such as federal cycle funds, federal earmarks, and STIP funds). The STA will be responsible for submitting the list of track one projects for Solano County. Attached is a list of the current Solano County track one projects included in the 2001 RTP (attachment C). STA staff is currently evaluating the status and project costs for all of these projects, plus the more expansive list forwarded to the MTC by the STA for performance review and evaluation (see attachment D). In order to be eligible for consideration, the STA requires that the project be included in the STA's Comprehensive Transportation Plan.

Over the next few months, STA staff will work with the STA Board, TAC, and Transit Consortium to develop a draft list of track one candidate projects within the fiscal constraints of Solano County's regional track one investment level. As part of the federal requirements for public outreach, MTC has requested the STA collaborate with MTC by coordinating the public input for development of the T-2030 Plan. This includes providing the public with the opportunity to review and provide comment to the STA Board during the development of Solano County's track one submittal. The deadline for the STA's track one submittal to MTC is May of

2004. In February 2004, STA staff will provide the STA Board with the schedule and process for development of the track one projects, including the public input process.

Recommendation:

Information

- Attachments:
- A. MTC's Adopted T-2030 Regional Investment Option
 - B. List of Solano County's 2001 RTP – Track One Projects
 - C. List of Solano County T-2030 Candidate Projects submitted by the STA to MTC for Performance Review



Date: January 2, 2004
TO: STA Board of Directors
FROM: Mike Duncan, Director of Projects
RE: Cordelia Truck Scales Relocation Study - Update

Background:

The Draft Cordelia Truck Scales Relocation Study was presented to the STA Board of Directors on October 8, 2003. The study was conducted as part of the preparation of the Environmental Documents and Project Report for the I-80/I-680/SR12 Interchange. The goal of the study is to identify the “best” location, or locations, for truck scales in Solano County based upon the technical factors used in the study. Korve Engineering, as a subconsultant to MTCO/Nolte Joint Venture, and Nolte Engineering conducted the Cordelia Truck Scales Relocation Study.

Three options were identified as potential locations for truck scales in Solano County. These options are:

- Option 1 – Relocate the scales within the I-80/I-680/SR12 Interchange area
- Option 2 – Locate a set of scales on I-80 between Fairfield and Vacaville and locate a set of scales on SR 12 between Suisun City and SR 113
- Option 3 - Locate a set of scales on I-80 between Vacaville and Dixon, locate a set of scales on SR 12 between Suisun City and SR 113, and locate a set of scales on I-505 between Vacaville and the county line.

At the October 8, 2003 meeting of the STA Board of Directors, the Board tabled action on recommending an option and directed STA staff to release the report for review and comment. The Board also directed that staff schedule Public Input meetings with agencies and interest groups, including consultant participation to answer specific technical questions.

Discussion:

The STA updated two exhibits and added an Executive Summary to the Draft Truck Scales Relocation Study and sent copies to all City Council members and County Supervisors in Solano County, as well as the offices of Federal and State representatives, requesting comments. The revised report is dated October 8, 2003.

STA also scheduled meetings in order to facilitate public input and to provide affected agencies and interest groups with detailed information. The following meetings have occurred or are currently scheduled:

- Highway 12 Association – October 16, 2003
- Supervisor Forney – October 22, 2003
- Dixon City Council – October 28, 2003
- Caltrans District 4 Director Bijan Sartipi – November 3, 2003
- Vacaville City Council – November 11, 2003

- Rio Vista City Council – November 20, 2003
- Suisun City Council – December 2, 2003
- Fairfield City Council – January 6th
- Solano County Board of Supervisors – TBD

The major issues/concerns voiced at the public input meetings include the following:

- Uncertainty regarding the future resources necessary for CHP to operate more than one site.
- Additional opportunities for truckers to evade the scales if scales are located outside of the I-80/I-680/SR12 Interchange area, potential damage to local roadways when scales are evaded by truckers and potential security enforcement issues
- Incompatibility of truck scales with the original intent of the Green Belt between Dixon and Vacaville
- Incompatibility of truck scales with planned development in Lagoon Valley
- Additional air pollution from idling trucks in the Central Valley (Option 3) and Lagoon Valley (Option 2)
- Potential safety problems for motorists with trucks exiting and entering a two-lane highway (SR 12), particularly during foggy conditions
- Safety issues for the proposed site on SR 12 near Olsen Road due to the topography of this section of SR 12 and the proximity to the SR 12/SR 113 intersection
- Proximity of the proposed site on SR 12 near Branscome Road to Travis AFB and the potential for lights from the truck scales to confuse pilots landing at Travis AFB

Based upon comments received during the public meetings, STA staff and project consultants further evaluated the potential benefits/disbenefits of the proposed site on I-80 between Fairfield and Vacaville (Lagoon Valley) and the proposed site on eastbound SR 12 near Olsen Road versus an eastbound SR 12 site near Branscome Road (opposite the proposed westbound site).

Although the I-80 site at Lagoon Valley in Option 2 provides some operational and constructibility improvements over the site within the I-80/680/12 Interchange, the site would still require significant complex braided ramp structures similar to Option 1. Additionally, as the Lagoon Valley and the North Texas Street areas “build-out”, traffic operations on I-80 would lessen the benefits in operational improvements over Option 1. These factors, combined with the additional scales required on SR 12 for Option 2, provide justification for potentially eliminating Option 2 from further consideration.

A westbound site on SR 12 near Branscome Road (a level, straight section of SR 12) was initially eliminated due to an environmental “fatal flaw.” The Suisun Marsh Protection Area is adjacent to the south side of SR 12 in this area, the potential location for a westbound truck scale site. Construction of this type of facility within the Suisun Marsh Protection Area would be extremely difficult, if not impossible. However, additional engineering analysis of this area indicated that SR 12 could be relocated slightly north in the area of potential truck scales, thus negating the need to build in the Suisun Marsh Protection Area. The “flat” topography near Branscome Road and the ability to relocate the roadway slightly north may provide justification for eliminating the SR 12 site near Olsen Road and including both eastbound and westbound sites on SR 12 near Branscome Road as the only proposed sites on SR 12.

The Arterials, Highways and Freeways Committee is scheduled to meet on February 5, 2004 to review comments received from the public input process, responses to these comments, and potential recommendations to the Board of Directors.

Recommendation:
Informational.



Date: January 2, 2004
TO: STA Board of Directors
FROM: Elizabeth Richards, SNCI Program Director
RE: SNCI Commuter Incentives Annual Status Report

Background:

In September 2002, the STA Board approved the allocation of funding for the implementation of a variety of SNCI Program commuter incentives. Two vanpool incentives, a carpool incentive, a transit incentive, and a bicycle incentive were established. A guaranteed ride home (GRH) program had previously been funded. A consultant, Moore, Iacofano and Goltsman, Inc (MIG) was retained to create and print a series of incentive promotional brochures as well as assist with the development of the Solano Countywide Guaranteed Ride Home program.

Discussion:

Over the past year, all of the new Solano Napa Commuter Information (SNCI) incentive programs have been implemented. The Vanpool Back-up Driver Incentive program began at the end of November 2002 followed by the Vanpool Formation Incentive in December 2002. In late December 2002, the Carpool Incentive program was kicked-off. A transit incentive program was introduced in the Spring of 2003. A bicycle incentive was preliminarily marketed with the California Bike to Work campaign in May 2003.

All the commuter incentives have been well received by the commuting public. A status report is attached. Some of the highlights include:

- Thirty-nine individuals have taken advantage of the Vanpool Back-up Driver Incentive and over \$3,000 of incentives has been distributed.
- Eleven vanpools have enrolled in the Vanpool Formation Incentive and over \$3,000 of this incentive has been distributed.
- The Carpool Incentive program was administered via direct mail to households in Rio Vista and Vallejo's Glen Cove neighborhood. Over \$1500 of incentives were distributed to respondents and their carpool partners.
- The Transit Incentive was produced and implemented jointly with Commuter Check throughout Solano County.
- Since the marketing of the Bicycle Incentive began in the spring of 2003, over 30 individuals expressed interest in the program. All have received application packets. Six individuals returned the application, qualified for the incentive, and received the incentive. Nearly \$600 in Bicycle Incentives funds has been disbursed.
- The Guaranteed Ride Home program is nearing completion. The next major step is to select and set up contracts with a number of taxi and rental car businesses; these entities will provide the rides to qualified commuters.

Based on the success of SNCI's incentive programs to date and the availability of TFCA funding, Staff will continue to implement and monitor these programs throughout FY03/04.

Fiscal Impact:

Over \$8,000 of SNCI's incentives have been distributed and have been funded with Bay Area Air Quality Management District (BAAQMD) local program manager TFCA funds. These incentive programs have remained within budget and funds remain to continue the incentive programs.

Recommendation:

Information.

Attachment

A. Commuter Incentive Status

Commuter Incentive Status December 2003

Vanpool Back-up Driver Incentive

Description: This incentive is to motivate more existing and new vanpool passengers to be a back-up vanpool driver to extend the operation of vanpools. The incentive is paid out after two months of back-up driving. For each of the two months of driving, the participant received \$50 of gas cards.

- Introduced November 2003 and is on-going
- 39 participants
- 85 incentive vouchers distributed; 63 incentives vouchers redeemed
- \$3,100 – value of back-up driver incentives distributed

Summary: This has been a very popular incentive which has helped vanpool drivers recruit more back-up drivers. Of the approved incentive budget, 62% has been disbursed.

Vanpool Formation Incentive

Description: Start a new vanpool (with 70% passenger occupancy) and receive up to a four-month gas coupon incentive. Empty seats are subsidized at the amount of \$100 the first month, \$75 the second month, \$50 the third month and \$25 the fourth month.

- Introduced December 2003 and is on-going.
- The first incentive vouchers were sent in April 2003.
- Eleven vanpools have enrolled in this incentive program; 5 have completed the program. The vanpools enrolled have a wide range of routes many not reflecting typical destinations of major urban locations. Routes include: Vallejo/Vacaville to Rancho Cordova, Fairfield to Oakland Airport, Fairfield to Sacramento, Fairfield to San Francisco, and Vallejo to Oakland. Some of the vanpools in the program, but not yet completed, also have some atypical routes: Vallejo to Tracy, Sacramento/Fairfield to Berkeley, Sacramento to Travis AFB, and Fairfield to Richmond.
- Value of incentives distributed: \$3,425.

Summary: This has been a popular incentive and assisted a number of vanpools establish themselves on the road. Of the approved incentive disbursement budget, 25% has been spent.

Carpool Incentive:

Description: To improve the likelihood of a quality carpool match, this direct mail incentive program offered incentives to individuals in targeted locations who responded and agreed to be placed into the ridematching database. If they also formed a carpool, they were eligible for \$40 of gas cards.

- First cycle implemented December 2003 in Rio Vista and Vallejo/Glen Cove neighborhood.
- Over 5000 mailers were distributed.
- 36 responses.
- \$1700 worth of incentives distributed

- In FY03/04 this carpool incentive will be targeted at three communities: Benicia, Suisun City, and Dixon. Among these 3 communities, approximately 5,000-10,000 households will be targeted with direct mail promoting this incentive.

Summary: Research indicates that nearly 50% of commuters are open to carpooling if their commute time is not affected by multiple diversions. This incentive program addresses this by focusing on areas where commuters live near one another and may lead to more convenient carpool matches. Staff will evaluate the current implementation method with the objective to increase the response rate this year.

Bicycle Incentive:

Description: An incentive to 40% of the cost of a new bicycle (up to \$100) is given to qualified individuals who purchase a bicycle for commuting purposes. Participants are required to submit monitoring reports after 3 months, 6 months, and 12 months of use.

- This program was marketing in May 2003 and fully implemented in September 2003.
- Over 30 bicycle incentive program application packets have been requested and distributed.
- Six individuals have been qualified and received the incentive.
- \$593 worth of incentives have been distributed
- The first 3-month monitoring reports were due in December 2003.

Summary: Given the approved budget of \$5,000 for this incentive, 50 bicyclists will be able to receive the \$100 incentive. To date only a handful has completed the program. Assuming requests for this incentive will be minimal until the weather improves in the spring, funds will be available to re-market this incentive during the 2004 Bike to Work campaign.

Guaranteed Ride Home Program:

Description: The countywide program would provide a commuter working in Solano a way home in the case of an emergency if they had carpooled, vanpooled, rode the bus, biked, etc to work. Rides would be provided by taxi or rental car.

- MIG is on contract to develop this program and its policies.
- The program criteria are nearing completion; next step is selecting vendors to develop this service throughout the county. Once vendors are selected and contracts in place, the program can be marketed.
- Program development completion planned by the end of YF03/04.



Date: January 2, 2004
TO: STA Board of Directors
FROM: Dan Christians, Assistant Executive Director/Director of Planning
RE: Status Report on Comprehensive Transportation Plan
(CTP) - Update

Background:

On June 11, 2003, the STA Board authorized the Executive Director to release an RFP, select a consultant team and enter into a contract to prepare an update to the Solano Comprehensive Transportation Plan. On July 9, 2003, the Board selected Alta Planning and Design/Korve Engineering to prepare the CTP update.

The update of the Solano Comprehensive Transportation Plan (CTP) continues to move forward on a fast track. All of the City Council and Board of Supervisors CTP/ RTP presentations have now been made. Updated needs assessments (Attachment A) and Transportation for Livable Community (TLC) candidate projects (Attachment B) have been submitted by member jurisdictions for incorporation into the updated CTP.

Three STA Committees provide policy input on each of the major CTP elements including:

- Arterials, Highways and Freeways
- Transit
- Alternative Modes

During the summer and fall 2003, each of the committees met twice to review the status of various studies and projects that will be incorporated into the updated CTP.

Discussion:

Each of the STA Committees will be meeting one or two more times through January and February 2004 to review and finalize specific elements of the CTP. Listed below are the next scheduled meetings:

Arterials, Highways and Freeways February 5, 2004, 9:00 a.m.

Transit February 2, 2004, 9:00 a.m.

Alternative Modes February 13, 2004, 1:30 p.m.

At each of the next committee meetings, a preliminary draft of the pertinent CTP element(s) that each committee is responsible for reviewing will be provided for comments. It is then expected that at the March 10, 2004 STA Board meeting, the draft CTP will be forwarded to the Board with a recommendation to place it on the STA web site and make copies available to various agencies and individuals for public comments.

Fiscal Impact

None

Recommendation:

Informational

Attachments

- A. Transportation for Livable Community (TLC) Candidate Projects



DATE: January 5, 2004
 TO: STA Board
 FROM: Robert Guerrero, Associate Planner
 RE: Funding Opportunities Summary

The following funding opportunities will be available to STA members during the next few months. Also attached are summary fact sheets for each program. Please distribute this information to appropriate departments within your jurisdiction.

<u>Fund Source</u>	<u>Application Available From</u>	<u>Applications Due</u>
Statewide Planning Grants	Cameron Oakes, Caltrans District 4 (510) 622-5758	January 8, 2004
Office of Traffic Safety (OTS) Program	Mark Bertacchi Office of Traffic Safety (916) 262-0985	January 31, 2004
Yolo Solano Air Quality Management District (YSAQMD) Clean Air Fund Program	Jim Antone YSAQMD (530) 757-3653	<i>Draft Applications Due to STA: February 25, 2004</i> Final Applications due to YSAQMD: March 19, 2004
2004-05 Elderly and Disabled Transit (Section 5310) Program	Dana Lang, MTC (514) 464-7764	February 25, 2004
TDA Article 3 Program	Craig Goldblatt, MTC, (510) 464-7837	Tentatively due to STA March 1, 2004
TFCA Program (40% Program Manager Funds)	Robert Guerrero, STA, (707) 424-6014	Tentatively due to STA March 2004



FUNDING OPPORTUNITY:

Statewide Planning Grants

Applications Due: January 8, 2004

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Statewide Planning Grants is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: MPOs/RTPAs are eligible as applicants. Cities and County of Solano, Native American Tribal Governments, public entities, Community Based Organizations, and private entities may submit proposals as sub-recipients. Each grant program has specific applicant qualifications.

Program Description: Two planning grant programs are currently available:

- ***Partnership Planning Grant***
- ***Transit Planning Grants***

Remaining grants programs are expected to be available in December 2003/ January 2004. These programs include:

- ***Environmental Justice: Context Sensitive Planning***
- ***Community Based Planning***

Funding Available: \$2.6 million is currently available statewide for the Partnership Planning Grant and the Transit Planning programs.

Eligible Projects: Each grant program is designed to meet specific goals. Funding will be provided for planning projects that attempts to achieve these goals. Application packages are available at: www.dot.ca.gov/hq/tpp/grants.htm

Caltrans Contact Person: Cameron Oakes, Caltrans District 4, (510) 622-5758

STA Contact Person: Robert Guerrero, STA Associate Planner (707) 424-6014.
rguerrero@STA-SNCI.com



FUNDING OPPORTUNITY:

Office of Traffic Safety (OTS) Program

Applications Due: January 31, 2004

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Office of Traffic Safety (OTS) Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: State and local government agencies. Community Based Organizations (CBO) can co-sponsor applications with State or local agencies.

Program Description: OTS grants are used to mitigate traffic safety program deficiencies, expand ongoing safety activity, or develop a new program. OTS grant funding priorities include the following program:

- Alcohol and Other Drugs
- Police Traffic Services
- Emergency Medical Services (EMS)
- Traffic Records/Roadway Safety
- Vehicle occupant Protection
- Pedestrian and Bicycle Safety

Funding Available: The OTS Program does not have a specific minimum or a maximum amount for project funding. Applicants must be specific in funding amounts requested.

Eligible Projects: GIS programs to assist public works and police departments track, identify, analyze, and display collision and citation data; bicycle and pedestrian safety and educational programs; seat belt and child safety programs; full time personnel for collision violation enforcement; motorcycles; visible display radar trailers; and regional emergency medical service equipment (ambulance, rescue vehicles, extraction equipment, etc.).

Caltrans Contact Person: Mark Bertacchi, Office of Traffic Safety, (916) 262-0985.

STA Contact Person: Robert Guerrero, STA Associate Planner (707) 424-6014.
rguerrero@STA-SNCL.com



FUNDING OPPORTUNITY:

2003-04 YSAQMD Clean Air Funds Program

*Draft Applications Due to the STA for the
STA/YSAQMD Screening Committee on February 25, 2004
Final Applications due to YSAQMD on March 19, 2004*

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the YSAQMD Clean Air Funds Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities of Dixon, Rio Vista, Vacaville, and portions of Solano County located in the Yolo Solano Air Basin.

Program Description: The YSAQMD Clean Air Funds Program provides grants to local agencies to implement various clean air projects including transit, bicycle routes and electric vehicles.

Funding Available: Approximately \$270,000 will be available for 2004/05

Eligible Projects: Clean air vehicles, transit routes, bicycle routes, pedestrian paths, clean air programs, and ridesharing. This discretionary program funds various clean air projects that result in reduction of air emissions. The District will require Emission Reduction and Cost Effectiveness Calculations for projects that receive more than \$10,000 in District Clean Air Funds.

Further Details: Applications will be available in January 2004. Solano Clean Air Applications will be reviewed by a pre-screening committee consisting of STA Board members and Board members from the YSAQMD before they are formally submitted to the Air District for approval. Please contact program coordinators for more information.

Program Contact Person: Jim Antone, YSAQMD (530) 757-3653

STA Contact Person: Robert Guerrero, STA Associate Planner, (707) 424-6014



FUNDING OPPORTUNITY:

2004-05 Elderly and Disabled Transit (Section 5310) Program

Applications Due: February 25, 2004

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Caltrans' Elderly and Disabled Transit Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Private non-profit organizations and public agencies

Program Description: This program is designed to provide funding for purchasing accessible vans and buses or other transportation related equipment to serve individuals with special needs. Agencies are eligible to receive up to 80 percent of the purchase price for vehicles and equipment.

Funding Available: Approximately \$8.5 million will be made available statewide on a competitive basis. A local match is required.

Eligible Projects: Eligible projects include bus or van purchase/replacement and computer or radio equipment purchase/replacement.

Further Details: The STA's PCC is involved with the application procedure. Applicants are required to submit requests to the STA as well as to Caltrans and MTC. Please contact STA or MTC for more information.

Program Contact Person: Dana Lang, MTC, (514) 464-7764

STA Contact Person: Jennifer Tongson, Projects Assistant, (707) 424-6013.
jtongson@STA-SNCL.com



FUNDING OPPORTUNITY:

Transportation Development Act (TDA) Article 3

Draft Applications Due: March 1, 2004

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Transportation Development Act (TDA) Article 3 Program is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Solano cities and county agencies

Program Description: 2% of TDA funds is dedicated to pedestrian and bicycle projects in Solano County. TDA funding is generated by a 1/4 cent tax on retail sales in each county.

Funding Available: Approximately \$290,000 is available for TDA Article 3 funding each year for Solano County.

Eligible Projects: Eligible projects include bicycle and pedestrian planning and construction projects.

Further Details: Applicants for TDA Article 3 funding must be included on the STA's 5-Year TDA Article 3 Bicycle/Pedestrian Plan. The BAC annually reviews and recommends revisions to the 5-Year Plan based on applications received during the call for projects period. STA staff will begin accepting applications after the STA Board issues a call for projects, anticipated in January 14, 2004. TDA Article 3 forms are available on MTC's website at:
www.mtc.dst.ca.us/funding/claim_forms.htm

STA Program Contact Person: Robert Guerrero, Associate Planner, (707) 424-6014

MTC Program Contact Person: Craig Goldblatt, MTC, (510) 464-7837



FUNDING OPPORTUNITY:

**Solano Transportation Fund for Clean Air
(TFCA) Program**
(40% Program Manager Funds)

Applications Due to STA tentatively March 2004

TO: STA Board

FROM: Robert Guerrero, Associate Planner

This summary of the Solano Transportation Fund for Clean Air is intended to assist jurisdictions plan projects that are eligible for the program. STA staff is available to answer questions regarding this funding program and provide feedback on potential project applications.

Eligible Project Sponsors: Cities of Benicia, Fairfield, Suisun, and Vallejo, the County of Solano, school districts and colleges in south Solano County are eligible.

Program Description: This program provides grants to local agencies for clean air projects.

Funding Available: Approximately \$340,000 is available for FY 2004-05.

Eligible Equipment: Shuttle/feeder buses, arterial management, bicycle facilities, clean air vehicles and infrastructure, ridesharing, clean air vehicles, and "Smart Growth" projects.

Further Details: Application material, program guidelines, and additional information about the TFCA program will be available February 2004. TFCA guidelines will be reviewed and approved by the STA Board prior to a formal call for projects.

STA Contact Person: Robert Guerrero, Associate Planner, 707.424.6014
