



Solano Transportation Authority

One Harbor Center, Suite 130  
Suisun City, California 94585

Area Code 707  
424-6075 • Fax 424-6074



Members:

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

**INTERCITY TRANSIT CONSORTIUM  
AGENDA**

**10:00 a.m., Wednesday, February 27, 2008**  
**Solano Transportation Authority**  
**One Harbor Center, Suite 130**  
**Suisun City, CA 94585**

<u>ITEM</u>	<u>STAFF PERSON</u>
<b>I. CALL TO ORDER</b>	Brian McLean, Chair
<b>II. ELECTION OF CHAIR AND VICE CHAIR FOR 2008</b> (10:00 – 10:05 a.m.)	Elizabeth Richards
<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 January 2, 2008</b> <i>Recommendation:</i> <i>Approve minutes of January 2, 2008.</i> <b>Pg. 1</b>	Johanna Masiclat
<b>B. SolanoExpress Intercity Transit Consortium Draft 2008 Work Plan</b> <i>Recommendation:</i> <i>Approve the SolanoExpress Intercity Transit Consortium Work Plan for 2008 as specified on Attachment A.</i> <b>Pg. 7</b>	Elizabeth Richards

**CONSORTIUM MEMBERS**

<u>Rob Sousa</u>	<u>Jeff Matheson</u>	<u>George Fink</u>	<u>John Andoh</u>	<u>Brian McLean</u>	<u>Crystal Odum-Ford</u>	<u>Paul Wiese</u>
Benicia Breeze	Dixon Readi-Ride	Fairfield/Suisun Transit	Rio Vista Delta Breeze	Vacaville City Coach	Vallejo Transit	County of Solano

## VII. ACTION NON-FINANCIAL ITEMS

- A. SolanoExpress Route 70 Service Proposal** Elizabeth Richards  
*Recommendation:*  
*Recommend to the STA Board to support the initiation of Rt. 70 as proposed in Attachment A.*  
(10:35 – 10:40 a.m.)  
**Pg. 11**
- B. SolanoExpress Transit FY 2007-08 & FY 2008-09 Marketing Plan** Judy Leaks  
*Recommendation:*  
*Recommend the STA Board approve the SolanoExpress Transit Marketing Plan for FY 2007-08 and FY 2008-09.*  
(10:40 – 10:45 p.m.)  
**Pg. 15**
- C. Regional Transportation Plan (RTP) Project List** Robert Macaulay  
*Recommendation:*  
*Forward the revised list of Solano County Regional Transportation Plan Projects to the STA Board as specified in Attachment A.*  
(10:50 – 10:55 a.m.)  
**Pg. 21**

## VIII. INFORMATION ITEMS

- A. Transportation Development Act (TDA) and State Transit Assistance Funds (STAF) Fiscal Year (FY) 2008-09 Fund Estimates** Elizabeth Richards  
*Informational*  
(10:55 – 11:00 a.m.)  
**Pg. 31**
- B. 10-Year Capital Investment Plan – Minor Transit Capital** Elizabeth Richards  
*Informational* Nancy Whelan  
(11:00 – 11:15 a.m.)  
**Pg. 43**
- C. FY 2008-09 Intercity Transit Funding Agreement Status** Elizabeth Richards  
*Informational*  
(11:15 – 11:20 a.m.)  
**Pg. 53**
- D. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2008-09** Liz Niedziela  
*Informational*  
(11:20 – 11:25 a.m.)  
**Pg. 57**

**E. Solano Napa Commuter Information (SNCI) Program Fiscal Year (FY) 2007-08 Mid-Year Report** Judy Leaks  
*Informational*  
(11:25 – 11:30 a.m.)  
**Pg. 64**

**F. SNCI Monthly Issues** Judy Leaks  
*Informational*  
(11:30 – 11:35 a.m.)  
**Pg. 68**

**NO DISCUSSION**

**G. Legislative Update – February 2008** Jayne Bauer  
*Informational*  
**Pg. 70**

**H. Comprehensive Transportation Plan (CTP) Update** Robert Macaulay  
*Informational*  
**Pg. 72**

**I. Funding Opportunities Summary** Sara Woo  
*Informational*  
**Pg. 74**

**J. STA Board and Advisory Committee Meeting Schedule for 2008** Johanna Masiclat  
*Informational*  
**Pg. 84**

**IX. TRANSIT OPERATIONS DISCUSSION** Group

**X. LOCAL TRANSIT ISSUES** Group

**XI. ADJOURNMENT**

The next regular meeting of the SolanoExpress Intercity Transit Consortium is scheduled at **10:00 a.m. on Wednesday, March 26, 2008.**

**THIS PAGE INTENTIONALLY LEFT BLANK**



**INTERCITY TRANSIT CONSORTIUM**  
**Minutes of the meeting of**  
**January 2, 2008**

**I. CALL TO ORDER**

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

**Consortium Present:**

Brian McLean	Vacaville City Coach, Chair
Rob Sousa	Benicia Breeze
George Fink	Fairfield/Suisun Transit
John Andoh	Rio Vista Delta Breeze
Crystal Odum-Ford	Vallejo Transit

**Also Present:**

Daryl Halls	STA
Janet Adams	STA
Robert Macaulay	STA
Elizabeth Richards	STA/SNCI
Liz Niedziela	STA/SNCI
Judy Leaks	STA/SNCI
Jayne Bauer	STA
Robert Guerrero	STA
Sara Woo	STA
Johanna Masiclat	STA
Nancy Abruzzo	STA

**Others Present:**

Denis Jackson	MV Transportation
Rob Sousa	City of Benicia
Nancy Whelan	Nancy Whelan Consulting

**II. APPROVAL OF AGENDA**

On a motion by George Fink, 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:** None presented.

**V. CONSENT CALENDAR**

On a motion by Jeff Matheson, and a second by John Andoh, the SolanoExpress Intercity Transit Consortium unanimously approved the consent calendar items A and B.

**A. Minutes of the Consortium Meeting of November 28, 2007**

Recommendation:

Approve minutes of November 28, 2007.

**B. Solano County Fiscal Year (FY) 2008-09 Transportation Funds for Clean Air (TFCA) 40% Program Manager Call for Projects**

Recommendation:

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

1. \$207,253 in FY 2008-09 TFCA Program Manager Funds for Solano Napa Commuter Incentives Program; and
2. Issue a call for projects for the remaining FY 2008-09 TFCA Program Manager Funds.

**VI. ACTION - FINANCIAL ITEMS**

**State Transit Assistance Funds (STAF) Fund (FY) 2007-08**

**Amendment No. 3**

Elizabeth Richards indicated that MTC is expected to have funding forecast estimates in January 2008 for FY 2008-09. She stated that staff is requesting that a priority for funds be made for efforts to consolidate intercity paratransit in Vallejo and Benicia as well as assisting in the establishment of the new express Route 70.

City of Benicia's Rob Sousa stated that the City would like to request \$25,000 in STA/Regional Paratransit funds for FY 2007-08 and \$100,000 in Northern Counties Population Based STA funds allocated to Solano County. He recommended doing a bridge loan using STA reserve balance-- receive funding for the \$125,000 for regional and intercity. \$25,000 to Intercity paratransit service.

After further discussion, the Consortium requested the following modifications to the recommendation (shown below in ~~strikethrough~~ **bold italics**).

1. The amended list of FY 2007-08 Northern County Solano STAF transit projects and programs as shown on Attachment B for the following projects:
  - a. Transit Consolidation Study Phase II (\$60,000); ***after all other avenues of funding have been exhausted.***
  - b. Vallejo Request for SB 976 Transition Plan Support (\$70,000) ***and a copy of the plan to be provided to the Consortium;***
  - c. Benicia Local Transit Assessment Study (\$30,000) ***with a copy of the study to be provided to the Consortium; and***
2. ***Prioritize Consider*** future STAF funding to cover costs associated with Vallejo Transit's operation of Rt. 70 and potential operation of Benicia's Intercity Paratransit service.

Recommendation:

1. The amended list of FY 2007-08 Northern County Solano STAF transit projects and programs as shown on Attachment B for the following projects:
  - a. Transit Consolidation Study Phase II (\$60,000); ***after all other avenues of funding have been exhausted.*** (Approved as amended by a 3 to 2 vote.)
  - b. Vallejo Request for SB 976 Transition Plan Support (\$70,000) ***and a copy of the plan to be provided to the Consortium;*** (Approved unanimously.)
  - c. Benicia Local Transit Assessment Study (\$30,000) ***with a copy of the study to be provided to the Consortium;*** (Approved as amended by a 4 to 1 vote.)***and***
2. ***Prioritize Consider*** future STAF funding to cover costs associated with Vallejo Transit's operation of Rt. 70 and potential operation of Benicia's Intercity Paratransit service.
  - d.

**B. Request for Proposals for I-80/I-680/I-780 Corridors Highway Operations Implementation Study**

Sam Shelton reviewed the Request for Proposals for the I-80/I-680/I-780 Corridors Highway Operations Implementation Study. He stated that staff plans to hold a RFP workshop at the end of January 2008 to help consultants better understand what is requested in the RFP and to encourage multiple applicants.

Recommendation:

Recommend that the STA Board authorize the Executive Director to:

1. Issue a Request for Proposals for consultant services for the I-80/I-680/I-780 Corridors Highway Operations Implementation Study; and
2. Execute a consultant contract for an amount not to exceed \$300,000 for the I-80/I-680/I-780 Corridors Highway Operations Implementation Study.

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

## VII. ACTION – NON-FINANCIAL ITEMS

### A. Solano Comprehensive Transportation Plan Purpose Statement and Organization

Robert Guerrero reviewed the development of the Purpose Statements, Goals, and Organization for each of the Solano CTP elements to be adopted by the STA committees. He indicated that after the STA Board adopts the Purpose Statement, Goals, and Organization, meetings will be scheduled with the STA committees: Freeways, Highways and Arterials; Transit; and Alternative Modes.

#### Recommendation:

Recommend that the STA Board adopt the Purpose Statement, Goals and Organization as specified in the staff report for the Solano Comprehensive Transportation Plan.

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

### B. STA's Draft 2008 Legislative Priorities and Platform

Jayne Bauer reviewed the Final Draft 2008 Legislative Platform and Priorities scheduled to be approved by the STA Board at their January 9<sup>th</sup> 2008 meeting.

Crystal Odum-Ford, City of Vallejo, requested to add Vallejo Transit under section 10.2 as follows (shown in bold italics):

10. 2 - Support cleanup legislation of SB 976 (Torlakson) that addresses the following: 2. Provide assurances that the existing Baylink/*Vallejo Transit* levels of operation, funding and service will be maintained or enhanced.

#### Recommendation:

Forward STA's Final Draft 2008 Legislative Priorities and Platform to the STA Board for approval and to include modified language shown below in *bold italics*. The modified change is as follows:

10. 2 - Support cleanup legislation of SB 976 (Torlakson) that addresses the following: 2. Provide assurances that the existing Baylink/*Vallejo Transit* levels of operation, funding and service will be maintained or enhanced.

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

### C. Route 30 and Route 90 Status Update

Liz Niedziela provided status updates to Route 30's ridership, farebox ratio, history of ridership growth as well as Route 90's ridership data for FY 2006-07.

Recommendation:

Forward to the STA Board to receive and file.

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

**D. Solano Paratransit Status Update**

Liz Niedziela provided a status update to Solano Paratransit's ridership, farebox ratio, and ridership of residence for FY 2006-07. She stated that staff will continue to work with Fairfield/Suisun Transit to monitor ridership, performance, and improve the service's efficiency.

Recommendation:

Forward to the STA Board to receive and file.

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

**VIII. INFORMATION ITEMS**

**A. 10-Year Capital Investment Plan – Minor Transit Capital**

Elizabeth Richards reviewed Attachment C. She requested that transit operators don't currently have projects to submit or confirm list. In future meeting, review and discuss further Attachment E through G.

**B. Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2008-09**

Liz Niedziela highlighted this year's annual Unmet Transit Needs public hearing for FY 2008-09 held on December 4, 2007 at the Solano County Administration Center (SCAC) in Fairfield.

**C. Federal Transit Administration (FTA) Section 5311 Funding for Fiscal Year (FY) 2007-08 and 2008-09**

Liz Niedziela reviewed the submittal process of projects for the FTA Nonurbanized Area Formula (Section 5311) program funding for FY 2007-08 through FY 2008-09 for the San Francisco Bay Area region.

**D. Regional Transportation Plan (RTP) Call for Projects Status**

Daryl Halls reviewed the guiding criteria for RTP project submittals to MTC. He indicated that there was significant concern expressed by Partnership Technical Advisory Committee (PTAC) members about the February 15<sup>th</sup> deadline. MTC staff stated that the February 15, 2008 deadline was not flexible.

**NO DISCUSSION**

**E. SNCI Monthly Issues**

**F. Project Delivery Update**

**G. Funding Opportunities Summary**

**H. STA Board and Advisory Committee Meeting Schedule**

**IX. OPERATIONS**

None presented.

**X. LOCAL TRANSIT ISSUES**

None presented.

The Consortium members provided reports on transit issues in their respective cities.

**XI. ADJOURNMENT**

The meeting was adjourned at approximately 11:40 a.m. The next meeting is scheduled for **Wednesday, January 30, 2008 at 10:00 a.m.** in the STA Conference Room.



DATE: February 19, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: SolanoExpress Intercity Transit Consortium Draft 2008 Work Plan

**Background:**

Each year, the Consortium typically reviews and updates its annual Work Plan. The Work Plan includes a range of issues from service and funding to planning and marketing.

**Discussion:**

STA staff has prepared a draft SolanoExpress Transit Consortium Work Plan for the Consortium's review and consideration. Consortium members are encouraged to review the attached draft Work Plan and offer additions, deletions, and modifications.

The Consortium's 2008 draft Work Plan is attached (Attachment A).

**Recommendation:**

Approve the SolanoExpress Intercity Transit Consortium Work Plan for 2008 as specified on Attachment A.

**Attachment:**

- A. 2008 SolanoExpress Consortium Work Plan

**THIS PAGE INTENTIONALLY LEFT BLANK**

**STA SolanoLinks Intercity Transit Consortium  
Draft 2008 Work Plan  
(February 2008)**

---

**Transit Service:**

- Monitor Rt. 30, 90 and other Solano intercity transit services
- Monitor Solano Paratransit service and efficiency policies.

**Transit Planning and Consolidation**

- Transit Consolidation Study, Phase II
- Complete Community Based Transportation Planning study in Cordelia/Fairfield/Suisun City.
- Complete Community Based Transportation Planning study in Vallejo
- Provide input into countywide and regional transit planning documents (e.g. Comprehensive Transportation Plan, Regional Transportation Plan)

**Funding**

- Intercity Transit Funding Agreement
  - FY2007-08 Agreement Implementation: Implement Rt. 70
  - FY2008-09: Secure agreement
- Negotiate multi-year RM2 transit operating funding
- Transportation Development Act (TDA) Fund management:
  - Develop TDA matrix
  - Complete Unmet Transit Needs process
- Manage State Transit Assistance Funds (STAF)
  - Northern Counties/Solano Program and Projects List
  - Solano Regional Paratransit Program and Projects List
- Program, implement, and monitor Lifeline Funding
- Maximize Proposition 1B Transit Capital funding opportunities
- Update multi-year funding agreement for Solano Paratransit
- Monitor and provide input into legislation to ensure adequate levels of transit funding.
- Monitor and provide input into regional policy development to ensure adequate levels of transit funding.

**Marketing of Transit Services and Programs**

- Approve and implement updated SolanoExpress multi-year marketing plan.
- Coordinate and participate in countywide and regional transit marketing activities.
- Improve identity of Solano Paratransit (bus wraps, complementary brochure)

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: SolanoExpress Route 70 Service Proposal

**Background:**

In June 2006, the Solano Transportation Authority Board authorized the development of an Intercity Transit Funding Agreement for Fiscal Year (FY) 2006-07. This agreement was the result of the work of the Intercity Transit Funding (ITF) Working Group comprised of representatives from STA, Solano County, and each city in Solano County. The agreement covered nine (9) intercity routes operated by four transit operators.

Initially, the ITF Working Group focused on development of a uniform methodology for shared funding of intercity transit services. Rising costs and potential service changes broadened the scope of the ITF Working Group to include service coordination and streamlining services along parallel routes. The funding agreement and agreed upon service changes to the intercity routes were primarily implemented in early FY 2006-07. These service changes took into account the availability of various funding sources including Regional Measure 2 (RM 2). RM 2 transit operating funds were available to bus routes that contributed to the reduction of traffic over one of the seven state owned Bay Area bridges.

Two service changes that were discussed in the agreement and proposed for implementation in FY 2007-08 was the deletion of Vallejo Transit Rt 92 (Vacaville to Vallejo Baylink Ferry) and the initiation of SolanoExpress Rt 70 by Vallejo Transit. Both Rt. 92 and Rt. 70 are RM 2 eligible routes. Rt. 70 would be a new express route in the I-780/I-680 corridor from Vallejo to Pleasant Hill BART. Rt. 92 was recommended for elimination due to limited ridership and a poor farebox ratio. The RM 2 funds from Rt. 92 were then reserved for the Rt. 70. The two-year RM 2 funding agreement took into account these service changes.

A similar process was followed to develop a FY 2007-08 Intercity Transit Funding Agreement. This agreement also addressed Rt. 70 and assumed it would begin operation in FY 2007-08.

**Discussion:**

It was originally envisioned that Rt. 70 would begin at the start of FY 2007-08. Vallejo Transit was undergoing operational changes during the summer of 2007 and it was agreed that the service change would be postponed until January 2008. Once Vallejo Transit, Benicia Breeze and STA staff began to meet to work through the transitional issues, it became apparent that an April start date was more realistic.

With the implementation of Rt. 70, it had been envisioned that Benicia Breeze would suspend service on its existing Rt. 75 which travels in the I-780/I-680 corridor functioning as a combination of a local and intercity service. Benicia staff has expressed interest in maintaining Rt. 75 in a modified version to maintain coverage in Northern Contra Costa County at their own cost.

The new, proposed Solano Express Rt. 70 to be operated by Vallejo Transit will be an express route connecting the Baylink Ferry, Vallejo, Benicia, Pleasant Hill and Walnut Creek BART Stations in Contra Costa County. It will provide fast, convenient commuter style service with new state of the art over the road coaches that will serve the broad service area of the existing Benicia Breeze Rt. 75 service in a much more streamlined fashion. Route 70 will connect Benicia's downtown and Southampton neighborhood to Curtola Park and Ride adjacent to I-80 in Vallejo, the Baylink Ferry, Pleasant Hill and Walnut Creek BART Stations. The new service is scheduled to begin April 7, 2008.

The service would operate Monday through Saturday. A couple of early morning westbound trips were added to connect Benicia residents to the Baylink Ferry's early morning trips to San Francisco. The service will be much more streamlined with far fewer stops and faster travel times. There are proposed to be 3 stops in Vallejo (Baylink Ferry Terminal, Curtola PNR, York/Marin); 3 in Benicia (Downtown City Park, W. 7<sup>th</sup> St/Southampton Rd, 5<sup>th</sup> Street), Pleasant Hill BART and Walnut Creek BART. Travel times would be approximately 30% faster. For example, travel time from Vallejo to Pleasant Hill BART station would be reduced from 60 minutes to 42 minutes. The trip from downtown Benicia to the ferry will be reduced from 26 minutes to 20 minutes.

**Fiscal Impact:**

The proposed service plan would result in no cost increases to the local jurisdictions who have agreed to contribute funding in the FY 2007-08 agreement.

**Recommendation:**

Recommend to the STA Board to support the initiation of Rt. 70 as proposed in Attachment A.

Attachment:

- A. SolanoExpress Route 70 Draft Proposal (2/19/08)

## SolanoExpress Route 70 Draft Proposal (2/19/08)

**Overview**

The new, proposed Solano Express Rt. 70 to be operated by Vallejo Transit will be an express route connecting the Baylink Ferry, Vallejo, Benicia, and the Pleasant Hill BART Station in Contra Costa County. This will be the first express bus service in the I-780/I-680 corridor. It will provide fast, convenient commuter style service with new state of the art over the road coaches that will serve the broad service area of the existing Benicia Breeze Rt. 75 service in a much more streamlined fashion. Route 70 will connect Benicia’s downtown and Southampton neighborhood to Curtola Park and Ride adjacent to I-80 in Vallejo, to the Baylink Ferry and the Pleasant Hill BART Station. The service is funded through a combination of Regional Measure (RM) 2 (bridge toll) funding, TDA funds provided by all seven cities and Solano County through an Intercity Transit Funding agreement and the Solano Transportation Authority. The new service is scheduled to begin April 7, 2008.

**Days of Service**

Monday – Saturday

**Span of Service**

Similar to existing with added early morning westbound trips to connect Benicia residents to Baylink Ferry early morning trips to San Francisco.

**Stops**

- \* 3 in Vallejo: Baylink Ferry Terminal, Curtola PNR, York/Marin (downtown, local transfer center)
- 3 in Benicia: Downtown City Park, W. 7<sup>th</sup> St/Southampton Rd, 5<sup>th</sup> Street
- Pleasant Hill BART station
- Walnut Creek BART station

**Travel Times**

Greatly enhanced

Approximate Sample Travel Times	Existing	Proposed	Savings
Benicia to Pleasant Hill BART Stn	34”	22”	12”
Benicia to Vallejo	26”	20”	6”
Vallejo to Pleasant Hill BART Stn	60”	42”	18”



**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 15, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Judy Leaks, SNCI Program Manager/Analyst  
RE: SolanoExpress Transit Fiscal Year (FY) 2007-08 & FY 2008-09 Marketing Plan

**Background:**

For several years, the Solano Transportation Authority (STA) has coordinated intercity transit service marketing. A countywide, comprehensive marketing campaign for "SolanoExpress" was launched in the fall of 2006 with the assistance of the STA's marketing consultant - MIG. The overall goal was to emphasize the positive attributes of Solano's intercity transit services despite the many changes occurring during the summer and fall of 2006. More specifically, it was to retain core ridership and attract new riders. A slogan "Faster Ride, Better Service" was developed. A consistent image was created and placed on a wide range of advertising to reach both existing and potential riders. Interior bus cards, bus exteriors, bus shelters, posters, brochures, electronic freeway billboards, radio ads, a SolanoExpress website, and more were created and placed. A transit incentive program was included directly targeting core riders (monthly pass holders). A partnership among STA and the local transit operators was a success. Building upon the past marketing strategies is the goal of this marketing plan.

**Discussion:**

The SolanoExpress Transit Marketing Plan for FY 2007-08 and FY 2008-09 is proposed to take advantage of the foundation and positive image established by the previous campaign. The seven SolanoExpress bus routes and one ferry service that would be the subject of this marketing plan are:

- Vallejo Baylink Ferry & Route 200
- Vallejo Transit Route 70
- Vallejo Transit Route 80
- Vallejo Transit Route 85
- Fairfield/Suisun Transit Route 20
- Fairfield/Suisun Transit Route 30
- Fairfield/Suisun Transit Route 40
- Fairfield/Suisun Transit Route 90

The marketing objectives of this plan are:

1. Increase the public's knowledge about the transit services available.
2. Increase the public awareness of how to use transit and how fast, easy and convenient transit is.
3. Encourage commuters, travelers, and transit dependents to use public transit.
4. Educate potential riders of how to use transit.
5. Increase the ridership on SolanoExpress intercity transit routes.

MIG, the STA's current contracted marketing consultant, is familiar and experienced with both the STA and Solano transit marketing as they worked with the STA to design and produce the 2006 SolanoExpress marketing campaign. In FY 2007-08, the STA intends to leverage the success of the 2006 campaign by building from the creative already developed for more targeted, grassroots efforts and additional mass marketing activities efforts to reach our key audiences. These include commuters, leisure travelers, seniors and students, and current riders.

There are two phases of this intercity transit marketing plan. The STA secured funding from MTC to market Regional Measure 2 (RM 2) services in FY 2007-08. Initially, these services will be the primary focus, particularly the implementation of Rt. 70. As much as possible, this marketing will incorporate intercity routes that are not RM 2 routes. Phase II of the marketing plan covers the period of time after the RM 2 marketing strategies have been implemented. Some of the Phase I RM 2 activities will remain and benefit Phase II. Phase II will be further refined after Phase I completes implementation.

Marketing tactics, promotions, incentives and advertising will be coordinated under five primary strategies to most effectively reach the key target audiences. A description and draft implementation time table are included (Attachment A).

1. Mass Marketing

A general awareness campaign will be implemented. To reach the "public," advertising will be implemented on electronic billboards targeting car commuters, cinema visitors, and newspapers' ads throughout Solano County. This strategy may include radio spots on local stations, exterior bus ads and transit shelters in specific regions.

*Website* - The current SolanoExpress website (solanoexpress.com) describes the intercity services offered throughout Solano County. The site will be upgraded with an interactive feature to appeal to new visitors and to encourage repeat traffic to cross-promote transit services.

2. Direct Marketing

*Welcome Route 70* - A specific message will be developed to introduce SolanoExpress Route 70 to the public and welcome it to the Vallejo Transit system. This is planned to occur in early 2008. Among the tactics, a client direct mail campaign in select marketing areas will inform the public of the new streamlined service of Route 70 when Vallejo implements it.

3. Outreach

*Events and Displays* - Currently STA distributes transit information at more than 100 displays and over 50 community and employer events each year. Specific marketing and promotional items, maps and schedules for SolanoExpress routes will be designed and distributed at employment sites, senior centers, chambers of commerce and events.

*Business Outreach* - To target the business and leisure traveler, SolanoExpress schedules and promotional tickets would be provided to hotels and visitors bureaus. This marketing effort will allow hotels to inform visitors of transit options available.

4. Promotions

*FreeRide* - To encourage trial usage of SolanoExpress and Baylink, the service providers will implement a free-ride promotion for use in conjunction with appropriate marketing activities targeting all market segments. Free-ride tickets may be distributed through promotion partners at employment sites, senior centers, via chambers of commerce and transit outreach events.

*Faces of Solano Promotion* - Outreach to existing SolanoExpress riders and select individuals who will become the faces of future SolanoExpress marketing campaigns.

*SolanoExpress Rider Appreciation Day*: Promote a free ride day on SolanoExpress routes and/or appreciation activity for core riders (monthly pass holders).

5. Educate

*Senior Outreach and Ambassador Program* – Introduce the transit services available to seniors and educate them on how to use transit. Sponsor field trips on specific intercity transit routes to assist seniors to feel more comfortable using transit and provide them alternatives to keep mobile and independent.

**Fiscal Impact:**

During FY 2007-08, approximately \$330,000 in RM 2 marketing funds were received from MTC as the primary source of funds. As needed, this will be supplemented by SolanoExpress marketing funds. Both funds are in the current STA budget. In FY 2008-09, primarily SolanoExpress funds will be used as the RM 2 marketing funds will have expired.

**Recommendation:**

Recommend the STA Board approve the SolanoExpress Transit Marketing Plan for FY 2007-08 and FY 2008-09.

Attachment:

- A. SolanoExpress Transit Marketing Plan FY 2007-08, FY 2008-09

4. Promotions

*FreeRide* - To encourage trial usage of SolanoExpress and Baylink, the service providers will implement a free-ride promotion for use in conjunction with appropriate marketing activities targeting all market segments. Free-ride tickets may be distributed through promotion partners at employment sites, senior centers, via chambers of commerce and transit outreach events.

*Faces of Solano Promotion* - Outreach to existing SolanoExpress riders and select individuals who will become the faces of future SolanoExpress marketing campaigns. SolanoExpress Rider Appreciation Day: Promote a free ride day on SolanoExpress routes and/or appreciation activity for core riders (monthly pass holders).

5. Educate

*Senior Outreach and Ambassador Program* – Introduce the transit services available to seniors and educate them on how to use transit. Sponsor field trips on specific intercity transit routes to assist seniors to feel more comfortable using transit and provide them alternatives to keep mobile and independent.

**Fiscal Impact:**

During FY 2007-08, approximately \$330,000 in RM 2 marketing funds were received from MTC as the primary source of funds. As needed, this will be supplemented by SolanoExpress marketing funds. Both funds are in the current STA budget. In FY 2008-09, primarily SolanoExpress funds will be used as the RM 2 marketing funds will have expired.

**Recommendation:**

Recommend the STA Board approve the SolanoExpress Transit Marketing Plan for FY 2007-08 and FY 2008-09.

Attachment:

- A. SolanoExpress Transit Marketing Plan FY 2007-08, FY 2008-09

**THIS PAGE INTENTIONALLY LEFT BLANK**

**SolanoExpress Transit Marketing Plan  
FY2007-08 & FY2008-09**

Activity	Description	Timing
<b>Mass Advertising and Marketing</b>		
Outdoor Advertising	Electronic billboards and/or bus shelters and exterior bus ads	Spring 2008 and other select times
Ads, press releases in Solano County newspapers and periodicals	Display ads in key publications for RM2 SolanoExpress routes. Display ads in key publications for all intercity routes.	Spring/Summer 2008  Ongoing
Cinema and Radio Spots	Advertising in theatres in Solano County	Selected months through June 09
Web marketing	Add interactive feature, update and maintain Website	Ongoing through June 09
<b>Outreach</b>		
Develop informational brochure	Information showing route and schedule for SolanoExpress Routes and Baylink. Simplify previous information printed and update any changes to be available for handouts at events and various displays throughout Solano County	Contract out for design and Printing in Dec 07-Jan 08. Available for Distribution In Feb- March 2008; update as needed
System maps at selected available bus shelters, schools, ferry terminal and transfer centers.	Design, print and display	Update Spring 2008
<b>Direct Marketing</b>		
Welcome Route 70	Offer discounted tickets up to three months for Vallejo Transit RM2 routes to welcome Route 70 to Vallejo, direct mail, and other outreach.	In conjunction with Route 70 service start

Promotional Hand-outs	Distributed on RM2 buses and ferries and events.	Spring & Summer 2008
Community events	Provide information (maps, timetables, giveaways, etc.) at appropriate events/transit fairs.	Ongoing
<b>Promotions</b>		
FreeRide Promotion	Free round trip tickets good on all RM SolanoExpress lines to be distributed at outreach events, through partners, and other appropriate avenues.	Ongoing through RM2 funding period
Faces of Solano County	Outreach to existing SolanoExpress riders and select individuals who will become the faces of future SolanoExpress marketing campaigns.	FY2008-09
SolanoExpress Rider Appreciation Day	Promote a free ride day on SolanoExpress routes and/or appreciation activity for core riders (monthly pass holders).	FY2008-09
<b>Educate</b>		
Senior Outreach and Ambassador Program	Sponsor a field trip with the several Senior Centers in Solano County to demonstrate and educate the ease of commuting and staying mobile and independent. Provide a light lunch and travel back. The plan is to have the Ambassador Program and training coincide with these educational field trips.	January 08 – June 08



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Macaulay, Director of Planning  
RE: Regional Transportation Plan Project List

**Background:**

At the December 12, 2007 Board meeting, the Solano Transportation Authority (STA) issued an initial Call for Projects for the 2035 Regional Transportation Plan (RTP). On December 26, 2007, the Metropolitan Transportation Commission (MTC) released further guidelines on submittal of RTP projects. This additional information was reviewed by the STA Technical Advisory Committee (TAC) on January 2, 2008, and by the STA Board on January 9, 2008.

The STA Board approved the project list at its meeting of February 13, 2008. In conjunction with that meeting, additional projects were received from the City of Benicia, the City of Rio Vista, the City of Vacaville, the City of Vallejo and the County of Solano. Those projects are included in the updated RTP Project List (to be provided under separate cover).

The Metropolitan Transportation Commission (MTC) has provided STA with a project funding ceiling of \$1.98 billion to guide the submittal of Solano County RTP projects. MTC developed this funding amount by estimating likely revenues over the 25-year time period of the RTP and multiplying by 150% to account for anticipated but unidentified revenues. Project costs must be based upon the anticipated costs in the year of construction.

Because the project list in the RTP must be fiscally constrained, and because the list of projects in the county and the region will far exceed available revenues, there will also be projects that are identified in the "vision" element of the RTP, i.e. projects with costs or timelines beyond the limits of the RTP.

**Discussion:**

STA staff has prepared a 3-tiered project list.

- Tier 1: Total cost for all projects not in excess of \$1.33 billion (anticipated total revenues)
- Tier 2: Total for all Tier 2 projects not to exceed of \$0.65 billion (total \$1.98 billion: revenue provided by MTC)
- Tier 3: Additional projects with a total project cost exceeding Tier 2 revenue estimate of \$1.98 billion

First priority for Tier 1 projects was given to those that have existing funding commitments or were recently identified in the 10-Year Investment Plan for Highways and Transit Facilities adopted in December 2007. Money is also set aside for bike/pedestrian projects from the Solano Bike Plan and Solano Pedestrian Plan, Safe Routes to School projects, Senior and Disabled Transit Study and general safety improvements.

As sponsors provide additional information on projects, the list will be refined.

The final project list must be received by MTC no later than March 5, 2008. Each of the cities and the county have had project accounts established through MTC, and are able to enter project information on-line. Project sponsors are responsible for entering all required information, and to notify STA when a project is entered and ready for review.

Projects that lack detailed planning documents (including fund estimates) have been designated as Tier 3. They may be moved to Tier 2 or Tier 1 in a future RTP cycle.

**Fiscal Impact:**

None. This item is a list of RTP candidate projects.

**Recommendation:**

Forward the revised list of Solano County Regional Transportation Plan Projects to the STA Board as specified in Attachment A.

Attachments:

- A. List of Solano County RTP Projects (To be provided under separate cover.)
- B. Agency Letters
  - City of Benicia
  - City of Rio Vista
  - City of Vacaville
  - County of Solano



CITY HALL • 250 EAST L STREET • BENICIA, CA 94510 • (707) 746-4200 • FAX (707) 747-8120

RECEIVED

FEB - 8 2008

SOLANO TRANSPORTATION  
AUTHORITY

Public Works Department

February 7, 2008

Robert Macaulay, Director of Planning  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

**SUBJECT: City of Benicia Projects for Regional Transportation Plan List**

Dear Mr. Macaulay:

Thanks for the opportunity to make final comments to the Regional Transportation Plan (RTP) List that was sent out last week via email.

Upon our review, it is evident that projects from every agency may be included under an overall category proposed by the STA and not listed as a separate project. This concept is appropriate for a regional document; however, it makes it difficult to determine if all of Benicia's priority projects of regional significance are included. Therefore, below I have listed the individual projects for Benicia, but understand that you may want to incorporate many of these into specific categories proposed in the plan. It would be appreciated if you would provide us with your response on how each one of these projects will be incorporated into the final RTP.

**Benicia Regional Priority Projects:**

1. Bike/Ped Bay Trail Connections including
  - a. State Park Road (@ I-780) Bike/Ped Bridge Project
  - b. Park Road (Adams to Oak St.) Walkway Project
2. Local Interchange Improvement Projects
  - a. Improve I-680 at Lake Herman Road Interchange
  - b. Improve I-680 at Bayshore Rd/Industrial Way Split Interchange w/Connections
  - c. Improve I-780 at East 2<sup>nd</sup> Street Interchange Ramps
  - d. Improve I-780 at Southampton Rd/West 7<sup>th</sup> St. Interchange Ramps
3. Routes of Regional Significance/ Freeway Reliever Route
  - a. Improve Columbus Pkwy (from I-780 to I-80) with 4 thru lanes & bike/ped facilities
  - b. Improve East 2<sup>nd</sup> St. (from I-680 to I-780) with 4 thru lanes & bike/ped facilities
  - c. Improve Lake Herman Rd (from I-80 to I-680) with shoulders & bike facilities

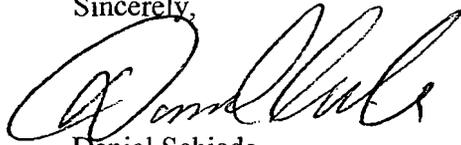
ELIZABETH PATTERSON, *Mayor*  
Members of the City Council  
TOM CAMPBELL, *Vice Mayor* • MIKE IOAKIMEDES • MARK C. HUGHES • ALAN M. SCHWARTZMAN

JIM ERICKSON, *City Manager*  
TEDDIE BIDOU, *City Treasurer*  
LISA WOLFE, *City Clerk*

4. Freeway Auxiliary Lanes (identified in 80/680/780 Study)
  - a. I-780 Auxiliary Lanes between East 2<sup>nd</sup> St. and East 5<sup>th</sup> St.
  - b. I-780 Auxiliary Lanes between Military West and Columbus Parkway
  
5. Benicia Transit Projects (approved by Benicia City Council on October 2, 2007):
  - Benicia Breeze Transit Operations & Capital Improvement Program (Rehabilitation, Replacement of Transit Buses, Preventative Maintenance & ADA Operations – No expansion)
  - Benicia Breeze leased or purchased Maintenance Facility
  - City Park Transit Bus Stop Upgrades
  - Benicia Intermodal Station (**Do not delete this project as noted in the draft plan**)
  - Benicia Ferry Dock at 1<sup>st</sup> Street Fishing Pier
  - Benicia Ferry Operations & Maintenance (in conjunction with WETA or City of Vallejo)
  - Park Rd. & Industrial Way Intersection Improvements and Park-n-Ride Lot (Phase II)
  - Downtown Benicia Park-n-Ride Lot
  - Southampton/Military West Area Park-n-Ride Lot

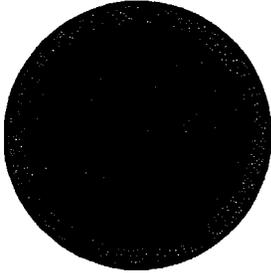
Should you have any questions regarding this project list or need additional information on funding needs for each project, please contact me at (707) 746-4240 or via email at [dschiada@ci.benicia.ca.us](mailto:dschiada@ci.benicia.ca.us).

Sincerely,



Daniel Schiada  
Director of Public Works

Cc: Jim Erickson, City Manager  
Robert Sousa, Finance Director  
Michael Throne, City Engineer  
John Andoh, Transit Services Manager



# CITY OF RIO VISTA

One Main Street, Rio Vista, California 94571  
Phone: (707) 374-6451 Fax: (707) 374-5063

City Council:  
Mayor Eddie Woodruff  
Vice Mayor Bill Kelly  
Council Member Sanmukh Bhakta  
Council Member Cherie Cabral  
Council Member Jan Vick

RECEIVED

January 11, 2008

JAN 22 2008

Robert Macaulay, Director of Planning  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

SOLANO TRANSPORTATION  
AUTHORITY

**RE: City of Rio Vista Regional Transportation Plan Project List**

Dear Mr. Macaulay:

The City of Rio Vista is submitting its list of projects for inclusion in the Metropolitan Transportation Commission (MTC) Regional Transportation Plan 2035 (RTP 2035). This list of projects was approved for submission by the City Manager. Additionally, these projects are listed in the City's Short Range Transit Plan which was adopted by City Council.

The list of Rio Vista's Transit Projects for inclusion in the RTP 2035 is listed below:

- Future Transit Bus Expansion Vehicles
- Transit Maintenance Facility
- Rio Vista Downtown Park-n-Ride Lot
- Church Road @ State Route 12 Park-n-Ride Lot
- Water Taxi Service

Included in this letter is a list of the estimated funding needs for each project identified. Should you have any questions regarding our project list, please contact John Andoh at (707) 374-5337 or via email at [jandoh@ci.rio-vista.ca.us](mailto:jandoh@ci.rio-vista.ca.us)

Thank you,

Brent Salmi  
Director of Public Works/City Engineer

Cc: Hector De La Rosa, City Manager  
John Andoh, Transit Coordinator

<b>Project Name</b>	<b>Total Project Cost</b>	<b>Notes</b>
Transit Bus Expansion	\$ 349,450	
Transit Maintenance Facility	\$ 1,300,000	Rehabilitates existing Corporation Yard
Rio Vista Park and Ride Lot	\$ 300,000	Located in downtown vicinity
Church Road @ State Route 12 Park and Ride Lot	\$ 2,250,000	Located as a joint use lot on the future commercial site.
Operation of Water Taxi Service	\$1,500,000	Annual Cost for Operations & Maintenance (Service operated by a private carrier)
Water Taxi Service	\$ 1,755,000	Construction of Facilities, Purchase of Vessels

COUNCIL MEMBERS  
LEN AUGUSTINE, Mayor  
CHUCK DIMMICK, Vice Mayor  
PAULINE CLANCY  
CURTIS HUNT  
STEVE WILKINS



RECEIVED

FEB 19 2008

SOLANO TRANSPORTATION  
AUTHORITY

## CITY OF VACAVILLE

650 MERCHANT STREET, VACAVILLE, CALIFORNIA 95688-6908

ESTABLISHED 1850

February 15, 2008

Department of Public Works  
Capital Improvement Projects

Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

Attn: Mr. Bob Macaulay, Director of Planning

**SUBJECT: REGIONAL TRANSPORTATION PLAN UPDATE – T2035**

Dear Bob:

We have reviewed the current Regional Transportation Plan (RTP) for concurrence with the City of Vacaville's long range transportation plans. Below is a summary of projects, including limits, description, and order of magnitude estimates that we are requesting be added to the T2035 RTP.

### **California Drive Extension and I-80 Overcrossing**

**Description:** Extend California Drive from Marshall Road west, across Interstate 80, terminating at Pena Adobe Road. California Drive will consist of a two lane roadway with a 16-foot wide median, and will incorporate a two lane overcrossing across I-80 with no ramp connections to I-80.

**Order of Magnitude Cost Estimate:** \$26.6 million

**Funding:** No funding has been applied to this project.

### **Vaca Valley Parkway @ I-505 Interchange**

**Description:** Replace the existing two lane diamond interchange with a four lane (plus median) partial cloverleaf interchange.

**Order of Magnitude Cost Estimate:** \$20.7 million

**Funding:** No funding has been applied to this project.

**Lagoon Valley Road @ I-80 Interchange**

**Description:** Widen the existing overcrossing to provide standard shoulder widths and two opposing left turn lanes, reconstruct the existing eastbound and westbound ramp intersections and provide signalization.

**Order of Magnitude Cost Estimate:** \$10.5 million

**Funding:** This project is partially funded with Traffic Impact Fees (local funding)

**Vaca Valley Parkway Extension**

**Description:** Extend Vaca Valley Parkway as a two lane divided arterial from Wrentham Drive, west of Browns Valley Parkway to Gibson Canyon Road.

**Order of Magnitude Cost Estimate:** \$40.5 million

**Funding:** No funding has been applied to this project.

**Browns Valley Parkway Widening**

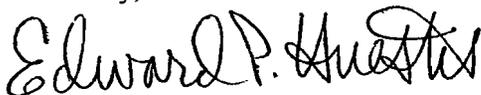
**Description:** Widen Browns Valley Parkway, from Allison Drive to Vaca Valley Parkway, from two lanes to a four lane divided arterial.

**Order of Magnitude Cost Estimate:** \$15.3 million

**Funding:** No funding has been applied to this project.

Please contact me or Ed Huestis should you have any questions regarding this request or should you need additional information, (707) 449-5170.

Sincerely,



*for* SHAWN CUNNINGHAM  
Deputy Director of Public Works

c: Dale Pfeiffer  
Ed Huestis

ID	Title	Description	Total Project Cost	Total Program Cost (2007\$)	Existing Funding (2007\$)	Financially Constrained Element (2007\$)	Visible Element (2007\$)	Owner	Group	Funding Source	Year of Construction
230082	McGary Road Corridor	Widening and other improvements to bring roads up to County Standards. Includes improvements for bicycles and pedestrians.	\$ 1 M	\$ 1 M	\$ 1 M	\$ M	\$ M	Solano County	Solano CMA	Solano County Road Fund	2009
230081	Turner Parkway/Redwood Parkway Overcrossing	New I-80 freeway overcrossing (Turner Parkway) and/or improvements to the existing overcrossing (Redwood Parkway).	\$ 40 M	\$ 40 M	\$ 2 M	\$ M	\$ M	Solano County	Solano CMA	Federal earmark	
230080	Lake Herman Road Corridor	Widening and other improvements to bring roads up to County Standards.	\$ 20 M	\$ 20 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230079	Travis Air Force Base Access Improvements	Widening and other improvements to bring roads up to County Standards. Includes North Gate Road, Canon Road, and Petersen Road.	\$ 8 M	\$ 8 M	\$ 3 M	\$ M	\$ M	Solano County	Solano CMA	Federal earmark	2012
230078	Peabody Road Corridor	Widening and other improvements to bring roads up to County Standards.	\$ 12 M	\$ 12 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230077	Jepson Parkway Corridor	Widening and other improvements to bring roads up to County Standards. Includes Valden Road and Leisure Town Road.	\$ 31 M	\$ 31 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230076	Lagoon Valley - Pleasants Valley Corridor	Widening and other improvements to bring roads up to County Standards. Includes Lyon Road, Cherry Glen Road, and Vaca Valley Road.	\$ 17 M	\$ 17 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230075	McCormack Road Corridor	Widening and other improvements to bring roads up to County Standards. Includes McCormack Road, McCloskey Road, Canright Road, and Azevedo Road.	\$ 18 M	\$ 18 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230074	Lopes Road Corridor	Widening and other improvements to bring roads up to County Standards.	\$ 25 M	\$ 25 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230073	North Connector	Create new connecting parkway between SR12 West to SR 12 East.	\$ 19 M	\$ 19 M	\$ 19 M	\$ M	\$ M	Solano County	Solano CMA	State County	2009
230072	Cordelia Road Corridor	Widening and other improvements to bring roads up to County Standards. Includes Cordelia Road and Pennsylvania Road.	\$ 11 M	\$ 11 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230071	Suisun Valley Corridor	Widening and other improvements to bring roads up to County Standards. Includes Rockville Road, Suisun Valley Road, Abernathy Road, and Mahkas Corner Road.	\$ 32 M	\$ 32 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230069	Midway Road Corridor	Widening and other improvements to bring roads up to County Standards. Includes Midway Road, Porter Road, and Pitt School Road.	\$ 19 M	\$ 19 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
230068	Pedrick Road Corridor	Widening and other improvements to bring roads up to County Standards. Includes Pedrick Road and Dixon Avenue East.	\$ 21 M	\$ 21 M	\$ 0 M	\$ M	\$ M	Solano County	Solano CMA		
<b>TOTALS:</b>			<b>\$ 274 M</b>	<b>\$ 274 M</b>	<b>\$ 25 M</b>	<b>\$ M</b>	<b>\$ M</b>				

Paul Wiese/Matt Tuggle  
February 19, 2008

U:\users\Mtuggle\Planning\RTP ProjectSummary\_02-11-2008.xls

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 19, 2008  
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) 2008-09 Fund Estimates

**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.

For several years, TDA funds had been modestly increasing. The past couple of years, Solano County's share of STAF funds have been about \$0.5 million per year. Solano County received over \$15 million in TDA funds and over \$3 million of STAF funds in FY 2006-07. Due to a variety of factors, the STAF funds that year were extraordinarily high. In FY 2007-08, STAF funds were reduced, but higher than the levels normally seen in the years before FY2006-07.

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 and 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.

**Discussion:**

The new TDA and STAF FY 2008-09 revenue projections are in the process of being approved by Metropolitan Transportation Commission (MTC). The estimates have been approved by MTC's Programming and Allocations Committee (PAC) and are scheduled for Commission approval on February 27<sup>th</sup>. It would be highly unusual for the estimate to change at this point.

**TDA:**

After several years of growth, Solano TDA revenue has reached a plateau. The original TDA revenue estimate for FY 2007-08 was adjusted downward approximately 2% for a new countywide total of \$16,008,102. The draft projection for FY 2008-09 Solano TDA is less than 1% higher than the revised FY 2007-08 TDA estimate - \$16,141,074. See Attachment A for draft Solano FY 2008-09 TDA fund estimate.

MTC is required to use County Auditor estimates for TDA revenues. MTC has expressed concerns that Solano is one of two counties that may have been too optimistic about revenue projections. Attachment B has several graphs and discussion that further explains their analysis. MTC and STA staff cautions transit operators to not fully budget their TDA revenue estimates to avoid significant operational impacts if actual revenues come in lower than currently projected. MTC has projected TDA rescissions for FY 2007-08 including four for Solano (Benicia, Dixon, Suisun City, and Vallejo), see Attachment C.

State Transit Assistance funds (STAF) Revenue:

The Governor's FY 2008-09 budget released January 19<sup>th</sup> included mostly good news for transportation funding. Related to STAF, it includes a large increase that translated into the following three elements for a total statewide funding level of \$743 million, with a Bay Area share of \$262.3 million:

- Base Revenue: \$76.6 million for the Bay Area
- Proposition 42: \$78.7 million for the Bay Area. Proposition 42 was proposed to be directed in its entirety to transportation purposes. Two changes in the formula resulted in significantly higher proposed STA funding levels from Prop. 42 for FY 2008-09: 1) SB 717 increased by 50 percent the amount of Prop 42 funding directed to the STA program; and 2) no project transfers were made off-the-top of Proposition 42. FY 2007-08 was the final year of the Traffic Congestion Relief Program (TCRP) for which about \$678 million per year was being deducted from the statewide Prop. 42 amount.
- Spillover: \$107 million for the Bay Area.

According to legislation passed in 2007, the STAF program is to receive two-thirds of the spillover amount that is transferred to the Public Transportation Account (PTA). The amount of statewide spillover estimated for FY 2008-09 is \$909 million, half of which is transferred to the PTA.

It is important to note that the Governor's FY 2008-09 budget at this point is only a proposal and many transportation professionals and lobbyists are concerned that the final budget could greatly reduce the amount of STAF than is currently proposed. Spillover revenue is not constitutionally protected. Due to the current statewide budget deficit, there is speculation that Prop. 42 funding could be suspended.

An attached graph (Attachment D) illustrates the volatility of STAF over several years. The potential diversion of Spillover funding combined with a suspension of Prop. 42 funding would mean a drastic reduction in the amount of STAF revenue available to transit operators. Transit operators are advised to wait until June before claiming STA funds as the May Revise to the State Budget should provide better guidance on FY 2008-09 funding levels. The current projected Revenue-based STAF by operator is shown on Attachment E.

STAF Population-Based Distribution Policy:

In January 2008, the Commission approved MTC Resolution 3837 that provides for the distribution of STAF population-based funds, excluding Spillover, across the four categories and according to the percentage shares shown below:

Northern County/Small Operators – 28.4%  
Regional Paratransit – 15.6%  
Lifeline – 29.2%

MTC is required to use County Auditor estimates for TDA revenues. MTC has expressed concerns that Solano is one of two counties that may have been too optimistic about revenue projections. Attachment B has several graphs and discussion that further explains their analysis. MTC and STA staff cautions transit operators to not fully budget their TDA revenue estimates to avoid significant operational impacts if actual revenues come in lower than currently projected. MTC has projected TDA rescissions for FY 2007-08 including four for Solano (Benicia, Dixon, Suisun City, and Vallejo), see Attachment C.

State Transit Assistance funds (STAF) Revenue:

The Governor's FY 2008-09 budget released January 19<sup>th</sup> included mostly good news for transportation funding. Related to STAF, it includes a large increase that translated into the following three elements for a total statewide funding level of \$743 million, with a Bay Area share of \$262.3 million:

- Base Revenue: \$76.6 million for the Bay Area
- Proposition 42: \$78.7 million for the Bay Area. Proposition 42 was proposed to be directed in its entirety to transportation purposes. Two changes in the formula resulted in significantly higher proposed STA funding levels from Prop. 42 for FY 2008-09: 1) SB 717 increased by 50 percent the amount of Prop 42 funding directed to the STA program; and 2) no project transfers were made off-the-top of Proposition 42. FY 2007-08 was the final year of the Traffic Congestion Relief Program (TCRP) for which about \$678 million per year was being deducted from the statewide Prop. 42 amount.
- Spillover: \$107 million for the Bay Area.

According to legislation passed in 2007, the STAF program is to receive two-thirds of the spillover amount that is transferred to the Public Transportation Account (PTA). The amount of statewide spillover estimated for FY 2008-09 is \$909 million, half of which is transferred to the PTA.

It is important to note that the Governor's FY 2008-09 budget at this point is only a proposal and many transportation professionals and lobbyists are concerned that the final budget could greatly reduce the amount of STAF than is currently proposed. Spillover revenue is not constitutionally protected. Due to the current statewide budget deficit, there is speculation that Prop. 42 funding could be suspended.

An attached graph (Attachment D) illustrates the volatility of STAF over several years. The potential diversion of Spillover funding combined with a suspension of Prop. 42 funding would mean a drastic reduction in the amount of STAF revenue available to transit operators. Transit operators are advised to wait until June before claiming STA funds as the May Revise to the State Budget should provide better guidance on FY 2008-09 funding levels. The current projected Revenue-based STAF by operator is shown on Attachment E.

STAF Population-Based Distribution Policy:

In January 2008, the Commission approved MTC Resolution 3837 that provides for the distribution of STAF population-based funds, excluding Spillover, across the four categories and according to the percentage shares shown below:

Northern County/Small Operators – 28.4%  
Regional Paratransit – 15.6%

Lifeline – 29.2%

MTC Regional Coordination – 26.8%

The STAF population-based distribution in the FY 2008-09 Fund Estimate also reflects terms and agreements contained in the MTC Reso 3814 relating to the transfer of \$14.8 million in funds from the MTC Regional Coordination Program balance to all program categories, as well as transfers related to converting more restrictive Prop. 1B capital funds to the more flexible STA funds for the Lifeline Program (\$12.8 million). The fund estimate also establishes the distribution of Spillover revenue to Lifeline, Northern/County/Small operators and other categories per MTC Reso. 3814. For the first time in many years, the Northern County/Solano category is inclusive of the entire county including Vallejo. Attachment F is the draft STAF population-based revenue projections. The same cautions for fiscal restraint apply to the population based STAF as discussed above related to the Revenue-Based STAF concerning the vulnerability of the Spillover and Prop 42 portions of the revenue projections.

Staff will continue to monitor the TDA and STAF revenue projections and the distribution policy and provide an update the TAC and Consortium.

**Recommendation:**

Informational.

Attachments:

- A. FY 2008-09 TDA Solano fund estimate
- B. TDA History and Estimates
- C. FY 2007-08 Projected TDA Rescissions
- D. Statewide STAF Historical Funding Levels
- E. FY 2008-09 STAF Revenue-based fund estimate
- F. FY 2008-09 STAF Population-based fund estimate

**THIS PAGE INTENTIONALLY LEFT BLANK**

**FY 2008-09 FUND ESTIMATE  
TRANSPORTATION DEVELOPMENT ACT FUNDS  
SOLANO COUNTY**

*Attachment A  
Ref No. 3845  
Page 9 of 16  
February 27, 2008*

FY 2007-08 TDA Revenue Estimate Adjustment			FY 2008-09 TDA Estimate		
<b>FY 2007-08 Generation Estimates Adjustment</b>			<b>FY 2008-09 County Auditor's Generations Estimate</b>		
1. Original County Auditor Estimate (Feb, 07)	16,956,193		13. County Auditor's Estimate		16,675,106
2. Revised County Auditor Estimate (Feb, 08)	16,675,107		<b>FY 2008-09 Planning and Administration Charges</b>		
3. Revenue Adjustment (Line 2-1)		(281,086)	14. MTC Administration (0.5% of line 13)	83,376	
<b>FY 2007-08 Planning and Administration Charges Adjustment</b>			15. County Administration (0.5% of line 13)	83,376	
4. MTC Administration (0.5% of line 3)	(1,405)		16. MTC Planning (3.0% of line 13)	500,253	
5. County Administration (0.5% of line 3)	(1,405)		17. Total Charges (Lines 14+15+16)		667,004
6. MTC Planning (3.0% of line 3)	(8,433)		18. TDA Generations Less Charges (Line 13-17)		16,008,102
7. Total Charges (Lines 4+5+6)		(11,243)	<b>FY 2008-09 TDA Apportionment By Article</b>		
8. Adjusted Generations Less Charges (Line 3-7)		(269,843)	19. Article 3.0 (2.0% of line 18)	320,162	
<b>FY 2007-08 TDA Adjustment By Article</b>			20. Funds Remaining (Line 18-19)		15,687,940
9. Article 3 Adjustment (2.0% of line 8)	(5,397)		21. Article 4.5 (5.0% of line 20)		
10. Funds Remaining (Line 8-9)		(264,446)	22. TDA Article 4 (Line 20-21)		15,687,940
11. Article 4.5 Adjustment (5.0% of line 10)					
12. Article 4 Adjustment (Line 10-11)		(264,446)			

**TDA APPORTIONMENT BY JURISDICTIONS**

Column	A	B	C	D	E	F	G	H=Sum(C:G)	I	J=H+I
	6/30/07	FY 2006 - 07	6/30/07	FY 2006-08	FY 2007 - 08	FY 2007 - 08	FY 2007 - 08	6/30/08	FY 2008 - 09	Total
Apportionment Jurisdictions	Balance (w/o interest)	Interest & Refunds	Balance (w/interest) <sup>1</sup>	Outstanding Commitments <sup>2</sup>	Transfers/ Refunds	Original Estimate	Revenue Adjustment	Projected Carryover	Revenue Estimate	Available For Allocation
Article 3	413,072	40,196	453,268	(640,458)		325,559	(5,397)	132,972	320,162	453,134
Article 4.5										
<b>SUBTOTAL</b>	<b>413,072</b>	<b>40,196</b>	<b>453,268</b>	<b>(640,458)</b>		<b>325,559</b>	<b>(5,397)</b>	<b>132,972</b>	<b>320,162</b>	<b>453,134</b>
<b>Article 4/8</b>										
Benicia	85,939	7,144	93,083	(1,120,599)		1,030,638	(17,085)	(13,963)	1,030,887	1,016,924
Dixon	19,205	3,819	23,024	(677,569)		662,998	(10,991)	(2,538)	651,561	649,022
Fairfield	4,713,568	257,450	4,971,018	(7,491,902)		3,983,909	(66,042)	1,396,983	3,893,006	5,289,989
Rio Vista	430,240	20,628	450,868	(631,601)		278,267	(4,613)	92,922	288,889	381,811
Suisun City	338,891	25,125	364,016	(1,400,660)		1,046,823	(17,353)	(7,175)	1,033,250	1,026,076
Yacaville	2,414,861	266,992	2,681,853	(5,351,895)		3,636,603	(60,285)	906,276	3,563,163	4,469,439
Vallejo	(5,543)	6,866	1,323	(4,811,472)		4,568,587	(75,734)	(317,296)	4,484,004	4,166,708
Solano County	(1,784)	1,784	0	(725,092)		744,561	(12,343)	7,127	743,180	750,306
<b>SUBTOTAL<sup>3</sup></b>	<b>7,995,377</b>	<b>589,808</b>	<b>8,585,185</b>	<b>(22,210,790)</b>		<b>15,952,386</b>	<b>(264,446)</b>	<b>2,062,336</b>	<b>15,687,940</b>	<b>17,750,275</b>
<b>GRAND TOTAL</b>	<b>8,408,449</b>	<b>630,003</b>	<b>9,038,452</b>	<b>(22,851,248)</b>	<b>-</b>	<b>16,277,945</b>	<b>(269,843)</b>	<b>2,382,498</b>	<b>16,141,074</b>	<b>18,203,409</b>

- Balance as of 6/30/07 is from MTC FY 2006-07 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
- The outstanding commitments figure includes all unpaid allocations as of June 30, 2007, and FY 2007-08 allocations as of as of January 31, 2008.
- Where applicable by local agreement, contributions from each jurisdiction will be made to support the following: Solano county Paratransit, CityLinkBARTLink, Countywide Transit/Paratrasit Planning, and Countywide Street and Roads Planning.

**THIS PAGE INTENTIONALLY LEFT BLANK**

Memo to Programming & Allocations Committee – MTC Resolution No. 3845  
 February 13, 2008  
 Page 2

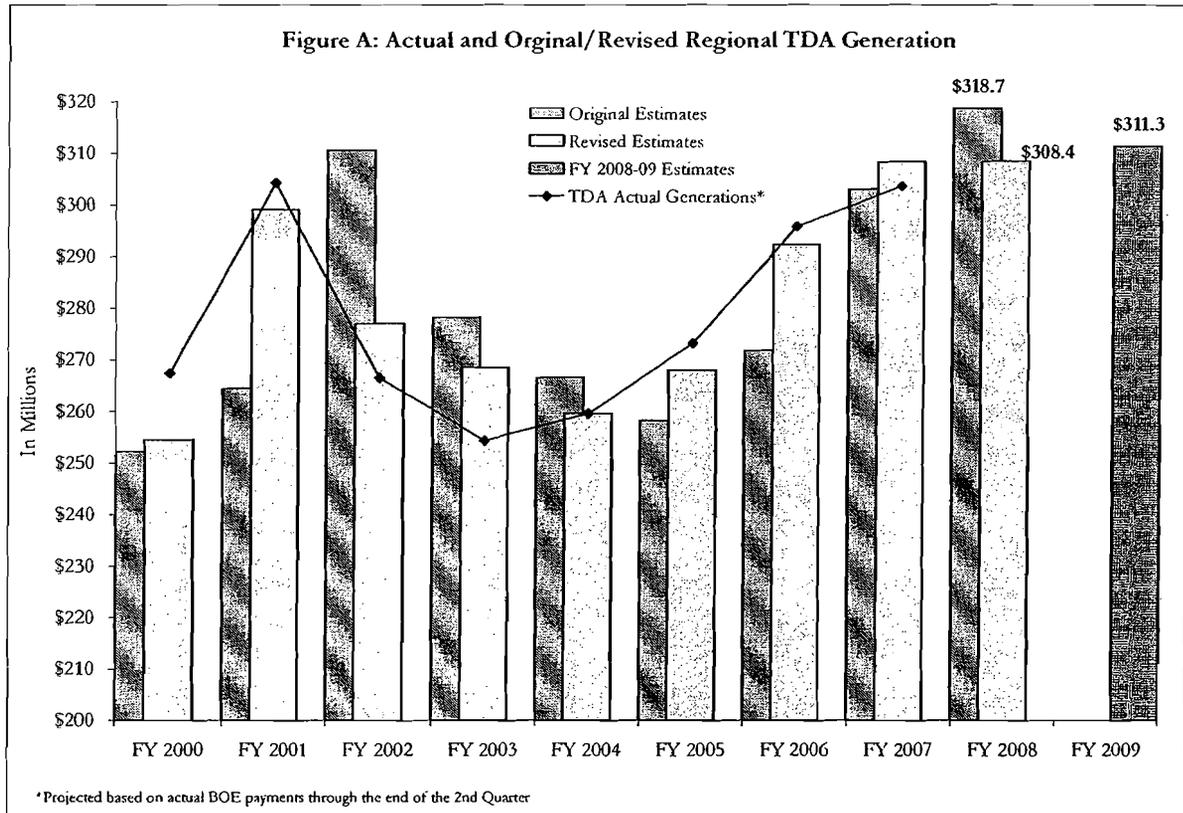


Table A summarizes the change in expected revenue, as estimated by the County Auditors, by county for FY2007-08. Where the figures are negative, this translates into lower expected revenues for operators in the county as compared to the information used in preparing their FY2007-08 budgets.

**Table A: Change in FY 2007-08 TDA Revenue Estimate**

	Change from Original Estimate	Percent Change from Original Estimate
Alameda	\$ (4,765,123)	-6.9%
Contra Costa	\$ (2,368,267)	-6.4%
Marin	\$ 121,352	1.1%
Napa	\$ 215,077	3.5%
San Francisco	\$ 61,476	0.2%
San Mateo	\$ (2,003,744)	-5.7%
Santa Clara	\$ 30,868	0.0%
Solano	\$ (281,086)	-1.7%
Sonoma	\$ (1,300,000)	-6.1%
<b>TOTAL</b>	<b>\$ (10,289,447)</b>	<b>-3.2%</b>

In two cases, revised estimates in San Francisco and Solano counties for FY 2007-08 may still be too optimistic based on an MTC staff analysis that used Board of Equalization's current year

actual payments through the end of the second quarter. Staff will continue to monitor the current years' disbursements closely and alert operators as additional data becomes available on current year revenues.

Table B compares actual TDA growth rates for FY2007 with County Auditors' revised estimates for the current year and new estimates for FY 2008-09. MTC staff urged County Auditors to revisit their estimates in light of indications that the economy is slowing, particularly in those counties where estimates suggest aggressive growth relative to actual growth in FY 2006-07.

**Table B: Actual and Estimated TDA Revenue Growth**

	FY07 Actual Generation	FY 08 County Fund Estimates	FY 09 County Fund Estimates
Alameda	1.7%	0.8%	0.0%
Contra Costa	0.4%	-2.0%	-2.2%
Marin	2.4%	1.8%	0.0%
Napa	5.0%	2.1%	3.4%
San Francisco	5.0%	6.0%	4.0%
San Mateo	3.0%	0.7%	1.0%
Santa Clara	3.2%	2.2%	1.2%
Solano	0.0%	5.1%	0.0%
Sonoma	3.8%	-1.5%	3.0%
<b>TOTAL</b>	<b>2.6%</b>	<b>1.6%</b>	<b>0.9%</b>

Memo to Programming & Allocations Committee – MTC Resolution No. 3845  
 February 13, 2008  
 Page 7

**Table C: Projected Required TDA Rescissions**

County / Claimant	Rescission Amount
Alameda	
AC Transit	\$ (2,749,853)
BART	\$ (14,650)
Article 4.5	\$ (40,346)
Contra Costa	
AC Transit	\$ (281,893)
BART	\$ (13,394)
Article 4.5	\$ (58,405)
San Mateo	
SamTrans	\$ (1,739,047)
Article 4.5	\$ (90,748)
Santa Clara	
VTA	\$ (326,493)
Solano	
Benicia	\$ (13,963)
Dixon	\$ (2,538)
Suisun City	\$ (7,175)
Vallejo	\$ (317,296)
Sonoma	
GGBHTD	\$ (323,245)
<b>Total TDA</b>	<b>\$ (5,979,046)</b>

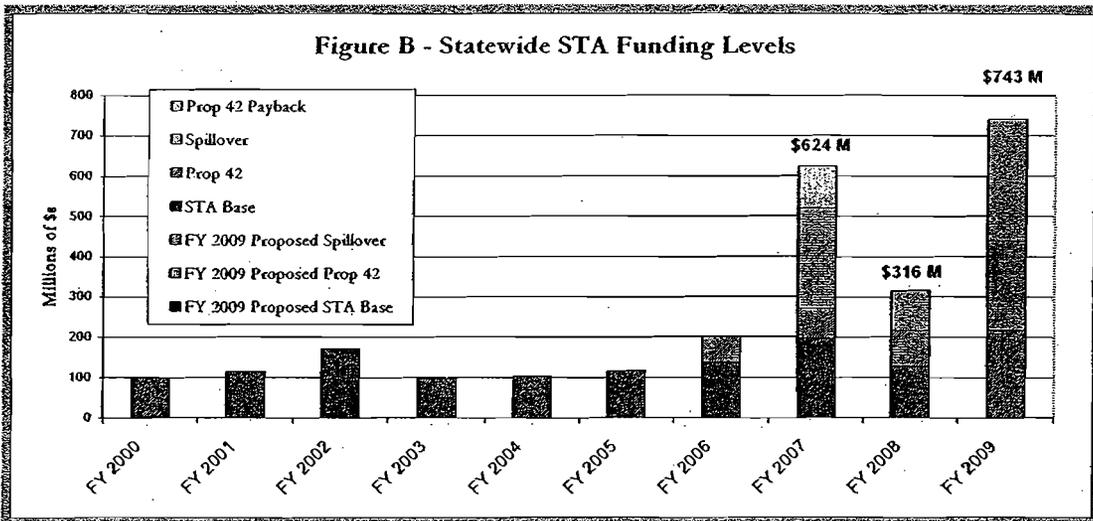
**Recommendation**

The FY 2008-09 Fund Estimate is set forth in Attachment A to MTC Resolution No. 3845. Staff recommends that this Committee refer MTC Resolution No. 3845 – the FY 2008-09 Fund Estimate – to the Commission for approval.

\_\_\_\_\_  
 /Steve Heminger/

SH:TR

Figure B below illustrates the volatility of STA funding over the past few years. The potential diversion of Spillover funding combined with a suspension of Proposition 42 funding would mean a drastic reduction in the amount of STA revenue available to transit operators. In fact, available revenue for FY 2008-09 could be as much as 31% lower than the available funding for the current fiscal year, and would instead be similar to FY 2005-06 levels. Bay Area transit operators are advised to wait until June before claiming STA funds as the May Revise to the budget should bring additional information on the likelihood of current proposed funding levels.



**FY 2008-09 FUND ESTIMATE  
STATE TRANSIT ASSISTANCE  
REVENUE-BASED FUNDS (PUC 99314)**

*Attachment A  
Res No. 3845  
Page 11 of 16  
February 27, 2008*

FY 2007-08 Original Base Revenue Estimates	24,785,110		FY 2007-08 Projected Carryover	34,124,719
FY 2007-08 Original Prop 42 Revenue Estimates	22,510,950		FY 2008-09 Base Funds / Spillover	133,816,358
			FY 2007-08 Prop 42 Increment	57,324,940
FY 2007-08 Actual Base Revenue (Includes Spillover)	58,505,205			
FY 2007-08 Actual Proposition 42 Revenue	22,750,680			
FY 2007-08 Total Revenue	81,255,886			
<i>FY 2007-08 Total Revenue Adjustment</i>	<i>33,959,826</i>		Total Funds Available	225,266,017

Column	A	B	C	D=Sum(A:C)	F	G	H=Sum(E:G)
	6/30/07	FY 2006-08	FY 2007-08	6/30/08	FY 2008-09	FY 2008-09	Total
Apportionment Jurisdictions	Balance <sup>1</sup>	Outstanding Commitments <sup>2</sup>	Revenue Estimate <sup>3</sup>	Projected Carryover	Revenue Estimate <sup>4</sup>	Prop 42 Increment <sup>4</sup>	Available For Allocation
Alameda CMA - Corresponding to ACE	812,816	-	152,833	965,649	251,693	107,822	1,325,163
Benicia	12,196	(15,575)	11,140	7,761	18,347	7,859	33,968
Caltrain	4,576,917	(5,888,012)	3,599,220	2,288,125	5,927,381	2,539,202	10,754,708
CCCTA	472,731	(743,294)	438,696	168,133	722,466	309,494	1,200,093
Dixon	15,901	-	3,586	19,487	5,905	2,530	27,921
ECCTA	343,343	(431,662)	160,298	71,979	263,987	113,088	449,054
Fairfield	486,206	-	60,775	546,981	100,087	42,876	689,944
GGBHTD	1,799,292	(3,774,471)	2,988,549	1,013,370	4,921,696	2,108,381	8,043,448
Healdsburg	2,085	-	969	3,054	1,596	684	5,334
LAVTA	167,989	(80,895)	139,585	226,679	229,875	98,475	555,029
NCPTA	49,967	(50,000)	37,689	37,656	62,068	26,589	126,313
SamTrans	952,256	(3,928,796)	4,376,540	1,400,000	7,207,510	3,087,590	11,695,100
Santa Rosa	38,588	(49,022)	101,608	91,174	167,333	71,683	330,190
Sonoma County Transit	203,410	(183,126)	133,946	154,230	220,588	94,497	469,315
Union City	43,424	(61,643)	35,933	17,714	59,177	25,350	102,241
Vallejo	133,261	(283,609)	543,778	393,430	895,522	383,628	1,672,580
VTA	4,919,177	(6,321,276)	13,212,092	11,809,993	21,758,350	9,320,954	42,889,296
VTA - Corresponding to ACE	271,723	(108,615)	213,965	377,073	352,369	150,950	880,391
WestCAT	202,921	(139,363)	217,456	281,014	358,118	153,412	792,544
Petaluma	38	-	-	38	-	-	38
Rio Vista	106	(89)	-	17	-	-	17
<b>SUBTOTAL</b>	<b>15,504,347</b>	<b>(22,059,448)</b>	<b>26,428,657</b>	<b>19,873,556</b>	<b>43,524,067</b>	<b>18,645,064</b>	<b>82,042,687</b>
AC Transit	990,085	(4,468,186)	7,778,693	4,300,592	12,810,351	5,487,764	22,598,707
BART	12,120,913	(32,492,813)	20,429,859	57,959	33,644,940	14,412,992	48,115,891
SFMTA	29,050,605	(45,776,670)	26,618,676	9,892,611	43,837,000	18,779,120	72,508,731
<b>SUBTOTAL</b>	<b>42,161,603</b>	<b>(82,737,669)</b>	<b>54,827,229</b>	<b>14,251,163</b>	<b>90,292,291</b>	<b>38,679,876</b>	<b>143,223,329</b>
<b>GRAND TOTAL</b>	<b>57,665,950</b>	<b>(104,797,117)</b>	<b>81,255,886</b>	<b>34,124,719</b>	<b>133,816,358</b>	<b>57,324,940</b>	<b>225,266,017</b>

- Balance as of 6/30/07 is from MTC FY 2006-07 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.
- The outstanding commitments figure includes all unpaid allocations as of June 30, 2007, and FY 2007-08 allocations as of as of January 31, 2008.
- The FY 2007-08 STA Fund Estimate is based on \$315.8 million in STA statewide per enacted FY 2007-08 budget, of which \$127.4 million is adjusted base revenue, \$88.4 million is FY 2007-08 Prop 42 funds and \$100 million is spillover funding.
- The FY 2008-09 STA Fund Estimate is based on \$743 million in STA statewide per the Governor's proposed FY 2008-09 budget, of which \$216.5 million is adjusted base revenue, \$223.4 million is FY 2008-09 Prop 42 funds and \$303 million is spillover funding.

**FY 2008-09 FUND ESTIMATE  
STATE TRANSIT ASSISTANCE  
POPULATION-BASED FUNDS (PUC 99313)**

*Attachment A  
Res. No. 3843  
Page 12 of 16  
February 27, 2008*

FY 2007-08 Original Base Revenue Estimates	9,275,793	FY 2007-08 Projected Carryover	41,475,766
FY 2007-08 Original Prop 42 Revenue Estimates	8,424,692	FY 2008-09 Base Funds	20,800,065
FY 2007-08 Actual Base Revenue (Includes Spillover)	21,789,070	FY 2008-09 Prop 42 Increment	21,349,504
FY 2007-08 Proposition 42 Revenue	8,473,027	Prop 1B Augmentation Fund	1,480,000
FY 2007-08 Total Revenue	30,262,096	FY 08-09 Subtotal	43,629,568
FY 2007-08 Revenue Adjustment	12,561,612	FY 2008-09 Spillover	29,037,107
		Total Funds Available	114,142,440

Column	A	B	C	D	E	F=Sum(A-E)	G	H	I=Sum(E-G)
	6/30/07	FY 2006-08	FY 2007-08	FY 2007-08	FY 2007-08	6/30/08	FY 2008-09	FY 2008-09	Total
Apportionment Jurisdictions	Balance <sup>1</sup>	Outstanding Commitments <sup>2</sup>	Revenue Estimate <sup>3</sup>	Res. 3814 Transfer <sup>4</sup>	Res. 3814 Spillover Transfer <sup>5</sup>	Projected Carryover	Revenue Estimate <sup>6</sup>	Res. 3814 Spillover Transfer <sup>7</sup>	Available For Allocation
<b>Northern Counties/Small Operators</b>									
Marin	660,414	(1,401,090)	1,077,106		32,744	369,174	1,313,248	149,116	1,831,537
Napa	826,157	(500,000)	571,603		17,392	915,152	697,553	79,205	1,691,910
Solano <sup>8</sup>	2,057,846	(1,818,033)	1,282,918		54,341	1,577,072	2,179,442	247,469	4,003,983
Sonoma	2,021,423	(2,505,896)	2,040,469		61,390	1,617,385	2,462,149	279,570	4,359,105
CCCTA	3,086,656		2,074,080		63,016	899,405	2,527,384	286,977	3,713,766
ECCTA	2,333,093	(2,346,776)	1,156,099		36,460	1,178,876	1,462,280	166,038	2,807,193
LAVTA	1,009,980	(478,155)	817,489		25,108	1,374,422	1,007,004	114,342	2,495,769
Union City	447,293	(627,810)	302,545		9,249	131,277	370,943	42,120	544,339
WestCAT	427,110	(430,507)	286,975		8,824	292,402	353,897	40,184	686,482
Yalejo <sup>9</sup>		(435,168)	514,865			79,697			79,697
<b>SUBTOTAL</b>	<b>12,869,972</b>	<b>(14,867,782)</b>	<b>10,124,147</b>	<b>-</b>	<b>308,524</b>	<b>8,434,861</b>	<b>12,373,900</b>	<b>1,405,021</b>	<b>22,213,783</b>
<b>Regional Paratransit</b>									
Alameda	-	(876,058)	876,059			1	1,583,301		1,583,302
Contra Costa	-	(452,726)	452,727			1	818,213		818,214
Marin	-	(101,144)	101,144			(0)	182,797		182,797
Napa	1	(66,052)	66,051			0	119,374		119,374
San Francisco	1	(691,670)	691,672			3	1,250,058		1,250,061
San Mateo	3	(382,984)	382,981			(0)	692,161		692,161
Santa Clara	-	(793,494)	793,495			1	1,434,083		1,434,084
Solano	91,513	(223,000)	188,418			56,931	340,527		397,458
Sonoma	-	(209,487)	209,486			(1)	378,603		378,602
<b>SUBTOTAL</b>	<b>91,518</b>	<b>(3,796,615)</b>	<b>3,762,030</b>	<b>-</b>	<b>-</b>	<b>56,933</b>	<b>6,799,119</b>	<b>-</b>	<b>6,856,053</b>
<b>LifeLine</b>									
Alameda				3,364,172	281,785	3,645,957	3,490,302	1,283,253	8,419,511
Contra Costa				1,534,750	128,552	1,663,302	1,592,291	585,426	3,841,018
Marin				331,506	27,767	359,273	343,935	126,452	829,660
Napa				208,726	17,483	226,209	216,552	79,618	522,378
San Francisco				1,853,078	155,290	2,009,268	1,923,487	707,194	4,639,950
San Mateo				871,738	73,017	944,755	904,421	332,522	2,181,698
Santa Clara				2,664,326	223,166	2,887,492	2,764,217	1,016,299	6,668,007
Solano				675,290	56,563	731,853	700,608	257,587	1,690,048
Sonoma				773,514	64,790	838,304	802,515	295,054	1,935,873
<b>SUBTOTAL</b>				<b>12,278,000</b>	<b>1,028,413</b>	<b>13,306,413</b>	<b>12,738,327</b>	<b>4,683,404</b>	<b>30,728,144</b>
<b>BART to Warm Springs</b>						308,524		1,405,021	1,713,545
<b>eBART</b>						308,524		1,405,021	1,713,545
<b>SamTrans</b>						4,422,174		20,138,638	24,560,813
<b>MTC Regional Coordination Program<sup>4</sup></b>	32,361,826	(28,765,250)	9,999,760	(12,278,000)		1,318,336	11,718,222		13,036,558
<b>Prop 1B Program Augmentation Fund<sup>5</sup></b>	14,800,000	(1,480,000)				13,320,000			13,320,000
<b>Prop 1B Program Regional Spillover Distribution<sup>6</sup></b>			6,376,158		(6,376,158)			(29,037,107)	0
<b>GRAND TOTAL</b>	<b>60,123,316</b>	<b>(48,909,647)</b>	<b>30,262,096</b>	<b>-</b>	<b>0</b>	<b>41,475,766</b>	<b>72,666,675</b>	<b>-</b>	<b>114,142,440</b>

1. Balance as of 6/30/07 is from MTC FY 2006-07 Audit, and it contains both funds available for allocation and funds that have been allocated but not disbursed.

2. The outstanding commitments figure includes all unpaid allocations as of June 30, 2007, and FY 2007-08 allocations as of January 31, 2008.

3. The FY 2007-08 STA Fund Estimate is based on \$315.8 million in STA statewide per enacted FY 2007-08 budget, of which \$127.4 million is adjusted base revenue, \$88.4 million is FY 2007-08 Prop 42 funds and \$100 million is spillover funding.

4. Per MTC Resolution 3814, \$12,278,000 of MTC Regional Coordination Program STA funds are being transferred to the LifeLine Program in exchange for funding from the Proposition 1B PTMISEA program.

5. STA Population-based spillover revenue available to the region is used to satisfy the terms of MTC Resolution 3814. Details of the Proposition 1B Regional Spillover Distribution is provided on page 16 of 16.

6. The FY 2008-09 STA Fund Estimate is based on \$743 million in STA statewide per the Governor's proposed FY 2008-09 budget, of which \$216.3 million is adjusted base revenue, \$223.4 million is

FY 2008-09 Prop 42 funds and \$303 million is spillover funding.

7. Beginning in FY 2008-09, the Vallejo revenue apportionment is combined with Solano, as per MTC Resolution 3837.

8. Committed to TransLink® and other MTC Customer Service projects.

9. Per MTC Resolution 3814, beginning in FY 2008-09, augmentation funding will be made available for distribution over a ten year period, up to a total of \$14,800,000.



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Programs  
Nancy Whelan, Nancy Whelan Consulting  
RE: 10-Year Capital Investment Plan – Minor Transit Capital

**Background:**

In October 2007, STA began developing a Capital Investment Plan (CIP) to serve as a guide for programming decisions and to document capital priority needs in the County. The Capital Investment Plan was presented in two parts. The first part addressed major capital investments for highway and transit facilities. The second part addressed transit fleet and minor transit capital projects. The STA Board approved the recommended 10-Year Investment Plan for highway and transit facilities and transit fleet replacement on December 12, 2007. The approved major transit facilities and transit fleet replacements are shown in Attachments A and B. Attachment C lists additional major transit capital projects that were not included in the approved major transit facilities list.

Transit capital projects for which specific environmental clearance is not required have been considered minor capital for purposes of the Capital Investment Plan. Examples of minor transit capital include bus stop improvements, support equipment, office equipment, and bus facility improvements. Minor transit capital projects have not been addressed in terms of priorities for future funding. The draft list of minor transit capital is included in Attachment D.

**Discussion:**

This item was on the January 2, 2008 Consortium agenda. However, there was no time to discuss and the Consortium deferred it to the next meeting. At the time, it was also noted that it appeared that not all transit operators had submitted their minor transit capital project list and were encouraged to do so. At this time, no further projects have been submitted.

To begin the discussion of how to approach prioritizing minor transit capital projects, staff has developed a process for developing the CIP and prioritization criteria. The process is shown in Attachment E. The draft prioritization criteria are shown in Attachment F and G. Some issues to be considered for discussion are:

1. Are all items included in the list of projects to be considered for prioritization? That is, has the universe of projects been identified?
2. Should STA's CIP include fully funded projects, or should the STA CIP focus exclusively on projects needing funding that is programmed at the discretion of STA? Including fully funded projects would show the full range of transit capital needs in the County and might add flexibility in funding transit capital priorities.

3. Should the prioritization criteria be applied to major transit capital projects and fleet projects?
4. Should projects be further segregated between projects that are Tier 1, beginning construction in the next 5 years, and Tier 2, beginning construction in the next 10 years? Is this distinction addressed in the project readiness criteria?

The CIP development process and prioritization criteria will be discussed at the Consortium meeting.

**Fiscal Impact:**

The 10-Year Investment Plan for major and minor transit capital is intended to guide future programming actions by the STA Board.

**Recommendation:**

Informational.

Attachments:

- A. 10-Year Investment Plan for Highway and Major Transit Capital Projects
- B. STA Fleet Replacement Cost Summary
- C. Major Transit Capital Project Not Included in the Approved List
- D. STA Transit Capital Plan – Minor Capital
- E. Draft CIP Development Process
- F. Potential Capital Project Prioritization Criteria
- G. Potential Criteria for Applying Available Revenues to Projects

## 10-Year Investment Plan for Highway and Major Transit Capital Projects

List of Tier 1, Tier 2, and Tier 3 projects (11-13-07)

Tier 1 Highway Projects "Projects that can begin construction in the next 5 years"				
Sponsor	Project	Details	Cost	Shortfall
STA	Jepson Parkway	Vanden Road Segment	\$27.8 M	ISTIP funding identified for Jepson Parkway
		Leisure Town (Alamo to Orange)	\$34.2 M	\$34.2 M
		Leisure Town (Vanden to Alamo)	\$18.9 M	\$18.9 M
		Cement Hill Segment	\$8.5 M	\$8.5 M
		Walters Road Extension	\$41.1 M	\$41.1 M
		Walters Road Widening	\$5.0 M	\$5.0 M
STA	North Connector – West	West Segment of North Connector	\$32.0 M	\$32.0 M
Caltrans	EB I-80 Aux Lane – Fairfield	Travis to Air Base Parkway	\$5.0 M (by 2012)	\$5.0 M
Solano County	Travis AFB Access	Canon Road and north gate improvements	\$5.6 M	\$4.6 M
		South gate improvement	\$2.25 M	\$0 M
STA	I-80/I-680/SR12 Interchange	First Phase	\$1,200 M	\$1,200 M
STA	Trucks Scales Relocation	Phase 1 (EB Scales)	\$99.6 M	\$99.6 M

Tier 2 Highway Projects "Projects that can begin construction in the next 10 years"				
Sponsor	Project	Details	Cost	Shortfall
Caltrans	WB I-80 Aux Lane	W. Texas to Abernathy	\$5.8 M	\$5.8 M
Caltrans	WB I-80 Aux Lane	Waterman to Travis Blvd	\$5.8 M	\$5.8 M
STA	I-80/I-680/SR12 Interchange	Remaining Phase	\$1,200 M	\$1,200 M
Caltrans	SR12 East Median Barrier	From Suisun City to Rio Vista	(est.) \$100 M	(est.) \$100 M
STA	Truck Scales Relocation	Phase 2 (WB Scales)	(est.) \$128 M	(est.) \$128 M

Tier 3 Highway Projects "Projects that are in the planning phase and are priorities to the STA Board"				
Sponsor	Project	Details	Cost	Shortfall
Caltrans	I-80/I-680/SR12 Interchange	Remaining Phase	\$1.2 Billion	\$1.2 Billion
Caltrans	Rio Vista Bridge	Currently being studied	pending	pending
Caltrans	Realignment/Replacement	Currently being studied	pending	pending
Caltrans	SR 12 Widening Improvements	Currently being studied	pending	pending
Caltrans	SR 29 Improvements	To be studied	pending	pending
Caltrans	SR113 Improvements	Currently being studied	Pending	pending

Tier 1 Transit Projects "Projects that can begin construction in the next 5 years"				
Sponsor	Project	Details	Cost	Shortfall
Fairfield	Fairfield/Vacaville Rail Station	CON in FY 10-11	\$40.8 M	\$11.5 M
Vacaville	Vacaville Intermodal Station (Ph 1)	CON in FY 08-09	\$11.5 M	\$2.8 M
Vallejo	Vallejo Ferry Maintenance Facility (Ph 1&2)	Move operations to Mare Island in FY 08-09	\$11.4 M	\$2.7 M
Vallejo	Vallejo Station	Pending updated schedule	\$64 M	\$11 M

Tier 2 Transit Projects "Projects that can begin construction in the next 10 years"				
Sponsor	Project	Details	Cost	Shortfall
Dixon	Dixon Transportation Center	Phase 3 – FY09-10 Phase 4 – FY10-11 Phase 5 – FY10-11	\$13.7 M	\$10.5 M
Benicia	I-680 Industrial Park-n-Ride	Phase 2, RM 2 Funding	\$1.25 M	0
Fairfield	Central Transfer Station	FY 08-09 & 09-10	\$6.6 M	\$2.0 M
Fairfield	Fairfield Transportation Center	Phase 2 – FY 09-10, 10-11	\$16.1 M	\$8.0 M
Fairfield	Red Top Park and Ride	CON in FY 08-09	\$2.3 M	\$1.9 M
Rio Vista	Church Rd/SR12 Park and Ride	CON in FY 09-10	\$2.3 M	\$2.3 M
Vallejo	Curtola Park and Ride	CON in FY 11-12	\$13.0 M	\$5.0 M

Tier 3 Transit Projects "Projects that are in the planning phase and are future priorities for the STA Board"				
Sponsor	Project	Details	Cost	Shortfall
Benicia	Transit Maintenance Facility	Park 20 buses and staff 25 employees	\$1.25 M	\$1.25 M
Benicia	Southampton Park and Ride	CON in FY 10-11/11-12	\$1.5 M	\$1.5 M
Benicia	Downtown Benicia Park and Ride	CON in FY 11-12	\$1.5 M	\$1.5 M
Fairfield	Gold Hill Park and Ride	CON in FY 10-11	\$2.8 M	\$2.8 M
Rio Vista	Downtown Park and Ride	CON in FY 10-11	\$0.3 M	\$0.3 M
Rio Vista	Transit Corporation Yard		\$1.3 M	\$1.3 M

## 10-YEAR TRANSIT FLEET INVESTMENT PLAN

STA FLEET REPLACEMENT COST SUMMARY  
(2007 Dollars)

<b>TIER 1 FLEET REPLACEMENT – Five Years ending FY 2011-12</b>			
<b>Fleet Type</b>	<b>Assumptions</b>	<b>Total Cost</b>	<b>Unfunded Local Match</b>
Local Fixed Route	47 Buses Replaced in Tier 1	\$23,500,000	\$4,700,000
Paratransit	38 Vehicles Replaced in Tier 1; Assumes 5 year vehicle life	\$2,850,000	\$570,000
<b>TOTAL</b>		<b>\$26,350,000</b>	<b>\$5,270,000</b>

<b>TIER 2 FLEET REPLACEMENT – Five Years ending FY 2015-2016</b>			
<b>Fleet Type</b>	<b>Assumptions</b>	<b>Total Cost</b>	<b>Unfunded Local Match</b>
Intercity	47 Buses Replaced in Tier 2	\$25,850,000	\$5,170,000
Local Fixed Route	23 Buses Replaced in Tier 2	\$11,500,000	\$2,300,000
Paratransit	36 Vehicles Replaced in Tier 2; Assumes 5 year vehicle life	\$2,700,000	\$540,000
<b>TOTAL</b>		<b>\$40,050,000</b>	<b>\$8,010,000</b>

**STA TRANSIT CAPITAL PLAN****Major Capital Projects Not Included in Adopted Plan**

<b>SPONSOR</b>	<b>PROJECT</b>		<b>TOTAL COST</b>	<b>UNFUNDED</b>
Benicia	Ferry Dock in Downtown Benicia	Future	\$1,775,000	\$1,775,000
Benicia	Intermodal Station	Future	\$40,000,000	\$31,775,000
Río Vista	Water Taxi Service	Future	\$1,755,000	\$1,755,000
Vallejo	Rehab Major Ferry Comp	FY 05-06	\$245,546	\$49,109
Vallejo	Bus Maintenance Facility	FY 06-07	\$43,536	\$8,707
Vallejo	Dredging	FY 08-09	\$900,000	\$180,000
Vallejo	Dredging	FY 10-11	\$900,000	\$900,000
Vallejo	Ferry Terminal Rehab	FY 10-11	\$500,000	\$500,000
Vallejo	Float Rehab/Paint	FY 10-11	\$700,000	\$700,000
Vallejo	Dredging	FY 15-16	\$900,000	\$900,000
Vallejo	Passenger Float Overhaul Mooring	FY 15-16	\$1,000,000	\$1,000,000

**STA TRANSIT CAPITAL PLAN - Minor Capital  
Unfunded Projects**
**Near Term**

Jurisdiction	Project		Total Cost	Unfunded
Benicia	Bus Stop Amenities	FY 07-08 - Future	\$53,654	\$22,000
Benicia	Bus Stop Improvement at 1st St	FY 08-09	\$500,000	\$500,000
Benicia	Office Equipment	FY 08-09	\$25,000	\$25,000
Benicia	Replace Admin Sedan	FY 11-12	\$30,000	\$30,000
Fairfield	AVL System	FY 07-08- FY 08-09	\$1,532,940	\$766,470
Rio Vista	Dispatch Software, Office Equip	FY 08-09- FY 10-11	\$50,000	\$50,000
Vallejo	Systemwide Bus Shelter Repl.	FY 06-07	\$250,000	\$150,000
Vallejo	Misc Support Equipment	FY 06-07	\$50,000	\$10,000
Vallejo	Port Security FMF	FY 06-07	\$281,250	\$56,250
Vallejo	Tire Machine	FY 07-08	\$10,000	\$10,000
Vallejo	Close Monitoring Wells	FY 07-08	\$25,000	\$25,000
Vallejo	Replace DPF Mufflers	FY 07-08	\$190,000	\$190,000
Vallejo	Replace Shop Truck	FY 07-08	\$60,000	\$60,000
Vallejo	9 Computers for Transit Facility	FY 07-08	\$27,000	\$27,000
Vallejo	Install new DECS for MCI buses	FY 08-09	\$700,000	\$700,000
Vallejo	Exhaust fan for DPF Cleaner	FY 08-09	\$30,000	\$30,000
Vallejo	Major Ferry Components Rehab	FY 08-09	\$848,140	\$169,628
Vallejo	Surveillance Cameras for 60 buses	FY 08-09	\$250,000	\$250,000
Vallejo	Paratransit Scheduling Software	FY 08-09	\$50,000	\$50,000
Vallejo	5 Computers for Paratransit Sched	FY 08-09	\$26,000	\$26,000
Vallejo	Bus Stop Maint/Inventory Software	FY 08-09	\$25,000	\$25,000
Vallejo	Paving Bus Maintenance Facility	FY 08-09	\$500,000	\$500,000
Vallejo	Replace Bus Wash	FY 08-09	\$300,000	\$300,000
Vallejo	Replace Gillig Transmissions	FY 08-09	\$80,000	\$80,000
Vallejo	Replace Gillig Engines	FY 08-09	\$140,000	\$140,000
Vallejo	Replace Maint Facility HVAC	FY 08-09	\$100,000	\$100,000
Vallejo	Renovate Driver Break Room	FY 08-09	\$5,000	\$5,000
Vallejo	Bus Facility Security Surveillance	FY 08-09	\$50,000	\$50,000
Vallejo	Replace 10 Computers for Transit	FY 08-09	\$40,000	\$40,000
Vallejo	Upgrade Base Radio Equipment	FY 08-09	\$150,000	\$150,000
Vallejo	PT Maint Support Equip - Battery	FY 08-09	\$10,000	\$10,000
Vallejo	Transit Misc Support Equip	FY 08-09	\$72,000	\$72,000
Vallejo	Surveillance Cameras for Sereno TC	FY 09-10	\$75,000	\$75,000
Vallejo	Support Vehicles	FY 09-10	\$85,000	\$85,000
Vallejo	Seal Shop Floor	FY 09-10	\$100,000	\$100,000
Vallejo	Security Enhance. O&M Facility	FY 09-10	\$300,000	\$300,000
Vallejo	Replace 6 Computers for Ferry	FY 09-10	\$25,000	\$25,000
Vallejo	Replace Misc Office Equipment	FY 09-10	\$50,000	\$50,000
Vallejo	Expand Dispatch in Bus Ops Fac	FY 10-11	\$700,000	\$700,000
Vallejo	Systemwide AVL	FY 10-11		
Vallejo	Engine Repower	FY 08-09	\$6,500,000	\$1,300,000
Vallejo	Engine Repower	FY 09-10	\$6,500,000	\$1,300,000
<b>5 YEAR TOTAL, MINOR CAPITAL</b>			<b>\$20,795,984</b>	<b>\$8,554,348</b>

**Longer-term**

Benicia	AVL System	Future	\$475,000	\$475,000
Rio Vista	Bus Stop and Amenities	Future	\$25,119	\$5,000
Rio Vista	AVL for Transit Buses	Future	\$150,000	\$150,000
<b>TOTAL, FUTURE MINOR CAPITAL</b>			<b>\$650,119</b>	<b>\$630,000</b>

## DRAFT CIP DEVELOPMENT PROCESS

STEPS		STATUS
Step 1:	Establish the term of the CIP	Ten Year Investment Plan established as FY 2007-08 – FY 2017-18
Step 2:	Identify the universe of projects	Projects identified in Project Details forms prepared by cities and transit agencies for STA. Issues to be discussed: 1. Are all items included? 2. Should STA's CIP include fully funded projects?
Step 3:	Estimate costs and schedules	Project costs and schedules provided in Project Details forms.
Step 4:	Establish criteria for prioritizing projects	Draft project prioritization criteria attached for discussion.
Step 5:	Apply evaluation criteria and prioritize projects	Sample application of draft criteria to be presented at Consortium/TAC meeting
Step 6:	Identify revenues available and apply funding criteria	General process and prioritization used for recently available Prop 1B and STIP funds in STA 10 Year Investment Plan. Prioritization criteria to be applied to CIP projects for future revenues.
Step 7:	Apply revenues to projects and create funding plans	To follow prioritization and funding steps.
Step 8:	Develop 10 year CIP revenue and expenditure plan	To follow previous steps.
Step 9:	Update CIP at least every two years	Update to coincide with other capital investment plans, the STIP and other major funding cycles.

## SOLANO TRANSPORTATION AUTHORITY

## POTENTIAL CAPITAL PROJECT PRIORITIZATION CRITERIA

Rank	CRITERIA	DESCRIPTION
1	Regulatory Compliance/ Legally Mandated	Projects that address specific and clearly identifiable regulatory compliance issues that are legally mandated. Examples of legal requirements include ADA, Air Quality, CEQA, local building codes.
2	Safety and Security	Projects that mitigate or eliminate identified safety and security risks within the transit system. Project must demonstrate a clear resolution to a safety or health risk for patrons and/or employees.
3	Replacement or Rehabilitation of Deteriorated Assets	Projects that replace, exchange, substitute, and/or rehabilitate an existing asset which is beyond its useful life.
4	Systematic Replacement or Rehabilitation of Deteriorated Assets	Projects that replace, exchange, substitute, and/or rehabilitate an existing asset at the optimal point in its lifecycle (e.g., at the end of its useful life or at the optimal point for rehabilitation).
5	Enhancement	Projects that enhance and enrich the quality of the existing transit system, improving system reliability and service delivery.
6	Expansion/New Service	Projects that expand, augment and increase the capacity of the existing transit system or add new service to the transit system that isn't currently being provided.

**POTENTIAL CRITERIA for  
APPLYING AVAILABLE REVENUES TO PROJECTS**

**Threshold Criteria:**

- Project must be in transit operator's adopted SRTP/CIP
- Project or project element must meet funding eligibility requirements

**Evaluation Criteria:**

- Projects that are underway and/or projects that have existing funding commitments will take priority over those that don't have funding commitments
- Projects that reduce operations and maintenance costs and/or generate revenues
- Project readiness and ability to deliver project on schedule
- Project is near fully funded and application of available revenues will fully fund the project, resulting in significant leveraging of funds.



DATE: February 20, 2008  
TO: SolanoExpress Transit Consortium  
FROM: Elizabeth Richards, Director of Transit and Rideshare Services  
RE: FY 2008-09 Intercity Transit Funding Agreement Status

**Background:**

In June 2006, the Solano Transportation Authority Board authorized the development of an Intercity Transit Funding Agreement for Fiscal Year (FY) 2006-07. This agreement was the result of the work of the Intercity Transit Funding (ITF) Working Group comprised of representatives from STA, Solano County, and each city in Solano County.

Initially the ITF Working Group focused on development of a uniform methodology for shared funding of intercity transit services. However, rising costs and potential service changes broadened the scope of the ITF Working Group to include service coordination and streamlining services along parallel routes. Service changes to the intercity route structure and operation were agreed upon and implemented in early FY 2006-07. In the FY 2007-08 ITF agreement, further service changes were proposed and are in the process of being implemented.

The FY 2007-08 ITF agreement addressed funding for seven major intercity routes. It is the time of year to begin working on the FY 2008-09 ITF agreement.

**Discussion:**

The first step in developing the FY 2008-09 agreement is to determine how the intercity routes funded through the FY 2007-08 ITF agreement are performing at mid-year. In the FY 2007-08 ITF agreement, monitoring of intercity route performance is required by the intercity operators. Their mid-year data was due February 1. Based on this deadline, STA staff had planned to hold an initial Intercity Transit Funding Working Group (ITFWG) meeting in mid-February. However, the mid-year data that was requested in January by the STA, was not received until the third week in February. Staff and consultant staff are in the process of reviewing the data and expect to be able to schedule the initial ITFWG meeting shortly. A revised meeting date will be announced at the Consortium meeting.

The mid-year data will provide the first glimpse of how the current array of intercity services is performing and how their actual costs are tracking. This is important in determining if any service changes are recommended before developing FY 2008-09 route costs.

A draft schedule for the development of the FY 2008-09 ITF agreement is attached.

**Fiscal Impact:**

The Intercity Transit Funding agreement will identify funding for major intercity services in FY 2008-09.

**Recommendation:**

Informational

Attachments:

- A. STA Intercity Transit Funding Agreement Core Concepts
- B. FY 2008-09 ITF Agreement Development Schedule

# **Intercity Transit Funding**

## **Core Concepts**

### **GUIDING PRINCIPLES**

#### **Principle 1:**

To provide certainty to intercity transit operators and funding partners, and to establish a consistent method and an agreement for sharing subsidies for all intercity transit routes by Solano intercity transit operators beginning in FY 2006-07 and continuing in future years based on a consensus of the participating jurisdictions.

#### **Principle 2:**

To focus limited financial resources and deliver productive intercity transit service as soon as possible, and to develop a cost effective and affordable revised intercity route structure that will: 1) be implemented with the new subsidy sharing agreement; 2) meet the policy/coverage requirements agreed upon; 3) be marketed jointly.

#### **Principle 3:**

To focus limited financial resources and deliver productive intercity transit services on an on-going basis while meeting the policy/coverage requirements agreed upon, and to develop strategies to consistently evaluate, modify, and market intercity transit services after this Agreement is implemented.

**SOLANO TRANSPORTATION AUTHORITY  
 FY 2007-08 and FY 2008-09  
 INTERCITY TRANSIT FUNDING  
 TASK SCHEDULE  
 (February 20, 2008)**

<b>TASK</b>		<b>TIME FRAME</b>	<b>STATUS</b> As of 2/20/08
1	Operators report on July – December FY 08 performance	January 2008	Received mid February
2	Operators identify any potential FY 07-08 budget amendments	Feb/Mar 2008	
3	Discuss potential service and fare changes for FY 08-09	Feb/Mar 2008	
4	FY 08-09 fund estimates (TDA, STAF) available from MTC	February 2008	
5	Update population data	March 2008	
6	Jurisdictions draft FY 08-09 budgets	March 2008	
7	Operators prepare FY 08-09 CAM	March 2008	
8	Discuss FY 08-09 cost sharing formula	March 2008	
9	Approve cost sharing formula and inputs	April/May 2008	
10	Draft and finalize FY 08-09 agreement	May 2008	
11	Prepare TDA matrix and STAF program	May 2008	
12	Operators submit final FY 07-08 performance report	August 2008	
13	Operators submit data for reconciling FY 07-08 budget vs. actual costs	November 2008	



DATE: February 14, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Liz Niedziela, Transit Program Manager/Analyst  
RE: Unmet Transit Needs Public Hearing for Fiscal Year (FY) 2008-09

**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. Currently, four out of eight jurisdictions use TDA funds for streets and roads (Rio Vista, Suisun City, Vacaville and the County of Solano). In FY 2008-09, two jurisdictions plan to continue to use TDA funds for streets and roads purposes (Rio Vista and The County of Solano). Both Suisun City and Vacaville are scheduled to phase out of this process beginning in FY 2008-09. 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 for response. The STA coordinates with the transit operators who must prepare responses specific to their operation.

**Discussion:**

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 will allow the two agencies (Rio Vista and County of Solano) who plan to claim TDA for streets and roads purposes to submit those TDA Article 8 claims for FY 2008-09. All TDA claims for local streets and roads are held by MTC until this process is completed.

This year's annual Unmet Transit Needs public hearing for FY 2008-09 was held on December 4, 2007 at the Solano County Administration Center (SCAC) 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 summarized the key issues of concern and forwarded them to the STA to coordinate a response (Attachment A). The Unmet Transit Needs issues are also presented in a format that identifies which operators should provide a draft response to the STA as the first step to coordinate the county response (see Attachment B). The following is the schedule to timely submit the response to MTC.

- **February 27, 2008** – Assign the questions to the Transit Operators.
- **March 12, 2008** – Deadline for Transit Operators to provide responses to STA allowing time to preparation of the staff report and production of the agenda for the Consortium and TAC to review and approval.
- **March 14, 2008** – Present questions, and responses to the Paratransit Coordinating Council for their review.
- **March 26, 2008** – Consortium and TAC review and Approve responses.
- **April 9, 2008** – STA Board review and approval.
- **April 10, 2008** – Submit responses to MTC
- **May 14, 2008** - Responses are submitted for approval to the Program Allocation Committee at MTC.

If the above timeline is not followed, it may cause significant time delays. The next PCC meeting will be held May 16, 2008. Additionally, MTC staff who handles the TDA claims may have time constraints handling the Unmet Needs Responses along with all the regional TDA claims which peak in June. The streets and roads portion of the TDA claims will be delayed until the Unmet Needs process is complete. The County of Solano and the City of Rio Vista could potentially fall in to this dilemma.

Currently four local jurisdictions use TDA funds for streets and roads purposes: Cities of Rio Vista, Suisun City, Vacaville, and the County of Solano. Suisun City and Vacaville have committed in writing that they will no longer use TDA funds for Streets and Roads after this fiscal year. The City of Rio Vista and the County of Solano presently 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 two local jurisdictions that plan to do so in FY 2008-09. It will not have any impact on TDA funds used for transit operating, capital, planning or other eligible purpose.

**Recommendation:**

Informational.

Attachment:

- A. MTC February 8, 2008 Letter Regarding: FY 2008-09 Unmet Transit Needs
- B. Draft matrix of issues



METROPOLITAN  
TRANSPORTATION  
COMMISSION

**ATTACHMENT A**  
Joseph P. Bort Metro Center  
101 Eighth Street  
Oakland, CA 94607-4700  
TEL 510.817.5700  
TTY/TDD 510.817.5769  
FAX 510.817.5848  
E-MAIL info@mtc.ca.gov  
WEB www.mtc.ca.gov

February 8, 2008

RECEIVED

FEB 11 2008

SOLANO TRANSPORTATION  
AUTHORITY

Mr. Daryl Halls  
Executive Director  
Solano Transportation Authority  
One Harbor Center, Suite 130  
Suisun City, CA 94585

Dear Mr. Halls:

I have reviewed the transcript of the comments received at the Solano County Unmet Transit Needs public hearing held on December 4, 2007, and also reviewed comments contained in correspondence received by MTC during the public comment period. As you know, the recently concluded unmet transit needs public participation process pertains to FY 2008-09 Transportation Development Act (TDA) fund allocations for streets and roads purposes.

Enclosed with this letter is a copy of the transcript of the public hearing, and copies of all correspondence received by MTC as a result of the public participation in the Solano County Unmet Transit Needs process. These materials encompass all comments received by MTC.

Unmet transit needs pertain to the levels and locations of service, fare and transfer policies, and matters related to transit facilities (e.g. bike racks, bus stops) and transit safety. In addition, unmet transit needs include requirements of the Americans with Disabilities Act and the provision of welfare-to-work public transit. The purpose of this hearing, set forth by statutes, is to ascertain those reasonable transit needs not being met by current service in Solano County. Several of the comments made at the hearing or received by MTC are deemed to be minor or are not relevant to specific transit service and the use of TDA funding.

Listed below are the preliminary issues that were raised as part of this year's Solano County Unmet Transit Needs process.

**Preliminary Issues**

1 – Request for more service and better coordination of the Fairfield/Suisun Route 30

2 – Request for more local service in Benicia

3 – Concerns about DART/Solano Paratransit service including: late pick-ups, early pick-ups, long trips, shortened dialysis treatments because of late service, no shows

4 – Request to make discount pass applications available in central county

5 – Request for more local service in Fairfield/Suisun

*Bill Dodd, Chair*  
Napa County and Cities

*Scott Haggerty, Vice Chair*  
Alameda County

*Tom Amuniano*  
City and County of San Francisco

*Tom Azumbrado*  
U.S. Department of Housing  
and Urban Development

*Tom Bates*  
Cities of Alameda County

*Bob Blanchard*  
Sonoma County and Cities

*Dann J. Chu*  
Cities of Santa Clara County

*Dave Cortese*  
Association of Bay Area Governments

*Darene M. Giacopini*  
U.S. Department of Transportation

*Federal D. Glover*  
Contra Costa County

*Anne W. Halsted*  
San Francisco Bay Conservation  
and Development Commission

*Steve Kinsey*  
Marin County and Cities

*Sue Lempert*  
Cities of San Mateo County

*Jon Rubin*  
San Francisco Mayor's Appointee

*Bijan Sartipi*  
State Business, Transportation  
and Housing Agency

*James P. Spering*  
Solano County and Cities

*Adrienne J. Tissier*  
San Mateo County

*Amy Worth*  
Cities of Contra Costa County

*Ken Yeager*  
Santa Clara County

*Steve Heminger*  
Executive Director

*Ann Flemer*  
Deputy Executive Director, Operations

*Andrew B. Fremier*  
Deputy Executive Director,  
Bay Area Toll Authority

*Therese W. McMillan*  
Deputy Executive Director, Policy

6 – Request for more local service in Vallejo, including service to the new Solano Community College campus Vallejo.

This list above summarizes all *relevant* comments made through this year's unmet transit needs process without regard to the merit or reasonableness of the comment or request. However comments deemed to be minor or not relevant to specific transit service and the use of TDA funding were not included. These would include the following types of comments:

- Comments regional in nature and not germane to the use of TDA funds for streets and roads purposes (e.g., extending BART to Vallejo)
- Comments already identified in last year's unmet transit needs process and addressed satisfactorily by the Solano Transportation Authority (STA) response.
- Incidents (e.g., tardiness of a bus or paratransit van; behavior of a particular driver) do not rise to the level of an unmet transit need; unless, public comment reveals a pattern to such incidents that might warrant policy or operational changes. Other "minor" issues include better distribution of transit information, better information on the location of late paratransit vehicles, minor delays in picking up passengers etc. While these comments are important to the comfort and convenience of the transit systems' patrons, they are not unmet transit needs. MTC is confident that the STA, working with the transit operators, can address these issues.
- Finally, general transportation issues such as the economics of automobile use, the transportation impacts of land-use decisions, and the priorities of federal gas tax revenues, etc. which are not directly germane to specific transit services in Solano County are not considered to be relevant to the unmet transit needs process.

The next step in the unmet transit needs process is for a review of the preliminary issues by STA staff, in cooperation with staff members of the city and county jurisdictions in Solano County. Please provide us with an evaluation of each of the preliminary issues, listed above, at your earliest opportunity. Your response, as well as a description of the approach the cities and County intend to take in addressing these issues, will help us develop recommendations in a complete and fair manner. STA staff should provide MTC with substantive information supporting one of the following for each issue:

1. that an issue has been addressed through recent changes in service; or
2. that an issue will be addressed by changes in service planned to take place through the fiscal year 2008-09; or
3. that the service changes required to address an issue have been recently studied and determined not reasonable based on locally established standards; or
4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it; or that an issue has not been addressed through recent or planned service changes, nor recently studied.

February 8, 2008

Page 3

“Substantive information” supporting categories (1), (2) or (3) above could include reports to the Solano Transportation Authority Board describing recent or planned changes in service; citation to a recently completed study such as a Short Range Transit Plan or a Countywide Transportation Plan; or, a short narrative describing how the issue was or will be addressed. Any issues which fall into category (4) will be considered by MTC staff for recommendation to the MTC Programming and Allocations Committee (PAC) as an unmet transit need.

Pursuant to MTC Resolution No. 2380, we will present our staff recommendation to MTC’s PAC identifying those issues that the cities and County must address prior to MTC’s consideration of FY 2008-09 TDA fund requests for streets and roads purposes. Receipt of your responses are requested one month prior to our PAC meeting date (second Wednesday of the month) to include this item on the PAC agenda. Do not hesitate to contact me or Bob Bates of my staff at (510) 817-5733 if you have any questions.

Sincerely,



Alix A. Bockelman  
Director, Program & Allocations Section

#### Enclosures

cc (without enclosures):

Jim Sperring, MTC Commissioner  
Bill Dodd, MTC Commissioner  
Gene Cortright, City of Fairfield  
Gary Leach, City of Vallejo  
Dale Pfeiffer, City of Vacaville  
Robert Sousa, City of Benicia  
Jeff Matheson, City of Dixon  
Brent Salmi, City of Rio Vista  
Fernando Bravo, City of Suisun City  
Birgitta Corsello, County of Solano  
George Bartolome, Chair, Solano County PCC (c/o Elizabeth Richards, STA)

J:\PROJECT\Funding\TDA~STA Administration\c Unmet Transit Needs\A UTN FY09 (Dec 2007)\Preliminary Issue Letter Feb 2008.doc

Unmet Needs Process  
FY 2008-2009  
Solano County

Listed below are the preliminary issues that were raised as part of this year's Solano County Unmet Transit Needs process.

1	Fairfield/Suisun Transit	Fairfield/Suisun Transit uses all of its TDA for transit
		Issue: Request for more service and better coordination of the Fairfield/Suisun Route 30
		Type of Response (1-4)*
		Response:
2	Benicia Breeze	Benicia Breeze uses all of its TDA for transit
		Issue: Request for more local service in Benicia
		Type of Response (1-4)*
		Response:
3	Fairfield/Suisun Transit	Fairfield/Suisun Transit uses all of its TDA for transit
		Issue: Concerns about DART/Solano Paratransit service including: late pick-ups, early pick-ups, long trips, shortened dialysis treatments
		Type of Response (1-4)*
		Response:
4	Fairfield/Suisun Transit	Fairfield/Suisun Transit uses all of its TDA for transit
		Issue: Request to make discount pass application available in central county
		Type of Response (1-4)*
		Response:
5	Fairfield/Suisun Transit	Fairfield/Suisun Transit uses all of its TDA for transit
		Issue: Request for more local service in Fairfield/Suisun
		Type of Response (1-4)*
		Response:
6	Vallejo Transit	Vallejo Transit uses all of its TDA for transit
		Issue: Request of more local service in Vallejo, including service to the new Solano Community College campus, Vallejo.
		Type of Response (1-4)*
		Response:

\*Footnote

1. that an issue has been addressed through recent changes in service, or
2. than an issue will be addressed by changes in service planned to take place through the fiscal year 2008-09; or
3. that the service change required to address an issue have been recently studied and determine not reasonable based on locally established standards; or
4. that the evaluation of the issue resulted in the identification of an alternative means of addressing it, or that an issue has not been addressed through recent or planned service changes, nor recently studied.

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 19, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Judy Leaks, Program Manager/Analyst  
RE: Solano Napa Commuter Information (SNCI) Program  
Fiscal Year (FY) 2007-08 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) 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 2007-08 Work Program for the Solano Napa Commuter Information (SNCI) Program in July 2007 (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

The SNCI Program Mid-Year (July-December 2007) progress report on the Work Program is presented below.

**Discussion:**

The SNCI Program has had an active and productive first six months of FY 2007-08. Following are the highlights of accomplishments from selected program elements.

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

SNCI staff assisted nearly 1,600 individuals who called in requesting rideshare, transit, and other information. A total of 32 events were staffed throughout Napa and Solano Counties, serving 1,575 individuals. 341 carpool/vanpool matchlists were processed. Over 11,400 pieces of public transit schedules were distributed along with 1,322 SNCI Commuter Guides, 2,886 BikeLink maps and 1,905 SolanoExpress brochures via phone and internet requests, events, and 107 display racks were maintained throughout Solano and Napa Counties.

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

The Solano Commute Challenge was a targeted outreach campaign for Solano County employers that involved the local business community in addition to employers and employees. 27 major employers totaling 296 employees participated countywide. 134 participants earned the title "Commute Champion" by using transit, carpool, vanpool, bike, or walking to work at least 30 times from July to October and received a \$50 Commute Buck reward. An additional 36 were dubbed "Commute Contenders" for attempting to meet the goal and earned \$25 Commute Buck rewards.

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

The SNCI vanpool program is making progress with the formation of 3 new vanpools and over 100 vanpool assists to drivers and coordinators. To date, \$2,000 has been spent on commuter incentives with 19 individual commuters participating.

*Emergency Ride Home Program (#5)*

The Solano County Emergency Ride Home (ERH) Program is progressing. Three (3) additional employers have joined in the first half of FY 2007-08, bringing the number of registered employers to 40. This year there have been 3 requests to use the service in Solano County. The ERH program was launched in Napa County in May 2007. Thirteen (13) Napa County employers have registered for the program. By mid-year, no requests were made to use the service in Napa County.

*California Bike to Work Campaign (#7)*

Planning for the 2008 Bike to Work Campaign began in November 2007. 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.

**Fiscal Impact:**

None. SNCI activities are funded as part of the STA FY 2007-08 budget.

**Recommendation:**

Informational.

Attachment:

- A. SNCI Work Program FY 2007-08

**Solano Napa Commuter Information (SNCI)  
Work Program  
FY 2007-08**

---

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 carpool, vanpool, bicycle, transit, and employee incentive programs.
5. **Emergency Ride Home**: Broaden outreach and marketing of the emergency ride home program to Solano County and Napa County employers.
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 2008 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 local jurisdictions and non-profits implementing projects identified through Community Based Transportation Plans; Children's Network and other efforts.

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 21, 2008  
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:**

**Transit Schedules:** The monthly transit schedule matrix was distributed to all Solano and Napa operators the week of February 17<sup>th</sup>. Based on the response received, an updated transit matrix will be provided at the meeting.

**Marketing/Promotions:** SNCI is beginning to plan for the Bike to Work Day (BTWD) spring promotion, which will take place in May 2008. 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 repeat the successful "Bicycle Commuter of the Year" selection in each county as well as the "Team Bike Challenge." SNCI plans to increase the number of Energizer Stations, focusing along routes to business parks and industrial hubs.

SNCI is updating and resupplying the over 100 commuter info display racks throughout Solano and Napa counties with current SolanoExpress brochures and transit schedules.

**Events:** SNCI staffs information booths at events where transit information is distributed along with a range of other commute options information. Staff attended the Fairfield Career Fair.

**Recommendation:**

Informational.

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Jayne Bauer, Marketing and Legislative Program Manager  
RE: Legislative Update – February 2008

**Background:**

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. Attachment A is the current Legislative Matrix listing the bills that staff is watching and analyzing for the 2007-08 state legislative session and the 2008 federal legislative session.

**Discussion:**

*State Update:*

Four STA Board members, staff, SolanoEDC, and three Chamber of Commerce representatives traveled Sacramento on Tuesday, February 19, 2008 to discuss Solano's legislative and funding priorities with Solano's State delegates and key staff and committee members. The focus for the meetings were:

- I-80 Eastbound Cordelia Truck Scale Relocation, a high priority project for which the STA is requesting \$49.8 million of Proposition 1B's Trade Corridor Improvement Funds (TCIF) in order to move forward;
- Support of lowering the voter threshold to 55% for special local taxes for transportation measures;
- Compensation for assets and protection of existing Vallejo Baylink Ferry service as part of the cleanup legislation for the San Francisco Bay Area Water Emergency Transportation Authority (WETA); and
- Inclusion of Bay Area bridge toll funds as eligible match for the Proposition 1B State-Local Partnership Program Account, and support allocation by the Bay Area Toll Authority (BATA) for congestion relief on bridge corridors, such as I-80 in the Bay Area.

The group met with the following:

- Curt Augustine, Governor's Transportation Consultant, and Jim Bourgart, Deputy Secretary of Business, Transportation & Housing
- State Senator Pat Wiggins
- Jody Fujii, State Senator Machado's Chief of Staff
- Anthony Matthews, Staff to Assemblymember Noreen Evans
- Assemblymember Lois Wolk
- Assemblymember Mike Feuer
- Brian Kelly, Transportation Consultant to the Senate pro Tempore
- Art Bauer, Principal Consultant, Senate Transportation and Housing

*Federal Update:*

STA Board Members, staff and Mike Ammann (Executive Director of Solano Economic Development Corporation) will travel to Washington, D.C. March 31 - April 3, 2008 to meet with Solano County's Congressional delegates and staff to discuss Solano's priority transportation funding and needs. Since 1998, \$44.6 million has been obtained as a direct result of STA advocacy efforts with Washington, D.C. The STA is requesting \$13.35 million in federal earmarks for the following projects:

- Bus Replacement/Expansion (Alternative Fuel) - SolanoExpress– \$2 million
- Travis AFB North Gate Access Improvements / Jepson Parkway – \$5 million
- Vacaville Intermodal Station, Phase 1 – \$1.85 million
- Fairfield-Vacaville Intermodal Station – \$2.5 million
- Vallejo Ferry Maintenance Facility, Phase 3 – \$2 million

The STA Board approved entering into a two-year agreement with Akin Gump and the Cities of Fairfield, Vacaville and Vallejo. Our primary contact, Susan Lent, is in the process of submitting STA's Federal Transportation Appropriations Requests for FY (Fiscal Year) 2009 to the offices of Representatives George Miller, Ellen Tauscher and Dan Lungren and Senators Dianne Feinstein and Barbara Boxer.

**Recommendation:**

Informational.

**Attachments:**

- A. STA Legislative Matrix (To be provided under separate cover.)



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Robert Macaulay, Director of Planning  
RE: Comprehensive Transportation Plan (CTP) Update

**Background:**

At its February 13 meeting, the STA Board adopted a final Purpose Statement and Goals for the Solano Comprehensive Transportation Plan (CTP). These will guide the development of the CTP over the next year. At the same meeting, the STA Board appointed the members of the 3 CTP Committees Arterials, Highways and Freeways; Alternative Modes; and, Transit. The Committee membership is shown in Attachment A.

**Discussion:**

The next step in the process is for the 3 CTP committees to meet and establish a Purpose Statement and Goals for each element. Those meetings are currently being scheduled for April 2008. STA staff will present a draft Purpose Statement and Goals for each element, hold a discussion with the Committee members, and then bring the revised Purpose and Goals back to the committee for final adoption.

STA staff is also preparing the Land Use and Introduction chapters of the CTP. The Land Use element will be reviewed by the county Planning directors.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. CTP Committee Membership

*New appointments are in italics*

**Alternative Modes Committee:**

Current committee chair is Supervisor Jim Spering.

<b>Agency</b>	
City of Fairfield	<i>Chuck Timm</i>
City of Vallejo	<i>Osby Davis</i>
City of Benicia	Alan Schwartzman
City of Dixon	<i>Jack Bachelor</i>
City of Rio Vista	<i>Jan Vick</i>
City of Vacaville	Steve Wilkins
City of Suisun City	Mike Segala
County of Solano	Jim Spering
Technical Advisory Committee Representative	<i>Ed Huestis, City of Vacaville</i>
STA Bicycle Advisory Committee	<i>JB Davis</i>
STA Pedestrian Advisory Committee	<i>Lynne Williams</i>

**Arterials, Highways and Freeways Committee:**

Current committee chair is Vacant.

<b>Agency</b>	<b>Member</b>
City of Benicia	<i>Elizabeth Patterson</i>
City of Fairfield	Harry Price
City of Rio Vista	Ed Woodruff
City of Suisun City	Pete Sanchez
City of Vacaville	Len Augustine
County of Solano	<i>Mike Reagan</i>
<i>City of Dixon</i>	<i>Jack Bachelor</i>
Technical Advisory Committee Representative	<i>Paul Wiese, Solano County</i>

**Transit Committee:**

Current committee chair is Mayor Mary Ann Courville.

<b>Agency</b>	
City of Fairfield	<i>Chuck Timm</i>
City of Vallejo	<i>Osby Davis</i>
City of Benicia	<i>Alan Schwartzman</i>
City of Dixon	Mary Ann Courville
City of Suisun City	Mike Segala
Technical Advisory Committee Representative	<i>Crystal Odom-Ford, City of Vallejo</i>



DATE: February 21, 2008  
 TO: SolanoExpress Intercity Transit Consortium  
 FROM: Sara Woo, Planning Assistant  
 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.

<b>Fund Source</b>	<b>Application Available From</b>	<b>Application Due</b>
San Francisco Bay Trails Project	Maureen Gaffney, Association of Bay Area Governments (ABAG) (510) 464-7909	<b>Open Until Funds Exhausted; Currently Accepting Applications</b>
Planning Grants: Station Area and FOCUS	Jackie Guzman, ABAG (510) 464-7994	<b>February 29, 2008</b>
Highway Safety Improvement Program (HSIP)	John Brewster, Caltrans (510) 286-6485	<b>February 29, 2008</b>
Yolo Solano Air Quality Management District (YSAQMD) Clean Air Fund Program*	Jim Antone YSAQMD (530) 757-3653	<b>March 14, 2008</b>
Traffic Light Synchronization Program	David Van Dyken, California Department of Transportation (Caltrans) (916) 654-4823	<b>March 28, 2008</b>
Federal Safe Routes to School (SRTS) Program	Joyce Parks, Caltrans (916) 653-6920	<b>March 2008 (tentative)</b>
2008 Carl Moyer Program: Multidistrict Project Solicitation*	Grace Garcia, Air Resources Board (916) 323-2781	<b>April 11, 2008</b>
High Risk Rural Roads*	John Brewster, MTC (510) 286-6485	<b>April 18, 2008</b>

\* New funding opportunity



**FUNDING OPPORTUNITY**

**San Francisco Bay Trails Project**

**No Due Date; Applications Open Until Available Funding is Exhausted**

TO: SolanoExpress Intercity Transit Consortium  
 FROM: Sara Woo, Planning Assistant

This summary of the San Francisco Bay Trails Project 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, counties and districts with planned trails are eligible to apply.

Program Description: The Bay Trail Project proposes the development of a regional hiking and bicycling trail around the perimeter of San Francisco and San Pablo Bays.

Funding Available: Approximately \$6 million is available under the program.

Eligible Projects: Projects with San Francisco Bay Trails.

- Examples:
- City of Benicia – Benicia State Recreation Area Bay Trail \$100,000, FY 01/02; Completed September 2003
  - County of Solano – Solano Countywide Trails Plan \$46,000, FY 01/02; Completed February 2004

Further Details: <http://baytrail.abag.ca.gov/>

Program Contact Person: Maureen Gaffney, Bay Trail Planner (ABAG), (916) 651-8576, [maureeng@abag.ca.gov](mailto:maureeng@abag.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075, [swoo@sta-snci.com](mailto:swoo@sta-snci.com)

---



**FUNDING OPPORTUNITY**  
**MTC/ABAG Station Area and FOCUS Planning Grant**  
**Due February 29, 2008**

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

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

**Eligible Project Sponsors:** Eligible applicants include station areas identified under MTC's Resolution 3434 as well as approved Priority Development Areas (both potential and planned PDAs are eligible).

**Program Description:** The Station Area Planning grant program is an initiative to finance planning efforts that will result in land use plans and policies that increase transit ridership around public transit hubs and bus and rail corridors in the nine-county San Francisco Bay Area.

**Funding Available:** Approximately \$7.5 million is available for FY 2007-08; \$750,000 maximum grant amount.

**Eligible Projects:** Localized planning efforts and associated environmental impact reports, and for specific plan elements.

**Further Details:** <http://www.bayareavision.org/initiatives/incentives.html>

**Program Contact Person:** Jackie Guzman, Regional Planner/FOCUS Staff Person for Solano County (ABAG), (510) 464-7994, [jackieg@abag.ca.gov](mailto:jackieg@abag.ca.gov)

**STA Contact Person:** Robert Macaulay, STA Planning Director, (707) 424-6006 [rmacaulay@sta-snci.com](mailto:rmacaulay@sta-snci.com)

---



**FUNDING OPPORTUNITY**

**Highway Safety Improvement Program (HSIP)**

Applications Due February 29, 2008

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the Highway Safety Improvement Program (HSIP) 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 Counties within the State of California are eligible to apply.

**Program Description:** HSIP funds are available for expenditure on any highway safety improvement project on any public road, publicly owned bicycle/pedestrian pathway, or trail.

**Funding Available:** Caltrans is accepting applications of candidate HSIP projects for the 2007-08 and 2008-09 Federal Fiscal Years (FFY). Approximately \$32 million (FFY 2007-08) and \$54 million (FFY 2008-09) are available under the program.

**Eligible Projects:** Safety improvement projects on local streets and roads.

**Examples:**

- City of Sacramento – Upgrade traffic signals to include left turn phase at Rio Linda Blvd/Bell Avenue intersection \$364,590; FFY 2006-07
- County of San Francisco – Upgrade guardrails and install end treatments at various locations \$482,040; FFY 2006-07

**Further Details:** <http://www.mtc.ca.gov/funding/hsip.htm>

**Program Contact Person:** John Brewster, Senior Transportation Engineer (Caltrans), (510) 286-6485, [john\\_brewster@dot.ca.gov](mailto:john_brewster@dot.ca.gov)

**STA Contact Person:** Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)



**FUNDING OPPORTUNITY**

**Traffic Light Synchronization Program (TLSP)**

**Applications Due March 28, 2008**

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the Traffic Light Synchronization Program (TLSP) 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, Counties, and regional agencies in the state of California are eligible to apply.

**Program Description:** The intent of the TLSP is to improve safety, operations and the effective capacity of local streets and roads.

**Funding Available:** Prop 1B provides \$250 million.  
\$150 million of that is allocated to the City of Los Angeles (pursuant to SB 88)  
\$100 million is available on a competitive basis statewide

**Eligible Projects:** Eligible projects are traffic light synchronization projects or other technology-based improvements to improve safety, operations and the effective capacity of local streets and roads.

Typical projects include (but not limited to):

- Signal coordination on major corridors to increase traffic flow efficiency and air quality benefits

**Further Details:** <http://www.dot.ca.gov/hq/traffops/sysmgtp/TLSP/>

**Program Contact Person:** David Van Dyken, California Department of Transportation (Caltrans Headquarters)  
(916) 654-4823  
[david\\_van\\_dyken@dot.ca.gov](mailto:david_van_dyken@dot.ca.gov)

**STA Contact Person:** Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)



**FUNDING OPPORTUNITY**  
**Yolo Solano Air Quality Management District (YSAQMD)**  
**Clean Air Fund Program**  
*Applications Due March 14, 2008*

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the 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: Public or private agencies, groups of individuals in the Yolo Solano Air Basin.

Program Description: The program is intended help to reduce air pollution from motor vehicles.

Funding Available: Approximately \$420,000 is available to Solano County for FY 2008-09

Eligible Projects: Eligible projects include those pertaining to the following categories:  
1. Clean Technologies/Low Emission Vehicles  
2. Alternative Transportation Programs  
3. Transit Services  
4. Public Education/Information

Further Details: <http://www.ysaqmd.org/documents/CAFpackage08.pdf#view=FitH>

Program Contact Person: Jim Antone, Environmental Planner, (530) 757-3653, [jantone@ysaqmd.org](mailto:jantone@ysaqmd.org)

STA Contact Person: Robert Macaulay, STA Director of Planning, (707) 424-6006 [rmacaulay@sta-snci.com](mailto:rmacaulay@sta-snci.com)

---



**FUNDING OPPORTUNITY**

**Federal Safe Routes to School (SRTS) Program**

**Applications Due March 2008 (Tentative)**

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the SRTS 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, local, regional agencies; cities and counties; non-profit organizations; schools/school districts; and Native American Tribes.

**Program Description:** The program is intended to improve conditions for children in kindergarten through eighth grade, to safely walk and bicycle to school.

The second FY 2007-08 call for projects is currently unknown, but anticipated for January 2008.

**Funding Available:** Approximately \$46 million is available for FY 2007-08; each of the twelve (12) Caltrans Districts will receive at least \$1 million; no local match, 100 percent federally reimbursed.

**Eligible Projects:** Infrastructure projects: capital improvements related to bicycle and pedestrian facilities  
Non-infrastructure projects: programs and strategies that increase public awareness and education.

**Further Details:** <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/srts.htm>

**Program Contact Person:** Joyce Parks, Caltrans SRTS Coordinator, (916) 653-6920, [joyce\\_parks@dot.ca.gov](mailto:joyce_parks@dot.ca.gov)

**STA Contact Person:** Sara Woo, STA Planning Assistant, (707) 424-6075, [swoo@sta-snci.com](mailto:swoo@sta-snci.com)



**FUNDING OPPORTUNITY**  
**2008 Carl Moyer Program: Multidistrict Project Solicitation**  
**Due April 11, 2008**

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the 2008 Carl Moyer 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:** Agencies with projects that operate in more than one air district or that impact air quality in more than one air district as a result of air pollutant transport.

**Program Description:** The purpose of this program is to help reduce toxic air pollutants.

**Funding Available:** The Air Resources Board (ARB) has earmarked up to \$4,320,000 for multidistrict project solicitation.

**Eligible Projects:** Projects that offset the incremental costs of reduced emission technologies.

**Further Details:** <http://www.arb.ca.gov/msprog/moyer/multidistrict.htm>

**Program Contact Person:** Grace Garcia, ARB, (916) 323-2781, [ggarcia@arb.ca.gov](mailto:ggarcia@arb.ca.gov)

**STA Contact Person:** Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)

---



FUNDING OPPORTUNITY  
**High Risk Rural Roads Grant**  
Due April 18, 2008

TO: SolanoExpress Intercity Transit Consortium  
FROM: Sara Woo, Planning Assistant

This summary of the High Risk Rural Roads grant 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: Agencies that own, operate, or maintain eligible rural roadways.

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

Funding Available: Approximately \$8.25 million is available for FY 2008-09; with a maximum federal reimbursement amount of \$900,000 for any project.

Eligible Projects: For a project to be eligible for HR3 funds, the project location must be on a roadway functionally classified as a rural major or minor collector, or a rural local road. To search and verify the functional classification of a roadway, visit the following:  
<http://web1.dot.ca.gov/hq/hpms/Page1.php>

Further Details: <http://www.dot.ca.gov/hq/LocalPrograms/HR3/>

Program Contact Person: John Brewster, P.E., (510) 286-6485, [john\\_brewster@dot.ca.gov](mailto:john_brewster@dot.ca.gov)

STA Contact Person: Sara Woo, STA Planning Assistant, (707) 424-6075  
[swoo@sta-snci.com](mailto:swoo@sta-snci.com)

**THIS PAGE INTENTIONALLY LEFT BLANK**



DATE: February 20, 2008  
TO: SolanoExpress Intercity Transit Consortium  
FROM: Johanna Masiclat, Clerk of the Board  
RE: STA Board and Advisory Committee Meeting Schedule for 2008

**Background:**

Attached are the STA Board and Advisory Committee meeting schedule for calendar year 2008 that may be of interest to the Consortium.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. STA Board and Advisory Committee Meeting Schedule for 2008



Solano Transportation Authority

**STA BOARD AND ADVISORY  
COMMITTEE MEETING SCHEDULE  
CALENDAR YEAR 2008**

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Wed., February 27	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 6	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., March 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Fri., March 14	12 noon	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
Thurs., March 20	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., March 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., April 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., April 30	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., May 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., May 15	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Fri., May 16	12 noon	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
Thurs., March 20	9:30 a.m.	SR 12 Steering Committee	Suisun City Hall	Confirmed
Wed., May 28	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., June 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., June 25	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., July 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Thurs., July 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 17	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Fri., July 18	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
July 30 (No Meeting)	SUMMER RECESS	Intercity Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
August 13 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 27	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 4	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., September 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., September 18	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Thurs., September 19	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
Wed., September 24	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., October 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., October 29	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., November 6	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., November 12	6:00 p.m.	STA's 11 <sup>th</sup> Annual Awards	TBD – Rio Vista	TBD
Thurs., November 14	12:30 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Confirmed
Thurs., November 20	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., November 26	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Wed., December 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., December 31	10:00 a.m.	Intercity Transit Consortium	STA Conference Room	Tentative
	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Tentative

**SUMMARY:**

STA Board: Meets 2<sup>nd</sup> Wednesday of Every Month  
 Consortium/TAC: Meets Last Wednesday of Every Month  
 BAC: Meets 1<sup>st</sup> Thursday of every Odd Month  
 PAC: Meets 3<sup>rd</sup> Thursday of every Odd Month  
 PCC: Meets 3<sup>rd</sup> Fridays of every Odd Month