



One Harbor Center, Suite 130  
Suisun City, California 94585

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**INTERCITY TRANSIT CONSORTIUM  
AGENDA**

**10:00 a.m., Wednesday, January 31, 2007  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585**

*Members:*

- Benicia
- Dixon
- Fairfield
- Rio Vista
- Solano County
- Suisun City
- Vacaville
- Vallejo

<u>ITEM</u>	<u>STAFF PERSON</u>
<b>I. CALL TO ORDER</b>	George Fink, Chair
<b>II. ELECTION OF CHAIR AND VICE CHAIR FOR 2007</b> (10:00 – 10:05 a.m.)	
<b>III. APPROVAL OF AGENDA</b> (10:05 – 10:10 a.m.)	
<b>IV. OPPORTUNITY FOR PUBLIC COMMENT</b> (10:10 – 10:15 a.m.)	
<b>V. REPORTS FROM MTC AND STA STAFF</b> (10:15 – 10:20 a.m.)	
<b>VI. CONSENT CALENDAR</b> <i>Recommendation: Approve the following consent items in one motion.</i> (10:20 – 10:25 a.m.)	
<b>A. Minutes of the Consortium Meeting of November 29, 2006</b> <i>Recommendation:</i> <i>Approve minutes of November 29, 2006.</i> <b>Pg. 1</b>	Johanna Masiclat
<b>B. STA Board Meeting Highlights – January 10, 2007</b> <i>Informational</i> <b>Pg. 7</b>	Johanna Masiclat
<b>C. Updated STA Board and Advisory Committee Meeting Schedule for 2007</b> <i>Informational</i> <b>Pg. 13</b>	Johanna Masiclat

**CONSORTIUM MEMBERS**

<u>John Andoh</u> Benicia Transit	<u>Jeff Matheson</u> Dixon Readi-Ride	<u>George Fink</u> Fairfield/Suisun Transit	<u>John Andoh</u> Rio Vista Transit	<u>Brian McLean</u> Vacaville City Coach	<u>Crystal Odum-Ford</u> Vallejo Transit	<u>Paul Wiese</u> County of Solano
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- D. Funding Opportunities Summary** Robert Guerrero  
Informational  
**Pg. 17**
- E. Route 30 and 90 Service and Funding Agreement** Elizabeth Richards  
Recommendation:  
*Recommend the STA Board authorize the Executive Director to execute a service and funding agreement for Rts. 30 and 90 with Fairfield/Suisun Transit.*  
**Pg. 23**
- F. Solano Bicycle Pedestrian Program (SBPP) Fiscal Year (FY) 2007-08 Project Approvals and Program Guideline Revisions** Robert Guerrero  
Recommendation:  
*Forward a recommendation to the STA Board to approve the following:*
1. *Solano Bicycle Pedestrian Program (SBPP) Projects and Funding Amount as indicated for FY 2007-08 in Attachment A.*
  2. *Revisions to the Solano Bicycle & Pedestrian Program's (SBPP) Guidelines and Criteria as indicated in Attachment B.*
- Pg. 25**
- G. Metropolitan Transportation Commission (MTC) Routine Accommodation of Bicyclist and Pedestrians in the Bay Area** Robert Guerrero  
Informational  
**Pg. 33**
- H. Safe Routes to School (SR2S) Update** Robert Guerrero  
Informational  
**Pg. 39**
- I. Project Delivery Update** Sam Shelton  
Informational  
**Pg. 49**

**VII. ACTION ITEMS**

- A. 2006 State Transportation Improvement Program (STIP) – Augmentation** Janet Adams  
Recommendation:  
*Forward a recommendation to the STA Board to approve the programming of 2006 STIP Augmentation funds as shown in Attachment A.*  
 (10:25 – 10:30 a.m.)  
**Pg. 59**

**B. Transit Capital Funding Plan**

Elizabeth Richards

Recommendation:

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

1. *Option 2 for the allocation of \$1 million of STAF subject to MTC completing the adoption of its policy of allocating STAF population funds.*
2. *Transit Capital funds for regional capital funding from Prop 1B transit for bus replacement and other transit capital needs.*

(10:30 – 10:45 a.m.)

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**C. Update of Fiscal Year (FY) 2007-08 Intercity Transit Funding (ITF) Agreement**

Elizabeth Richards

Recommendation:

*Recommend the following to the STA Board:*

1. *The intercity cost-sharing formula for the FY2007-08 multi-year funding agreement be based upon two factors: 80% ridership by residence and 20% population-based fee as outlined on Attachment A;*
2. *The definition of intercity routes for inclusion in this funding agreement (Attachment B);*
3. *Documentation and Route Cost Procedures (Attachment C)*

(10:45 – 10:50 a.m.)

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**D. Legislative Update – January 2007**

Jayne Bauer

Recommendation:

*Forward a recommendation to the STA Board to take the following positions on proposed state legislative items:*

- *AB 112 (Wolk) – Sponsor and support*
- *ACR 7 (Wolk) – Cosponsor and support*

(10:50 – 10:55 a.m.)

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**VIII. INFORMATION ITEMS**

**A. Transportation Development Act (TDA) and State Transit Assistance Funds (STAF) Fiscal Year (FY) 2007-08 Status**

Elizabeth Richards

Informational

(10:55 – 11:00 a.m.)

**Pg. 103**

**B. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2007-08**

Elizabeth Richards

Informational

(11:00 – 11:05 a.m.)

**Pg. 105**

- C. **Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2006-07 Mid-Year Report** Judy Leaks  
*Informational*  
(11:05 – 11:10 a.m.)  
Pg. 107
- D. **SNCI Monthly Issues** Judy Leaks  
*Informational*  
(11:10 – 11:15 a.m.)  
Pg. 113
- E. **Local Transit Issues** Group

**IX. ADJOURNMENT**

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, February 28, 2007.**



**INTERCITY TRANSIT CONSORTIUM**  
**Minutes of the meeting of**  
**November 29, 2006**

**I. CALL TO ORDER**

Chair Fink called the regular meeting of the SolanoExpress Intercity Transit Consortium to order at approximately 10:06 a.m. in the Solano Transportation Authority Conference Room.

**Consortium**

<b>Present:</b>	John Andoh	Benicia Breeze
	Jeff Matheson	Dixon Redit-Ride
	George Fink	Fairfield/Suisun Transit
	Brian McLean	Vacaville City Coach
	Crystal Odum-Ford	Vallejo Transit

**Also Present:**

Jeff Knowles	City of Vacaville
Michael Setty	Publictransit.us
Daryl Halls	STA
Dan Christians	STA
Elizabeth Richards	STA/SNCI
Judy Leaks	STA/SNCI
Jayne Bauer	STA
Robert Guerrero	STA
Sam Shelton	STA
Kimani Birden	STA
Johanna Masiclat	STA

**II. APPROVAL OF AGENDA**

On a motion by Brian McLean, and a second by Jeff Matheson, the SolanoExpress Intercity Transit Consortium approved the agenda.

**III. OPPORTUNITY FOR PUBLIC COMMENT**

None presented.

**IV. REPORTS FROM CALTRANS, MTC, AND STA STAFF**

**Caltrans:** None presented.

**MTC:** None presented.

**STA:** Kimani Birden provided and distributed information on additional funding opportunities.

Elizabeth Richards provided an overview of the STA's Board Workshop Presentation – The Future of Transit in Solano.

**VI. CONSENT CALENDAR**

On a motion by John Andoh, and a second by Brian McLean, the SolanoExpress Intercity Transit Consortium unanimously approved the consent calendar items A through F with the exception of Item E, Solano County Regional Measure 2 (RM 2) Two-Year Transit Operating Funding Plan and Item F, State Transit Assistance Funds (STAF) Proposed Funding Amendment# 3 for FY 2006-07, which was pulled for discussion.

Recommendation:

**A. Minutes of the Consortium Meeting of August 30, 2006**

Recommendation:

Approve minutes of August 30, 2006.

**B. STA Board Meeting Highlights – October 11, 2006**

Informational

**C. Updated STA Board and Advisory Committee Meeting Schedule for 2006 and 2007**

Informational

**D. Funding Opportunities Summary**

Informational

**E. Pulled for Discussion**

**Solano County Regional Measure 2 (RM 2) Two-Year Transit Operating Funding Plan**

After discussion, the Consortium requested to modify the wording on recommendation no. 2 replacing the word allocation to funding plan.

Recommendation:

Forward a recommendation to the STA Board to:

1. Approve the countywide transit operating RM 2 funding plan for FY 2006-07 and FY 2007-08;
2. Authorize STA staff to submit a coordinated RM 2 transit operating *allocation funding plan* request for Solano County.

On a motion by Brian McLean, and a second by Jeff Matheson, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation as amended shown above in *bold italics and strikethrough*.

**F. Pulled for Discussion**

**State Transit Assistance Funds (STAF) Proposed Funding Amendment #3 for FY 2006-07**

George Fink, City of Fairfield, requested for STAF matching funds to be agendized until the next meeting in January 2007. In addition, George Fink also requested to agendize as a separate item an update on the STA's progress in determining a regional fleet replacement plan criteria.

After discussion, the Consortium concurred to agendize this item until the next meeting in January 2007.

Recommendation:

Forward a recommendation to the STA Board to approve the amended FY 2006-07 STAF project list and amended draft FY 2007-08 STAF project list for Northern County and Regional Paratransit STAF population-based funds.

**VII. ACTION ITEMS**

**A. Route 30 and 90 Service and Funding Agreement**

At the request of the City of Fairfield, this item was pulled to be tabled and agendized at a future Consortium meeting.

Recommendation:

Forward a recommendation to the STA Board to authorize the Executive Director to execute a service and funding agreement for Rts. 30 and 90 with Fairfield/Suisun Transit.

**B. Countywide Transportation for Livable Communities (TLC) Program Capital Grants**

Robert Guerrero reviewed the applications received from the cities of Benicia and Suisun City, and the County of Solano for total capital grants requests of \$1,872,200. He stated that a remaining balance of \$1,323,000 of TLC Capital funds would need to be programmed to TLC projects that can obligate the funds for the FY 2008-09 program year.

Recommendation:

Forward a recommendation to the STA Board to approve the following Solano Transportation for Livable Communities (TLC) Capital funds:

- City of Benicia- State Park Road Overcrossing (\$1,000,000)
- Suisun City- Driftwood Drive (\$372,000)
- Solano County- Old Town Cordelia Improvement Project (\$500,000)

On a motion by John Andoh, and a second by Brian McLean, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation.

**C. Legislative Update – November 2006 and Adoption of STA’s 2007 Legislative Priorities and Platform**

Jayne Bauer provided a summary of the state legislation from 2006 and reviewed the STA’s Final Draft 2007 Legislative Priorities and Platform.

Recommendation:

Forward the Final Draft 2007 Legislative Priorities and Platform to the STA Board for approval.

On a motion by Brian McLean, and a second by Jeff Matheson, the SolanoExpress Intercity Transit Consortium unanimously approved the recommendation.

**VIII. INFORMATION ITEMS**

**A. Metropolitan Transportation Commission Routine Accommodation of Bicyclist and Pedestrians in the Bay Area**

Robert Guerrero reviewed the revised draft checklist put together by MTC’s Route Accommodation working group expected to be distributed to MTC’s various committees in December 2006 with a tentative completion date of February 2007.

**B. Update of Fiscal Year (FY) 2007-08 Intercity Transit Funding (ITF) Agreement**

Elizabeth Richards informed the Consortium that the Request for Proposals (RFPs) were released for each of the studies and consultants have been selected. Quantum Market Research was retained and began the Countywide Transit Ridership in October. Robert Kuo Consulting was selected to conduct the Transit Finance Assessment Study.

**C. Fall 2006 Solano Express Marketing Campaign**

Elizabeth Richards reported on the transit incentive offered on a countywide level in October.

**D. Solano Transit Consolidation Study Status**

Elizabeth Richards reported that the Request for Proposal (RFP) was released in early November with proposals due on December 20, 2006. She added that a consultant is expected to be selected in early January with work to initiate in February 2007.

**E. Unmet Transit Needs Public Hearing for FY 2007-08**

Elizabeth Richards announced the upcoming public hearing in December of the annual Unmet Transit Needs for FY 2007-08. The hearing is scheduled for Monday, December 11, 2006 at 6:00 p.m. at the Solano County Administration Center (CSAC).

**F. Safe Routes to School (SR2S) Update**

Sam Shelton provided a status report to the SR2S Program which contained a countywide summary and a status of each community involved in the program

**G. SNCI Monthly Issues**

Judy Leaks provided an update on Napa and Solano transit schedule, marketing, promotions and events.

**IX. ADJOURNMENT**

The meeting was adjourned at approximately 11:25 a.m. The next meeting is scheduled for **Wednesday, January 3, 2007 at 10:00 a.m.** in the STA Conference Room.

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**Solano Transportation Authority  
Board Meeting/Workshop Highlights  
January 10, 2007  
6:00 p.m.**

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**TO:** City Councils and Board of Supervisors  
(Attn: City Clerks and County Clerk of the Board)  
**FROM:** Johanna Masiclat, STA Clerk of the Board  
**RE:** Summary Actions of the January 10, 2007 STA Board Meeting/Workshop

Following is a summary of the actions taken by the Solano Transportation Authority at the Board meeting of January 10, 2007. If you have any questions regarding specific items, please call me at 424-6008.

**INTRODUCTION AND SWEARING-IN OF NEW STA BOARD MEMBER**

Supervisor Jim Spering was sworn in as STA's new Board member representing the County of Solano.

Supervisor John Silva was sworn in as STA's new Alternate Board member representing the County of Solano.

Vice Mayor Mike Smith was sworn in as STA's new Alternate Board member representing the City of Dixon.

Vice Mayor Bill Kelly was sworn in as STA's new Alternate Board member representing the City of Rio Vista.

**SELECTION OF 2007 STA CHAIR AND VICE CHAIR**

**Recommendation:**

Approve the following:

1. Select STA Chair and Vice-Chair for 2007
2. Request new Chair designate the STA Executive Committee for 2007.

By consensus, the STA Board unanimously approved the selection of Anthony Intintoli (City of Vallejo) as Chair.

By consensus, the STA Board unanimously approved the selection of Steve Messina (City of Benicia) as Vice-Chair.

**BOARD MEMBERS PRESENT:**

Len Augustine (Chair)	City of Vacaville
Anthony Intintoli (Vice Chair)	City of Vallejo
Steve Messina	City of Benicia
Mary Ann Courville	City of Dixon
Harry Price	City of Fairfield
Ed Woodruff	City of Rio Vista
Mike Segala (Alternate Member)	City of Suisun City
John Silva	County of Solano

**BOARD MEMBERS ABSENT:**

Pete Sanchez	City of Suisun City
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**ACTION ITEMS: FINANCIAL**

**A. Fiscal Year (FY) 2006-07 Mid-Year Budget Revisions and FY 2007-08 Budget Revision**

Recommendation:

Approve the following:

1. Adoption of the Mid-Year Budget Revision as shown in Attachment A.
2. Adoption of the FY 2007-08 Budget Revision as shown in Attachment B.
3. Authorize the Executive Director to purchase a replacement van for an amount not to exceed \$25,000.
4. Approve the establishment of the job classification of Transit Analyst in the Transit and Rideshare Services department as specified for FY 2006-07.
5. Approve the reclassification of one (1) Commute Consultant classification to Assistant Program Manager for FY 2006-07.
6. Approve the establishment of the job classification of Project Manager/Engineer for FY 2007-08.

On a motion by Member Messina, and a second by Vice Chair Intintoli, the STA Board unanimously approved the recommendation.

**B. Consultant Selection for Providing Construction Management (CM) Services for the North Connector Project and the Green Valley Bridge Widening Project**

Recommendation:

Authorize the Executive Director to enter into an agreement with Parsons Brinkerhoff Construction Services (PBCS) to provide construction management services for the North Connector Project and the Green Valley Bridge Widening Project for an amount not to exceed \$2,230,000 with a contract term until December 2009.

On a motion by Member Spring, and a second by Member Price, the STA Board unanimously approved the recommendation.

## **ACTION ITEMS – NON-FINANCIAL**

### **A. Highway 12 Safety Plan**

#### Recommendation:

Approve the following:

1. Develop a Highway 12 Safety Plan as part of the STA's Overall Work Program for 2007-08.
2. Sponsor state legislation to designate State Route (SR) 12 Corridor as a double fine enforcement zone between 2007 and 2012 up to and through construction of various SHOPP projects along the corridor.
3. Co-sponsor an Office of Traffic Safety (OTS) grant application with the California Highway Patrol (CHP), the city police departments and the County Sheriff's department to develop a SR 12 Safety Plan to increase awareness and enforcement along the corridor.
4. Develop a funding plan and strategy with various funding options to construct the additional safety and capacity improvements as part of an updated SR 12 Major Investment Study (MIS) to be conducted concurrently during 2007-08 with the SR 12 Realignment and Rio Vista Bridge Study.
5. Recommend the SR 12 Steering Committee provide a regular forum to review the various recommendations and results of the various studies, improvements, programs and enforcement activities to be conducted and to provide additional SR 12 Safety and funding recommendation to the STA Board.

On a motion by Member Spring, and a second by Member Price, the STA Board unanimously approved the recommendation.

### **B. Change in California Environmental Quality Act (CEQA) Lead for North Connector Project Environmental Document**

#### Recommendation:

Approve the attached Resolution Number 2007-01 authorizing the STA to become the Lead CEQA agency for the North Connector project.

On a motion by Member Messina, and a second by Alternate Member Segala, the STA Board unanimously approved the recommendation. The vote was passed by 8 to 0.

## **BOARD MEMBER DISCUSSION ITEMS - WORKSHOP**

### **A. Discussion of STA's Public Information Program**

Jayne Bauer presented the STA's public information efforts for 2007.

## **CONSENT CALENDAR ITEMS**

On a motion by Member Messina, and a second by Member Spring, consent items A through G were unanimously approved.

### **A. STA Board Minutes of December 13, 2006**

#### Recommendation:

Approve STA Board Minutes of December 13, 2006.

- B. Review Draft TAC Minutes of January 3, 2007**  
Recommendation:  
Receive and file.
- C. Updated STA Board Meeting Schedule for Calendar Year 2007**  
Recommendation:  
Informational.
- D. Renewal of Membership with Solano Economic Development Corporation (EDC)**  
Recommendation:  
Approve the following:
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 2007.
  2. Direct staff to agendize for Board consideration STA's membership in Solano EDC prior to the annual renewal for 2008.
- E. Paratransit Coordinating Council (PCC) Member Nominations**  
Recommendation:  
Approve the following appointments to the PCC:
1. Richard Burnett as the Elderly and Disabled Advisory Committee (EDAC) representative.
  2. Leticia Hammons as a social service provider representative.
- F. Bay Area Air Quality Management District's (BAAQMD) Transportation Fund for Clean Air (TFCA) Program**  
Recommendation:  
Authorize the Executive Director to send a letter requesting the proposed revisions to the TFCA Fund policies and procedures as specified in Attachment A.
- G. Status of Solano Express Marketing and Incentive Program and Reimbursement of Transit Operators for Transit Incentive**  
Recommendation:  
Authorize the Executive Director to make the following payments in FY 2006-07:
1. Reimburse for the cost of November Intercity transit monthly pass incentives for Fairfield/Suisun Transit not-to-exceed \$45,644.
  2. Reimburse for the cost of November Intercity transit monthly pass incentives for Vallejo Transit not-to-exceed \$75,000.

**UPDATE FROM STAFF:**

**Caltrans Report**

Doanh Nguyen, Caltrans District 4 Project Manager, provided status of rehabilitation projects on SR 12.

**MTC Report:**

Member Spring reviewed the list of CMIA project recommendations and companion funding strategy submitted to MTC for I-Bond-CMIA consideration.

**STA Report:**

1. **STA 2006 Year In Review – Chair Augustine**
2. **Federal Legislative Update – Mike Miller**
3. **Proclamation of Appreciation – Supervisor John Silva**

**INFORMATIONAL ITEMS**

- A. Discussion of 2006 State Transportation Improvement Program (STIP) – Augmentation and 2008 STIP**  
Informational

**NO DISCUSSION**

- B. STA Priority Projects Overall Work Plan (OWP) Mid-Year Update for Fiscal Year (FY) 2006-07**  
Informational
- C. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2006-07 Mid-Year Report**  
Informational
- D. STA’s Public Health Efforts**  
Informational
- E. Project Delivery Update**  
Informational
- F. Funding Opportunities Summary**  
Informational

**ADJOURNMENT**

The STA Board meeting was adjourned at 8:15 p.m. The next regular meeting of the STA Board is a meeting/workshop scheduled on **Wednesday, February 14, 2007, 6:00 p.m. at the Suisun City Hall.**

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DATE: January 18, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Johanna Masiclat, Clerk of the Board  
RE: STA Board and Advisory Committee Meeting Schedule for 2007

**Background:**

Attached are the STA Board and Advisory Committee meeting schedule for calendar year 2007 that may be of interest to the Consortium.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. STA Board and Advisory Committee Meeting Schedule for 2007

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**STA BOARD AND ADVISORY  
COMMITTEE MEETING SCHEDULE  
CALENDAR YEAR 2007**

DATE	TIME	DESCRIPTION	LOCATION	STATUS
January 31	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
February 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
February 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
February 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
March 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
March 15	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
March 16	12 noon	Paratransit Coordinating Council (PCC)	STA Conference Room	Confirmed
March 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
April 5	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
April 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
April 25	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
May 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
May 17	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
May 18	12 noon	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
May 30	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
June 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
June 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
June 27	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
July 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
July 19	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
July 20	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
August 2	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
August 29	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
September 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
September 20	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
September 21	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
September 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
October 4	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
October 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
October 31	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
November 14	6:00 p.m.	STA's 10 <sup>th</sup> Annual Awards	TBD - Vallejo	TBD
November 15	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
November 16	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
November 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
December 6	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Tentative
December 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
December 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative

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DATE: January 22, 2007  
 TO: SolanoExpress Intercity Transit Consortium  
 FROM: Robert Guerrero, Senior Planner  
 RE: Funding Opportunities Summary

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

Fund Source	Application Available From	Application Due
Office of Traffic Safety Grant	Donna Heppner Office of Traffic Safety (OTS) (916) 262-0981	<b>January 31, 2007</b>
Bikes Belong Grant Program	Elizabeth Train, Bikes Belong Coalition, (303) 449-4893	<b>February 26, 2007</b>
High Risk Rural Roads (HR3) Program	John Brewster CalTrans (510) 286-6485	<b>February 28, 2007</b>
Yolo Solano Air Quality Management District (YSAQMD) Clean Air Fund Program	Jim Antone YSAQMD (530) 757-3653	<b>March 16, 2007</b>



FUNDING OPPORTUNITY
2007-08 California Office of Traffic Safety Grant Program
Due: January 31, 2007

TO: SolanoExpress Intercity Transit Consortium
FROM: Robert Guerrero, Senior Planner

This summary of the California Office of Traffic Safety (OTS) Grant 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 governmental agencies, state colleges, and state universities, local city and county government agencies, school districts, fire departments, and public emergency services providers are eligible. Community-based organizations and nonprofits may be co-partners but cannot receive the funds.

Program Description: OTS offers traffic safety grant funds to reduce deaths, injuries and economic losses resulting from traffic related collisions.

Funding Available: Approximately \$70 million statewide is historically available.

- Eligible Projects:
• The Funding of Fully Equipped Motorcycles
• The Funding of Alcohol testing devices, includes Evidential Portable Alcohol Systems
• The Funding of Police traffic radar, laser units, and other speed measuring devices used by the police
• The Funding of Small-scale computers and peripheral equipment.
• Up to 25 percent of the total cost to fund ambulance and first responder (rescue) vehicles and associated equipment, unless the agency submits documentation supporting a higher percentage of highway safety utilization. This funding restriction includes communications equipment.

Further Details: http://www.ots.ca.gov/grants/default.asp

Program Contact Person: Donna Heppner, Office of Traffic Safety (916) 262-0981

STA Contact Person: Robert Guerrero, Senior Planner, (707) 424-6075

FUNDING OPPORTUNITY

**Bikes Belong Grant Program**

Due February 26, 2007

TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Guerrero, Senior Planner

This summary of the Bikes Belong Grant 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 and the County of Solano are eligible.

Program Description: Bikes Belong is offering grants to address four specific goals: ridership growth, leveraging funding, building political support, and promoting cycling.

Funding Available: Grants are available up to \$10,000. This program is intended to provide funding for local matches for larger fund sources.

Eligible Projects: Eligible projects include bicycle facility improvements, education, and capacity projects.

Previously Awarded Projects:

- North-South Greenway, Marin County, \$10,000
- Sacramento Area Bike Trails, Sacramento Area Bicycle Advocates, \$10,000
- YMCA City Bike Education Program, San Francisco, \$5,000

Further Details: <http://bikesbelong.org>

Program Contact Person: Elizabeth Train,  
Grants & Research Director  
(303) 449-4893

STA Contact Person: Robert Guerrero, Senior Planner, (707) 424-6075

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**FUNDING OPPORTUNITY**

**High Risk Rural Roads (HR3) Program**

*Due February 28, 2007*

TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Guerrero, Senior Planner

This summary of the High Risk Rural Roads (HR3) Program is intended to assist the 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:** For projects located on city and county roads, the applicant must be a city or a county. For a project that involves multiple jurisdictions, the lead agency should attach letters of support from the other affected agencies. For a project located on a State Highway applications must be submitted from a Caltrans District Traffic Engineer or Safety Engineer.

**Program Description:** This purpose of this program is to reduce the frequency and severity of collisions on rural roads by correcting or improving hazardous roadways or features.

**Funding Available:** California's annual share of Federal Highways Administration (FHWA) funds is \$8.25 million and should remain at or near this level throughout the duration of the SAFETEA-LU.

- Eligible Projects:**
- Intersection Safety Improvement
  - Pavement and shoulder widening
  - Installation of rumble strips
  - Pedestrian and bicyclist safety
  - Construction of Traffic calming Feature.
  - Construction of railway-highway crossing traffic enforcement activity at a railway-highway crossing.
  - Improvement of a priority control system for emergency vehicles at signalized intersections.

A more detailed list of eligible project is available at:  
<http://www.dot.ca.gov/hq/LocalPrograms/HR3.htm>

**Program Contact Person:** John Brewster  
CalTrans  
(510) 286-6485

**STA Contact Person:** Robert Guerrero, Senior Planner, (707) 424-6075



**FUNDING OPPORTUNITY**

**2007-08 YSAQMD Clean Air Funds (CAF) Program**

**Due March 16 2007**

TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Guerrero, Senior Planner

This summary of the 2007-08 YSAQMD Clean Air Fund 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 (CAF) Program provides grants to local agencies to implement various clean air projects including transit, and bicycle routes.

Funding Available: Approximately \$420,000 is historically available.

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: <http://www.ysaqmd.org/incentive-caf.php>

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

STA Contact Person: Robert Guerrero, Senior Planner, (707) 424-6075

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Route (Rt.) 30 and 90 Service and Funding Agreement

**Background:**

Fairfield-Suisun Transit (FST) has been operating Rt. 30 on behalf of the Solano Transportation Authority (STA) since 2000. With the transfer of Rt. 90 from Vallejo Transit to Fairfield/Suisun Transit (FST), the STA was requested to provide management oversight of Rt. 90. Both Rt. 30 and 90 are funded by Transportation Development Act (TDA) funds from Fairfield, Suisun City, Vacaville, Dixon, and the County of Solano. Over the years, the STA has secured other funds for these routes. This includes Transportation Funds for Clean Air (TFCA) from the Bay Area Air Quality Management District, Clean Air Funds from the Yolo Solano Air Quality Management District, and State Transit Assistance Funds. Rt. 90 is also a recipient of Regional Measure 2 (RM2) funds.

Route 30 operates five roundtrips, Monday-Friday, between Fairfield and Sacramento with stops in Vacaville, Dixon, and Davis. Rt. 90 operates between Suisun City, Fairfield, and El Cerrito del Norte BART Station during peak and non-peak periods Monday through Friday.

**Discussion:**

The proposed agreement between the STA and Fairfield/Suisun Transit (FST) will cover the timeframe from Fiscal Year (FY) 2006-07 with an option to extend the contract twice for two (2) additional years. The agreement will provide guidance on the roles and responsibilities of the two agencies. In brief, FST operates the service as part of its range of local and inter-city fixed route services and the STA provides general management oversight on behalf of the funding partners. FST will provide monthly reports to the STA that will summarize the routes' performance, costs, and key issues. The STA will provide quarterly status reports to the funding partners and the STA Board. The STA has also taken a lead role in marketing the services and providing more extensive customer service including to markets outside the county.

The funding distribution for FY 2006-07 has been approved as part of the approval of the Intercity Transit Funding agreement for both Rts. 30 and 90. For the years beyond FY 2006-07, the total cost and funding distribution is being developed as part of the countywide Intercity Transit Funding effort.

**Recommendation:**

Recommend the STA Board authorize the Executive Director to execute a service and funding agreement for Rts. 30 and 90 with Fairfield/Suisun Transit.

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DATE: January 22, 2007  
 TO: SolanoExpress Intercity Transit Consortium  
 FROM: Robert Guerrero, Senior Planner  
 RE: Solano Bicycle Pedestrian Program (SBPP) Fiscal Year (FY) 2007-08  
 Project Approvals and Program Guideline Revisions

**Background:**

The Solano Bicycle Pedestrian Program (SBPP) funds priority bicycle and pedestrian projects countywide through the Congestion Mitigation Air Quality (CMAQ) Program and local Transportation Development Act (TDA) Article 3 funds. The SBPP program was implemented for the first time last year with the establishment of a 3-year SBPP Plan which highlights priority bicycle and pedestrian projects recommended for funding over the next 3 years. The following projects are recommended for funding for FY 2007-08 as indicated in Attachment A (the current SBPP 3-Year Plan):

Project Sponsor	Project	Request	Recommended Funding/Source	Total SBPP Funding
Benicia	State Park Road Bridge Project	\$800,000	\$119,000 (TDA Art. 3); \$450,000 (CMAQ)	\$569,000
Fairfield	McGary Road	\$175,000	\$175,000 (CMAQ)	\$175,000
Fairfield	West Texas St. Gateway Project	\$250,000	\$73,000 (CMAQ)	\$73,000
Solano County	Suisun Valley Road Bridge	\$110,000	\$110,000 (TDA Art. 3)	\$110,000
Solano County	Vacaville-Dixon Bikeway, Phase II	\$1,000,000	\$343,000 (eastern CMAQ)	\$343,000
Suisun City	Bike Lane Striping on Railroad Ave.	\$90,000	\$90,000 (TDA Art. 3)	\$90,000
Vacaville	Nob Hill Bike Path	\$300,000	\$300,000 (eastern CMAQ)	\$300,000
Vacaville	Ulatris Creek Bike Path	\$1,000,000	\$171,000	\$171,000
Total:				\$1,831,000

Upon conclusion of the first cycle of the SBPP program, members of the Solano Bicycle Advisory Committee (BAC), the Solano Pedestrian Advisory Committee (PAC) and the Solano Transportation Authority's (STA) Technical Advisory Committee (TAC) participated in a subcommittee to develop revisions for making the process less cumbersome for committee members and project sponsors. Attachment B lists the recommendations made by the subcommittee on September 19, 2006.

**Discussion:**

On October 5, 2006 the BAC reviewed the recommendations of the SBPP subcommittee and agreed to all of the recommendations; however, there was a lengthy discussion about the merits of locking the 3-Year Plan with only an update once every three years unless a project cannot be constructed. The main purpose of locking the 3-year SBPP plan was due to the need to have a more reliable funding plan for project sponsors to program federal bike and pedestrian funds. Under the current guidelines, the 3-year SBPP plan is updated and approved annually and has the potential to change from year to year. This could have a negative impact to projects that had previously anticipated funding only to be denied in future years when the program is reviewed and approved. The BAC concluded that a locked 3-year funding plan was the best approach to assure the project sponsors that funding is in place for their projects when the year of their allocation approaches.

The PAC also reviewed the SBPP subcommittee recommendations at their January 18, 2007 meeting. They were also advised of the BAC's position and agreed to forward a recommendation to the STA Board to approve the revisions as indicated by ~~strikethrough~~ **bold and italics** in Attachment B.

The BAC and PAC also reviewed the current projects previously recommended for funding in FY 2007-08 under the current 3-Year Plan and agreed not to change the recommendation. Upon approval by the STA Board, project sponsors will need to work with STA staff and MTC staff to program their federal and locally funded projects in the amounts indicated in Attachment A.

**Fiscal Impact:**

None to the STA's General Fund. Solano Bicycle Pedestrian Program consists of local and federal funding available the STA's member agencies for bicycle and pedestrian related improvement projects.

**Recommendation:**

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

1. Solano Bicycle Pedestrian Program (SBPP) Projects and Funding Amount as indicated for FY 2007-08 in Attachment A.
2. Revisions to the Solano Bicycle & Pedestrian Program's (SBPP) Guidelines and Criteria as indicated in Attachment B.

**Attachments:**

- A. 3-Year Solano Bicycle Pedestrian Program (SBPP) Plan
- B. SBPP Recommended Revisions

# ATTACHMENT A

## BAC PAC Recommended SBPP 3-Year Plan

Mode Application	Priority		Sponsor	Project	Request	Funding Sources			TOTAL SBPP
	BAC	PAC				TDA	MTC	ECMAQ	
<b>FY 2006/07</b>					<b>\$275,000.00</b>	<b>\$302,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$302,000.00</b>
Ped		2.3	Fairfield	Union Avenue Corridor, Phase II	\$100,000.00	\$25,000.00			\$25,000.00
Ped		1.2	Fairfield	West Texas Street Gateway Project, Phase I & II	\$50,000.00	\$50,000.00			\$50,000.00
Bike	2.5		Solano County	Abernathy Road Bridge	\$100,000.00	\$50,000.00			\$50,000.00
Bike	1.1	1.6	Solano County	McGary Road Regional Bike Path	\$25,000.00	\$25,000.00			\$25,000.00
Bike	1.4		Solano County	Vacaville-Dixon Bikeway, Phase I	\$300,000.00	\$152,000.00			\$152,000.00
Bike	2.4		Suisun City	Bike Lane Striping Along Railroad Ave, Phase I	\$60,000.00				\$0.00
					<b>Remaining</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FY 2007/08</b>					<b>\$4,235,000.00</b>	<b>\$319,000.00</b>	<b>\$698,000.00</b>	<b>\$814,000.00</b>	<b>\$1,831,000.00</b>
Both	1.3	1.1	Benicia	State Park Road Bridge Project	\$800,000.00	\$119,000.00	\$450,000.00		\$569,000.00
Ped		1.7	Fairfield	Linear Park (Dover Ave to Claybank Rd)	\$400,000.00				\$0.00
Bike	1.1	1.6	Fairfield	McGary Road Regional Bike Path	\$175,000.00		\$175,000.00		\$175,000.00
Ped		1.2	Fairfield	West Texas Street Gateway Project, Phase I & II	\$250,000.00		\$73,000.00		\$73,000.00
Bike	2.3		Solano County	Suisun Valley Road Bridge	\$110,000.00	\$110,000.00			\$110,000.00
Bike	1.4		Solano County	Vacaville-Dixon Bikeway, Phase II	\$1,000,000.00			\$343,000.00	\$343,000.00
Bike	2.4		Suisun City	Bike Lane Striping Along Railroad Ave, Phase II	\$90,000.00	\$90,000.00			\$90,000.00
Ped		2.2	Suisun City	Marina Blvd Sidewalk Gap Closure	\$110,000.00				\$0.00
Both	1.2	1.5	Vacaville	Nob Hill Bike Path	\$300,000.00			\$300,000.00	\$300,000.00
Both	2.1	2.4	Vacaville	Ulatis Creek Bike Path (Ulatis to Leisure Town)	\$1,000,000.00			\$171,000.00	\$171,000.00
					<b>Remaining</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FY 2008/09</b>					<b>\$5,700,000.00</b>	<b>\$337,000.00</b>	<b>\$698,000.00</b>	<b>\$506,000.00</b>	<b>\$1,541,000.00</b>
Both	1.3	1.1	Benicia	State Park Road Bridge Project	\$1,000,000.00	\$152,000.00	\$221,000.00		\$373,000.00
Ped	1.6	1.7	Fairfield	Linear Park (Dover Ave to Claybank Rd)	\$50,000.00				\$0.00
Bike	1.1	1.6	Fairfield	McGary Road Regional Bike Path	\$650,000.00	\$185,000.00	\$465,000.00		\$650,000.00
Ped		1.2	Fairfield	West Texas Street Gateway Project, Phase I & II	\$300,000.00		\$12,000.00		\$12,000.00
Both	1.5	1.4	Solano County	Old Town Cordelia Improvements	\$500,000.00				\$0.00
Bike	1.4		Solano County	Vacaville-Dixon Bikeway, Phase III	\$1,000,000.00			\$337,000.00	\$337,000.00
Both	1.7	2.1	Suisun City	McCoy Creek Trail, Phase II	\$200,000.00				\$0.00
Both	2.1	2.4	Vacaville	Ulatis Creek Bike Path (Allison to I-80)	\$1,200,000.00			\$169,000.00	\$169,000.00
Both	2.2	1.3	Vallejo	Vallejo Station Pedestrian & Bicycle Links	\$800,000.00				\$0.00
					<b>Remaining</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

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**STA staff and the BAC, PAC, and TAC subcommittee  
Solano Bicycle Pedestrian Program Recommended Revisions  
September 19, 2006**

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**1. Guidelines**

These guidelines serve as the initial framework for the program. Several aspects of the program have become much clearer after the first SBPP cycle.

Revise guideline #4 to read:

*“Each year, preferably during the months of December or January, BAC and PAC shall confirm their top priority projects for the next 3 years of SBPP funding recommendations for the next fiscal year’s projects found in the current SBPP 3-year Implementation Plan.”*

This allows project sponsors sufficient time to submit Transportation Improvement Plan (TIP) amendments through the STA and MTC so that project sponsors can obligate funding in a timely manner.

Revise guideline #6 to read:

*“~~The 3-year Implementation Plan will be updated annually to include new projects or revisions to current projects identified in the plan. A call for projects for the 3-year Implementation Plan will happen every three years. Amendments to the 3-year Plan must be approved by the project sponsors, the BAC and the PAC before sending a recommendation to the STA Board for their adoption.~~”*

This changes the “annual cycle” for SBPP funding in the guidelines into a “3-year cycle” for SBPP funding. A 3-year cycle allows sufficient time for enough funding to build up to fund large priority projects, such as Fairfield’s McGary Road Projects and Benicia’s State Park Road Bridge Project.

Revising the guidelines in this manner will ensure that the BAC and PAC review projects on an annual basis before they are funded and fund large priority projects in the SBPP. Annual project updates are already required in guideline #3.

The SBPP subcommittee members discussed at length a possible one-time call for projects for an additional year for those STA member agencies that did not submit projects during the last call for projects. This would be an exception to the guidelines, which stipulates a 3-year calls for projects.

**2. Criteria**

The SBPP Criteria serve as the basis for prioritizing projects applying for funding each cycle. The criteria also affect how the applications are worded. Several aspects of the criteria were found to be ineffective in properly gauging the difference between projects as well as choosing quality bicycle and pedestrian projects.

### Gap Closures

Revise the description of Gap Closures to include not only physical barriers **but also disincentives to using a facility**. An example of such a barrier would be a lack of bicycle lockers at a transit hub or poor lighting along a pedestrian path. The SBPP subcommittee recommended that scores for non-physical barriers only reach a maximum of a medium score (4-7).

### Access

Revise the description of Access to bicycle destinations to properly reflect the goals of the Solano Countywide Bicycle Plan. "Objective 4.0" states that the STA will strive to "*Develop a countywide bikeway system that meets the needs of commuter and recreation bicyclists, helps reduce vehicle trips, and links residential neighborhoods with destinations countywide.*" The criteria should further stress **access serving commuter and recreational cyclists along residential linkages to destinations**.

The Solano Countywide Pedestrian Plan's policy under "Objective 3.3" states that "*the highest priority pedestrian improvements should be those where pedestrian facilities are lacking or deficient in close proximity (1/4 to 1/2 mile) to pedestrian destinations such as schools, parks, transit, and shopping.*" This also follows with "Objective 3.4" which states that the STA should "*recognize and support pedestrian access and activity in existing zones and destinations such as downtowns, waterfronts and historic districts*" and "Objective 3.7" which states that the STA should support "*coordinating planning for pedestrian improvements with planning for transit and regional parking centers.*" The criteria should further stress **access serving these destinations mentioned in the pedestrian plan**.

### Removal of criteria

The subcommittee felt that a number of criteria should be removed:

- Cost/Benefit
- Reduction of Vehicle Usage
- Strategically Funded Project

## **3. Applications**

Several aspects of the applications made them hard to fill out and use to score projects:

- Maps of the project area were not generally included
- Photos of the project area were not generally included
- Project funding was not specific enough
- Project summaries were too short
- Long-term Plans and Policies info lacked enough details
- Large paper handouts were cumbersome and hard to navigate
- Paper scoring sheets made reporting scores difficult

STA Staff recommends the following changes to the applications:

- Include maps of the project area pointing out Gap Closures, Access destinations, and Safety improvements.
- Include greater detail/(give more space) in project summaries.
- Site specifics while answering long-term plans and policies question (Staff Recommended Scores)
- Create electronic scoring applications and scoring sheets for committee member use.

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Guerrero, Senior Planner  
RE: Metropolitan Transportation Commission (MTC) Routine  
Accommodation of Bicyclist and Pedestrians in the Bay Area

**Background:**

In June 2006, the Metropolitan Transportation Commission (MTC) adopted Resolution 3765 to address routine accommodations for bicycles and pedestrians. Resolution 3765 includes policies to develop a checklist and a process to evaluate bicyclist and pedestrian needs and bike/ped access during the development of transportation related projects. These policies are based on MTC's Routine Accommodations study developed in 2005 as a result of the MTC's Transportation 2030 Plan's "Call to Action" to make non-motorized travelers part of the overall planning process for projects funded by regional discretionary funds for transportation.

**Discussion:**

In November 2006, STA staff provided the Technical Advisory Committee (TAC) the draft Routine Accommodations Checklist of questions. Again, the checklist is intended to be completed as part of all applications related to regional discretionary fund programs provided by MTC. At this time, MTC is seeking comments on the process to implement the program. In the draft Routine Accommodations Checklist Process, MTC outlines roles and responsibilities of the project sponsor, MTC, Congestion Management Agencies (CMA), and Bicycle/ Pedestrian Advisory Committee (B/PAC) (See Attachment A). Under the proposed Routine Accommodations Checklist Process, the CMA (e.g. Solano Transportation Authority) will be responsible for making available to the Pedestrian Advisory Committee (PAC) and Bicycle Advisory Committee (BAC) committees the checklist information completed by the project sponsor prior to them submitting their funding application to MTC for approval.

An important note regarding the Routine Accommodations Checklist is that the answers do not affect the project's eligibility for MTC funding programs. The checklist is intended to be a tool to establish a dialog with bike and pedestrian advocates with project sponsors to discuss routine accommodations as part of their project. Sean Co from MTC Planning is scheduled to provide a brief overview of the process at the TAC meeting.

**Fiscal Impact:**

There is currently no budget established to administer MTC's Routine Accommodation Checklist with the STA's Bicycle Advisory Committee and Pedestrian Advisory Committee.

**Recommendation:**

Informational.

Attachment:

- A. Draft Routine Accommodations Checklist Process

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## ***Draft Routine Accommodations Checklist Process***

### **Background**

MTC Resolution 3765 calls for all projects funded through MTC's regional discretionary programs and fund sources to consider the accommodations of bicycles and pedestrians where non-motorized travel is consistent with adopted local and regional plans. This consideration shall take form of a checklist that is to be completed before the project is submitted to MTC for funding. The two-page checklist along with accompanying guide are attached to this document as Attachments A and B.

### **Use of the Checklist**

The checklist is intended for project sponsors to disclose information about how projects have considered bicycles and pedestrians in the planning of their projects and to provide a vehicle for discussion about specific accommodations. Answers to questions on the checklist will not affect eligibility for MTC programs. The countywide Bicycle/Pedestrian Advisory Committees (BPACs) will be responsible for reviewing the reported accommodations.

The general process is as follows:

1. The checklist will be included as part of MTC's funding application and will be completed by project sponsors prior to submitting projects to MTC for funding.
2. Prior to forwarding projects to MTC for funding, Congestion Management Agencies (CMAs) will ensure that the local agencies have submitted completed checklists.
3. CMAs will make the completed checklist available for review by countywide BPACs as described below.
4. Completed checklists for projects are forwarded to MTC when CMAs submit their project lists (for programs that CMAs adopt) or when applications are submitted to MTC (for regional discretionary programs such as TLC).
5. MTC complies checklist and reviews how projects in the Bay Area are considering the needs of bicycle and pedestrian projects.

The specific roles and responsibilities of each entity are described below.

### **Programs and Fund Sources to Which Checklist Applies**

The checklist applies to all projects funded through the MTC regional discretionary programs and fund sources listed in Table 1 with a few exceptions as noted in the footnote.

**Table 1: Regional Discretionary Programs and Fund Sources\***

Fund Source	MTC Programs	Checklist applies
<b>Federal</b>		
TE		Yes
Surface Transportation Program (STP)	Clean Air, Regional Operations, Local Streets and Road Shortfall, Transit Capital Shortfall, TLC/HIP, Regional Bike/Pedestrian	Yes
Congestion Mitigation and Air Quality Improvement Program (CMAQ)		
<b>State</b>		
Regional Improvement Program and I bond		Yes
STA		Yes
<b>Local</b>		
TDA Article 3	Bike and ped projects goes through city BACs	Yes
RM2 Funds		Yes

\* A checklist is not required for projects and planning efforts that do not impact the traveled way (e.g., emergency communications equipment, bus engine replacement)

## Roles and Responsibilities

### Project Sponsors

1. The project sponsor is responsible for completing the checklist.
2. The project sponsor is encouraged to submit the completed checklist to the CMA for forwarding to the countywide BPAC as early as possible.
3. If the project is part of a funding program submitted to MTC by the CMA, then the sponsor will transmit the checklist electronically to the CMA prior to CMA board action on the project list submitted to MTC.
4. If the project will be submitted directly to MTC (e.g., FTA funds), then the project sponsor will contact their CMA bicycle/pedestrian planner so that the project can be forwarded to the countywide BPAC.

5. In cases when the project is submitted directly to MTC, the MTC project manager will forward the checklists to the appropriate CMA bicycle/pedestrian planner for posting.

## **CMAAs**

1. CMAAs are responsible for receiving the completed checklists and making them available through their websites and to the countywide BPACs for review, discussion and input.
  - a. Completed checklists will be posted on the CMA's website for three weeks to allow adequate review time before the projects are submitted to MTC.
  - b. Checklists can be an agenda item for BPAC's meetings (Checklists do not require approval from BPACs)
  - c. In cases where the BPAC meeting schedule may not allow review in time for projects to be submitted to MTC, checklists will be e-mailed to BPAC members. An e-mail alerting BPACs that the list is posted to the CMA website is also acceptable.
2. In general, the checklists should be made available for review prior to CMA board adoption of any programs submitted to MTC and prior to local agencies adoption of resolutions of local support.
3. This will give BPACs an opportunity to voice any concerns about routine accommodations first to staff and, if necessary, to the local governing board.
4. The CMAAs will be responsible for ensuring an electronic and hard copy of the completed checklist is transmitted to MTC as part of the complete project packet, which includes the WebFMS entry and resolution of local support.

## **Bicycle and Pedestrian Committees (BPACs)**

BPACs, in consultation with CMA staff, are responsible for defining procedures for reviewing checklists posted by the CMAAs. Please note that each BPAC's membership shall be consistent with the guidelines in MTC Resolution 875.

1. BPACs may choose to agendaize some or all of the projects that have completed checklists at a meeting, time permitting, or may choose to conduct review electronically.
2. In cases where the MTC timeline is especially short, CMA staff and BPAC staff and or chair, may need to establish an expedited process using web and e-mail.
3. BPACs should direct questions or concerns arising during checklist review to the project sponsor.
4. MTC and CMA staff generally should not be expected to participate in discussions about checklist content (unless also the project sponsor).

## **MTC**

In general, MTC staff will verify that a completed checklist has been submitted with each project forwarded to MTC for programming. As part of the periodic audit of TIP projects called for in MTC Resolution No. 3765, MTC will review selected checklists in detail to determine whether the checklist, and other provisions in the MTC resolution, are encouraging routine consideration of non-motorized travel needs.



DATE: January 23, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Sam Shelton, Assistant Project Manager  
RE: Safe Routes to School (SR2S) Update

**Background:**

The STA's Safe Routes to School (SR2S) Program is intended to improve the safety of pedestrian and bicycle modes of student travel, by enhancing related infrastructure and programs, and to provide safe passage to schools. Eligible projects will include capital improvement projects as well as education, enforcement and encouragement activities and programs such as developing safety and health awareness materials and education programs.

The SR2S outreach process is split into three major phases:

- 1) City Council & School District Board presentations
- 2) Community Task Force meetings
- 3) City Council, School District Board, and STA Board adoption of the SR2S Study

**Discussion:**

To complete the SR2S Study before the next Federal Safe Routes to School (SRTS) grant applications are due (January 2008), target dates for the remaining SR2S meetings have been drafted. Community task forces are strongly encouraged to complete their committee membership before their targeted first meeting. This allows for the maximum amount of time for schools to conduct their walking audits and propose projects and programs for inclusion into the Countywide SR2S Plan (see Attachment B, "Draft Safe Routes to School Public Input Schedule"). STA Staff will be meeting with public works staff prior to each of the first community task force meeting.

As part of the adopted STA Safe Routes to School (SR2S) Program goals, SR2S Program updates will be given to the STA Board on a quarterly basis. Attached for your review is an "STA Safe Routes to School (SR2S) Program Status Report", which contains a countywide summary and the status of each community involved in the program.

**Recommendation:**

Informational.

**Attachment:**

- A. Draft STA Safe Routes to School Public Input Schedule, 01-23-07
- B. STA Safe Routes to School (SR2S) Program Status Report, 01-22-2007

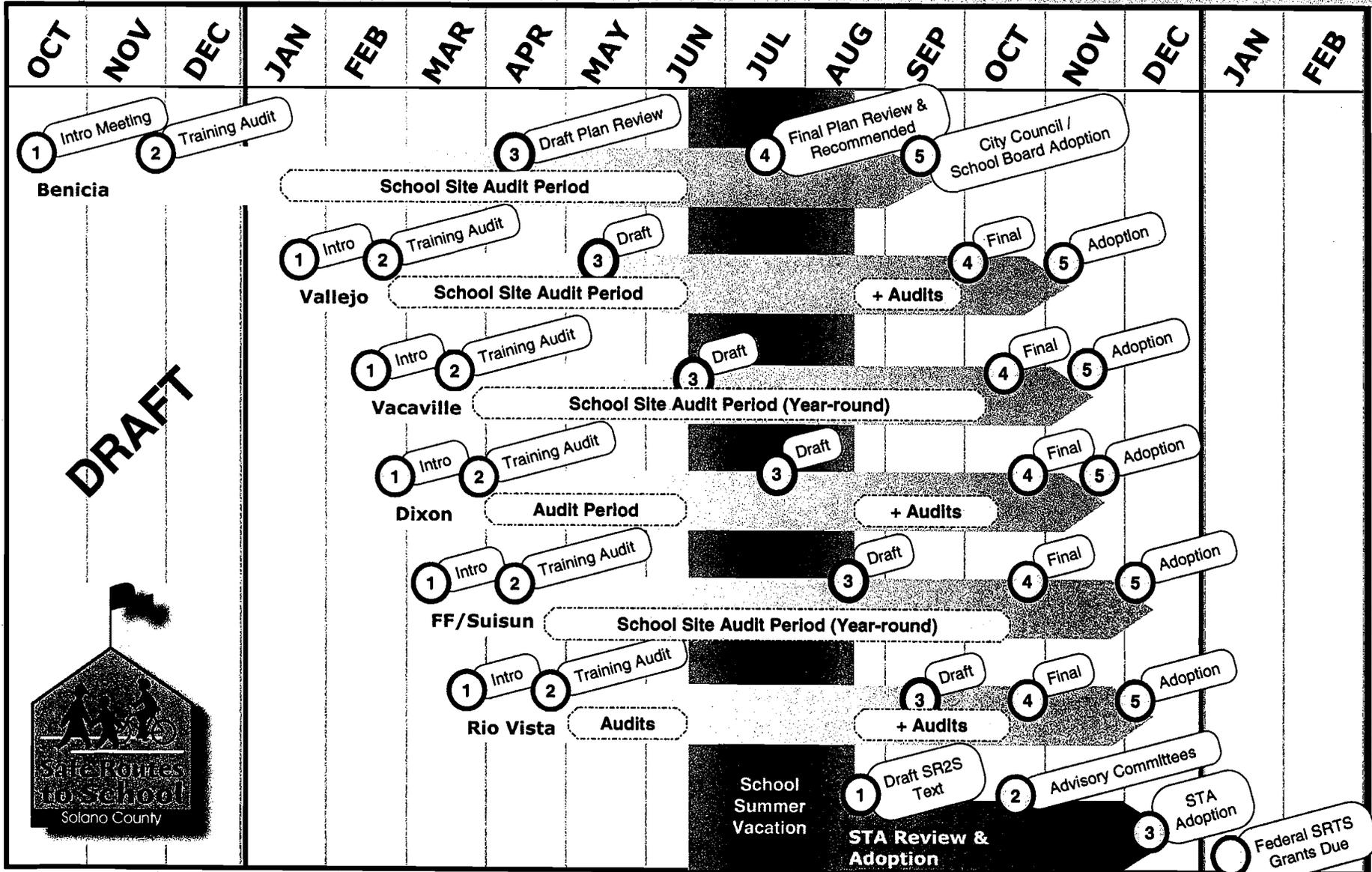
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# Safe Routes to School (SR2S) Timeline of Public Input Meetings Concurrent School Audits + December Adoption

2006

2007

2008



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## STA Safe Routes to School (SR2S) Program Status Report Summary

01-22-2007

**Phase 1 – Introductory Safe Routes to School (SR2S) STA Presentations to City Councils and School Boards - Complete**

**Phase 2 – Public Input Process - Underway**

Community Task Forces	Next Meeting	Status
<b>Benicia</b>	Review Draft SR2S Plan April 19,2007	Benicia Middle School walking audit, January 30, 2007.
<b>Dixon</b>	Proposed first meeting Feb 26-Mar 2	School Board & Public Safety Appointments VACANT
<b>Fairfield/Suisun</b>	Proposed first meeting Mar 5-Mar 9	City, Fairfield/Suisun USD, and Public Safety Appointments are VACANT
<b>Rio Vista</b>	Proposed first meeting Mar 19-Mar 23	City and School Board Appointments are VACANT
<b>Vacaville</b>	Proposed first meeting Feb 19-Feb 23	Public Safety Representative is VACANT
<b>Vallejo</b>	Proposed first meeting Jan 30-Feb 6	Second community to complete task force. First meeting will be scheduled soon.
<b>County of Solano</b>	Include in Solano College and private school meetings.	North and South County representatives are both VACANT.

To complete the SR2S Study before the next Federal Safe Routes to School (SRTS) grant applications are due (January 2008), target dates for the remaining SR2S meetings have been drafted. Community task forces are strongly encouraged to complete their committee membership before their targeted first meeting. This allows for the maximum amount of time for schools to conduct their walking audits and propose projects and programs for inclusion into the Countywide SR2S Plan (see Attachment B, “Draft Safe Routes to School Public Input Schedule”). STA Staff will be meeting with public works staff prior to the first community task force meeting.

**Phase 3 – STA Countywide SR2S Study Development – not underway**

STA Committees	Target Meeting Dates
<b>Technical, Bicycle, and Pedestrian Advisory Committees</b>	Draft review, September 2007. Final review, October 2007.
<b>STA Board</b>	Adoption, December 2007.

# STA SR2S Countywide Steering Committee

## STA Safe Routes to School (SR2S) Program - Status Report

The STA's Countywide Safe Routes to School (SR2S) Steering Committee is a multi-disciplinary committee that makes recommendations to the STA Board regarding how the STA's SR2S Study and Program should be handled.

At their last Steering Committee meeting in December 2006, the committee discussed potential countywide projects and programs that they would like to see implemented before the SR2S Study has been adopted (e.g. Countywide Crossing Guard training funding, safety/public education projects, etc.). STA staff recognizes that there is funding set aside in the Alternative Modes Funding Strategy for safe routes to school projects, alternative fuel vehicle programs, and other miscellaneous projects. Currently, the STA has adopted policy to adopt a SR2S Plan before considering any funding of SR2S Projects.

STA's Countywide SR2S Steering Committee		
Position	Name	Title
TAC Member	Gary Leach	Public Works Director
TAC Member	Dan Schiada	Public Works Director
BAC Member	Mike Segala	BAC Representative
PAC Member	Eva Laevastu	PAC Representative
Solano County Office of Education	Dee Alarcon	County Superintendent of Schools
School District Superintendent	John Aycock	Vacaville USD Superintendent
Public Safety Rep	Bill Bowen	Rio Vista Chief of Police
Public Safety Rep	Ken Davena	Benicia Police Department Captain
Air Quality Rep	Jim Antone	Yolo-Solano Air District Rep
Public Health Rep	Robin Cox	Solano County Public Health Rep

### Phase 1 – Establish SR2S Study Process – COMPLETE

This committee met monthly to establish the SR2S Study Process:

- May 30, 2006
  - Introductory Materials, Layout Workplan
  - Discussed Goals, Policies, and Measurable Objectives for the program
- June 13, 2006
  - Recommended Goals, Policies, and Measurable Objectives
  - Recommended additional Air Quality and Public Health Representatives to the Steering Committee
- July 18, 2006
  - Discussed SR2S Public Input Process & Discussion Materials
- August 15, 2006
  - Recommended SR2S Public Input Process & Discussion Materials
- September 19, 2006
  - Made final recommendations for Discussion Materials

## **Phase 2 – Community Task Forces – IN PROGRESS**

Quarterly status reports will be made by Community Task Forces to the Steering Committee, which will be forwarded to the STA Board. The next Steering Committee meeting is tentatively scheduled for February 13, 2006.

- December 12, 2006
  - Discussed Safe Route to Schools federal grants
  - Received update from Benicia's recent walking audit experience
  - Reviewed STA SR2S Status report.
  - Discussed potential for countywide SR2S projects and programs
- Next meeting set for February 13, 2006 at 2:00 pm.  
Potential meeting topics:
  - Receive update from Benicia's SR2S representative
  - Receive update from Vallejo's SR2S representative
  - Discuss draft SR2S meeting schedule

## **Phase 3 –STA Board adoption of the SR2S Study**

The STA SR2S Steering Committee will review the draft and final SR2S Plans and make a recommendation to the STA Board for adoption in December, 2007.

# Benicia

## STA Safe Routes to School (SR2S) Program - Status Report

### Phase 1 – Introductory Presentations - COMPLETE

- City Council Meeting, May 2, 2006
- School Board Meeting,
  - Benicia USD, August 24, 2006

### Phase 2 – Community Task Forces – IN PROGRESS

Community Task Force responsibilities were delegated by the City Council and School Board to the Traffic Pedestrian and Bicycle Safety Committee (TPBS) and the City Council & School Board Liaison Committee:

Benicia's SR2S Community Task Force – Two Committees	
<b>City Council &amp; School Board Liaison Committee</b>	
Name	Title
Alan Schwartzman	City Vice-Mayor
Bill Whitney	City Councilmember
Dirk Fulton	School Board member
Shirin Samiljan	School Board member
Jim Erickson	City Manager
Janice Adams	School Superintendent
<b>City Traffic Pedestrian &amp; Bicycle Safety Committee</b>	
Elizabeth Patterson	City Councilmember
Mark Hughes	City Councilmember
Jim Trimble	Police Chief
Dan Schiada	Director of Public Works/Traffic Engineer
Michael Throne	City Engineer

Meeting/Event	Dates
Local SR2S Process Discussion	<b>September 14, 2006</b> City Council/School Board Liaison Committee
First Community Task Force Meeting <ul style="list-style-type: none"> <li>• Introductions, SR2S Process Overview</li> </ul>	<b>October 19, 2006</b> Traffic Pedestrian and Bicycle Safety (TBPS) Committee, Benicia City Hall Commission Room, 7:00 pm
School Based Training Audit	<b>November 28, 2006</b> Benicia High School 2:30pm to 5:00pm
Independent School Based Audits Conducted	<ul style="list-style-type: none"> <li>• Jan 30, Benicia Middle School</li> <li>• TBD, Henderson Elementary School</li> <li>• TBD, Semple Elementary School</li> </ul>

<b>Second Community Task Force Meeting</b> <ul style="list-style-type: none"> <li>● STA presents Draft SR2S Plan for initial comments</li> </ul>	<ul style="list-style-type: none"> <li>● April 19, 2007</li> </ul>
<b>Third Community Task Force Meeting</b> <ul style="list-style-type: none"> <li>● Present Final SR2S Plan</li> </ul>	<ul style="list-style-type: none"> <li>● July 19, 2007</li> </ul>
<b>Local Adoption of SR2S Plan</b>	<ul style="list-style-type: none"> <li>● Liaison Committee Approves Plan, September 2007</li> <li>● City Council Adoption, TBD</li> <li>● School Board Adoption, TBD</li> </ul>

# Dixon

## STA Safe Routes to School (SR2S) Program - Status Report

### Phase 1 – Introductory Presentations - COMPLETE

- School Board Meeting,
  - Dixon USD, June 22, 2006
- City Council Meeting, June 27, 2006

### Phase 2 – Community Task Forces – IN PROGRESS

Dixon's SR2S Community Task Force - INCOMPLETE		
Position	Name	Title
City Appointment	Mary Ann Courville	Mayor
Public Safety Rep	VACANT	(possibly Tony Welch, PD)
School Board Appt.	VACANT	(possibly Robert Salinas, Superintendent)
STA TAC Rep	Royce Cunningham	Public Works Director
STA BAC Rep	James Fisk	Dixon Resident
STA PAC Rep	Michael Smith	Council Member

Task force meetings will be scheduled once all committee appointments are made.

Meeting/Event	Dates
First Community Task Force Meeting <ul style="list-style-type: none"> <li>• Introductions, SR2S Process Overview</li> </ul>	Proposed first meeting Feb 26-Mar 2
School Based Training Audit	Proposed meeting Mar 26-Mar 30
Independent School Based Audits Conducted	Proposed April to June
Second Community Task Force Meeting <ul style="list-style-type: none"> <li>• STA presents Draft SR2S Plan for initial comments</li> </ul>	• Mid July
Third Community Task Force Meeting <ul style="list-style-type: none"> <li>• Present Final SR2S Plan</li> </ul>	• Late October
Local Adoption of SR2S Plan	<ul style="list-style-type: none"> <li>• City Council Adoption, Mid November</li> <li>• School Board Adoption, Mid November</li> </ul>



DATE: January 22, 2007  
 TO: SolanoExpress Intercity Transit Consortium  
 FROM: Sam Shelton, Assistant Project Manager  
 RE: Project Delivery Update

**Background:**

As the Congestion Management Agency for Solano County, the Solano Transportation Authority (STA) coordinates obligations and allocations of state and federal funds between local project sponsors, Caltrans, and the Metropolitan Transportation Commission (MTC). To aid in the delivery of locally sponsored projects, the STA continually updates the STA's Technical Advisory Committee (TAC) on changes to state and federal project delivery policies and reminds the TAC about upcoming project delivery deadlines.

**Discussion:**

There are six project delivery reminders for the TAC:

1. Final Federal Obligation Plan Federal Fiscal Year (FFY) 2006-07 for Surface Transportation Program (STP)/ Congestion Mitigation & Air Quality Improvement Program (CMAQ) funds:

- Send E-76 Request to Caltrans by March 1, 2007
- Receive E-76 by May 31, 2007.

<b>Projects on MTC's FY 2006/07 Federal Obligation List</b>		
<b>Agency</b>	<b>TIP ID</b>	<b>Project</b>
<b>Benicia</b>	<b>SOL050014</b>	<b>Columbus Parkway Rehabilitation</b>
<b>Dixon</b>	<b>SOL050051</b>	<b>North Fourth Street and East "A" Street Rehabilitation</b>
<b>Fairfield</b>	<b>SOL010023</b>	<b>Hilborn Road Rehabilitation</b>
<b>Fairfield</b>	<b>SOL050033</b>	<b>Linear Park Trail</b>
<b>Solano County</b>	<b>SOL010024</b>	<b>Various Streets and Rehabilitation</b>
<b>Solano County</b>	<b>SOL050024</b>	<b>Vacaville-Dixon Bike Route</b>
<b>Suisun City</b>	<b>SOL050053</b>	<b>Sunset Avenue Rehabilitation</b>
<b>Vacaville</b>	<b>SOL050027</b>	<b>Centennial Bike Way</b>
<b>Vacaville</b>	<b>SOL050054</b>	<b>Dobbins St and East Monte Vista Rehabilitation</b>
<b>Vallejo</b>	<b>SOL050023</b>	<b>Vallejo Station Pedestrian Links</b>

2. State Transportation Improvement Program (STIP) FY 2006-07 and 2005-06 extended project allocation request deadlines

Per MTC Resolution 3606, projects programmed in the current fiscal year of the STIP must be allocated in that fiscal year. Project sponsors that will need to request an allocation extension will need to submit not only an allocation extension request to MTC and Caltrans, but also project status for all projects programmed with federal and state money by that agency.

<b>Projects previously extended that require STIP allocation from CTC by April</b>		
<ul style="list-style-type: none"> <li>Submit allocation request to MTC and Caltrans Local Assistance no later than February 20, 2007 to receive allocations by April 25-26, 2007</li> </ul>		
Agency	Project	STIP FY 2006-07 Funds
Fairfield	Downtown Pedestrian Project	\$350,000 CON
<b>Projects that require STIP allocation from CTC by June</b>		
<ul style="list-style-type: none"> <li>Submit allocation request to MTC and Caltrans Local Assistance no later than April 2, 2007 to receive allocations by June 6-7, 2007</li> </ul>		
Dixon	Dixon Intermodal Facility	\$543,000 PS&E
Vallejo	Ferry Maintenance Facility	\$425,000 CON

3. Inactive Obligations

To adhere to FHWA project delivery guidelines and MTC's Resolution 3606, project sponsors must invoice for obligated projects every 6 months.

<b>December 2006 Inactive Projects (10/01/06 to 12/31/06)</b>		
<ul style="list-style-type: none"> <li>Submit an invoice by February 9, 2007 or</li> <li>Submit a justification form to Caltrans Local Assistance by March 1, 2007.</li> </ul>		
Agency	Project	Unexpended Funds
Benicia	WB Route 780 at E. 2 <sup>nd</sup> St, On/Off Ramps, Install Traffic Signals	\$10,000
<b>Projects that will become inactive by March 2007</b>		
Vallejo	Downtown Vallejo Square, Pedestrian Enhancements/Landscape	\$586,839
Vacaville	Alamo Creek, North side from Alamo to Marshall Rd, Ped/Bike Path	\$111,514

4. SAFETEA-LU update Transportation Improvement Program (TIP) Amendment

The MTC 2007 TIP adopted in October 2006 has not been adopted by FHWA as SAFETEA-LU compliant. MTC is working with FHWA to resolve this SAFETEA-LU compliance problem (see Attachment A for an updated MTC staff report). However, if MTC does not receive this certification from FHWA, the 2007 TIP will be locked down starting July 1, 2007. No new projects or new project phases will be added to the TIP until MTC either resolves its SAFETEA-LU compliance problems by July 1, 2007 or creates a new SAFETEA-LU compliant TIP in February 2009. This lockdown includes anything that needs to be listed in the TIP for federal funding reasons or projects that will require a federal action before February 2009, such as NEPA procedures.

As of January 5, 2007, FHWA and MTC have come to an agreement that administrative

amendments can be made to the TIP during the formal amendment process, prior to July 1, 2007. Administrative amendments are small changes to existing TIP listed projects that do not change the funding amounts for a project by more than 20% of the total project cost or \$2 million.

If agencies will require more than an administrative amendment (new phases, large funding changes, changes that cannot wait until July 1 for obligation reasons) between now and July 1, 2007, please contact Sam Shelton to coordinate a TIP amendment for your project before February 1, 2007.

5. MTC Project Delivery Working Group tasks:

MTC's Project Delivery Working Group (PDWG) is an MTC forum for discussing regional project delivery issues at the Congestion Management Agency project manager level. These meetings usually discuss current project delivery deadlines and procedure updates. At their next meeting, the PDWG will discuss ways to improve the project delivery process, such as the possibility of tracking project delivery deadlines for each project (allocation, obligation, and inactive project deadlines, etc.). Please forward any additional suggestions to the STA before March 1, 2007 for consideration at the next PDWG meeting.

6. Proposed STA Project Delivery Working Group:

Between conversations with individual project managers and programming staff at MTC and Caltrans, the STA intends to create a local Project Delivery Working Group composed of agency project managers. This group will be responsible for guiding the creation of a comprehensive project delivery guidance document (which will include all funding sources and programming steps between being approved in a transportation plan to project close out and subsequent project monitoring). This group will also update STA staff on the status of federal and state funded projects to make sure that funding deadlines are met. STA staff proposes that this group meet quarterly as well as receive "Project Delivery Update" STA staff reports at the same time as the TAC packet release.

The first STA Project Delivery Working Group meeting is proposed to be scheduled for the third week of February. TAC members are asked to nominate agency representatives at the project manager level to attend these meetings. Other project managers with questions are also welcome to attend.

**Recommendation:**

Informational.

Attachments:

- A. MTC report on "SAFETEA-LU Compliance: RTP and TIP"

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**METROPOLITAN  
TRANSPORTATION  
COMMISSION**

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***Memorandum***

TO: Programming and Delivery Working Group

DATE: January 22, 2007

FR: Craig Goldblatt

RE: SAFETEA Implementation Deadlines for the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP)

Background

This memo provides PTAC with the status of ongoing discussions with the Federal Highway Administration (FHWA) about when the RTP and the TIP need to comply with the new metropolitan planning provisions in SAFETEA. Over the past year there has been confusion resulting from differing FHWA staff viewpoints in Sacramento and Washington, DC about the implications of not having a SAFETEA compliant TIP or RTP by the deadline of July 1, 2007. The crux of the issue is whether MTC can develop SAFETEA compliant documents on a schedule that would not deviate from established update cycles as permitted by SAFETEA or whether MTC would need to adopt a SAFETEA compliant RTP and a TIP by the statutory deadline of July 1, 2007, irrespective of established planning cycles.

FHWA California Division staff stated to the state's Metropolitan Planning Organizations (MPOs) that after July 1, 2007, until a region had a SAFETEA compliant RTP, no TIP Amendments to include new projects or project phases would be approved, even if the TIP itself was SAFETEA compliant. Based on the anticipated Commission approval of the *Transportation 2030* update in February 2009, this position would place hardships on the region for 1 1/2 years, during at which time no new project or project phases could be added to the TIP. In contrast, FHWA headquarters staff had written a letter to MTC stating that as long as a SAFETEA compliant TIP was adopted by the deadline, major TIP amendments could proceed provided that the current, underlying RTP showed a general compliance with SAFETEA and any amendments were consistent with that RTP.

Providing a final resolution to the debate MTC is pleased to have received a somewhat favorable letter (Attachment A) from the FHWA District office in Sacramento. Key summary points follow:

- The TIP amendment process may proceed in a status-quo fashion, even if the RTP is not yet SAFETEA compliant, provided a SAFETEA compliant TIP is adopted by July 1, 2007. However MTC will need to demonstrate that the RTP is making "satisfactory progress" towards SAFETEA compliance.
- Absent meeting the above conditions, only administrative amendments would be accepted by FHWA after July 1, 2007.
- New series of emission factors (EMFAC2007) will need to be used for any conformity analysis modeling starting approximately in July 2007.

## **SAFETEA TIP Compliance Deadline**

**January 22, 2007**

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### **Proposed MTC Planning and Programming Activities towards SAFETEA Compliance**

MTC Staff believes that the 2007 TIP already meets SAFETEA requirements and will proceed with an update this spring to ensure that this region's TIP is SAFETEA compliant by the prescribed deadline. Similarly, we believe that the RTP is consistent with SAFETEA requirements. Later this month, MTC will be meeting with FHWA to determine what, if any actions MTC needs to take to permit FHWA to make a formal determination that the TIP is SAFETEA compliant and to establish that MTC's current RTP demonstrates satisfactory progress towards meeting SAFETEA requirements. This meeting is important, as FHWA has not yet issued final Metropolitan Transportation Planning Regulations. Any changes to the TIP to reach compliance would dovetail in the schedule to adopt a RTP/TIP amendment to accommodate new CMLA and STIP projects.

### **MTC's Gap Analysis**

In early 2006, MTC prepared a Gap Analysis identifying the new SAFETEA requirements and the actions needed to comply with the new provisions. MTC developed and adopted a SAFETEA compliant TIP on July 26, 2006, addressing all the major requirements identified in its Gap Analysis as outlined in Attachment B. MTC will be proceeding with a SAFETEA TIP Update Amendment to address any additional provisions FHWA requires in order for MTC to meet the compliance deadline.

### **Consequences**

MTC plans to update its TIP by the July 1, 2007 to ensure it is compliant with SAFETEA provisions. If the TIP is not considered SAFETEA compliant on and after July 1<sup>st</sup>, project sponsors may still continue with the projects listed in the latest TIP, however, only administrative amendments could be made to the TIP.

Questions on this issue may be directed to Craig Goldblatt, MTC staff, at 510-817-5837

Attachment A: January 5, 2007 Letter from FHWA

Attachment B: MTC Actions for a SAFETEA Compliant TIP

CG: cg

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**U.S. DEPARTMENT OF TRANSPORTATION**  
FEDERAL HIGHWAY ADMINISTRATION  
CALIFORNIA DIVISION  
650 Capitol Mall, Suite 4-100  
Sacramento, CA. 95814  
January 5, 2007

IN REPLY REFER TO  
HDA-CA  
Document # 50001

Mr. Steve Heminger, Executive Director  
Metropolitan Transportation Commission  
Joseph P. Bart – Metro Center  
101 8<sup>th</sup> Street  
Oakland, CA 94607-4700

Dear Mr. Heminger:

SUBJECT: FSTIP/TIP Amendments On and After July 1, 2007

There are two major issues facing the State of California and its Metropolitan Planning Organization's (MPOs) in the coming months regarding their ability to amend transportation programs: the July 1, 2007 implementation schedule for the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and the pending release of the new Emissions Factor (EMFAC2007) model by the California Air Resources Board (ARB) containing revised vehicle fleet information. The SAFETEA-LU implementation schedule impacts the ability of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to approve amendments to programs that do not comply with the provisions of SAFETEA-LU, while the EMFAC2007 release will impact FHWA/FTA's ability to approve conformity determinations started after the end of a six-month transitional period from the date of the final release.

SAFETEA-LU Implementation Deadline

On and after July 1, 2007, FHWA and FTA will take action on updated Transportation Improvement Programs (TIPs) and the Federal-Statewide TIP that are compliant with SAFETEA-LU provisions, even if the MPO(s) or Caltrans have not yet produced new, SAFETEA-LU compliant Long-range Transportation Plans. If State and MPO Plans are making satisfactory progress towards compliance with the provisions of SAFETEA-LU on and after July 1<sup>st</sup>, the MPOs and Caltrans may make amendments to the SAFETEA-LU compliant FSTIP and TIPs that are consistent with those Plans. If TIPs and the FSTIP are not compliant with SAFETEA-LU provisions on and after July 1<sup>st</sup>, the MPOs and Caltrans may continue advancing projects from the adopted TIPs and FSTIP. However, only "administrative amendments" could be made to the TIP and FSTIP.

In our letter dated November 15, 2006, FHWA encouraged the MPOs and Caltrans to complete a SAFETEA-LU gap analysis of their current TIPs and Plans. FHWA encourages Caltrans and all MPOs to complete that gap analysis in order to amend their current FSTIP/TIPs prior to July 1, 2007 to add a fourth year of programming and any other changes identified through the gap analysis. On and after July 1<sup>st</sup> FHWA/FTA will take action on amendments to TIPs that are SAFETEA-LU compliant or amendments whose purpose is to bring the TIP into compliance. Since after July 1<sup>st</sup> FHWA/FTA will only be able to process TIP amendments that are consistent with Long-range Transportation Plans, FHWA also encourages the MPOs to process any amendments (including conformity determinations) to their Plans identified as necessary through their gap analysis prior to that date. In order to amend Plans after July 1<sup>st</sup>, they must be SAFETEA-LU compliant.



EMFAC 2007 Final Release

The ARB initially planned to release EMFAC2007 for use in state implementation plan (SIP) development on November 1, 2006, but that release has been delayed and is currently anticipated in January 2007. The 2007 version of EMFAC contains updated vehicle fleet data. Therefore, beginning on the date the final version of the model is released, the FHWA, FTA and EPA are providing the MPOs with a six-month transitional period for using the new vehicle fleet data in conformity determinations. In order for FHWA and FTA to approve conformity determinations using the older fleet data, the emissions modeling for conformity purposes must be started before the end of this transitional period, expected to be in July 2007. Conformity determinations where the emissions modeling is started after the end of this transitional period must use the updated vehicle fleet data.

This requirement is based on the Clean Air Act, the Transportation Conformity Rule and joint EPA/FHWA guidance released in January of 2000 "*Use of Latest Planning Assumptions in Conformity Determinations*," which all require the use of latest available planning assumptions, including vehicle fleet data, in conformity determinations. According to the guidance, assumptions older than five years should be updated unless a valid technical justification is available. Upon the release of EMFAC2007, the Federal agencies will consider the new vehicle fleet data available for conformity purposes since it is available for SIP-development purposes. However, the Federal agencies have agreed to a six-month transitional period since the new data is not compatible with EMFAC2002.

If you have any questions, please contact Steven Luxenberg, FHWA, at (916) 498-5066 or Jean Mazur, FHWA, at (916) 498-5732.

Sincerely,

*/s/ Steven Luxenberg*

For  
Gene K. Fong  
Division Administrator

**Attachment B**  
**MTC Actions for a SAFETEA Compliant TIP**

New SAFETEA-LU Provision	Requirements	MTC's TIP Compliance Action
1. TIP Update Frequency and Time Span	<ul style="list-style-type: none"> <li>• Update TIP at least once every four years</li> <li>• TIP shall include a 4-year period of proposed federally supported projects</li> </ul>	<p>MTC adopted a 4-year period TIP when it adopted the 2007 TIP on July 26, 2006. The State did not include all years in the FSTIP, but MTC's adopted TIP contains a 4-year listing of projects adopted by its Commission.</p> <p>MTC suggests the State accept MTC's 4th year into the FSTIP and that the State proceed with the next TIP/FSTIP adoption in 4 years – in 2010, consistent with SAFETEA.</p>
2. Public Participation Plan	<ul style="list-style-type: none"> <li>• Provide opportunity to comment to broad range of private and public interests.</li> <li>• Participation Plan to be developed in consultation with all interested parties.</li> <li>• Provide interested parties with reasonable opportunities to comment on the RTP and TIP.</li> <li>• Public meetings must be convenient and accessible.</li> </ul>	<p>MTC's current Public Involvement Process meets or exceeds most if not all of the provisions of the Public Participation Plan. As such MTC's TIP was developed with a process consistent with the SAFETEA required Public Participation Plan</p> <p>MTC will prepare a new Public Participation Plan specifically addressing the SAFETEA requirements by the end of June 2007.</p>
3. Visualization Techniques & Electronic Publishing	<ul style="list-style-type: none"> <li>• Employ "visualization" techniques.</li> <li>• Make public information (such as the TIPs and RTPs) available in electronically accessible format.</li> </ul>	<p>MTC already employs visualization techniques including: Using tables charts and graphics in developing the TIP; Posting the TIP and TIP amendments on the Web; Making the Fund Management System (FMS) available to the public on the internet where the public may perform customized queries and reports on current and proposed TIP projects; Public is able to view a map of the TIP projects using our 'TIP Mapper' feature on the Internet. The Internet location is:</p> <p><a href="http://www.mtc.ca.gov/funding/">http://www.mtc.ca.gov/funding/</a></p>
4. Publication of Annual Listing of Obligated Projects	<ul style="list-style-type: none"> <li>• Annual requirement to publish federal obligations in preceding year.</li> <li>• SAFETEA-LU requires inclusion of pedestrian and bicycle facilities.</li> </ul>	<p>MTC has published a listing of annual federal obligations since the beginning of TEA 21, including identification of pedestrian and bicycle projects. Furthermore, MTC has added a new feature to its FMS displaying obligation dates and amounts for federal funds listed in the TIP.</p> <p>The latest Annual Listing of Federally Obligated Projects for FY 2005-06, developed in response to recent guidance from FHWA, has been released and is available on the internet at:</p> <p><a href="http://www.mtc.ca.gov/funding/delivery/">http://www.mtc.ca.gov/funding/delivery/</a></p>

MTC Actions for a SAFETA Compliant TIP

New SAFETA TIP Provision	Requirement	MTC's TIP Compliance Action
5. System Preservation, Operation, and Maintenance Costs	<ul style="list-style-type: none"> <li>• Reasonably available or projected revenues to support proposed investments in the Plan.</li> <li>• Estimated costs of maintaining and operating the transportation system must be accounted for in the TIP.</li> <li>• The DOT, MPO and transit agencies will provide reasonable cost estimates.</li> </ul>	<p>Among other requirements, the 2007 TIP was developed in compliance with FHWA guidance on financial constraint including the requirement that fiscal constraint encompasses not only operation and maintenance of capital projects in the TIP but also the estimated costs of maintaining and operating the total transportation system. The MTC region performs extensive needs assessment analysis in developing the RTP that leads to the identification of transportation investment strategies and prioritization of projects listed in the TIP. For State Highways, MTC relies on Caltrans in developing its SHOPP and Ten-Year SHOPP plan. For the transit system, the transit operators are required to develop ten-year Short-Range Transit Plans (SRTPs), and for Local Streets and Roads (LSR), MTC conducts surveys with each of the 109 cities and counties and develops and regularly updates a needs assessment for the LS&amp;R network. 108 of the 109 jurisdictions use MTC's Pavement Management Program.</p>
6. Expanded Consultation Requirements	<ul style="list-style-type: none"> <li>• Consultation to be expanded, including non-metropolitan local officials planning officials "as appropriate" in areas outside of transportation, including land-use management, natural resources, environmental protection, historic preservation, tribal agencies, and recipients of federal transportation funding from a non-U.S. DOT source.</li> </ul>	<p>MTC held a consultation workshop on June 22, 2006 for the 2007 TIP, inviting agencies specified by SAFETEA that do not already have close ongoing working relationships with MTC.</p> <p>The TIP and all subsequent formal amendments are subject to the Intergovernmental Review Process, which provides consultations to a broad range of federal, state, and local agencies.</p> <p>For the 2007 TIP, noticing and mailing lists are expanded to include a broader spectrum of agencies to complement the broad consultation process employed in the previously adopted plan and SAFETEA.</p>
7. Financial constraint	<ul style="list-style-type: none"> <li>• TIPs and RTPs should be financially constrained to reflect a realistic view of projected funding.</li> </ul>	<p>MTC's 2007 TIP was developed in compliance with FHWA regulations and guidance on financial constraint at the time the 2007 TIP was developed. MTC is in the process of meeting more recent directives requiring full project costs to be shown in the TIP. Previously MTC only programmed funds for which a responsible governing body had taken action committing the funds to the project. To meet recent FHWA directives, MTC is now in the process of identifying future funding so that the full estimated project cost is reflected in the TIP. We now require that as projects are amended in the TIP the sponsor must show the full cost, even if a responsible governing body has not yet programmed future funds.</p>



DATE: January 17, 2006  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Janet Adams, Director of Projects  
RE: 2006 State Transportation Improvement Program (STIP) Augmentation

**Background:**

The July 2004 I-80/I-680/I-780 Major Investment & Corridor Study and the 2001 State Route (SR) 12 Major Investment Study identified highway and transit improvements throughout Solano County. Several of these improvements are currently being implemented or have plans to begin in the near future. The project sponsors for these projects vary from the Solano Transportation Authority (STA), the California Department of Transportation (Caltrans), and to local cities.

Funding of the STA Priority Projects throughout the county include highway projects, reliever routes and transit facilities. Funding for these transportation projects rely on the limited state and federal funding available to make these much needed improvements. However, because this funding is limited, decisions have to be made to determine which projects take priority for this funding.

On October 11, 2006 the STA Board adopted a 50/50 Funding Policy that stipulates projects that have both regional and local benefit shall be funded with 50% Regional Funds and 50% Local Funds. An initial list of Reliever Route and Interchange projects that are subject to this policy were also adopted by the Board. This list includes the North Connector West Section and the Jepson Parkway. These two Reliever Routes have environmental documents that are expected to be completed over the next year.

At the STA Board Workshops in July, September and October 2006, staff presented the STIP financial outlook for the 2008 and 2010 STIP cycles. It is estimated, based on historic funding from the STIP, that each cycle will have approximately \$14 million available for programming. In addition, with the passage of Transportation Infrastructure Bonds on November 7, 2006, Solano County will receive an estimated additional \$17.0 million in STIP Augmentation. On December 18, 2006 the Metropolitan Transportation Commission (MTC) provided an updated fund estimate of the 2006 STIP Augmentation (Attachment A). This is an increase from previous 2006 STIP-Augmentation estimate of \$16.7 million. The programming of STIP over the next five (5) years is expected to be:

\$17 million February 2007 (2006 STIP Augmentation)  
\$14 million Fall 2007 (2008 STIP)  
\$14 million Fall 2009 (2010 STIP)

<b>STA Staff Recommended</b>	
<b>2006 STIP AUGMENTATION</b>	
<b>Highway Funds (\$8.837 M)</b>	<b>PTA Funds (\$5.33 M)</b>
SR 12 Jameson Canyon (\$7 M Design)	Dixon Transit Center (Rail Station) (\$1.33 M Envir.)
Jepson Pkwy (\$1.837 M)	Vallejo Ferry Maint. Station (\$2.0 M Construction)
	Fairfield-Vacaville Train Station (\$2.0 M Construction)

STA staff recommends the Jameson Canyon Project as part of an overall leveraging of the Proposition 1B CMLA funds for the project in partnership with Napa County committing some of their STIP funds. The programming of \$7 million will be the first time the STA Board has committed funds to the project and an important showing of our county's commitment to the project. The Jepson Parkway project is a project that already has STIP funding programmed, this added contribution will further the ability of the county to complete additional work on the segments. For the PTA eligible projects, the Dixon Transit Center (Rail Station) has already completed the building and needs the proposed funding to start on the next phase (track improvements) to engage the railroad in the project. Dixon has demonstrated a commitment to the project by already completing the building. STA received requests from both the cities of Vallejo and Fairfield to consider their transit projects for 2006 STIP Augmentation PTA funds. The proposed funding of \$2 million for both the Vallejo Ferry Maintenance Station (Phase 1 and 2) and the Fairfield-Vacaville Train Station combined with the STA strategy for transit capital funds from the Proposition 1B funds through MTC and local contributions, should make these projects fully funded for construction.

The 2008 STIP programming will occur in the Fall of 2007. Once the CTC Fund Estimate is completed in anticipation of this programming cycle, STA staff will bring a programming proposal to the TAC and STA Board for an action. The STA Staff recommendation will be consistent with the feedback received from the TAC and STA Board.

**Fiscal Impact:**

There is no direct fiscal impact for the programming of projects for future funding by the 2006 STIP Augmentation. The project sponsors of these projects will then have the added resource to complete the phase of work as shown.

**Recommendation:**

Forward a recommendation to the STA Board to approve the programming of 2006 STIP Augmentation funds as shown in Attachment A.

**Attachment:**

- A. Proposed 2006 STIP Augmentation

Based on feedback from the STA Board, the funding priorities for STIP funding were to occur on a two (2) tier level. Tier one (1) are the projects that can be delivered to construction over the next 5 years and tier two (2) are long term projects that will be funded for continued project development. In addition, to developing a two (2) tier approach for funding priorities, the STA Board directed that local projects be considered for funding priorities.

The actual funds available for programming in each cycle are based on the California Transportation Commission (CTC)'s adopted fund estimate that is completed just prior to the actual programming of funds. As a result, these dollar amounts are only estimates for STIP cycles beyond the 2006 STIP Augmentation.

**Discussion:**

On December 13, 2006 the STA Board adopted a two tier project list for future STIP funding. The first STIP funding cycle will occur with the programming of the 2006 STIP Augmentation. At the February 2007 STA Board meeting, the Board will be requested to take an action to program the 2006 STIP Augmentation.

Based on MTC's estimate dated December 18, 2006, the \$17 million 2006 STIP Augmentation funds will be a combination of Public Transportation Account (PTA) and Highway funds. Specifically the funding will be \$5.330 million for PTA eligible projects and \$11.670 million for Highway eligible projects.

In addition, based on the feedback from the CTC, the use of this 2006 STIP Augmentation needs to be consistent with previous funding priorities and/or consistent with the Corridor Mobility Improvement Account (CMIA) project submittal(s) made by the County.

Based on Assembly Bill (AB) 2538, up to 5% of the STIP can be programmed for Planning, Programming and Monitoring (PPM). The STA's capacity to program STIP funding for PPM funds for FY 2007-08 through FY 2010-11 is as follows:

07/08= \$814  
08/09= \$673  
09/10= \$673  
10/11= \$673  
Total = \$2.833 M

Funding for PPM must come from the Highway funds, not from the PTA funds. Therefore, the off the top of the Highway funds for the PPM purposes as part of the \$11.670 million in 2006 STIP Augmentation funds for highway only is \$2.833 million. The remaining share to be programmed for projects is \$8.837 million. On January 10, 2007, the STA Board authorized the STA to program up to the 5% for PPM purposes. If the 2006 STIP Augmentation is not used for the PPM purposes through FY 2010-11, then the already programmed STIP funds would have to be re-directed.

STA engaged the Technical Advisory Committee (TAC) members at the January 3, 2007 meeting and engaged the STA Board at the January 10, 2007 meeting regarding feedback on proposed priorities for the 2006 STIP Augmentation and the 2008 STIP. Based on this feedback, the STA staff is proposing the following projects and subsequent amounts as follows for the 2006 STIP Augmentation:

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**PROPOSED  
2006 STIP Augmentation**

<b>2006 STIP AUGMENTATION</b>	
<b>Highway Funds (\$11.67 M)</b>	<b>PTA Funds (\$5.33 M)</b>
PPM FY 2007-08 through FY 2010-11 (\$2.833 M)	Dixon Transit Center (\$1.33 M Envir.)
SR 12 Jameson Canyon (\$7 M Design)	Vallejo Ferry Maint. Station (\$2.0 M Construction)
Jepson Pkwy (\$1.837 M)	Fairfield-Vacaville Train Station (\$2.0 M Construction)

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Transit Capital Funding Plan

**Background:**

The Solano Transportation Authority (STA) coordinates the allocation of State Transit Assistance Funds (STAF) - Northern Counties funds each fiscal year. These funds are eligible for use on bus replacements and other transit needs. In FY2006-07, there was a one-time increase in funds due to State budget increases, implementation of Prop. 42, and spillover revenues to the Public Transportation Account. Given the one-time nature of these funds, the STA Board approved that a significant portion (\$1 million) of the additional increment be used for transit capital purchases.

To determine how this \$1million would be allocated throughout the county, the STA requested that the transit operators submit their transit vehicle needs and priorities over the next ten years. Based on the information received from the transit operators, the total vehicle replacement need is \$52.75 million in FY2006-07 dollars. Of this, \$27.5 million is for intercity bus replacement costs and \$26.25 is for local bus replacement costs.

Typically, bus replacements are purchased with a combination of federal and local funds: the federal/local share for funding bus replacements is 80%/20% respectively. This would result in \$10.55 million needed in local match for local and intercity bus replacements - \$5.5 million for intercity and \$5.05 for local. The local bus replacements are needed soon and intercity bus replacements coincide several years out (see Attachment A).

**Funding Available for Bus Replacements**

Transportation Development Act (TDA) and Federal Transit Administration (FTA) Section 5307/5309 are the primary sources of funding for local bus replacements. In recent years, many Solano intercity buses were funded through state and regional funding programs such as the State's Transportation Congestion Relief Program (TCRP) and Regional Measure 2 (RM2) Bridge Tolls. Additionally, Federal earmarks and the recently approved Proposition 1B state transportation infrastructure bonds provide additional opportunities for funding bus replacements.

Prop. 1B funds Transit Capital Funds are projected to provide \$4 billion statewide and \$347 million for the Bay Area Regional Transit Capital Needs. In addition, through the Public Transportation Account (PTA) of the State Transportation Improvement Plan (STIP) process, funds are available for transit capital needs.

To develop a comprehensive Transit Capital Plan for Solano, transit operators were recently requested to prepare and submit to the STA transit capital needs beyond vehicle replacement. These will be presented at the Consortium and TAC. All of the transit capital needs are being evaluated in relationship to all three of these funding sources.

**Discussion:**

In addition to its role of coordinating transit funds, the STA manages two intercity transit routes. The STA contracts with Fairfield-Suisun Transit for the provision of these routes: Routes 30 and 90. As part of the management of these routes, the STA is considering the need for vehicle replacements for these two routes. Unlike the transit operators in the county, STA does not have direct access to transit capital funding for bus replacements from TDA and FTA formula funds.

STA is responsible for programming the Northern Counties Share of STAF and has set out the following priorities for this funding:

- ◆ STA core transit functions – transit planning, marketing, and management/coordination.
- ◆ Intercity capital matching funds for fleet replacements on Routes 30 and 90
- ◆ Intercity operating support and fleet replacements for Routes 30, 90, and other routes.
- ◆ Other transit needs dependant on available funding.

Due to the significant need for local matching funds for bus replacements and the availability of additional STAF funding, transit operators submitted the following near term requests:

Operator	Replacement Bus Need	Local Match	Year Needed
Fairfield	7 local buses	\$483,000	FY 2006-07
Fairfield	3 local buses	\$210,000	FY 2007-08
Vallejo	24 local buses	\$870,000	FY 2007-08
Vallejo	3 intercity buses	\$330,000	FY 2008-09

Other funding requests were made for ferry dredging, paratransit vehicles, and operating.

Four funding options were developed to address STA’s priorities for STAF Northern Counties share funding and the needs for bus replacements. The four options considered are as follows:

Option 1	Program \$1.0 million in STAF to transit operators for local match for any bus replacements according to their pro-rata share of intercity buses.
Option 2	Reserve funds for bus replacement and for future operating on Routes 30 and 90.
Option 3	Fund bus replacements for Routes 30 and 90 from a portion of the currently STAF available and future annual amounts of STAF.
Option 4	Use available STAF funds to meet immediate needs via grants and loans and reserve funds to address bus replacements on Routes 30 and 90 in the long-term.

These options were discussed with the Intercity Transit Funding Group on January 17, 2007. It was recommended by STA staff and discussed that these requests should be evaluated in the larger context for Prop 1B Capital discretionary funds. With further information provided by MTC that TDA funds are likely to plateau and the status of STAF funds is uncertain, STA staff's recommendation is to be cautious about allocating these funds for vehicle purchases at this time. Option 2 holds the funds until further information is available on how Prop 1B funds may be distributed and possibly fund vehicle and other transit capital needs.

**Recommendations:**

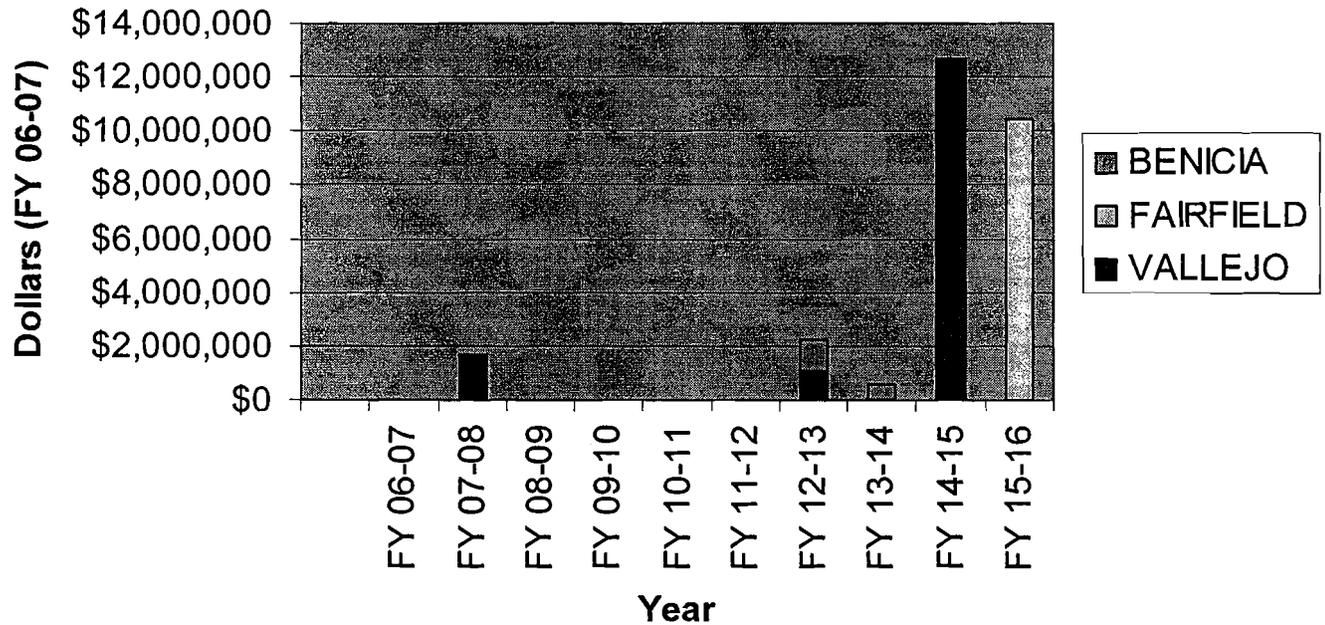
Forward a recommendation to the STA Board to approve the following:

1. Option 2 for the allocation of \$1 million of STAF subject to MTC completing the adoption of its policy of allocating STAF population funds.
2. Transit Capital funds for regional capital funding from Prop 1B transit for bus replacement and other transit capital needs.

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# Intercity Bus Replacement Needs

**Intercity Bus Vehicle Replacement Costs  
(FY 06-07 Dollars)**



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## Transit Vehicle Replacement Funding Options (Northern County State Transit Assistance Funds)

### Option 1: Pro-rata share

Under this option the \$1.0 million in currently available STAF funds would be programmed to transit operators and to STA according to their pro-rata share of intercity buses shown in the table below. Operators could choose to use the funds on either local or intercity bus replacements. In the case of Route 30 and 90 replacements, the funds would be set aside until the buses are retired in FY 2015-16.

Operator	Number of Intercity Buses	Percent of Intercity Buses	Share of \$1.0 million STAF
Fairfield	7	14%	\$140,000
STA Rts. 30/90	12	24%	\$240,000
Vallejo*	31	62%	\$620,000
* Assumes Benicia Rt. 70 is transferred to Vallejo. If Rt. 70 is not transferred, then Benicia will seek funding for 3 intercity buses it currently operates on that route.			

### Option 2:

This option focuses on replacing 12 intercity buses for Routes 30 and 90 planned for FY 2015-16 by setting aside \$1.0 million in STAF for local match. These funds would be held in reserve for ten years or if needed to support operating cost for Routes 30 and 90.

### Option 3:

This option incorporates the programming of currently available STAF funds and future annual amounts of STAF funds to near term and longer term priorities as follows:

- Program \$400,000 of the \$1.0 million currently available and \$400,000 annually thereafter from the annual STAF Northern Counties share for replacement of buses on Routes 30 and 90.
- Program the remaining balance of the \$1.0 million in STAF to Vallejo for intercity bus replacements (\$330,000) and Fairfield for local bus replacements (\$270,000).

### Option 4:

This option continues to focus on intercity bus replacements while addressing certain near term needs for local bus replacements by:

- Programming \$330,000 for replacement of 3 Vallejo intercity buses in FY 2008-09
- Loaning \$483,000 to Fairfield for replacement of 7 local buses in FY 2007-08
- Requiring Fairfield to repay the loan to STA to fund local match for Routes 30 and 90 replacement buses prior to FY 2016
- Reserving \$187,000 for future intercity transit capital needs

This option has the advantage of using STAF funds that are available now for high priority bus replacements instead of reserving funds and leaving them unused for several years.

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Update of Fiscal Year (FY) 2007-08 Intercity Transit Funding (ITF) Agreement

**Background:**

In Fiscal Year (FY) 2005-06, the Solano Transportation Authority (STA) led an effort to develop a consistent methodology for cost-sharing of Solano County intercity transit routes. All Solano County intercity transit services are operated by just a few local jurisdictions, yet all local jurisdictions contribute Transportation Development Act (TDA) funds to at least one intercity route. The Intercity Transit Funding (ITF) Working Group was formed by representatives from each city and the county to work on this multi-jurisdictional project.

The original purpose of the ITF Working Group was to develop a uniform methodology for shared funding of Intercity Transit Services. This was complicated due to the issue of overall rising costs and potential service changes. To maintain the ITF Working Group's focus, three principles were developed and approved by the STA Board. After many months of work to determine intercity route costs, revenues, ridership, service changes, cost-sharing options and more, a comprehensive Intercity Transit Agreement was reached for one year. The majority of the cost-sharing was based on miles, boardings by jurisdiction, and population. In June 2006, the STA Board approved an Intercity Transit Funding Agreement for FY 2006-07.

The ITF Agreement was secured for only one year. Of the three principles approved by the STA Board, the long-term cost-sharing needs to be addressed in FY 2006-07. To secure a longer-term agreement, there was concurrence that additional data needed to be collected to address several concerns that came up during the development of the first ITF Agreement.

The two primary sets of data that needed to be collected were ridership and financial. Ridership data was needed from at least two levels: on/off ridership counts and an on-board survey. This data will capture a complete picture of where the ridership is and how it compares across routes and systems. This would include passenger residence data which was a potential cost-sharing factor discussed by the ITF Working Group.

The second study that needed to be completed was a Countywide Transit Finance Assessment Study. Throughout the development of the FY 2006-07 ITF Agreement, there were a number of issues raised concerning how routes costs were calculated.

**Discussion:**

Quantum Market Research was retained and began the Countywide Transit Ridership Survey in October 2006 with data collection completed in mid-November 2006. Data collection included an on-board survey and on/off counts. The data is being compiled and near completion.

Robert Kuo Consulting was selected to conduct the Transit Finance Assessment Study. The consultant team met with the transit operators in mid-November 2006. This was followed by data collection and preparation of an initial report which has been circulated to STA and transit staff. Comments have been provided. A further update will be provided at the TAC and Consortium meetings. The recommendations from this report will help guide the costing of transit routes for the FY 2007-08 funding agreement.

As these studies are nearing completion, the ITF Working Group has begun meeting to work through issues in preparation for the FY 2007-08 funding agreement. At a meeting in early January 2007, a proposal was presented by Fairfield-Suisun Transit to use a cost-sharing formula that would use population as 20% of the cost-sharing formula and 80% of the cost would be based on the residence of the riders on each route (see Attachment A). In an effort to expedite the process this year, the majority of the ITF Working Group members present expressed their desire to adopt this formula before the ridership figures are released and without looking at other options. The ITF Working discussed the definition of intercity routes as they pertain to inclusion in this funding agreement. Consensus of the criteria and routes are outlined on Attachment B. A discussion of the procedures on how the eligible intercity routes' costs will be calculated. These issues arose from some of the initial findings of the Transit Finance Assessment study effort. Consensus has developed on the items presented on Attachment C.

Related issues such as how to handle services changes and any year-end reconciliation remain under discussion as well as the process of collecting baseline information. Action by the Consortium is requested at this time to approve the 80% ridership residence and 20% population-based of the cost-sharing formula, the definition of intercity routes, and route cost preparation procedures as noted on the attachments.

**Fiscal Impact:**

These studies will be funded with the State Transit Assistance Funds (STAF). These two studies were included in the list of projects the STA Board approved in June 2006 and amended in September 2006 to be funded with FY 2006-07 Northern Counties STAF.

The ITF FY 2007-08 multi-year funding agreement will provide a consistent source of funding for intercity routes.

**Recommendation:**

Recommend the following to the STA Board:

1. The intercity cost-sharing formula for the FY2007-08 multi-year funding agreement be based upon two factors: 80% ridership by residence and 20% population-based fee as outlined on Attachment A;
2. The definition of intercity routes for inclusion in this funding agreement (Attachment B);
3. Documentation and Route Cost Procedures (Attachment C)

**Attachment:**

- A. Proposed Intercity Cost Sharing Formula (January 17, 2007)
- B. Definition of Intercity Routes and Inclusion in FY 2007-08 Funding Agreement
- C. Documentation and Route Cost Procedures (under separate cover)

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**PROPOSED  
INTERCITY COST SHARING FORMULA  
(JANUARY 17, 2007)**

**Basic Cost Sharing Formula**

80% City of Residence<sup>1</sup> with 20% population-based fee

**Description of Formula**

The Intercity Transit Funding group has agreed to use a three variable cost model for allocating total costs by route. The three variable model is based on an allocation method recommended by the National Transit Database. The results of the model (net costs by route) are used to determine how intercity transit costs are shared. The net cost of the route is the total cost of the route minus farebox revenue, Regional Measure 2 funds and other non-TDA operating funds than are applied to the route.

The net cost of the route is broken into two elements: 80% and 20%.

**A. City of Residence portion: 80% of the net cost of the route**

The "City of Residence" portion means 80% of the total eligible costs for allocation to each jurisdiction by percentage of riders on each eligible route residing in their jurisdiction.

**Example:**

- The net cost of Route X is \$100,000. 80% (\$80,000) of the cost-sharing of this route will be based upon passenger residence.
- City A residents are 50% of the ridership, City B residents are 25% of the ridership, and City C residents are 25% of the ridership. All riders using Route X will be included whether or not the route stops in the rider's residential jurisdiction.
- Of the \$80,000 cost, City A pays 50% (\$40,000), City B pays 25% (\$20,000) and City C pays 25% (\$20,000).

**B. Population-based fee would cover 20% of the net cost of the route**

The population-based fee would be applied to all jurisdictions for all eligible intercity transit routes. 20% of the route cost to be allocated will be divided proportionately by percentage of population of all jurisdictions<sup>2</sup> whether or not the route stops in the jurisdiction.

**Example:**

- The net cost of Route X is \$100,000. 20% (\$20,000) of the cost-sharing of this route will be based upon each jurisdiction's pro-rata share of total county population.
- This portion of the cost (\$20,000) will be shared by all eight (8) jurisdictions based on their proportion of the county total population. For example, if the City of Dixon's population is 4% of the county's total population then the City of Dixon will pay 4% of 20% of the net cost of each eligible route throughout the county. For Route X, Dixon's population share of the cost would be 4% of \$20,000, or \$800.

<sup>1</sup> Includes the County of Solano. Determined every three years by an intercity on-board survey, or deferred annually after that point as agreed to by funding partners.

<sup>2</sup> Jurisdictional population to be determined by the California State Department of Finance estimates for the same year as the survey data.

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## SOLANO TRANSPORTATION AUTHORITY

### DEFINITION OF INTERCITY ROUTES

For Inclusion in Intercity Transit Funding Agreements

- 1 Operates between two cities<sup>(1)</sup> and has a monthly ridership of at least 2,000.
- 2 And, operates at least 5 days per week.
- 3 And, has been operating for at least a year and is not scheduled for deletion within the fiscal year of the funding agreement.

### INCLUSION IN FY 2007-08 FUNDING AGREEMENT

Route	Meets Definition?			Included
	1	2	3	
20	Yes	Yes	Yes	X
23	No	Yes	Yes	
30	Yes	Yes	Yes	X
40	Yes	Yes	Yes	X
50	No	No	No	
52	No	No	No	
70	Yes	Yes	Yes	X
75	TBD	Yes	No	
80	Yes	Yes	Yes	X
85	Yes	Yes	Yes	X
90	Yes	Yes	Yes	X

(1) Excludes local routes operating solely between Fairfield and Suisun City operated by Fairfield-Suisun Transit

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DATE: January 19, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Jayne Bauer, Marketing and Legislative Program Manager  
RE: Legislative Update – January 2007

**Background:**

Each year, STA staff monitors state and federal legislation that pertains directly to transportation and related issues. A new Legislative Matrix (Attachment A) has been created listing the bills that staff is watching and analyzing for the 2007-08 state legislative session.

**Discussion:**

Governor Schwarzenegger released his proposed State Budget for 2007-2008 on January 10, 2007. Of particular note are the following points:

- Full funding for Proposition 42, transferring about \$1.475 billion from the general fund to transportation programs.
- Repayment of another \$83 million of the portion of previous loans from Proposition 42 (the minimum amount required by the recently approved Proposition 1A).
- Appropriation of \$8.2 billion of the \$19.9 billion in transportation bond capacity provided by Proposition 1B, giving the California Transportation Commission (CTC) flexibility to move funding forward from future allocations.
- Diversion of \$1.1 billion in Public Transportation Account (PTA) “spillover” funds from transit to other transportation accounts.
- Permanent discontinuation of spillover revenues into the State Transit Assistance (STA) Program.

A Legislative Update from Shaw/Yoder (Attachment B) is included for your information. It outlines in more detail the Governor’s proposed State Budget for 2007-2008.

**AB 112 (Wolk).** STA Board members and staff have been working with Assemblywoman Lois Wolk to address State Route (SR) 12 safety concerns. Assemblywoman Wolk has introduced legislation to designate SR 12 between I-80 in Solano County to I-5 in San Joaquin County as a double fine zone until January 1, 2012. With the STA Board’s recent prioritization of safety improvements to SR 12, this is an ideal time for the STA to step forward as the lead sponsor for AB 112.

**ACR 7 (Wolk).** Assemblywoman Wolk also introduced a measure to designate the intersection of SR 12 between Olsen Road and SR 113 as the Officer David Lamoree Memorial Interchange. The bill would request the Department of Transportation to determine the cost for appropriate signs showing this special designation and, upon receiving donations from non-state sources covering that cost, to erect those signs. The City of Rio Vista is the lead sponsor of this measure, ACR 7. Staff is recommending the STA co-sponsor this legislation. It is particularly fitting that the STA join with the city as a co-sponsor of this legislation, since Officer Lamoree was the son of the STA’s legal counsel, Charles Lamoree.

Both AB 112 and ACR 7 were introduced on January 8, 2007, and have not yet been forwarded to any legislative committees. AB 112 and ACR 7 are included as Attachments C and D, respectively.

**Recommendation:**

Forward a recommendation to the STA Board to take the following positions on proposed state legislative items:

- AB 112 (Wolk) – Sponsor and support
- ACR 7 (Wolk) – Cosponsor and support

**Attachments:**

- A. STA Legislative Matrix
- B. Shaw/Yoder State Budget Update, January 10, 2007
- C. AB 112 (Wolk) SR 12 Highway Safety Enhancement, Double Fine Zones
- D. ACR 7 (Wolk) Officer David Lamoree Memorial Interchange (SR 12)



**LEGISLATIVE MATRIX**  
**2007-2008 State and Federal Legislative Session**  
*January 24, 2007*

**Solano Transportation Authority**  
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 Suisun City CA 94585-2427  
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 Web site: solanolinks.com

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SB 45	Perata	Transit Security & Emergency Preparedness Fund: Proposition 1B			6

**State Senate Bills**

Bill	Author	Subject	STA	Others	Page
SB 47	Perata	State-Local Partnership Program: Proposition 1B			6

**Federal Bills**

Bill	Author	Subject	STA	Others	Page
S 294	Lautenberg	A bill to reauthorize Amtrak, and for other purposes.			6

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For details of important milestones during the 2007 sessions of the California Legislature and the U.S. Congress, please refer to calendars on pages 8-9.	Please direct questions about this matrix to Jayne Bauer at 707-424-6075 or <a href="mailto:jbauer@sta-snci.com">jbauer@sta-snci.com</a> . STA's Legislative Matrix is also available for review on our website at <a href="http://www.solanolinks.com">www.solanolinks.com</a> .
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## Bill Summaries

State Legislation Bill/Author	Summary	Status of Bill	STA Position
		Others' Position	<i>Italics=staff recommends</i> <b>Bold=Board adopted</b>
<b>AB 57 (Soto)</b> Highways: Safe Routes to School construction program	Extends indefinitely the provision for certain state and local entities to secure and expend federal funds for improvement of highway safety and reduction of traffic congestion (including projects for bicycles and pedestrian safety and traffic calming measures in high-hazard locations), as well as extend indefinitely the provision for DOT/CHP to administer a "Safe Routes to School" construction program and use federal transportation funds to construct bike/ped safety and traffic calming projects. Both provisions currently have a repeal date of January 1, 2008.	Introduced 12/04/06	
<b>AB 60 (Nava)</b> Vehicles: Bicycles	Creates stricter laws/penalties for vehicles overtaking bicycles traveling the same direction.  Requires the driver of a motor vehicle overtaking a bicycle that is proceeding in the same direction to pass to the left at a safe distance, at a minimum clearance of 3 feet, without interfering with the safe operation of the overtaken bicycle. The bill would make a violation of this provision an infraction punishable by a \$250 fine. The bill would make it a misdemeanor or felony if a person operates a motor vehicle in violation of the above requirement and that conduct proximately causes great bodily injury, as defined, or death to the bicycle operator.	Introduced 12/04/06	
<b>AB 112 (Wolk)</b> Highways: Safety Enhancement – Double Fine Zones (SR 12)	Designates SR 12 from its intersection with I-80 in Solano County to I-5 in San Joaquin County as a double fine zone until January 1, 2012.	Introduced 01/08/07	<i>Recommending to Sponsor and Support</i>

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State Legislation Bill/Author	Summary	Status of Bill	STA Position <i>Italics=staff recommends.</i> <b>Bold=adopted</b>
		Others' Position	
<b>AB 117 (Beall)</b> Traffic offenses: additional assessment: traffic safety	Provides that, until January 1, 2010, a county may elect to levy an additional assessment in the amount of \$2 for every \$10 (20%) or fraction thereof, upon each base fine (excluding parking violations), for an offense involving the unsafe operation of a motor vehicle upon the highway in violation of the Vehicle Code or a local ordinance adopted pursuant to the Vehicle Code. The bill requires that the collected assessments be deposited in a Traffic Safety Committee Network Fund, and the creation of a countywide community collaboration committee for the purpose of developing recommendations for traffic safety programs. The bill requires moneys in the fund (after deducting administrative costs, not to exceed 10% of the amount of the fund) be allocated in a manner so that 85% be used for local traffic safety programs approved by the county board of supervisors (programs that increase local traffic safety and reduce related personal injuries and fatalities through existing local traffic safety programs or the creation of new local traffic safety programs), and 15% be deposited in the county's Courthouse Construction Fund. Funds could be collected only if the county board of supervisors provides that the increased assessments do not offset or reduce the funding of other local traffic safety programs from other sources, and that these additional revenues result in increased funding to local traffic safety programs and courthouse construction.	Introduced 01/09/07	
<b>ACR 7 (Wolk)</b> Officer David Lamoree Memorial Interchange (SR 12)	Designates the interchange of SR 12 between Olsen Road and SR 113 as the Officer David Lamoree Memorial Interchange, would request the Department of Transportation to determine the cost for appropriate signs showing this special designation and, upon receiving donations from non-state sources covering that cost, to erect those signs.	Introduced 01/08/07 Sponsored by City of Rio Vista	<i>Recommending to Co-sponsor and Support</i>

State Legislation Bill/Author	Summary	Status of Bill	STA Position <i>Italics=staff recommends</i> <b>Bold=adopted</b>
		Others' Position	
<b>SB 9 (Lowenthal)</b> Trade corridor improvement: transportation project selection in Proposition 1B	<p>States the intent of the Legislature to enact urgency legislation that establishes a process for the selection of transportation projects to be funded from the Trade Corridors Improvement Fund, established by Proposition 1B.</p> <p>Existing law, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, authorizes the issuance of \$19,925,000,000 of state general obligation bonds for specified purposes, including high-priority transportation corridor improvements. The act requires the sum of \$2,000,000,000 to be transferred to the Trade Corridors Improvement Fund, which is established under the act. The money in the fund is required to be available, upon appropriation in the annual Budget Act by the Legislature, and subject to such conditions and criteria as the Legislature may provide by statute, for allocation by the California Transportation Commission for infrastructure improvements along federally designated "Trade Corridors of National Significance" in this state or along other corridors within this state that have a high volume of freight movement, as determined by the commission. The bill declares that it is to take effect immediately as an urgency statute.</p>	Introduced 12/04/06	
<b>SB 16 (Florez)</b> Rail Grade Crossings: Automatic Gates	<p>Requires the Public Utilities Commission to order that a public-rail grade crossing be equipped with automatic gates, if it determines in the course of investigating a public-rail grade crossing collision, that it is more likely than not that the collision would not have occurred if the crossing had been equipped with automatic gates, or if the commission determines that the injury to person or property resulting from the collision would have been substantially reduced if the crossing had been equipped with automatic gates.</p>	Introduced 12/4/06	

State Legislation Bill/Author	Summary	Status of Bill	STA Position
		Others' Position	<i>Italics=staff recommends</i> <b>Bold=adopted</b>
<b>SB 19 (Lowenthal)</b> Trade corridors: projects to reduce emissions: funding in Proposition 1B	Declares the intent of the Legislature to enact urgency legislation that establishes conditions and criteria, as specified, for projects funded by the \$1 billion account to fund freight-related air quality needs established by Proposition 1B.  Existing law requires that of the proceeds of bonds issued pursuant to the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, a specified amount of those deposited in the California Ports Infrastructure, Security, and Air Quality Improvement Account in the Highway Safety, Traffic Reduction, Air Quality, and Port Security Fund of 2006, be made available, upon appropriation by the Legislature and subject to the conditions and criteria contained in a statute enacted by the Legislature, to the State Air Resources Board for certain emission reductions from activities related to the movement of freight along California's trade corridors. This bill declares the intent of the Legislature to enact legislation that establishes conditions and criteria for projects that reduce emissions from activities related to the movement of freight along California's trade corridors. The bill declares that it is to take effect immediately as an urgency statute.	Introduced 12/04/06	
<b>SB 45 (Perata)</b> Transit Security & Emergency Preparedness Fund: Prop. 1B	States the intent of the Legislature to enact legislation that would establish the application process for allocations from the Transit System Safety, Security, and Disaster Response Account, as specified in Proposition 1B.	Introduced 12/22/06	
<b>SB 47 (Perata)</b> State-Local Partnership Program: Proposition 1B	States the intent of the Legislature to enact provisions governing project eligibility, matching fund requirements, and the application process relative to allocation of bond proceeds for the State-Local Partnership Program, established by Proposition 1B.	Introduced 12/22/06	

## Federal Legislation

Federal Legislation Bill/Author	Summary	Status of Bill	STA Position
		Others' Position	<small><i>Italics=staff recommends; Bold=adopted</i></small>
S 294 (Lautenberg)	A bill to reauthorize Amtrak, and for other purposes.	Introduced 01/16/07; referred to Senate committee. Status: Read twice and referred to Committee on Commerce, Science, and Transportation.	

## California Legislature 2007-08 Regular Session Calendar

<p><b>January 2007</b> (First year of 2-year legislative session)</p> <p>1 Statutes take effect  3 Legislature reconvenes  9 Governor's State of the State Address  10 Budget must be submitted by Governor  15 Martin Luther King, Jr. Day  26 Last day to submit bill requests to Office of Legislative Counsel</p>	<p><b>June</b></p> <p>1 Last day for Fiscal Committees to hear and report to the Floor bills introduced in their house  1 Last day for Fiscal Committees to meet prior to June 11  4-8 Floor session only - No committee may meet for any purpose  8 Last day for bills to be passed out of the house of origin  11 Committee meetings may resume  15 Budget Bill must be passed by midnight</p>
<p><b>February</b></p> <p>12 Lincoln's Birthday  19 Washington's Birthday observed  23 Last day to introduce bills</p>	<p><b>July</b></p> <p>4 Independence Day  13 Last day for policy committees to hear and report bills  20 Summer Recess begins on adjournment, provided Budget Bill has been passed</p>
<p><b>March</b></p> <p>29 Spring Recess begins upon adjournment  30 Cesar Chavez Day</p>	<p><b>August</b></p> <p>20 Legislature reconvenes  31 Last day for <b>Fiscal</b> Committees to meet and report bills to the Floor</p>
<p><b>April</b></p> <p>9 Legislature reconvenes from Spring Recess  27 Last day for policy committees to hear and report Fiscal Bills for referral to fiscal committees</p>	<p><b>September</b></p> <p>3 Labor Day  3-14 Floor session only - No committee may meet for any purpose  7 Last day to amend bills on the Floor  31 Last day for any bill to be passed - Interim recess begins on adjournment</p>
<p><b>May</b></p> <p>11 Last day for policy committees to hear and report to the floor non-fiscal Bills  25 Last day for policy committees to meet prior to June 11  28 Memorial Day observed</p>	<p><b>October</b></p> <p>14 Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 14 and in the Governor's possession after Sept. 14</p>

### **IMPORTANT DATES OCCURRING DURING INTERIM CALIFORNIA LEGISLATURE RECESS**

**2007**

**Oct. 14** Last day for Governor to sign or veto bills passed by the Legislature on/before Sept. 14 and in his possession after Sept. 14 (Art. IV, Sec. 10(b)(1)).

**2008**

**Jan. 1** Statutes take effect (Art. IV, Sec. 8(c)).

06

Jan. 7 Legislature reconvenes (J.R. 51(a)(4)).

## 110th United States Congress 2007 Session Calendar

<p><b>January</b> 4 110<sup>th</sup> Congress convenes 15 Senate and House recess for Martin Luther King, Jr. Day 16 Senate and House reconvene</p>	<p><b>July</b> 2-6 Independence Day District Work Period 9 Senate and House reconvene</p>
<p><b>February</b> 19 President's Day 19-23 Presidents' Day Recess 25 Senate and House reconvene</p>	<p><b>August</b> 6-Sept 3 Summer District work period</p>
<p><b>March</b></p>	<p><b>September</b> 3 Labor Day 4 Senate and House reconvene</p>
<p><b>April</b> 2-13 House District Work Period 2-9 Senate District Work Period</p>	<p><b>October</b> 26 Target Adjournment Date</p>
<p><b>May</b> 28- June 1 Memorial Day Recess/District Work Period</p>	<p><b>November</b> 6 Election Day 11 Veterans Day 22 Thanksgiving Day</p>
<p><b>June</b> 4 Senate and House reconvene</p>	<p><b>December</b> 5 Hanukkah 25 Christmas Holiday</p>

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SHAW/YODER, inc.  
LEGISLATIVE ADVOCACY

January 10, 2007

To: Daryl Halls  
Jayne Bauer

Fm: Joshua W. Shaw, Partner  
Gus Khouri, Legislative Advocate

**RE: GOVERNOR'S PROPOSED 2007-08 STATE BUDGET**

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Today at 1:00 p.m. Governor Schwarzenegger unveiled his proposed State Budget for 2007-08. Following are the highlights with regards to transportation. The proposal is predominantly "good news" for highway and congestions relief programs, and a mix of "good news / bad news" for public transit programs. This summary is based on our review of the Governor's Budget documents today. We will participate in a thorough briefing from Caltrans Director Will Kempton and the Governor's staff tomorrow morning, and may provide you updates after that. Here is what we've gleaned so far:

### **Overall Budget Outlook**

- The Governor's Budget for 2007-08 proposes to limit General Fund spending to the amount of revenue the state will collect, with the exception that it proposes to use \$840 million of funds available from previous years to pre-pay debt. By eliminating the state's net operating deficit, by setting aside a total reserve of \$2.1 billion and by eschewing tax increases and new budgetary borrowing, the Governor states this budget puts California on the path to full fiscal recovery.
- California revenues were exceptionally strong in 2006, but are projected to grow more moderately in 2007 and 2008. For the budget year, revenues are expected to grow to \$101 billion, a 7.2-percent increase from 2006-07.

### **Proposition 42**

- He again proposes **full funding for Proposition 42**, which will transfer about **\$1.475 billion in revenues** from the GF to transportation programs, including transit and highway projects & services. These funds would flow as follows: \$684 million to Traffic Congestion Relief Program (TCRP) projects; \$699 million to the State Transportation Improvement Program (STIP); and, \$175 million to the Public Transportation Account. (Per current law, cities and counties are again *not* scheduled to receive any local streets & roads funds from Prop. 42 in 2007-08, just as they did not in 2006-07,

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Sacramento, CA 95814

because the State provided what would have been their share in 2001-02 and 2002-03, even though Prop. 42 was not fully funded in those years.)

- Pursuant to **Proposition 1A**, which the voters approved last November to further protect **Proposition 42**, the Governor also proposes to **repay another \$83 million** of the portion of previous loans from Proposition 42. This is the minimum amount required by Proposition 1A.

**Proposition 1B – Transportation Infrastructure Bonds**

- The Governor proposes to appropriate **\$8.2 billion of the \$19.9 billion in transportation bond capacity provided by Proposition 1B**, approved by the voters last November. The total would be allocated as follows:

<u>Account</u>	<u>Appropriations</u>				
	<u>2006-07*</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2007-08</u>
Corridor Mobility	\$100	\$317	\$712	\$1,090	\$2,119
Transit		600	350	350	1,300
STIP	262	340	287	408	1,035
Local Streets & Roads		600	300	150	1,050
Trade Infrastructure	15	170	255	255	680
SHOPP	141	403	102	13	518
State/Local Partnership		170	166	166	502
Grade Separations		55	60	59	174
Highway 99		28	44	99	171
School Bus Retrofit		97	96	7	97
Local Seismic	5	9	13	17	39
<b>TOTAL APPROPRIATIONS</b>	<b>\$523</b>	<b>\$2,789</b>	<b>\$2,385</b>	<b>\$2,614</b>	<b>\$7,685</b>

\* 2006-07 expenditures to be proposed in separate legislation

- Most of the programs will be administered by either the **California Transportation Commission (CTC)** or the **Department of Transportation (Caltrans)**. The Governor states that the Budget will give the CTC or Caltrans the **flexibility to move funding forward from future allocations** and allow shifts between programs if projects are ready to be awarded, with the concurrence of the Department of Finance and Legislature.
- He makes no proposal to appropriate funds from four other Proposition 1B accounts, including Intercity Rail, Transit Security, Trade Infrastructure Air Quality, and Port Security. He states that consideration of further program implementation approaches and funding needs assessment must first take place.
- While he notes that the CMIA process is already well underway, he also **proposes new legislation** that will *“ensure that this historically large investment in transportation is used for the projects that produce the most congestion relief, safety, pollution reduction, and improvement of system operation. Legislation will require agencies responsible for the programs to ensure that projects are evaluated objectively for potential performance, that there are sufficient funds to construct, operate and maintain the projects, that the public has substantial opportunities for input, and that performance is documented and reported on an ongoing basis. Competitive programs*

*will provide priority to projects that leverage more matching funds and can be completed sooner.”*

### **Public-Private Partnerships and Design-Build**

- The Governor renews his call from last year for enactment of legislation authorizing more widespread use of public-private partnerships, and for Caltrans to be able to use the design-build method of contracting.

### **Public Transportation Account / State Transit Assistance Program / Spillover**

- The **Public Transportation Account is subject to several revenue diversions** in the Governor’s Budget. The PTA historically receives funds from sales tax on diesel fuel, a portion of the sales tax increase provided by Proposition 111, Proposition 42, and the “spillover” sales tax on gasoline. Spillover revenues are available only when revenues from the gasoline sales tax at the 4.75-percent rate exceed revenues from all taxable sales at the 0.25-percent rate, and this mechanism dates back to the establishment of sales tax on gasoline in 1972. In past years, spillover transfers occurred rarely; however, there has been spillover the last five fiscal years and, as a result of high gasoline prices, **spillover revenues are estimated to be \$617 million in 2007-08**. Other sales tax revenues to be deposited in the Public Transportation Account in 2007-08 are estimated to be \$398 million, an increase of \$19 million over the current year.
- The Governor proposes diverting the following PTA funds from transit:
  - **\$627 million** to home-to-school transportation. It is our understanding that there is no new transit agency responsibility here; this shift simply saves the General Fund (i.e. Proposition 98) a like amount, for services already provided by schools and their contractors.
  - **\$340 million** to transportation general obligation bond debt service.
  - **\$144 million** to developmental services / regional center transportation programs. Again, we believe this is not a new transit service obligation; it’s a transit funding diversion.
- As part of his justification for taking these \$1.111 billion in transit funds, the Governor states that **transit agencies have failed to nominate projects for \$600 million in available STIP funding**, and that \$3.6 billion will now be available from proposition 1B for such projects.
- The Budget also proposes to **permanently cease transferring revenues** not constrained by Article XIX of the Constitution from the State Highway Account to the PTA, estimated to be **\$80 million a year**. These dollars would instead be directed to Caltrans for the State Highway Operations and Protection program.

- The proposed funding level for the **State Transit Assistance Program** is **\$784.7 million**, about a **\$161 million** or **26% increase** from the current year.
- This level reflects the Governor's **proposal to permanently discontinue the flow of spillover revenues into the STA Program.**
- The 2006-07 Budget Act and current statute are in conflict with regard to how much funding should be allocated for the STA Program. The **revenues from spillover in the current year are now anticipated to be more than \$100 million less than was forecast for 2006-07**, but the Budget Act level, based on the higher estimates, has been interpreted as superceding the statute. Because this effectively allocates more than the revenues will support, **the Governor's Budget proposes to correct for this over-allocation by reducing the state transit assistance share of sales tax revenues in 2007-08 by the extra amount it received in 2006-07.**

### **Other Issues**

- The Governor proposes to appropriate **\$95 million in Proposition 1C's transit-oriented development** program.
- Finally, the Governor proposes **postponing indefinitely** the vote on the **\$9.95 billion high speed rail bond act.**

We'll provide more details as they become available. Please contact us at (916) 446-4656 if you have questions, or email us at [josh@shawyoder.org](mailto:josh@shawyoder.org) or [gus@shawyoder.org](mailto:gus@shawyoder.org).

CALIFORNIA LEGISLATURE—2007–08 REGULAR SESSION

**ASSEMBLY BILL****No. 112****Introduced by Assembly Member Wolk**

January 8, 2007

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An act to add and repeal Section 97.5 of the Streets and Highways Code, relating to highways.

## LEGISLATIVE COUNSEL'S DIGEST

AB 112, as introduced, Wolk. Highways: Safety Enhancement-Double Fine Zones.

Existing law establishes standards for the designation of a highway or road segment as a Safety Enhancement-Double Fine Zone and requires the Department of Transportation to conduct an evaluation of the zones that will terminate the same calendar year.

This bill would, upon approval of specified county resolutions and until January 1, 2012, designate the segment of State Highway Route 12 between the State Highway Route 80 junction in Solano County and the State Highway Route 5 junction in San Joaquin County as a Safety Enhancement-Double Fine Zone.

Vote: majority. Appropriation: no. Fiscal committee: yes.  
State-mandated local program: no.

*The people of the State of California do enact as follows:*

- 1 SECTION 1. Section 97.5 is added to the Streets and Highways
- 2 Code, to read:
- 3 97.5. (a) The segment of State Highway Route 12 between
- 4 the State Highway Route 80 junction in Solano County and the
- 5 State Highway Route 5 junction in San Joaquin County shall be

1 designated as a Safety Enhancement-Double Fine Zone upon the  
2 approval of resolutions in that regard by the counties in which the  
3 segment is located.

4 (b) This section shall remain in effect only until January 1, 2012,  
5 and as of that date is repealed, unless a later enacted statute, that  
6 is enacted before January 1, 2012, deletes or extends that date.

O

**Assembly Concurrent Resolution**

**No. 7**

**Introduced by Assembly Member Wolk**

January 8, 2007

Assembly Concurrent Resolution No. 7—Relative to the Officer David Lamoree Memorial Interchange.

LEGISLATIVE COUNSEL'S DIGEST

ACR 7, as introduced, Wolk. The Officer David Lamoree Memorial Interchange.

This measure would designate the interchange of State Highway Route 12 between Olsen Road and State Highway Route 113 as the Officer David Lamoree Memorial Interchange. The measure would also request the Department of Transportation to determine the cost for appropriate signs showing this special designation and, upon receiving donations from nonstate sources covering that cost, to erect those signs.

Fiscal committee: yes.

- 1 WHEREAS, It was with the most profound sorrow and deep
- 2 sense of loss that word was received of the passing of Officer
- 3 David Frank Lamoree on October 23, 2005, whose pursuit of the
- 4 highest ideals of public safety merit gratitude and respectful
- 5 acknowledgment by the people of the state; and
- 6 WHEREAS, Nicknamed "Woody" for the earnest cowboy in
- 7 the "Toy Story" movies, and known for his easygoing and
- 8 congenial personality, Officer David Lamoree was born in Vallejo
- 9 on October 23, 1979, and decided on a police career at the age of
- 10 10 years, about the same time his family moved to Vacaville; and

1 WHEREAS, Graduating from Will C. Wood High School,  
2 Officer Lamoree earned criminal justice degrees from Solano  
3 Community College and attended the police academy in Contra  
4 Costa County; and

5 WHEREAS, When Officer Lamoree was training and returned  
6 from the academy, children gathered around him to look at the  
7 police equipment in his car trunk while he carefully explained to  
8 them how the tools worked and warned them to be careful; and

9 WHEREAS, A police officer for six months at Solano  
10 Community College, Officer Lamoree served on the San Pablo  
11 Police Department for a few years before relocating to the Rio  
12 Vista police force; and

13 WHEREAS, Married in the fall of 2005 to Dorota, who came  
14 to the United States from Poland on a student visa, Officer Lamoree  
15 enjoyed the support of his father, Chuck Lamoree, former City  
16 Attorney for the Cities of Vacaville and Rio Vista and current  
17 attorney for the Solano Transportation Authority, his mother,  
18 Beverly Lamoree, and his sister, Sarah Lamoree; and

19 WHEREAS, While driving to his Fairfield home on October  
20 21, 2005, Officer Lamoree was hit head-on by a car on Highway  
21 12, west of Highway 113, on a portion of Highway 12 that is only  
22 two lanes and that has become increasingly congested and  
23 dangerous; and

24 WHEREAS, Officer Lamoree was taken off life support on his  
25 26th birthday; and

26 WHEREAS, Officer Lamoree was an organ donor who  
27 potentially saved eight peoples' lives and improved the lives of  
28 50 others; and

29 WHEREAS, This gallant and dedicated officer exemplified the  
30 true character of the brave men and women who devote their time  
31 and energy to the perilous duties of law enforcement, and his death  
32 is a great loss to the entire community; now, therefore, be it

33 *Resolved by the Assembly of the State of California, the Senate*  
34 *thereof concurring*, That the interchange of State Highway Route  
35 12 between Olsen Road and State Highway Route 113 be  
36 designated "the Officer David Lamoree Memorial Interchange";  
37 and be it further

38 *Resolved*, That the Department of Transportation is requested  
39 to determine the cost of appropriate signs, consistent with the  
40 signing requirements for the state highway system, showing that

1 special designation, and, upon receiving donations from nonstate  
2 sources sufficient to cover that cost, to erect those signs; and be it  
3 further

4 *Resolved*, That the Chief Clerk of the Assembly transmit copies  
5 of this resolution to the Department of Transportation and to the  
6 author for appropriate distribution.

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Transportation Development Act (TDA) and State Transit Assistance Funds (STAF) Fiscal Year (FY) 2007-08 Status

**Background:**

The Transportation Development Act (TDA) of 1971 established two sources of funds that provide support for public transportation services statewide – the Local Transportation Fund (LTF) and the Public Transportation Account (PTA). Solano County receives TDA funds through the LTF and State Transit Assistance Funds (STAF) through the PTA. State law specifies that STAF funds be used to provide financial assistance for public transportation, including funding for transit planning, operations and capital acquisition projects.

Solano County received over \$15 million in TDA funds and over \$3 million of STAF funds in FY 2006-07. The TDA funds have been modestly increasing annually. STAF funds have typically been about \$0.5 million per year. Due to a variety of factors, the STAF funds last year were extraordinarily high and were expected to be reduced to a level closer to the normal level in FY 2007-08.

STAF funds have been used for a wide range of activities, including providing funds for STA transit programs administration, transit studies, transit marketing activities, matching funds for the purchase of new intercity buses, covering new bus purchase shortfalls on start up new intercity services when the need arises. STAF funds must be spent in the fiscal year they are allocated.

In June 2006, the STA Board approved the countywide TDA matrix. In November 2006, the STA Board approved the latest amended FY 2006-07 list of STAF projects.

**Discussion:**

The new TDA and STAF FY 2007-08 revenue projections are in the process of being developed by MTC. Although MTC's estimates will be approved and released in late February, preliminary estimates were shared by MTC and ABAG staff earlier this month. After several years of growth, Solano TDA revenue for FY 2007-08 is projected to plateau.

The status of STAF for FY 2007-08 is in flux. The Governor's State Budget released the week of January 15<sup>th</sup> suggests a scenario that would significantly decrease STAF funds. This proposal will be monitored and STA plans to advocate for a high level of STAF funds specifically and transit funds in general.

Staff will continue to monitor the TDA and STAF revenue projections and update the TAC and Consortium.

**Recommendation:**

Informational.

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DATE: January 22, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2007-08

**Background:**

Transportation Development Act (TDA) Article 4/8 funds are distributed to cities and counties based upon a population formula and are primarily intended for transit purposes. However, TDA funds may be used for streets and roads purposes in counties with a population of less than 500,000, if it is annually determined by the regional transportation planning agency (RTPA) that all reasonable unmet transit needs have been met.

Solano County is the one county in the Bay Area that has local jurisdictions using TDA funds for streets and roads. Three out of eight jurisdictions currently use TDA funds for streets and roads (Suisun City, Vacaville and the County of Solano). Annually, the Metropolitan Transportation Commission (MTC), the state designated Regional Transportation Planning Agency (RTPA) for the Bay Area, holds a public hearing in the fall to begin the process to determine if there are any transit needs not being reasonably met in Solano County. Based on comments raised at the hearing and written comments received, MTC staff then selects pertinent comments for Solano County's local jurisdictions to respond to. The STA coordinates with the transit operators who must prepare responses specific to their operation.

Once STA staff has collected all the responses from Solano County's transit operators, a coordinated response is forwarded to MTC. Evaluating Solano County's responses, MTC staff determines whether or not there are any potential comments that need further analysis. If there are comments that need further analysis, MTC presents them to MTC's Programming and Allocations Committee (PAC) to seek their concurrence on those issues that the STA or the specified transit operator would need to further analyze as part of the Unmet Transit Needs Plan.

If the transit operators, the STA and Solano County can thoroughly and adequately address the issues as part of the preliminary response letter, MTC staff can move to make the finding that there are no unreasonable transit needs in the county. Making a positive finding of no reasonable transit needs allows the three agencies who claim TDA for streets and roads purposes to submit those TDA Article 8 claims for FY 2007-08. All TDA claims for local streets and roads are held by MTC until this process is completed.

**Discussion:**

This year's annual Unmet Transit Needs public hearing for FY 2007-08 was held on December 11<sup>th</sup> at the Solano County Administration Center (CSAC) in Fairfield. STA staff worked with MTC and local transit operators to outreach to the public. MTC

produced a flyer that announced the public hearing; it was provided to transit operators to post on their buses and at other locations. Transit operators were encouraged to attend.

MTC has begun to summarize the key issues of concern and forward them to the STA to coordinate a response. The comments will be provided at the TAC and Consortium meetings. STA staff will work with the affected transit operators to coordinate Solano County's coordinated response.

Currently three local jurisdictions use TDA funds for streets and roads purposes: Cities of Suisun City and Vacaville and the County of Solano. Suisun City has a TDA phase out plan with just two years remaining. The other two jurisdictions have no plans to phase out the use of TDA funds for streets and roads purposes. All eight jurisdictions are subject to the Unmet Transit Needs process.

**Fiscal Impact:**

No impact on the STA budget. As determined by MTC, if reasonable Unmet Transit Needs remain at the end of this process, TDA funds could not be used for streets and roads purposes by the three local jurisdictions that currently do so. It will not have any impact on TDA funds used for transit operating, capital, planning or other eligible purpose.

**Recommendation:**

Informational.



DATE: January 23, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Judy Leaks, Program Manager/Analyst  
RE: Solano Napa Commuter Information (SNCI) Program  
Fiscal Year (FY) 2006-07 Mid-Year Report

**Background:**

Solano Transportation Authority (STA)'s Solano Napa Commuter Information (SNCI) program is funded by the Metropolitan Transportation Commission (MTC), Bay Area Air Quality Management District (BAAQMD), and Eastern Solano Congestion Mitigation/Air Quality (CMAQ) funds for the purpose of managing countywide and regional rideshare programs in Napa and Solano Counties and providing air quality improvements through trip reduction.

The STA Board approved the FY 2006-07 Work Program for the Solano Napa Commuter Information (SNCI) Program in September 2006 (Attachment A). The Work Program included nine major elements.

1. Customer Service
2. Employer Program
3. Vanpool Program
4. Incentives
5. Emergency Ride Home
6. SNCI Awareness Campaign
7. California Bike to Work Campaign
8. General Marketing
9. Partnerships

As mid-fiscal year approaches, an SNCI Program progress report on the Work Program is presented in Attachment B. Highlights are presented below along with a proposal to intensify employer outreach in the second half of the fiscal year.

**Discussion:**

The SNCI Program has had an active and productive first six months of FY 2006-07. Following are the highlights of accomplishments from selected program elements.

*Customer Service and General Marketing (#1 and #8)*

SNCI staff assisted over 1,800 individuals who called in requesting rideshare, transit, and other information. A total of 46 events were staffed throughout Napa and Solano Counties, serving 1,317 individuals. Over 375 carpool/vanpool matchlists were processed. Over 18,300 pieces of public transit schedules were distributed along with 3,696 SNCI Commuter Guides, 3,104 BikeLink maps and 4,783 SolanoExpress brochures

via phone and internet requests, events, and 109 display racks throughout Solano and Napa Counties.

*Employer Program and SNCI Awareness Campaign (#2 and #6)*

For the first time in many years, there was not a Fall rideshare specific outreach campaign. Instead, SNCI participated in the SolanoExpress Marketing Campaign, fulfilling the customer service support role. Presentations detailing the benefits of alternative commute programs have been made to four employers, five employer events have been staffed, and density maps have been created for two employers.

In the second half of the fiscal year, SNCI is planning to increase the intensity of employer outreach particularly in Solano County. Staff is in the process of developing a more aggressive employer outreach strategy that is proposed to incorporate strengthening partnerships with business organizations such as Chambers of Commerce, Solano EDC, and others. Input will be sought from the business community on how SNCI's services can add value to local employers and how to improve communication.

*Vanpool Program and Incentives (#3 and #4)*

The SNCI vanpool program is making progress with the formation of 7 new vanpools and 325 vanpool assists to drivers and coordinators. To date, \$4,585 has been spent on commuter incentives with 35 individual commuters participating.

*Emergency Ride Home Program (#5)*

The Solano County Emergency Ride Home (ERH) Program is progressing. Four additional employers have joined in the first half of FY 2006-07, bringing the number of registered employers to 33. This year there have been 2 requests to use the service. Staff is working to launch a similar ERH Program in Napa County. This new program will be marketed to Napa employers early in 2007.

*California Bike to Work Campaign (#7)*

Planning for the 2007 Bike to Work Campaign began in November 2006. The activities are scheduled for implementation during the second half of the fiscal year.

*Partnerships (#9)*

Staff has been an active participant in Solano's Children's Network Constructing Connections committee and the Napa Clean Air Coalition including providing technical assistance with the group's development of a car-free tourism website. The Lifeline funding program has helped advance projects identified through Community Based Transportation Plans and Welfare to Work.

**Recommendation:**

Informational.

Attachments:

- A. SNCI Work Program FY 2006-07
- B. FY 2006-07 Mid-Year Report



**Solano Napa Commuter Information (SNCI)  
Work Program  
FY 2006-07**

1. **Customer Service:** Provide the general public with high quality, personalized rideshare, transit, and other non-drive alone trip planning through teleservices, internet and through other means. Continue to incorporate regional customer service tools such as 511, 511.org and others.
2. **Employer Program:** Outreach and be a resource for Solano and Napa employers for commuter alternative information including setting up internal rideshare programs. Maximize these key channels of reaching local employees. SNCI will continue to concentrate efforts with large employers through distribution of materials, events, major promotions, surveying, and other means. Coordination with Solano EDC, Napa Valley EDC, chambers of commerce, and other business organizations.
3. **Vanpool Program:** Form 20 vanpools and handle the support of over 100 vanpools while assisting with the support of several dozen more.
4. **Incentives:** Evaluate, update and promote SNCI's commuter incentives. Continue to develop, administer, and broaden the outreach of vanpool, bicycle, transit, and employee incentive programs.
5. **Emergency Ride Home:** Broaden outreach and marketing of the emergency ride home program to Solano County employers. The emergency ride home incentive will be launched and marketed this year to employers in Napa County.
6. **SNCI Awareness Campaign:** Develop and implement a campaign to increase general awareness of SNCI and SNCI's non-drive alone services in Solano and Napa counties.
7. **California Bike to Work Campaign:** Take the lead in coordinating the 2007 Bike to Work campaign in Solano and Napa counties. Coordinate with State, regional, and local organizers to promote bicycling locally.
8. **General Marketing:** Maintain a presence in Solano and Napa on an on-going basis through a variety of general marketing activities for rideshare, bicycling, and targeted transit services. These include distribution of a Commuter Guide, offering services at community events, managing transportation displays, producing information materials, print ads, radio ads, direct mail, public and media relations, cross-promotions with other agencies, and more.
9. **Partnerships:** Coordinate with outside agencies to support and advance the use of non-drive alone modes of travel in all segments of the community. This would include assisting with the implementation of Welfare to Work transportation projects in partnership with the Counties of Solano and Napa; assisting local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans; Children's Network and other entities.

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## Solano Napa Commuter Information FY 2006-07 Mid-Year Report

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### 1. Customer Service

SNCI staff assisted over 1,800 individuals who called in requesting rideshare, transit, and other information. Over 375 carpool/vanpool matchlists were processed; 216 were for newly interested commuters and 161 were updates.

Thousands of materials were distributed in response to phone calls, through numerous displays, at events, and through other means. Over 18,300 pieces of public transit schedules were distributed along with 3,696 SNCI Commuter Guides, 3,104 BikeLink maps and 4,783 SolanoLinks brochures.

### 2. Employer Program

Employers throughout Solano and Napa Counties and a select few outside the counties have received a range of employer services. All employers were mailed a holiday greeting in December, which highlighted SNCI's services encouraging them to contact SNCI in the New Year.

SNCI provides employers commute alternative information. These employers act as key channels to reach local employees. In the second half of the fiscal year, SNCI is planning to increase the intensity of employer outreach particularly in Solano County. Staff is in the process of developing a more aggressive employer outreach strategy that is proposed to incorporate strengthening partnerships with business organizations such as Chambers of Commerce, Solano EDC, and others. Input will be sought from the business community on how SNCI's services can add value to local employers and how to improve communication.

### 3. Vanpool Program

A total of 7 vanpools were formed. Four of these vanpools travel through Solano County to Yolo County. The others travel from Solano County to San Francisco, San Mateo and Napa Counties.

Vanpool support is very important to maintain the existing strong vanpool fleet. On-going support has been sustained with the completion of over 325 vanpool assists. Vanpool assists include processing Motor Vehicle Reports per Department of Motor Vehicle requirements, issuing Sworn Statement Cards, processing driver medical reimbursements, distributing van signs and/or bridge scrip, researching information for vanpools, etc. Customizations were made to the vanpool module of the Regional Rideshare Ridematch database. These modifications will help better serve the existing vanpools and make regular contact with vanpool coordinators and drivers more systematic.

4. **Incentives**  
SNCI continues to offer three ongoing commuter incentives: Vanpool Back-up Driver Incentive, Vanpool Formation Incentive, and a Bicycle Incentive. During the past 5+ months \$4,585 has been distributed to these programs, with 35 individual commuters participating. Both vanpool incentives are ongoing and continue to support new and existing vanpools. Staff expects to see more use of the on-going bicycle incentive with the Spring Bike to Work Campaign.
5. **Emergency Ride Home**  
The Solano County Emergency Ride Home (ERH) Program was implemented in early 2006. By July 1, 2006 29 employers had registered for the service. Since then 4 additional employers have joined. During the first half of FY 06/07 there were 2 requests to use the service. Staff is working to launch a similar ERH Program in Napa County. A Request for Proposals was issued for taxi and rental car services. Enterprise Rent-a-Car was selected as the rental service. SNCI is still searching for a taxi vendor to complete the ERH program. This new program will be marketed to Napa employers early in 2007.
6. **SNCI Awareness Campaign**  
For the first time in many years, there was no Fall Employer Marketing Campaign. Instead, SNCI participated in the Solano Express Marketing Campaign, fulfilling the customer service support role.
7. **California Bike to Work Campaign**  
Planning for the 2007 Bike to Work Campaign began in November 2006 with the meeting of the regional Bike to Work Technical Advisory Committee. The Bay Area Bike Coalition is coordinating the Regional Campaign for the Bay Area. SNCI staff will be coordinating the Solano and Napa County Campaigns. SNCI staff will be attending Solano and Napa Bicycle Advisory Committee meetings in January and early February to solicit local input and feedback to coordinate the campaign locally. Bike to Work Day will be held on Thursday, May 17, 2007.
8. **General Marketing**  
Staff maintained 109 display racks throughout Solano and Napa Counties with SNCI literature and regional transit information – this included 5 new display racks added in the first half of FY 06/07. A total of 46 events were staffed throughout Napa and Solano Counties: 5 employer events and 41 community events with 1,317 people served at these events and 2,636 pieces of rideshare and transit materials distributed. SNCI also promoted services through various local printed publications.
9. **Partnerships**  
Staff has been an active participant in Solano's Children's Network Constructing Connections committee and the Napa Clean Air Coalition including providing technical assistance with the group's development of a car-free tourism website. The Lifeline funding program has helped advance projects identified through Community Based Transportation Plans and Welfare to Work.



DATE: January 23, 2007  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Judy Leaks, SNCI Program Manager/Analyst  
RE: SNCI Monthly Issues

**Background:**

Each month, the STA's Solano Napa Commuter Information (SNCI) program staff provides an update to the Consortium on several key issues: Napa and Solano transit schedule status, marketing, promotions and events. Other items are included as they become relevant.

**Discussion:**

- 1. Transit Schedules:** The monthly transit schedule matrix was distributed to all Solano and Napa operators the week of January 19 via email. Based on the response received, an updated transit matrix will be provided at the meeting.
- 2. Marketing/Promotions:** SNCI is beginning to plan for the Bike to Work Day (BTWD) spring promotion, which will take place in May 2007. This high-profile region-wide event is coordinated with the Bay Area Bicycle Coalition. SNCI is responsible for local planning coordination in Napa and Solano Counties. This year the event will include selecting a "Bicycle Commuter of the Year" in each county as well as repeating the successful "Team Bike Challenge." In the second half of the fiscal year, SNCI is planning to increase the intensity of employer outreach particularly in Solano County. Staff is in the process of developing a more aggressive employer outreach strategy that is proposed to incorporate strengthening partnerships with business organizations such as Chambers of Commerce, Solano EDC, and others. Input will be sought from the business community on how SNCI's services can add value to local employers and how to improve communication.
- 3. Events:** The winter months are traditionally a slow time for events. SNCI staffed an information table at Solano Community College as classes began in January, distributing transit information along with a range of commute options information. SNCI took this time as an opportunity to replenish transit information display racks, including a new display rack set-up at the new Fairfield-Cordelia library.

**Recommendation:**

Informational.

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