



**PEDESTRIAN ADVISORY COMMITTEE (PAC)**

**MEETING AGENDA**

**6:00 – 7:30 p.m.**

**Thursday, August 3, 2017**

**Solano Transportation Authority, Conference Room 1**

**One Harbor Center, Suite 130**

**Suisun City, CA 94585-2473**

**ITEM**

**STAFF PERSON**

- |   |                 |
|---|-----------------|
| <b>1. CALL TO ORDER/CONFIRM QUORUM</b>  | Chair           |
| <b>2. APPROVAL OF AGENDA</b><br>(6:00 – 6:05 p.m.)  | Committee       |
| <b>3. OPPORTUNITY FOR PUBLIC COMMENT</b><br>(6:05 – 6:15 p.m.)  |                 |
| <b>4. CONSENT CALENDAR</b><br>(6:15 – 6:20 p.m.)  | Chair           |
| <b>A. Minutes of the STA PAC Meeting of June 1, 2017</b><br><u>Recommendation:</u><br>Approve the STA PAC meeting minutes of June 1, 2017.<br><b>Pg. 3</b>  | Esther Wan, STA |
| <b>5. STAFF COMMENTS &amp; FOLLOW – UP ITEMS</b><br>(6:20 – 6:35 p.m.)  | Ryan Dodge, STA |
| <b>6. ACTIONS NON-FINANCIAL</b>   |                 |
| <b>A. Pedestrian Priority Projects List – Update</b><br><u>Recommendation:</u><br>Review, change, and approve the STA Pedestrian Priority Project List for FY 2017-18 using Attachment A.<br>(6:35 – 6:50 p.m.)<br><b>Pg. 9</b> | Ryan Dodge, STA |
| <b>B. PAC Field Trip(s)</b><br>(6:50 – 7:05 p.m.)   | Committee       |

**The complete Pedestrian Advisory Committee packet is available on STA's website: [www.sta.ca.gov](http://www.sta.ca.gov)**

**PAC MEMBERS**

<u>Pete Turner</u> City of Benicia	<u>Tamer Totah</u> City of Fairfield	<u>Sandra Newell</u> City of Dixon	<u>Kevin McNamara</u> City of Rio Vista Chair	<u>Sean Strickland</u> City of Suisun City	<u>Marilyn Royse</u> City of Vacaville	<u>Teresa Booth</u> City of Vallejo Vice – Chair	<u>Joseph Joyce</u> County of Solano
	<u>Victor Anes</u> Member at Large		<u>Rischa Slade</u> Solano Community College		<u>Cynthia Ripley</u> Bay Area Ridge Trail Council		

**7. INFORMATIONAL ITEMS – DISCUSSION**

**A. Funding Opportunities**  
(7:05 – 7:20 p.m.)

Ryan Dodge, STA

**8. INFORMATIONAL ITEMS NO – DISCUSSION**

**A. 2016-17 PAC Meeting Attendance Matrix and Membership Status**  
**Pg. 13**

Esther Wan, STA

**9. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS**

Chair

(7:20 – 7:30 p.m.)

**10. ADJORNMENT**

The next regular meeting of the Pedestrian Advisory Committee is scheduled to meet on **Thursday, October 5, 2017 at 6:00 p.m.** at STA.

**PAC 2017 Meeting Dates**

(The PAC meets every First Thursday on even months, unless otherwise rescheduled)

**\*Please mark your calendars for these dates\***

**6:00 pm, Thursday, October 5, 2017**

**6:00 pm, Thursday, December 7, 2017**

**Questions?** Please contact STA Associate Planner Ryan Dodge at (707) 399-3230 or [rdodge@sta.ca.gov](mailto:rdodge@sta.ca.gov)

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707-399-3239



**PEDESTRIAN ADVISORY COMMITTEE (PAC)**  
**Minutes for the Meeting of**  
**June 1, 2017**

**1. CALL TO ORDER/SELF INTRODUCTIONS**

The meeting of the STA's Pedestrian Advisory Committee (PAC) was called to order by Chair Kevin McNamara at approximately 6:08 p.m. at the STA in Conference Room 1.

**PAC Members Present:**

Pete Turner	City of Benicia
Sandra Newell	City of Dixon
Kevin McNamara, Chair	City of Rio Vista
Teresa Booth, Vice – Chair	City of Vallejo
Joseph Joyce	Solano County
Victor Anes	Member at Large
Cynthia Ripley	Bay Area Ridge Trail

**PAC Members Absent:**

Tamer Totah	City of Fairfield
Sean Strickland	City of Suisun City
Marilyn Royse	City of Vacaville

**Others Present:**

Kirbee Brooks	Solano County Public Health
Adam Brown	City of Vacaville
Nick Lozano	City of Suisun City

**STA Staff Present:**

Ryan Dodge	STA
Esther Wan	STA
Anthony Adams	STA
Bob Macaulay	STA

**2. CONFIRM QUORUM**

Quorum is confirmed.

**3. APPROVAL OF THE AGENDA**

With a motion from Teresa Booth and a second from Sandra Newell, the PAC unanimously approved the Agenda (6 Ayes, 3 Absences, 0 Abstentions).

**4. OPPORTUNITY FOR PUBLIC COMMENT**

None.

## **5. COMMENTS FROM AGENCY STAFF**

Anthony Adams announced that STA was just awarded two grants today from the Office of Traffic Safety (OTS). One grant primarily focuses on safe routes to middle and high schools. The other grant is to standardize data collection to assist with collision reporting throughout Solano County because currently only a few jurisdictions have a collision reporting system that has GPS. Mr. Adams stated that both grants are around \$170,000 each for a total of \$340,000.

## **6. CONSENT CALENDAR**

Approve the following consent item in one motion.

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

### **A. Minutes of the STA PAC Meeting of February 2, 2017 and April 6, 2017**

On a motion by Sandra Newell, seconded by Joseph Joyce, the STA PAC approved the minutes of February 2, 2017 and April 6, 2017 unanimously.

(6 Ayes, 3 Absences, 0 Abstentions)

## **7. PRESENTATIONS**

### **A. Linear Park Corridor Study – Status Update**

Bob Macaulay provided an overview on the Linear Park Corridor Study to evaluate improvements to the Linear Park Trail, between Dover Avenue and Pennsylvania Avenue. The Linear Park Trail has always had the potential to serve as a quality community gathering space and provide a pedestrian and bicycle corridor for school children, cyclists, and commuters. The study will develop design concepts to reactivate community spaces, improve non-motorized intermodal transit, and reduce blight and crime along the corridor. Mr. Macaulay stated that there is a community taskforce that is working to improve Linear Park and he will update PAC members with the next available dates to encourage members to attend future meetings. He asked PAC members what the Linear Park Trail is used for and why people don't use the trail. PAC members responded that the public doesn't feel comfortable using the Linear Park Trail because it feels unsafe, there's not enough lighting, the trail is not well maintained (glass all over the area), and homelessness.

### **B. Community Walkability Mini-Grants and Plans**

Kirbee Brooks announced that there is funding available to offer 10-15 mini grants of \$1,000 to \$2,000 to community groups or to individuals to implement or assist in existing walkability efforts in the county. The Request for Proposals (RFP) has been approved by the grant advisor. The RFP should be released in the next two months. Ms. Brooks encouraged PAC members and STA staff to recommend community groups to apply for these grants. Kevin McNamara asked what the scope of these grants are, and which specific groups may apply. Ms. Brooks responded that it's very broad which specific groups we are looking for and that a group of applicants have already been selected to be evaluated, but there isn't specifically one characteristic they are looking for in the grant applicants. Anthony Adams addressed that Ms. Brooks mentioned community groups and STA has a Safe Routes to School (SR2S) Community Task Force. Mr. Adams was wondering if they may be eligible to apply for these mini grants and Ms. Brooks responded that the SR2S Community Task Force should be eligible for these grants. Ms. Brooks will provide more information on the grant in the near future and encourage any agencies or community groups to send recommendations to her.

**C. One Bay Area Grant (OBAG) Cycle 2 Status**

Anthony Adams presented an overview of the OBAG Cycle 2 Status. Mr. Adams discussed OBAG Cycle 2 Congestion Mitigation & Air Quality Program (CMAQ) funding recommendations and Tier 2 projects funding strategy. He also presented an overview of all the projects submitted for OBAG Cycle 2. Cynthia Ripley requested copies of the OBAG Cycle 2 Status PowerPoint be emailed out to all the PAC members to review.

**8. ACTION FINANCIAL**

None.

**9. ACTION NON-FINANCIAL**

**A. Elect PAC Chair and Vice – Chair for 2017**

Recommendation:

1. Nominate and elect a PAC Chair for the remainder of 2017.

2. Nominate and elect a PAC Vice-Chair for the remainder of 2017.

On a motion by Pete Turner, seconded by Sandra Newell, the STA PAC nominated Kevin McNamara for PAC Chair and Teresa Booth for the PAC Vice – Chair for the remainder of 2017. (6 Ayes, 3 Absences, 0 Abstentions)

**B. Elect PAC Representative for the Active Transportation Subcommittee**

Bob Macaulay provided an overview on the Active Transportation Subcommittee. Mr. Macaulay stated that there will likely be two meetings for the remainder of this year and he noted that the meetings tend to occur during midday.

Recommendation:

Appoint a PAC Representative to serve on the Active Transportation Subcommittee.

On a motion by Pete Turner, seconded by Kevin McNamara, the STA PAC appointed Sandra Newell to serve as a PAC Representative on the Active Transportation Subcommittee and Teresa Booth to serve as the alternate.

(6 Ayes, 3 Absences, 0 Abstentions)

**C. Active Transportation Plan – Purpose**

Ryan Dodge provided an overview of the Active Transportation Plan. Mr. Dodge addressed the Countywide Bicycle Transportation Plan and the Countywide Pedestrian Transportation Plan was last updated in 2012 and each of these documents are in need of an update. He highlighted that STA received approval from the STA Board of Directors in February 2017 to release a Request for Proposals (RFP) to consulting firms. Mr. Dodge indicated that STA staff is presenting the purpose statement to the PAC, followed by the Bicycle Advisory Committee (BAC), the Technical Advisory Committee (TAC), and the STA Board. STA staff seeks consensus from all groups to focus the RFP and to guide the plan throughout the process.

Sandra Newell noted about the percentages concerning the general population who are confident enough to bike anywhere and the overall population who won't ride a bicycle under any situation on paragraph 5 of Attachment A. Ms. Newell indicated that people who work full-time positions have a time limitation to utilize walking or biking as a means to commute to work compare to people who are retired. Cynthia Ripley added that Solano County is lacking safe biking routes for people to commute to and from work.

Ms. Ripley clarified with Mr. Dodge that Attachment A is the introduction to the RFP, and she added that the style that is typed is a little bit “dry.” She recommended providing examples of other cities who had struggled with promoting active transportation and how they came up with a solution.

Pete Turner requested the RFP to indicate an outcome. He asked, “what do we intend Solano County to become?” Mr. Turner wanted Solano County to lead the way in active transportation. He also opposed the phrase, “build it, and they will come.” Instead show how they will come and that they have to utilize active transportation. Peter Turned added that STA has to have an affect-based approach, and having people wanting to walk or bike to work instead of driving alone.

Teresa Booth addressed the efficient and effective use of funding to promote active transportation as well as improving access for people of different income levels. Ms. Booth stated that efficiency, connectivity, health, and awareness of the community we are serving provided us with a better idea of how we can better improve the use of active transportation in those communities.

Victor Anes implied that driving a personal vehicle shows status over riding public transportation. Bob Macaulay added that people who walk, bike, or take public transportation to work because they have no other choice.

Pete Turner suggested that people are more encouraged to walk for aesthetic reasons. For example, people are more likely to walk along the waterfront and Victorian houses versus walking through a business park to work.

Kevin McNamara suggested wider sidewalks to encourage group walking as well as additional safety for pedestrians.

Kirbee Brooks asked when the RFP would be released and Ryan Dodge and Bob Macaulay responded that it would be released mid-late July.

Recommendation:

Review and approve the proposed purpose of the Solano Active Transportation Plan in Attachment A.

On a motion by Pete Turner, seconded by Teresa Booth, the STA PAC proposed to recommend the language be forwarded to the BAC, the Active Transportation Committee for consideration and the final version be brought back to the PAC for further review. (6 Ayes, 3 Absences, 0 Abstentions)

**D. Pedestrian Priority Projects List – Update**

Ryan Dodge provided an overview on the Pedestrian Priority Projects List – Update. Mr. Dodge explained about the difference between Tier I and Tier II projects. As different funding sources becomes available, project priorities changes along with cost estimates. Ryan Dodge explained about the status of the Tier I and Tier II projects.

Cynthia Ripley suggested to add an additional column titled “Status” to the STA Pedestrian Priority Projects List.

Ryan Dodge explained which projects that were not a priority anymore and that no additional funding is needed to complete the project. Mr. Dodge suggested that PAC

members not focus on the cost of the project since the cost estimates were not completely updated, but instead to focus on which project has more value to remain on the priority list.

For the August PAC meeting, Teresa Booth suggested Ryan Dodge to highlight the priorities from the Tier II projects that needs more definitive actions.

Recommendation:

Review, change, and approve the STA Pedestrian Priority Project List for FY 2017-18 using Attachment B.

Due to time constraint, PAC members agreed to table this item for the next meeting. On a motion by Cynthia Ripley, seconded by Pete Turner, the STA PAC agree to table this item for the next regular scheduled PAC meeting.

(6 Ayes, 3 Absences, 0 Abstentions)

**E. PAC Field Trip(s)**

Kevin McNamara highlighted how helpful the past PAC field trips were. Mr. McNamara stated that the past field trips were informative and eye-opening. He really enjoyed both the walking trips as well as riding in the van to see all the different projects throughout Solano County. After some discussion about which date works for PAC members to go on field trips, majority of the members agree with having the field trip in either September or October. PAC members requested that STA staff identify a few dates and send it out to the PAC members.

**10. INFORMATION – DISCUSSION**

**A. Top 10 Walks in Solano County**

Ryan Dodge explained how successful the Solano County Top Ten Bike Rides maps was and STA is seeking to create a similar map for walking in Solano County. Mr. Dodge noted STA staff plans to propose ideas for the Top 10 Walks with the PAC in the Spring of 2018.

**B. Joint BAC/PAC Meeting**

Ryan Dodge specified that a joint BAC/PAC Meeting may be needed when actions are taken involving TDA Article 3 funding, although TDA funds only need to be approved by the BAC. Mr. Dodge commented he would like to involve both advisory committees to provide feedback and weigh in on their opinions. He will follow-up with PAC members on future dates for a joint BAC/PAC meeting after BAC's July committee meeting.

**11. INFORMATIONAL ITEMS-NO DISCUSSION**

**A. 2016-17 PAC Meeting Attendance Matrix and Membership Status**

Esther Wan provided PAC Members with the PAC Attendance Matrix and Membership Status in the packet. No discussion.

**12. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS**

Pete Turner announced that he may not be a PAC member anymore because he recently moved to Los Angeles. Mr. Turner will try to continue to attend PAC meetings until Mayor Patterson finds a replacement member to represent the City of Benicia for the PAC.

**13. ADJOURNMENT**

The STA PAC meeting adjourned at approximately 7:49 p.m. The next meeting of the STA PAC is **Thursday, August 3, 2017.**

**PAC 2017 Meeting Dates**

(The PAC meets every First Thursday on even months, unless otherwise rescheduled)

**\*Please mark your calendars for these dates\***

**6:00 pm, Thursday, August 3, 2017**

**6:00 pm, Thursday, October 5, 2017**

**6:00 pm, Thursday, December 7, 2017**

**Questions?** Please contact STA Associate Planner, Ryan Dodge at (707) 399-3230 or [rdodge@sta.ca.gov](mailto:rdodge@sta.ca.gov)





DATE: July 27, 2017, 2017  
TO: STA PAC  
FROM: Ryan Dodge, Associate Planner  
RE: Pedestrian Priority Projects List – Update

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**Background:**

The Solano Transportation Authority (STA) administers the Countywide Pedestrian Transportation Plan that identifies and plans for the implementation of countywide pedestrian transportation projects.

The Pedestrian Priority Project List is developed through a collaborative effort between the Pedestrian Advisory Committee (PAC), STA staff, and public works and planning staff from the member agencies. This creates a consistent foundation for the funding and delivery of projects in Solano County. An annual review of the Projects List is conducted to ensure that the list is up to date as projects are completed and priorities change at the local level.

**Discussion:**

The process for updating the Priority Project List involves STA staff beginning with the previously adopted list, eliminating completed projects, consulting with the various agencies on their current priorities, and finally identifying projects that are most ready for construction which are listed as either Tier 1 or Tier 2. All other projects fall to a master list of other envisioned projects.

In general, STA staff used the following as guidelines to determine Tier 1 and Tier 2 projects:

1. Tier 1 projects are those that have a complete funding plan, have environmental approval, and can be implemented within three years.
2. Tier 2 projects have been initiated by either a feasibility study, or have begun environmental review process, but have not reached Tier 1 status.

At the June 1, 2017 meeting, the PAC requested that STA staff assign tiers to each project in the proposed pedestrian priority projects list. The item was continued until the August 3, 2017 PAC meeting.

**Recommendation:**

Review, change, and approve the STA Pedestrian Priority Project List for FY 2017-18 using Attachment A.

Attachments:

- A. Pedestrian Priority Projects List FY 2017-18

**Pedestrian Priority Projects List FY 2017-18**

**ATTACHMENT A**

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Proposed Tier
Fairfield	West Texas Street Gateway	Enhance pedestrian linkages among the Linear Park Bicycle/Pedestrian Trail, the Fairfield Transportation Center, and the Park Crossing Apartment Project. Specific improvements include sidewalks, signage, public art and new trees.	\$3,000,000	\$3,000,000	Submitted as CTP Priority for Fairfield; ATP application 2016	<b>1</b>
Fairfield	East Tabor Ave Crossing	Improve pedestrian access by installing sidewalk over an at grade crossing at East Tabor Avenue and Railroad Avenue. Second portion of project includes widening of sidewalk along Tolenas Road (in Solano County) from school to East Tabor Avenue.	\$1,700,000	\$1,700,000	ATP Application 2015 and 2016; Listed in Rail Plan as priority	<b>1</b>
Fairfield	Green Valley Road Crossing Project	Proposed improvements (marked crosswalks, flashing beacons, and curb ramps) to Ridge Trail crossing Green Valley Road near Westlake Drive.	\$150,000	\$150,000	Not specifically listed as a priority project in the Ped Plan but conceptually covered.	<b>1</b>
Solano County	Suisun Valley Farm to Market Project Phase 3	Construct 5' to 6' shoulders on Abernathy Road from Rockville Road to Mankas Corners Road, on Mankas Corners Road from Fairfield City Limit to Abernathy Rd and on Suisun Valley Road from Fairfield City Limit to Rockville Road	\$3,030,000	\$350,000	Required local match not identified	<b>1</b>
Solano County	Vaca-Dixon Bike Route Phase 6	Construct 4' paved shoulders on Porter Road from Pitt School Road to 1.5 miles east	\$750,000	\$750,000	Seeking to fund project with local funds such as YSAQMD and TDA	<b>1</b>
Suisun City	Lotz Way Class I Bikeway / Multi-Use Path	Class I bikeway/multi-use path on Lotz Way, from Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street	\$1,730,000	\$1,730,000	Submitted as CTP priority for Suisun City; Environmental needed	<b>1</b>
Suisun City	McCoy Creek Trail - Phase II	This project will construct a ten-foot wide (minimum) Class I bikeway/multi-use path approximately one mile in length. This trail will connect to the completed McCoy Creek Trail - Phase 1 segment (completed in September 2008) at Pintail Drive and will transform restricted maintenance areas along McCoy Creek/Laurel Creek into a safe, ADA compliant, recreational and educational trail.	\$2,500,000	\$2,500,000	ATP application 2015 and 2016; Costs include environmental clearance, design, construction, and construction administration costs	<b>1</b>
Dixon	Downtown Streetscape Project Phase 4	The project Includes sidewalks, benches, landscaping, crosswalks, bulbouts and street lighting on two blocks of West A Street (from UPRR tracks to SR-113) and one block on South Jackson Street and West Mayes Street.	\$1,000,000	TBD	Included in Dixon's Capital Improvement Plan (CIP). Part of the Dixon Revitalization Plan.	<b>2</b>
Dixon	Pond A Accessibility Project Phase 1	Parkway Road to Pitt School Road. Would connect Vaca-Dixon Bikeway to SR-113 (Downtown Dixon).	\$350,000	TBD	Not included in Dixon's Capital Improvement Plan (CIP).	<b>2</b>
Dixon	Pond A Accessibility Project Phase 2	Would complete multi-use pathway around Pond A.	\$350,000	TBD	Not included in Dixon's Capital Improvement Plan (CIP).	<b>2</b>
Dixon	Pond C Accessibility Project	Multi-use path with landscaping around Pond C.	\$700,000	TBD	Included in Dixon's Capital Improvement Plan (CIP)	<b>2</b>

Sponsor	Project	Description	Cost Estimate	Shortfall	Staff Notes	Proposed Tier
Dixon	South First Street Corridor Study - Chestnut Street / South First Street Traffic Signal	Pedestrian safety project. Offset intersection with several conflict points between people driving and people walking (predominantly school-aged children).	\$235,000	TBD	Included in Dixon's Capital Improvement Plan (CIP)	<b>2</b>
Dixon	South First Street Corridor Study - South First Street / Valley Glen Drive Traffic Signal	Pedestrian safety project. Wide intersection with people driving at high speeds, conflicting with people walking (predominantly school-aged children).	\$235,000	TBD	Included in Dixon's Capital Improvement Plan (CIP)	<b>2</b>
Rio Vista	Airport Road Bicycle and Pedestrian Improvements	Church Road to St. Francis Way. Class I bikeway (multi-use path) or Class II bikeway (bike lanes). Project would extend existing Class I bikeway (multi-use path) on Airport Road from Church Road to Liberty Island Road.	\$700,000	TBD	City of Rio Vista applied for a grant in May 2017.	<b>2</b>
Rio Vista	St. Francis Way Bicycle and Pedestrian Improvements	Airport Road to Rolling Green Drive. Project would include Class II bikeways (bike lanes), curb, gutter, and sidewalk improvements. Would provide improved access to D.H. White Elementary School.	\$386,000	TBD		<b>2</b>
Vacaville	Vaca Valley Parkway / I-505 Corridor Multi-Modal Improvements Project	The project consists of the construction of roundabouts at East Monte Vista Ave and Vaca Valley Parkway and NB and SB I-505 ramps, new ped/bike facilities crossing I505, reduce accessibility barriers, and eliminate two existing signals.	\$14,500,000	\$12,500,000	OBAG2 CMAQ of nearly \$2M	<b>2</b>
Benicia	Benicia Urban Waterfront Improvements	Benicia waterfront between First Street and the Marina, identified in the Benicia Urban Waterfront Enhancement and Master Plan. The project includes a Class I Bay Trail segment parallel to B Street, a perimeter trail around the green, and widened First Street sidewalk to mirror the existing First Street Promenade.	\$2,687,000	\$2,687,000	See BUWEMP; RW/ENV clearance needed	<b>3</b>
Solano County	Tri-City and County Regional Trail Connections	Cordelia Hills Sky Valley: Cordelia Hill: Transportation enhancements including upgrade of pedestrian and bicycle corridors including open space acquisition along Cordelia Hill Sky Valley and McGary Road. Project is predominately right of way acquisition.	\$2,750,000	\$590,000	\$2,160,000 in federal funds already awarded to the project; No funds requested at this time	<b>3</b>
Vacaville	Elmira Road Bike Path	North Side of Elmira Road from existing 10' sidewalk from just west of Edwin Drive to Leisure Town Road. This project would provide a gap closure to the existing Elmira Road sidewalk on the north side to the Jepson Parkway.	\$710,000	\$710,000	RW and ENV clearance needed	<b>3</b>
Vallejo	Bay Area Ridge Trail - Carquinez / Vallejo Bluff	Construction of Bay Area Ridge Trail segment(s) east of Carquinez Bridge on the south side of the City of Vallejo, and other potential areas.	TBD	TBD	Planning grants (\$250,000) awarded in 2016: may request additional planning funding in 2017-18 to extend trail to existing connections, and may request funding for construction in 2018-19	<b>3</b>

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DATE: February 2, 2017  
TO: Pedestrian Advisory Committee (PAC)  
FROM: Esther Wan, Administrative Clerk/PAC Clerk  
RE: 2016 PAC Meeting Attendance Matrix

Member/Position	Feb. 4 <sup>th</sup>	April 7 <sup>th</sup>	June 2 <sup>nd</sup>	Aug 4 <sup>th</sup>	Oct. 6 <sup>th</sup>	Dec. 1 <sup>st</sup>
Vacant, Member at Large	N/A	N/A	N/A	N/A	N/A	N/A
Tamer Totah, City of Fairfield	✓	N/A	✓	E	E	E
Sandra Newell, City of Dixon	✓	N/A	--	✓	✓	✓
Sean Strickland, City of Suisun City	✓	N/A	✓	✓	✓	E
Joseph Joyce, Solano County	✓	N/A	✓	--	✓	--
Teresa Booth, City of Vallejo	--	N/A	--	✓	--	✓
Pete Tuner, City of Benicia	✓	N/A	✓	E	✓	✓
Vacant, City of Vacaville	N/A	N/A	N/A	N/A	N/A	N/A
Kevin McNamara, City of Rio Vista	✓	N/A	✓	✓	✓	✓
Jody Lane, Bay Area Ridge Trail	✓	N/A	--	--	✓	N/A

✓ - Present -- - Absent E - Excused Absence

### **Section 1. Meetings/Attendance (Bylaws)**

The PAC shall hold a regular meeting at least once a calendar year quarter and as necessary to fulfill the mandate of Article III, Sections 1 and 2. Members of the PAC that do not attend three scheduled meetings in succession and do not contact staff to indicate that they will not be present is considered to be an ‘un-contacted absence’ and may have their position declared vacant by the STA Board of Directors. Absence after contacting staff is considered a ‘contacted absence.’ Contacted absences and un-contacted absences shall be documented in the minutes of each meeting. If a PAC member has missed a combination of four contacted and un-contacted absences in any one-year period, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next scheduled meeting, and based upon a recommendation from the PAC, the position may be declared vacant by the STA Board.

### **Recommendation:** Informational.

Attachment A: STA Pedestrian Advisory Committee (PAC) Membership Status



DATE: August 3, 2017  
TO: Pedestrian Advisory Committee (PAC)  
FROM: Esther Wan, Administrative Clerk/PAC Clerk  
RE: 2017 PAC Meeting Attendance Matrix

Member/Position	Feb. 2 <sup>nd</sup>	April 6 <sup>th</sup>	June 1 <sup>st</sup>	Aug 3 <sup>rd</sup>	Oct. 5 <sup>th</sup>	Dec. 7 <sup>th</sup>
Victor Anes, Member at Large	✓	N/A	✓			
Tamer Totah, City of Fairfield	--	N/A	--			
Sandra Newell, City of Dixon	✓	N/A	✓			
Sean Strickland, City of Suisun City	E	N/A	E			
Joseph Joyce, Solano County	✓	N/A	✓			
Teresa Booth, City of Vallejo	E	N/A	✓			
Pete Tuner, City of Benicia	E	N/A	✓			
Marilyn Royse, City of Vacaville	N/A	N/A	--			
Kevin McNamara, City of Rio Vista	✓	N/A	✓			
Cynthia Ripley, Bay Area Ridge Trail	E	N/A	✓			

✓ - Present -- - Absent E - Excused Absence

### **Section 1. Meetings/Attendance (Bylaws)**

The PAC shall hold a regular meeting at least once a calendar year quarter and as necessary to fulfill the mandate of Article III, Sections 1 and 2. Members of the PAC that do not attend three scheduled meetings in succession and do not contact staff to indicate that they will not be present is considered to be an ‘un-contacted absence’ and may have their position declared vacant by the STA Board of Directors. Absence after contacting staff is considered a ‘contacted absence.’ Contacted absences and un-contacted absences shall be documented in the minutes of each meeting. If a PAC member has missed a combination of four contacted and un-contacted absences in any one-year period, he or she will be sent a written notice of intent to declare the position vacant. If there is no adequate response before or at the next scheduled meeting, and based upon a recommendation from the PAC, the position may be declared vacant by the STA Board.

### **Recommendation:**

Informational.

Attachment A: STA Pedestrian Advisory Committee (PAC) Membership Status



**STA Pedestrian Advisory Committee (PAC)**  
**Membership Status**  
**August 2017**

Member	Jurisdiction	Appointed	Term Expires	Chair/Vice-Chair Appointment
Pete Turner	Benicia	December 2013	December 31, 2018	
Sandra Newell	Dixon	January 2016	December 31, 2018	
Tamer Totah	Fairfield	September 2013	December 31, 2019	January 2014, 2015
Kevin McNamara	Rio Vista	August 2013	December 31, 2019	January 2016
Sean Strickland	Suisun City	December 2015	December 31, 2017	
Marilyn Royse	Vacaville	March 2017	December 2020	
Teresa Booth	Vallejo	June 2014	December 31, 2017	
Joseph Joyce	Solano County	December 2015	December 31, 2017	
Victor Anes	Member-At-Large	December 2016	December 31, 2019	
Cynthia Ripley	Bay Area Ridge Trail	December 2016	December 31, 2019	
Rischa Slade	Solano County Community College	January 2014	December 31, 2017	