

MEETING NOTICE

March 10, 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 MacMillan
(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:

Karin MacMillan Chair City of Fairfield	Mary Ann Courville Vice Chair City of Dixon	Steve Messina City of Benicia	Marci Coglianese City of Rio Vista	Jim Spering City of Suisun City	Len Augustine City of Vacaville	Anthony Intintoli City of Vallejo	John Silva County of Solano
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STA Alternates:

Harry Price	Gil Vega	Dan Smith	Ed Woodruff	Mike Segala	Rischa Slade	Pete Rey	John Vasquez
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VI. COMMENTS FROM STAFF, CALTRANS AND MTC (6:15-6:30 p.m.)

A. Caltrans Report

B. MTC Report

C. STA Report

1. Presentation of Draft I-80/680/780 Transit Corridor Study

2. Presentation of Draft Senior and Disabled Transit Study

Dan Christians
Richard Weiner/
Nelson Nygaard

VII. CONSENT CALENDAR

Recommendation: Approve the following consent items in one motion

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

(6:30-6:35 p.m.) – Pg 7

A. STA Board Minutes of February 11, 2004

Kim Cassidy

Recommendation: Approve minutes of February 11, 2004.

– Pg 9

B. Approve Draft TAC Minutes of February 25, 2004

Johanna Masiclat

Recommendation: Receive and file. – Pg 13

**C. Authorization for the STA to Provide
Administrative and Legal Functions for STIA as
Part of the Development of a CTEP**

Daryl Halls

Recommendation: Approve the following:

*1. Authorize the STA to perform administrative and legal duties
and functions on behalf of the STIA until November 10, 2004.*

*2. Direct STA staff to maintain accounting and fiscal records of
administrative and legal services performed by STA on behalf of
the STIA. – Pg 19*

**D. Appointment of Bicycle Advisory Committee Members
(BAC)**

Robert Guerrero

*Recommendation: Appoint the following to participate in the
STA's Bicycle Advisory Committee for a three-year term ending
December 2007:*

1.) Jim Fisk, Dixon Member

2.) Mick Weninger, Vallejo Member

3.) Bill Schmidt, Member-at-Large – Pg 25

**E. Appointment of Pedestrian Advisory Committee Members
(PAC)**

Robert Guerrero

*Recommendation: Appoint Barbara Comfort to the Pedestrian
Advisory Committee representing the Solano County Agricultural
Advisory Committee for a three-year term ending December 2007.*

– Pg 31

- F. Letter of Support for the City of Fairfield's and City of Suisun City's Applications for the Safe Routes To School Program** Jennifer Tongson

Recommendation: Authorize the Executive Director to forward letters of support for the following:

- 1. The City of Fairfield's Safe Routes To School application for \$59,000.*
- 2. The City of Benicia's Safe Routes to School application for \$264,000. – Pg 35*

- G. Resolution for the FY 2004-05 FTA Section 5310 Program to Replace One Solano Paratransit Vehicle** Jennifer Tongson

Recommendation: Adopt a resolution for STA's application for FY 2004-05 FTA Section 5310 funds stating that no nonprofit agencies were able to demonstrate its ability to provide a service similar to Solano Paratransit.

– Pg 37

VIII. ACTION ITEMS - FINANCIAL

- A. Consultant Services Contracts for Programmatic EIR and Public Input for Development of CTEP** Daryl Halls

Recommendation: Approve the following:

- 1. Authorize the Executive Director to enter into a consultant services contract with Jones & Stokes for the development of the Programmatic EIR update for the County Transportation Expenditure Plan (CTEP) by the Solano Transportation Improvement Authority (STIA) for an amount not to exceed \$40,000.*
 - 2. Authorize the Executive Director to enter into a consultant services contract with a qualified public input meetings/facilitation firm (recommended firm to be provided at the meeting) for the facilitation of ten public input meetings as part of the development of the CTEP by the STIA for an amount not to exceed \$20,000.*
 - 3. Authorize the Executive Director to purchase the privately funded public opinion poll data conducted by Moore & Associates in November 2003, for an amount not to exceed \$7,500.*
- (6:35-6:40 p.m.) – Pg 41*

- B. Solano-Napa Countywide Travel Demand Modeling Contract with the City of Fairfield** Dan Christians

Recommendation: Approve the following:

- 1. Authorize the Executive Director to enter into a two-year contract with the City of Fairfield to provide on-going travel demand modeling services in an amount not to exceed \$80,000 a year for FY 2003-04*

and FY 2004-05 plus three additional potential optional years (2005-06, 2006-07, and 2007-08) if determined needed by the Executive Director and subject to additional budget authority for each optional year.

2. Approve the preliminary Scope of Work as contained in Attachment A. (6:40-6:45 p.m.) – Pg 51

IX. ACTION ITEMS – NON FINANCIAL

A. 2004 STIP – Transportation Enhancements (TE) Projects Mike Duncan

Recommendation: Approve the following:

1. Program Transportation Enhancement (TE) funds in the 2004 STIP as a Reserve Lump Sum by fiscal year as shown in Attachment C.

2. Authorize the Executive Director to submit the 2004 STIP Transportation Enhancement programming for Solano County to MTC.

(6:45-6:50 p.m.) – Pg 55

B. Status Report on Solano Comprehensive Transportation Plan Dan Christians

Recommendation: Approve the following:

1. A modified schedule for development and adoption of the CTP update as specified in Attachment B.

2. Request staff provide informational presentations to each city council and the Board of Supervisors during March and April 2004 to provide information on recently completed corridor and transit studies and needs assessments as part of an overview of the Solano Comprehensive Transportation Plan update.

(6:50-6:55 p.m.) – Pg 63

C. Request to MTC for Surface Transportation Program/Congestion Mitigation Air Quality (STP/CMAQ) Funds for: Mike Duncan

1) I-80/Leisure Town Road Overcrossing - \$4.65M (replaces STIP)

2) Completion of I-80/I-680/SR 12 Interchange PA/ED - \$6.8M (replaces TCRP)

Recommendation: Recommend the STA Board of Directors authorize the Chair to do the following:

1. Send a letter to MTC immediately requesting \$4.65M in STP/CMAQ funds to replace \$4.65M in FY 2003-04 STIP funds for the I-80/Leisure Town Road Overcrossing project.

2. Send a letter to MTC requesting \$6.8M in STP/CMAQ funds to replace TCRP funds to complete the I-80/I-680/SR 12 Interchange PA/ED, if the

TCRP program is terminated.
(6:55-7:00 p.m.) – Pg 67

X. INFORMATION ITEMS- (7:00-7:05 p.m.)

- A. Development of Track 1 Projects for Transportation 2030** Dan Christians
Informational – Pg 71

(No Discussion Necessary)

- B. Draft I-80/680/780 Transit Corridor Study** Dan Christians
Informational – Pg 77

- C. Senior and Disabled Transit Study** Robert Guerrero
Informational – Pg 81

- D. Freeway System Management Program** Mike Duncan
Informational – Pg 83

- E. Cordelia Truck Scales Relocation Study - Update** Mike Duncan
Informational – Pg 103

- F. STP/CMAQ/TEA Obligation Authority Priorities** Mike Duncan
Informational – Pg 111

- G. State Route 12 Major Investment Study – Operational Strategy** Mike Duncan
Informational – Pg 119

- H. Regional Measure 2 (RM2) Public Informational Program** Janice Sells
Informational – Pg 121

- I. Funding Opportunities Summary** Robert Guerrero,
Informational – Pg 123 Sam Shelton

XI. BOARD MEMBERS COMMENTS

XII. ADJOURNMENT

Adjournment of the March 10, 2004 STA Board meeting is in honor of Charlie Jones, Jr. The next regular meeting of the STA Board is scheduled for April 14, 2004, 6:00 p.m. at Suisun City Hall Council Chambers.



MEMORANDUM

DATE: March 3, 2004
TO: STA Board
FROM: Daryl K. Halls
RE: Executive Director's Report – March 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.

Bay Area Voters Approve Regional Measure 2

On March 2, voters in seven Bay Area counties, including Solano County, approved the passage of Regional Measure 2 (RM 2). With 100% of the precincts reporting as of late Tuesday, 57% had voted yes and 43% voted no. Solano County was the only one of the seven counties where a majority of voters did not vote in favor, 40.88 % voted in favor and 59.12% voted against. With the successful passage of RM 2, the 3rd dollar toll on the seven state owned bridges will begin to be collected on July 1, 2004. The STA will be working with the Bay Area Toll Authority (BATA), the Metropolitan Transportation Commission (MTC), and Solano County project sponsors to submit funding requests for each of the projects contained in the expenditure plan for RM2. These are due for submittal to BATA by July 1, 2004.

STA Travels to Washington D.C.

On March 6th-10th, Janice Sells and I will be joining Board Members Karin MacMillan, Anthony Intintoli, and Jim Spering, and the Bay Area transportation delegation in traveling to Washington, D.C. to request federal TEA 3 Reauthorization and 2004 Appropriations earmarks. The Ferguson Group has scheduled meetings with members of the Solano County and Bay Area legislative delegation. Staff will provide an update at the Board meeting.

Caltrans Schedules Groundbreaking for I-80/680 Auxiliary Lanes Project

Caltrans District IV has scheduled a groundbreaking ceremony for the I-80/680 Auxiliary Lanes project for Friday, April 16th, at 10 am. STA staff has confirmed the availability of this date for Congresswoman Ellen Tauscher and will be working for the next few weeks to invite Solano County State Legislators, STA Board Members, and other key elected officials and community leaders.

Legislative Proposals for Transportation Begin to Surface in Sacramento

Attached is the latest state legislative report provided by Shaw/Yoder. The report highlights several legislative proposals pertaining to providing state revenues for transportation. Staff will provide an update at the meeting.

STA and Transit Operators Plan Solano County's Transit Future *

Dan Christians, Mike Duncan, Elizabeth Richards and Robert Guerrero have spent numerous hours working with the Transit Subcommittee, project consultants, members of the Transit Consortium, and the public in the development of the I-80/680/780 Transit Corridor Study and Senior/Disabled Transit Study. On February 2, 2004, the Transit Subcommittee reviewed the draft plans for both transit studies. These two studies combined with the two Commuter Rail Studies completed last year and the Vallejo Ferry Plan will comprise the four primary chapters of the Transit Element for the STA's update of the County Comprehensive Transportation Plan. Staff and one of the project consultants will be providing an informational presentation at the Board meeting. In addition, staff is recommending that informational presentations on both of these transit studies, plus the I-80/680/780 Corridor Study and unfunded local streets and roads needs, be provided to each of the seven city councils and Solano County Board of Supervisors.

Highway Subcommittee to Host Cordelia Truck Scales Study Tour *

At the request of the STA's Arterials, Highways and Freeways Subcommittee, staff has scheduled a tour on Thursday, April 1, at 9 am, of the current Cordelia Truck Scales and proposed locations for relocation as part of the informational gathering phase for the Draft Cordelia Truck Scales Relocation Study. The STA will provide transportation for this tour, which is scheduled to last about three hours, and will be preceded by a Caltrans presentation on current and future truck scales technology. If you are interested in participating in this tour, please contact Mike Duncan at the STA.

STA Staff Update

In February, Sam Shelton officially started employment with the STA. His hiring filled the vacant Planning Assistant position in the Strategic Planning Department. Sam is a recent graduate of U.C. Davis where he majored in Environmental Policy Analysis and Planning.

Attachments: Attached for your information are any key correspondence, the STA's list of acronyms and an update of the STA meeting calendar. Transportation related newspaper articles are included with your Board folders at the meeting.

Attachments: Attachment A: Shaw/Yoder's State Transportation Report
Attachment B: STA Meeting Calendar



DATE: March 2, 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 February 11, 2004.
- B. Approve Draft TAC Minutes of February 25, 2004.
- C. Authorization for STA to provide the Administrative and Legal Functions for STIA as Part of the Development of a CTEP.
- D. Appointment of Bicycle Advisory Committee Members (BAC).
- E. Appointment of Pedestrian Advisory Committee Members (PAC).
- F. Letter of Support for the City of Fairfield's and City of Suisun City's Applications for the Safe Routes to School Program.
- G. Resolution for the FY 2004-05 FTA Section 5310 Program to Replace One Solano Paratransit Vehicle.



SOLANO TRANSPORTATION AUTHORITY
Minutes of Meeting of
February 11, 2004

I. CALL TO ORDER

Chair MacMillan called the regular meeting to order at 6:30 p.m. A quorum was confirmed.

MEMBERS

PRESENT:

Karin MacMillan (Chair)	City of Fairfield
Mary Ann Courville (Vice Chair)	City of Dixon
Steve Messina	City of Benicia
Marci Coglianese	City of Rio Vista
Jim Spering	City of Suisun City
Len Augustine	City of Vacaville
Anthony Intintoli	City of Vallejo
John Silva	County of Solano

MEMBERS

ABSENT:

None

STAFF

PRESENT:

Daryl K. Halls	STA-Executive Director
Charles O. Lamoree	STA-Legal Counsel
Dan Christians	STA-Asst. Exec.
	Dir./Director of Planning
Mike Duncan	STA-Director of Projects
Elizabeth Richards	STA-SNCI Program Director
Kim Cassidy	STA-Clerk of the Board
Janice Sells	STA-Program Manager/Analyst
Anna McLaughlin	STA-SNCI Program Manager/Analyst
Robert Guerrero	STA-Associate Planner
Jennifer Tongson	STA-Projects Assistant

ALSO

PRESENT:

Harry Price	Member Alternate-City of Fairfield
Morrie Barr	City of Fairfield

Gian Aggarwal
Erik Ridley
Barry Eberling
Bernice Kaylin

Mike Miller

City of Vacaville
Congresswoman Tauscher
Daily Republic
League of Women Voters –
Solano County
The Ferguson Group

III. APPROVAL OF AGENDA

On a motion by Member Augustine, and a second by Member Spring, 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 topics:

- State Budget Cuts Likely to Impact STIP and TCRP Funded Projects.
- Board of Supervisors Vote to Form STIA.
- Miller and Tauscher Lands the STA 2003 Federal Appropriations Earmarks.
- STA's Draft FY 2004/05 Budget.
- STA and Caltrans Plan the Future of the I-80/680/780 Corridor.
- Highway Subcommittee to Discuss Next Steps for Cordelia Truck Scales Study.
- Transit Subcommittee Reviews Two Draft Transit Studies.
- "How to Allocate \$277 Million?!" – MTC's T-2030 Process Transitions to Phase 2
- STA Provides Public Information for Solano County Projects in RM 2.
- Staff Presentation to Focus on STA's Allocation of Funds and Pursuit of Grants.
- Regional Measure 2 – Frequently Asked Questions.

VI. COMMENTS FROM STAFF, CALTRANS AND MTC

A. Caltrans: Yader Bermudez provided an update on several transportation projects.

B. MTC: None presented.

C. STA Report

- 1. Proclamation of Appreciation for Congressman George Miller.**

On a motion by Member Sperring, and a second by Member Silva, the STA Board unanimously approved the Proclamation.

2. Update of TEA 3 Reauthorization

Mike Miller, The Ferguson Group provided a current update on TEA 3 Reauthorization bills pending before Congress and the Senate.

3. Funding Programs and Allocations

Daryl Halls and Mike Duncan reviewed various state and federal fund cycles and the types of funds for which the STA allocates and/or competes.

VII. CONSENT CALENDAR

On a motion by Member Silva, and a second by Member Courville, the consent items were approved with the exception of Agenda Item VII.D, *Local Match for State Route 12 Realignment and Rio Vista Bridge Feasibility Study*, which was pulled for separate discussion.

A. STA Board Minutes of January 14, 2004

Recommendation: Approve STA Board minutes of January 14, 2004.

B. Approve Draft TAC Minutes of January 28, 2004

Recommendation: Receive and file.

C. STA Gas Tax and TDA Contributions for FY 2004/05

Recommendation: Approve the following recommendations:

1. Approve the gas tax claim of \$293,066 for FY 2004/05 at the index rate of 2.1% of the aggregate Solano County total for gas tax as indicated in Attachment C.
2. Approve the TDA claim of \$380,052 for FY 2004/05 at the index rate of 2.7% of the aggregate Solano County total for TDA as indicated in Attachment C.
3. Authorize the Executive Director to forward the gas tax and TDA claims for FY 2004/05 to the STA's Member Agencies.

E. Amendment to Joint Exercise of Powers Agreement for the Capital Corridor

Recommendation: Authorize the STA Chair to execute the attached "Amendment to Joint Exercise of Powers Agreement" for the Capitol Corridor Joint Powers Authority.

F. TFCA Guidelines and Call for Projects

Recommendation: Approve the following:

1. 2004-05 TFCA Program Manager Guidelines.
2. Authorize the Executive Director to initiate a Call for Projects for the FY 2004-05 TFCA Program Manager funds.

G. Final Draft 2004 Solano Congestion Management Program (CMP)

Recommendation: Approve the following:

1. 2004 Solano County Congestion Management Program,
2. Authorize the Executive Director to submit the 2004 Solano County Congestion Management Program to MTC for approval.

H. Application for the FTA Section 5310 Program to Replace One Solano Paratransit Vehicle

Recommendation: Approve the following:

1. Authorize STA staff to submit an application for the FTA Section 5310 Program for the replacement of one Solano Paratransit vehicle.
2. Authorize \$11,250 in FY 2004-05 STAF funds for the local match if the grant is awarded.

I. SolanoLinks Inter-City Transit Consortium Draft 2004 Work Plan

Recommendation: Approve the SolanoLinks Transit Consortium Work Plan for 2004 as specified in Attachment A.

J. Paratransit Coordinating Council (PCC) Work Plan for 2004

Recommendation: Approve the PCC work plan for 2004 as specified in Attachment B.

D. Local Match for State Route 12 Realignment and Rio Vista Bridge Feasibility Study

Recommendation: Authorize the Executive Director to:

1. Send a letter to the City of Rio Vista requesting a local cash match of \$25,000 as required by Caltrans for the Highway 12 Realignment and Rio Vista Bridge Feasibility Study application request;
2. Request STA staff to identify a local match funding source to share up to \$12,500 of the local match for the study from the 2004-05 STA budget.

Member Coglianesse noted the Rio Vista City Council had already approved a local cash match as indicated in Recommendation 1. Staff recommended the STA Board not take action on Recommendation 1.

On a motion by Member Coglianesse, and a second by member Messina, the STA Board unanimously approved Agenda Item VII.D, Recommendation 2.

VIII. ACTION ITEMS: FINANCIAL

A. STA's FY 2004-05 Proposed Budget

Daryl Halls provided highlights of the proposed STA FY 2004-05 budget and summarized revenue and expenditure projections by department. He indicated the annual budget represents a reduction from the FY 2003-04 amount and reviewed anticipated reductions in grant funds used for various projects and studies that are nearing completion.

Board Comments:

Member Coglianesse inquired about the basis for a cost of living adjustment (COLA) and the COLA policy adopted by the Board. Daryl Halls indicated the STA Board adopted COLA was based on an average (1/3 each) of three consumer price indexes: the Bay CPI, U.S. Cities CPI and Western Urban CPI and that the COLA was subject to annual approval by the STA Board.

Recommendation: Approve the following:

1. Adopt the proposed FY 2004-05 budget as shown in Attachment A.
2. Approve a 2% cost of living adjustment for STA salaries for FY 2004-05, as included in the proposed FY 2004-05 budget, consistent with Board adopted policy.
3. Approve the revised budget development schedule for FY 2004-05 and FY 2005-06 budget as specified in Attachment C

On a motion by Member Silva, and a second by Member Spring, the staff recommendation was approved unanimously.

B. Consultant Services for Development of the County Transportation Expenditure Plan

Daryl Halls provided a summary of the County Transportation Expenditure Plan (CTEP), related tasks, and the staff request for specific consultant assistance. He reviewed the scope of work for consultant services for coordination of the development of the CTEP, public input process, and public information materials and the scope of work for consultant services for specialized legal services associated with development of the CTEP and Programmatic EIR for the CTEP. He indicated these consultant contracts are a preliminary step and staff was still assessing the need for additional consultant services.

Charles Lamoree commented that STA guidelines provided contract authority to \$10,000 and in March he will request the Board adjust the policy to \$25,000 for consistency with state and federal funds.

Recommendation:

Approve the following:

1. Authorize the Executive Director to retain the consultant services of Smith, Watts & company for coordination of the development of the County Transportation Expenditure Plan (CTEP), public input process and public information materials for an amount not to exceed \$10,000.
2. Authorize the Executive Director to retain the consultant services of Nossaman, Guthner, Knox & Elliott, LLP, for legal services associated with the development of the CTEP and Programmatic Environmental Impact Report (EIR) for the CTEP for an amount not to exceed \$10,000.

On a motion by Member Intintoli, and a second by Member Spring, the staff recommendation was approved unanimously.

C. State Transit Assistance Funds (STAF) Program

Mike Duncan summarized the five-year STAF fund estimates and current commitments to STAF funded projects.

Recommendation: Authorize \$20,000 in FY 2003-04 STAF funds for the City of Benicia to be used as matching funds for the preparation of the Benicia Short Range Transit Plan (\$7,774) and to study Benicia Transit Operations and Coordination (\$12,226).

On a motion by Member Intintoli, and a second by Member Coglianesi, the staff recommendation was approved unanimously.

D. Cordelia Truck Scales Relocation Study – Update

Mike Duncan reviewed the purpose of the Cordelia Truck Scales Relocation Study, the three potential location options, issues for further study, interim recommendations and concerns raised during the public input process that may affect potential truck scale locations in Solano County.

Board Comments.

Member Spering inquired about the role and responsibility of the STA for determining the location of truck scales in Solano County.

Daryl Halls indicated the State makes the final decision on the location of the truck scales and the interchange and he indicated state design standards are significant. He stated that staff is collectively capturing comments for a presentation to the CHP and Caltrans.

Member Silva stated he prefers the STA Board send a strong message to Caltrans and the State and requested a fallback plan to locating truck scales in Solano County.

Member Augustine suggested collaborating with the California Highway Patrol (CHP), Caltrans, and Korve Engineering and stated he favors a resolution to this issue along with building consensus among the Board.

Member Courville suggested an in depth re-evaluation of the necessity of locating truck scales in Solano County.

Member Spering stated there is a necessity of going beyond saying the scales are not wanted and there needs to be a willingness to fund other alternatives or financial incentives for alternatives.

Member MacMillan stated other alternatives need to be explored, innovative technologies reviewed and a request forwarded to CHP enquiring about the purpose of requiring cities to house these truck scales options. The Board requested staff add investigating the elimination of truck scales in Solano County as an additional recommendation.

Recommendation: Recommend the STA Board approve the following:

1. Delete Option 2 from further consideration.
2. Determine the viability of relocating SR 12 to the north near Branscome Road to allow eastbound and westbound scales near Branscome Road, including a 4-lane roadway in this area. Delete the location near Olsen Road on SR 12 if this scenario is viable.

3. For Option 3 on I-80, reevaluate the locations outside of the Vaca-Dixon Greenbelt to a location, or locations, to the east.
4. Authorize the Executive Director to allocate up to \$10,000 in TCRP funds to complete recommendations 2 and 3.
5. *Direct staff to investigate elimination of truck scales in Solano County.*

On a motion by Member Messina, and a second by Member Courville, the STA Board approved the recommendation, as amended, on a vote of 7 to 1.

AYES: MacMillan, Courville, Messina, Coglianese, Augustine, Intintoli, and Silva

NOES: Spering

ABSTAIN:

ABSENT:

IX. ACTION ITEMS: NON-FINANCIAL

A. Schedule and Public Input Process for Development of Track 1 Projects for Transportation 2030

Dan Christians reviewed the schedule and Phase 2 of the public input process for development of Track 1 Projects for Transportation 2030. He noted a public input meeting is scheduled for April 14, 2004.

Recommendation:

Approve the public input process, proposed schedule and timeline, and schedule as specified in Attachment E, for the submittal of a new Track 1 T-2030 funding list to MTC in May 2004.

On a motion by Member Intintoli, and a second by Member Spering, the staff recommendation was approved unanimously.

B. I-80/680/780 MIS/Corridor Study – Long-Term Projects

Mike Duncan highlighted the operational strategies and performance measures used to create the list of prioritized Mid-Term and Long-Term projects. He noted that the goal of the list is to provide guidance on where to spend limited funds as they become available for corridor improvements.

Member Intintoli requested item 42 (Interchange Consolidation – through Vallejo (SR 29 to Redwood) be removed until discussion by the Vallejo City Council can occur.

Recommendation: Approve the following:

1. The projects and recommended priority for I-80/680/780 MIS/Corridor Study – Long-Term Projects as shown on Attachment A.
2. Add the Benicia Intermodal Terminal/Park and ride to the I-80/680/780 MIS/Corridor Study – Mid-Term Projects as project 15B.

At the request of the Board, Agenda Item IX.B was tabled to allow for review and discussion by individual City Councils.

X. INFORMATION ITEMS

- A. State Budget – Potential Impacts on Solano County Transportation Projects**
- B. Draft 2004 SHOPP Program**
- C. Status Report on Solano Comprehensive Transportation Plan**
- D. Highway Projects Status Report**
- E. Status of Unmet Transit Needs Process for FY 04-05**
- F. Solano Napa Commuter Information Six-Month Program Review**
- G. Funding Opportunity Summary**
- H. Project Monitoring Update**

XI. BOARD MEMBER COMMENTS

XII. ADJOURNMENT

The STA Board meeting was adjourned at 8:20 p.m. The next regular meeting is scheduled for March 10, 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
February 25, 2004

I. 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
	Dale Pfeiffer	City of Vacaville
	Mark Akaba	City of Vallejo
	Paul Wiese	County of Solano

Others Present

Ed Huestis	City of Vacaville
Gian Aggarwal	City of Vacaville
Daryl Halls	STA
Mike Duncan	STA
Dan Christians	STA
Elizabeth Richards	STA
Sam Shelton	STA
Jennifer Tongson	STA
Johanna Masiplat	STA
Randy Anderson	Landpeople
Craig Goldblatt	MTC
Cameron Oakes	Caltrans

II. APPROVAL OF AGENDA

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

On a motion by Paul Wiese, and a second by Dan Schiada , the STA TAC unanimously approved the agenda adding the following: V.G, Letter of Support for the City of Fairfield’s Application for the Safe Routes To School Program, VI.C, 2004 STIP-Transportation Enhancement (TE) Projects, and VI.D, Request to MTC for Surface Transportation Program/Congestion Mitigation Air Quality (STP/CMAQ) Funds.

III. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

IV. REPORTS FROM CALTRANS, MTC AND STA STAFF

Caltrans: Cameron Oakes reported on a meeting between the City of Rio Vista and Caltrans Deputy Director Dana Cowell to discuss planning of the Rio Vista Bridge.

MTC: Craig Goldblatt provided a summarized update on regional, statewide, and countywide TDA funding for FY04/05.

STA: Dan Christians announced upcoming deadlines to submit applications for the YSAQMD Clean Air Funds Program, Section 5310 Program, Safe Routes to Schools Program (5th Cycle), TDA Article 3, and TFCA Program.

V. CONSENT CALENDAR

On a motion by Paul Wiese, and a second by Julie Pappa, the STA TAC approved the consent calendar with the exception of Agenda Item V.G “Letter of Support for the City of Fairfield’s Application for the Safe Routes to School Program” which was pulled for separate discussion.

Recommendation:

- A. Minutes of the TAC Meeting of January 28, 2004
- B. STA Board Meeting Highlights – February 11, 2004
- C. STIA Board Meeting Highlights – February 11, 2004
- D. Funding Opportunities Summary
- E. Updated STA Meeting Schedule for 2004
- F. Solano-Napa Countywide Travel Demand Modeling Contract with the City of Fairfield
- G. Letter of Support for the City of Fairfield’s Application for the Safe Routes To School Program

On a motion by Gary Cullen, and a second by Morrie Barr, the STA TAC approved the recommendation to add to Agenda Item VI.G, Letter of Support for the City of Benicia’s Application for the Safe Routes To School Program in the amount of \$264,000.

VI. ACTION ITEMS

A. Draft I-80/680/780 Transit Corridor Study

Dan Christians reviewed the estimated capital and operating costs for the development and implementation strategies proposed in this 25-year draft plan. Additional comments, due on or before March 9, 2004, will determine the recommendation made for review, discussion, and approval by the STA Board. The STA Board and STA Transit Committee are expected to receive a presentation on the Draft Plan at their next meeting on March 10, 2004 and April 5, 2004 with final action on the plan scheduled for April 14, 2004.

Recommendation:

Recommend to the STA Board to approve the Draft I-80/680/780 Transit Corridor Study.

On a motion by Dan Schiada, and a second by Janet Koster, the STA TAC voted to table the item and to agendaize for the meeting of March 31, 2004.

B. Status of Unmet Transit Needs Process for FY04/05

Elizabeth Richards provided an update on the Unmet Transit Needs public input process for the FY04/05 Transportation Development Act (TDA) claims for streets and roads purposes. She also provided an updated matrix listing relevant issues raised through the public input process and draft responses recently submitted by the responsible transit agencies. Upon completion of all responses listed and others raised by MTC, she noted that they will be resubmitted to the TAC and Consortium next month for review and approval.

Recommendation:

Recommend to the STA Board approval of the following:

1. Responses to the Unmet Transit Needs Hearing for FY 04/05 as shown in Attachment B.
2. Authorize the Executive Director to forward the coordinated Unmet Transits Needs response for FY 04/05 to MTC.

On a motion by Janet Koster, and a second by Dan Schiada, the STA TAC voted to table the item and to agendaize for the meeting of March 31, 2004.

C. 2004 STIP – Transportation Enhancement (TE) Projects

Mike Duncan outlined funding levels for unrestricted State Transportation Improvement Program (STIP) funds for Solano County and the Federal programming guidelines for proposed 2004 STIP with Transportation Enhancement (TE) “Reserve Lump Sum” Programming.

Recommendation:

Recommend the STA Board approve the following: Program Transportation Enhancement (TE) funds in the 2004 STIP as a Reserve Lump Sum by fiscal year as shown in Attachment C.

On a motion by Dale Pfeiffer, and a second by Dan Schiada, the STA TAC approved the recommendation.

D. Request to MTC for Surface Transportation Program/Congestion Mitigation Air Quality (STP/CMAQ) Funds for:

- 1. I-80/Leisure Town Road Overcrossing - \$4.65M (replaces STIP)**
- 2. Completion of I-80/I-680/SR 12 Interchange PA/ED - \$6.8M (replaces TCRP)**

Mike Duncan explained delays to projects fully funded with State Transportation Improvement Program (STIP) allocations for FY03/04 and eliminating of projects with Traffic Congestion Relief Program (TCRP) allocations approved by the CTC for FY 04/05. He cited the potential availability of Federal funds through the Metropolitan Transportation Commission (MTC).

The STA TAC discussed making separate votes on recommendation# 1 and recommendation# 2.

Julie Pappa recused herself from discussion and voting on Recommendation Item# 2.

On a motion by Gary Cullen, and a second by Dan Schiada, the STA TAC unanimously approved the recommendation as amended.

Recommendation:

Recommend the STA Board of Directors authorize the Chair to do the following:

1. Send a letter to MTC immediately requesting \$4.65M in STP/CMAQ funds to replace \$4.65M in FY 2003-04 STIP funds for the I-80/Leisure Town Road Overcrossing project.

On a motion by Morrie Barr, and a second by Gary Cullen, the STA TAC unanimously approved the recommendation.

2. Send a letter to MTC requesting \$6.8M in STP/CMAQ funds to replace TCRP funds to complete the I-80/I-680/SR 12 Interchange PA/ED, if the TCRP program is terminated.

On a motion by Paul Wiese, and a second by Dan Schiada, the STA TAC unanimously approved the recommendation (with Julie Pappa abstaining).

E. Development of County Transportation Expenditure Plan (CTEP)

Dan Christians discussed the development of the 30-year revenue projections and project costs estimates for the plan. He noted that staff will schedule a special meeting of the TAC and key transit staff to review a summary of the recent public opinion poll and the draft project cost estimates. He urged the TAC to appoint one member to serve on the Citizen's Advisory Committee.

Recommendation:

Forward a recommendation to the STIA Board to appoint Morrie Barr, City of Fairfield, as TAC representative to the CTEP, Citizen's Advisory Committee.

On a motion Dale Pfeiffer, and a second by Paul Wiese, the STA TAC unanimously approved the recommendation.

VII. INFORMATION ITEMS

A. Regional Measure 2 (RM 2) Public Information Program

Dan Christians highlighted joint efforts for public awareness between STA staff and congestion management agencies, transit agencies, and legislative staff to ensure Solano County projects were included in the bill's expenditure plan.

B. Development of County Transportation Expenditure Plan (CTEP)

On a motion by Dale Pfeiffer, and a second by Paul Wiese, Agenda Item VII.B was moved to Action Item VI.E.

C. Status Report on Solano Comprehensive Transportation Plan

Dan Christians announced STA committee meetings during March and April and the plan to provide a number of public presentations on the Draft CTP identifying needs and recommendations coming out of recent STA corridor and strategic planning studies. He noted a draft comprehensive CTP will be forwarded for review and comments prior to the next TAC meeting on March 31, 2004 and public input at the April 14, 2004 STA Board meeting. He commented that approval of the CTP update is scheduled for the May 12, 2004 STA Board meeting.

D. Senior and Disabled Transit Study

Dan Christians summarized the current development of estimated costs of low-cost strategies to projects that can be implemented in a 5-year timeframe that will be included as part of the draft Senior and Disabled Transit Study in the event that additional funding becomes available. He noted that a presentation on the draft plan is scheduled to be made at the STA Board Meeting on March 10, 2004.

E. Countywide Pedestrian Plan

Randy Anderson, consultant for Landpeople, a planning and design consulting firm, provided an update on the purpose, outline, and process for the development of the Plan. STA staff and the consultant are scheduled to meet with Solano County's City and County Planning Directors, the new Countywide Pedestrian Advisory Committee (PAC), and the STA Alternative Modes Committee for discussion.

F. Development of Track 1 Projects for Transportation 2030

Dan Christians provided key dates and public input process in the final development of Track 1 Projects for Transportation 2030. In addition, he provided the following information for T-2030: Approved Transportation 2030 Regional Investment Option, Project Submittals to MTC for Evaluation in T-2030 (2005 RTP), and Existing STA Track 1 and ITIP Projects in the 2001 RTP.

G. Freeway System Management Program

Mike Duncan outlined plans from MTC, Caltrans, and CMAAs to develop ways to improve the efficiency and effectiveness of the regional transportation system. He noted drafts regional policies were provided for Traffic Operations Systems (TOS) and Regional Operations Strategy (ROS).

H. Cordelia Truck Scales Relocation Study – Update

Mike Duncan identified the technical factors related to the results and conclusions of the three options identified as potential locations for truck scales in Solano County. He noted that Option 2 will be eliminated for further consideration and that the Arterials, Highways and Freeways Committee directed STA staff to work with CHP and Caltrans to provide additional information on several issues surrounding the remaining options.

I STP/CMAQ/TEA Obligation Authority Priorities

Mike Duncan provided a list dated January 15, 2004 from the Metropolitan Transportation Commission (MTC) outlining projects with Federal STP/CMAQ/TEA Funds.

J. I-80/I-680/I-780 MIS/Corridor Study – Long Term Projects

Mike Duncan discussed the application of operational strategies and performance measures used to develop a systematic analysis of each of the three freeway corridors for “Long Term Projects”. He provided the following information reflecting this study: Draft Potential Long-Term Projects (Priority Order) and Mid-Term Projects (Approved by STA Board on September 10, 2003).

K. State Route 12 Major Investment Study – Operational Strategy

Mike Duncan noted the development of an Operational Strategy for the corridor is moving forward and the analysis will identify a recommended implementation plan for identified improvements and proposed funding strategies for projects.

L. Local Street and Roads Update

Mike Duncan provided an update on potential revenues available to meet the pavement and non-pavement needs allocating the Local Streets and Roads funding at both the County level and jurisdictional level.

VIII. ADJOURNMENT

The meeting was adjourned at approximately 3:40 p.m. The next regular meeting of the STA TAC is scheduled for Wednesday, March 31, 2004 at 1:30 p.m.



DATE: March 2, 2004
TO: STA Board
FROM: Daryl Halls, Executive Director
RE: Authorization for the STA to Provide Administrative and Legal Functions for STIA as Part of the Development of a CTEP

Background:

On January 14, 2004, the Solano Transportation Authority (STA) Board of Directors approved a resolution requesting the Solano County Board of Supervisors form the Solano Transportation Improvement Authority (STIA) for the purpose of the development of a County Transportation Expenditure Plan (CTEP) and sales tax ordinance in preparation for placing a sales tax measure for transportation on the November 2004 ballot.

On February 3, 2004, the Solano County Board of Supervisors unanimously approved the formation of the Solano Transportation Improvement Authority (STIA) and subsequently all eight member agencies appointed their representatives to serve on the STIA Board.

Discussion:

On February 11, 2004, the STIA Board held its initial organizational meeting. As a newly formed entity, the STIA will have various actions and activities to undertake in preparation for the development of a county transportation expenditure plan and sales tax ordinance and other functions under the Public Utilities Code. These activities necessitate the need for the STIA to retain legal and administrative expertise to provide a base level of support for the operation of the agency. At the meeting, the STIA Board unanimously approved designating the STA's Executive Director, Legal Counsel and Clerk of the Board to serve in similar staff roles for the STIA and requesting the STA provide these services for the STIA until the November 2004 election.

The Solano Transportation Authority (STA) is the county transportation authority and congestion management agency for Solano County, including its seven cities and the County of Solano. The STA retains executive and administrative staff, and legal counsel with the experience and expertise necessary to fulfill this role for the STIA. Staff is recommending the STA Board authorize the STA to perform administrative duties and functions on behalf of the STIA.

The provision of staff and legal support will have a fiscal impact on the STA. Currently, the STIA has no identified revenues or budget and can not afford to cover the costs of administrative and legal support necessary to develop the CTEP. Staff recommends the Board approve the STIA request for administrative and legal support and direct STA staff maintain accounting and fiscal records of activities undertaken by the STA in support of the STIA Board and its activities. Staff recommends to the STA Board that the STA cover the fiscal costs for providing

administrative and legal support to the STIA until the November 2004 election. At that time, if the measure is successfully approved by Solano voters then the STA would request the STIA cover the cost of administrative and legal counsel services.

Fiscal Impact:

The estimated fiscal impact for administrative and legal services is \$20,000. This expense can be covered by the existing FY 2003/04 STA budget. Specialized legal and consultants services are to be covered separately by \$125,000 in 2002 federal STP/STIP swap funds reserved for this purpose. Staff will document the STA's costs for providing administrative and legal services to the STIA.

Recommendation:

Approve the following:

1. Authorize the STA to perform administrative and legal duties and functions on behalf of the STIA until November 10, 2004.
2. Direct STA staff to maintain accounting and fiscal records of administrative and legal services performed by STA on behalf of the STIA.

Attachments:

Attachment A - STIA Resolution 2004-01

Attachment B – Letter from STIA Chair Requesting the STA Provide Administrative and Legal Services for the STIA – dated 3/3/04



DATE: March 2, 2004
TO: STA Board of Directors
FROM: Robert Guerrero, Associate Planner
RE: Appointment of Bicycle Advisory Committee Members (BAC)

Background:

The STA Bicycle Advisory Committee (BAC) is a nine-member citizen's advisory committee to the STA Board on bicycle projects. The members are nominated by and represent each of the seven cities and the County of Solano (plus one member at large) and appointed by the STA Board, usually for a three-year term. The BAC meets generally bi-monthly on the first Thursday of every other month.

The current BAC membership includes the following members, their respective jurisdiction, and expiration term of their appointment:

Jurisdiction	Member	Term Expires
Benicia	J.B. Davis	Dec 04
<i>Dixon</i>	<i>Vacant</i>	
Fairfield	Randy Carlson	Dec 05
<i>Member-at-Large</i>	<i>Vacant</i>	
Rio Vista	Larry Mork	Dec 06
Solano County	Glen Grant	Dec 05
Suisun City	Michael Segala	Dec 06
Vacaville	Ray Posey	Dec 05
<i>Vallejo</i>	<i>Vacant</i>	

The BAC annually recommends priorities and claims for bicycle projects in the 5-Year Bicycle Plan for the Transportation Development Act (TDA) Article 3 program to the STA Board. The BAC is also responsible for assisting in the development and the updating of the Metropolitan Transportation Commission's (MTC) Regional Transportation Plan, the STA's Solano Countywide Bicycle Plan, and the Solano BikeLinks map.

Discussion:

Jim Fisk of Dixon and Mick Weninger of Vallejo were nominated by each of their respective cities as their representatives on the STA's BAC. STA staff also received letters of interest from Robert Powell of Vallejo and Bill Schmidt of Benicia for the Member-at-Large category. Mr.

Powell was the former Vallejo BAC participant and has participated on the committee for approximately three terms since the mid-1990's. Mr. Schmidt has participated as a member of the public for the last two years. STA staff is recommending that Bill Schmidt be given an opportunity to participate as a voting member (Member-at-Large position) of the BAC based on his past commitment in assisting the BAC as a member of the public.

Fiscal Impact:

None

Recommendation:

Appoint the following to participate in the STA's Bicycle Advisory Committee for a three-year term ending December 2007:

- 1.) Jim Fisk, Dixon Member
- 2.) Mick Weninger, Vallejo Member
- 3.) Bill Schmidt, Member-at-Large

Attachments: A. Nomination letters from the City of Dixon and City of Vallejo
B. Letters of Interest for the STA's BAC Member-at-Large Position



DATE: March 2, 2004
TO: STA Board
FROM: Robert Guerrero, Associate Planner
RE: Appointment of Pedestrian Advisory Committee Members (PAC)

Background:

In July 2003, the STA Board created 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 PAC includes:

- (8) Citizen members nominated by each city and the County of Solano
- (1) Solano County Agricultural Advisory Committee
- (1) School District
- (1) Bay Trail
- (1) Ridge Trail
- (1) Tri-City
- (1) Solano Land Trust
- (1) Pedestrian Path User (Member-at-Large)

The PAC's primary responsibility is to develop and implement the Solano Countywide Pedestrian Plan. 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 and Regional Transportation Plan in Solano County. The PAC held its first meeting on February 18, 2004 to discuss the status of the Solano Countywide Pedestrian Plan.

The committee currently has a total of six members representing the Tri-City Group, Bay Area Ridge Trail Council, City of Dixon, City of Fairfield, City of Suisun City, and the City of Vacaville. STA staff will continue to work with agencies or cities that do not have a PAC members to submit nominations.

Discussion:

The Solano County Agricultural Advisory Committee has nominated Barbara Comfort as their representative to the PAC (see attachment). Ms. Comfort has participated as a member of the public at STA public input meetings, STA Board meetings, and STA Bicycle Advisory Committee Meetings in the past and is familiar with the STA's functions as a transportation planning agency for Solano County. Ms. Comfort is aware of the STA's pedestrian planning activities and has expressed interest in becoming a member of the PAC.

Fiscal Impact:

None.

Recommendations:

Appoint Barbara Comfort to the Pedestrian Advisory Committee representing the Solano County Agricultural Advisory Committee for a three-year term, ending December 2007.

Attachments:

A. Barbara Comfort's PAC Nomination letter



DATE: February 26, 2004
TO: STA Board
FROM: Jennifer Tongson, Projects Assistant
RE: Letter of Support for the City of Fairfield's and City of Suisun City's
Applications for the Safe Routes to School Program

Background:

The Safe Routes to School (SR2S) program is a federal transportation safety program that provides funding for the construction of bicycle, pedestrian safety, and traffic calming projects. Safe Routes to School funds are available through a statewide competitive process that requires the submission of proposals for funding. Approximately \$26 million was available in the 4th cycle of the SR2S program.

Discussion:

The City of Fairfield is submitting an application for \$59,000 for 5th cycle SR2S funding. The application proposes to make improvements to enhance student access through the City's "Safe Passage" program effort. This city program reduces traffic hazards for children and pedestrians, improves motorists' awareness of student safety, and provides safer access for students to their schools. The City of Fairfield has requested a letter of support from the STA to include in the project application for a project that will provide sidewalks to an elementary school on Woolner Avenue.

The City of Benicia is submitting a SR2S application for \$264,000 for 5th cycle funding to provide a traffic signal on West Military at Benicia High School. The signal will provide significantly safer access to the high school, especially during the morning and afternoon periods. The City of Benicia is requesting a letter of support from the STA to include in the grant application.

The STA TAC unanimously recommended the support letters for both the City of Fairfield and the City of Benicia.

Recommendation:

Authorize the Executive Director to forward letters of support for the following:

1. The City of Fairfield's Safe Routes to School application for \$59,000.
2. The City of Benicia's Safe Routes to School application for \$264,000.



Date: March 1, 2004
To: STA Board
From: Jennifer Tongson, Projects Assistant
Re: Resolution for the FY 2004-05 FTA Section 5310 Program to Replace One Solano Paratransit Vehicle

Background:

The Federal Transit Administration (FTA) Section 5310 program is designed to provide funding for the purchase of accessible vans and buses or other transportation related equipment to serve individuals with special needs. Approximately \$8.5 million is made available statewide on a competitive basis annually for non-profit and public agencies. Eligible projects include bus or van purchase/replacement and computer or radio equipment purchase/replacement. Agencies are eligible to receive up to 80 percent of the purchase price for vehicles and equipment. The remaining 20 percent is required as a local match from the applicant.

The STA manages the Solano Paratransit service through a contract with Fairfield-Suisun Transit and qualifies for this funding source as a public agency. Solano Paratransit provides intercity door-to-door service for residents of Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and the unincorporated areas of Solano County who qualify for paratransit service as defined by the Americans with Disabilities Act (ADA). The Solano Paratransit service currently operates Monday - Saturday with a fleet of ten vehicles.

In February 2004, the STA Board authorized the STA staff to submit an application for the FY 2004-05 FTA Section 5310 program for \$45,000 to replace one Solano Paratransit vehicle with a mileage of 160,276 miles (as of February 2004), and authorized a local match of \$11,250 from State Transit Assistance Funds (STAF) to satisfy the 20% local match requirement.

Discussion:

As required for public agency applicants, the STA published a *Notice to Apply* and will hold a public hearing on March 3rd at the STA Conference Room. The purpose of the public hearing is to make a determination that no private nonprofit agencies are readily available to provide a service similar to Solano Paratransit. If there are no nonprofit agencies able to establish its ability to provide a service like Solano Paratransit, then the STA must adopt a finding by resolution to be included as part of its application, which states that there are no nonprofit agencies readily available to carry out the service. However, if a private nonprofit agency successfully demonstrates that it is able to provide a service like Solano Paratransit, the STA will no longer be eligible to apply for FTA Section 5310 funds.

Recommendations:

Adopt a resolution for STA's application for FY 2004-05 FTA Section 5310 funds stating that no nonprofit agencies were able to demonstrate its ability to provide a service similar to the Solano Paratransit.

Attachments:

- A. Resolution for the FY 2004-05 FTA Section 5310 application.
- B. Notice of Public Hearing for March 3, 2004.