



Solano Transportation Authority

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**REGIONAL TRANSPORTATION IMPACT FEE (RTIF)  
POLICY COMMITTEE**

Members:

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

**11:00 a.m. – 1:00 p.m.  
Friday, February 20, 2009**

**Solano County Administration Center (SCAC)  
675 Texas Street, Room 6004  
Fairfield, CA 94533**

**MEETING AGENDA**

- I. CALL TO ORDER/INTRODUCTIONS** Chair Spering  
(11:00 – 11:05 a.m.)
- II. APPROVAL OF THE AGENDA**  
(11:05 – 11:10 a.m.)
- III. OPPORTUNITY FOR PUBLIC COMMENTS**  
(11:10 – 11:15 a.m.)

Pursuant to the Brown Act, public agencies must provide the public with an opportunity to speak on any matter within the subject matter jurisdiction of the agency and which is not on the agency’s agenda for that meeting. Comments are limited to no more than 3 minutes per speaker. Gov’t Code §54954.3(a). By law, no action may be taken on any item raised during the public comment period although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

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

- IV. CONSENT CALENDAR**  
*(Note: Items under consent calendar may be removed for separate discussion.)*

- A. RTIF Steering Committee Meeting Minutes of December 10, 2008** Johanna Masiplat  
*Recommendation:*  
*Approve the RTIF Committee Meeting Minutes of December 10, 2008.*

**COMMITTEE MEMBERS**

City of Benicia	City of Dixon	City of Fairfield	City of Rio Vista	City of Suisun City	City of Vacaville	City of Vallejo	County of Solano
Elizabeth Patterson Jim Erickson	Jack Batchelor, Jr. Nancy Huston	Harry Price Sean Quinn	Jan Vick Hector de la Rosa	Pete Sanchez Suzanne Bragdon	Len Augustine Laura Kuhn - Interim	Osby Davis Joseph Tanner	Jim Spering Michael Johnson

The complete RTIF Committee packet is available on  
STA’s website: [www.solanolinks.com](http://www.solanolinks.com)

- V. UPDATE ON STA’S NEXUS STUDY** Daryl Halls, STA
- VI. INTRODUCTION TO SPEAKERS** Daryl Halls, STA
- A. Celia McAdam, Executive Director, Placer County’s South Placer Regional Transportation Authority (SPRTA)**  
(11:15 – 11:30 a.m.)
- B. Rick Bishop, Executive Director, Western Riverside Council of Governments**  
(11:30 – 11:45 a.m.)
- C. Don Bachman, Deputy Executive Director, Transportation Agency for Monterey County (TAMC)**  
(11:45 – 12:00 p.m.)
- VII. LUNCH BREAK**  
(12:00 – 12:20 p.m.)
- VIII. PANEL DISCUSSION AND QUESTIONS** Group  
(12:20 – 12:40 p.m.)
- IX. DISCUSSION** Committee  
(12:40 – 12:55 p.m.)
- A. Potential Solano County RTIF Governance Options**
- X. CLOSING COMMENTS FROM COMMITTEE MEMBERS** Committee Members  
(12:55 – 1:00 p.m.)
- XI. ADJOURNMENT**  
The next Regional Traffic Impact Fee (RTIF) Policy Committee Meeting will be in late March at a time and date to be determined.



**SOLANO TRANSPORTATION AUTHORITY**  
**Regional Transportation Impact Fee (RTIF)**  
**Policy Committee**  
**December 10, 2008**

**I. CALL TO ORDER**

Chair Jim Spering called the meeting to order at 4:00 p.m.

**MEMBERS**      Policy Makers

**PRESENT:**      Supervisor Jim Spering (Chair)      Solano County  
                 Mayor Elizabeth Patterson      City of Benicia (arrived 4:05 p.m.)  
                 Mayor Jack Batchelor, Jr.      City of Dixon  
                 Mayor Harry Price      City of Fairfield  
                 Mayor Jan Vick      City of Rio Vista  
                 Mayor Pete Sanchez      City of Suisun City  
                 Mayor Len Augustine      City of Vacaville (arrived 4:12 p.m.)  
                 Mayor Osby Davis      City of Vallejo (arrived 4:15 p.m.)

City Managers/County CAO

Jim Erickson, City Manager      City of Benicia  
Royce Cunningham (City Manager alternate)      City of Dixon  
Sean Quinn, City Manager      City of Fairfield  
Hector De La Rosa, City Manager      City of Rio Vista  
Suzanne Bragdon, City Manager      City of Suisun City  
Jim Frack (CAO alternate)      Solano County

**MEMBERS**

**ABSENT:**      David Van Kirk, City Manager      City of Vacaville  
                 Joseph Tanner, City Manager      City of Vallejo

**STA STAFF:**

Daryl Halls      Executive Director  
Charles Lamoree      STA Legal Counsel  
Janet Adams      Assistant Executive Director/Director of Projects  
Robert Macaulay      Director of Planning  
Robert Guerrero      Senior Planner

**ALSO**

**PRESENT:**      Gene Cortright      City of Fairfield, Public Works Director  
                 Wayne Lewis      City of Fairfield, Asst. Public Works Director  
                 Dan Kasperson      City of Suisun City, Public Works Director  
                 Heather McCollister      City of Suisun City, Planning Director  
                 Birgetta Corsello      Solano County,  
                                              Dept. of Resource Management Director  
                 Paul Wiese      Solano County, Public Works

**II. APPROVAL OF DECEMBER 10, 2008 REGIONAL TRANSPORTATION IMPACT FEE POLICY COMMITTEE**

On a motion by Mayor Harry Price and a second by Mayor Pete Sanchez, the RTIF Policy Committee unanimously approved the December 10, 2008 meeting agenda.

**III. OPPORTUNITY FOR PUBLIC COMMENTS**

No public comment.

**IV. INFORMATION ITEMS**

**A. Review of Draft RTIF Feasibility Study Executive Summary**

Daryl Halls, STA, summarized the RTIF efforts, the draft Executive Summary handout and the Frequently Asked Questions (FAQ) insert. Charles Lamoree, STA explained the purpose of an Impact Fee Nexus Study. Mayor Patterson asked about fair share payments for new development impacts. Mr. Lamoree explained that new residents pay for the new impacts and the Nexus Study will analyze what those impacts are.

**B. Review of RTIF Project Timeline**

Daryl Halls, STA, walked through the timeline of two related RTIF parallel efforts: The Nexus Study and development of a fee authority. Mayor Patterson suggested having lessoned learned presentations included in the project timeline early on. Supervisor Jim Spering agreed and Daryl Halls suggested having staff from Monterey, Placer, and Riverside provide presentations on their respective fee programs.

Sean Quinn, Fairfield, asked if developers were going to be involved in the RTIF development process. Daryl Halls confirmed that staff's intent was for developers to be part of the RTIF stakeholders and that the STA was in the process of working with each of the city and county staff to develop a list of contacts from the development community.

**C. Review "Forms of Governance" Memo**

Charles Lamoree, STA, discussed three basic options outlined in his memo included with the agenda packet. Mr. Lamoree explained that the STA could pursue the option to create something similar to Solano Transportation Improvement Authority (STIA) for the RTIF. Supervisor Spering commented that a similar government structure of the STIA would be ideal. Supervisor Spering explained that the STIA had the same STA participants; however, items discussed at the STIA were separated from items discussed at the STA.

Mayor Patterson asked if the RTIF governing agency will have the authority to develop separate fee rates. Mr. Lamoree responded that it is possible; however, it depends on how the participating agencies decide how the governing agency is structured.

Daryl Halls commented that having presenters on the subject, as was previously suggested, may help to address some of the committee's questions.

## **V. ACTION ITEM**

### **A. Regional Transportation Impact Fee (RTIF) Nexus Scope**

Janet Adams, STA, presented the RTIF Nexus Study Scope of Work. In response to a question from Supervisor Spering, she began her presentation with a short discussion on the California Transportation Commission's meeting that occurred just prior to the RTIF Policy committee meeting.

Supervisor Spering commented that the Nexus Study should focus on collecting equal impact fees from each agency in order to not have one agency pay more than another. Daryl Halls noted that this was the policy direction provided to staff at the last STA Board meeting; however, he noted the potential difference in fees will be in a set of ranges for particular land uses.

Hector De La Rosa, Rio Vista, suggested that impact fee options for affordable housing be included in the study. Sean Quinn, Fairfield, suggested that the study should address credit options for infill development. Mayor Patterson suggested that the study scope of work should include an analysis of a transit credit. Jim Erickson, Benicia, asked how the administration of the countywide fee would be applied. Daryl Halls responded that its open for discussion and the process for fee collection/administration will be the subject of a future meeting. Sean Quinn, Fairfield, asked how redevelopment would be considered in the Nexus Study. Charles Lamoree responded that the RTIF can only be collected for new increased trips created by the redevelopment project compared to the existing trips generated by the existing land use.

On a motion by Mayor Jan Vick and a second by Mayor Elizabeth Patterson, the RTIF Policy Committee unanimously approved STA staff's recommendation with the committee's requested amendments pertaining to affordable housing, infill development and transit credits:

*Recommend that the STA Board approve the following:*

- 1. RTIF Nexus Study Scope of Work as specified in the Attachment A; and*
- 2. Authorize the Executive Director to issue a request for proposal and retain a consultant to conduct a RTIF Nexus Study consistent with the specified scope of work.*

## **VI. CLOSING COMMENTS FROM COMMITTEE MEMBERS**

Supervisor Spering spoke about the current California budget deficit and commented on the need to look at the big picture and consider the future of transportation when participating in the RTIF discussions.

## **VII. ADJOURNMENT**

The RTIF Policy Committee set the time and date of 4:30 p.m., Wednesday, January 14, 2009 for the next RTIF meeting.