



**SOLANO TRANSPORTATION AUTHORITY**

**Member Agencies:**

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

*Solano Transportation Authority  
... working for you!*

One Harbor Center, Ste. 130, Suisun City, CA 94585-2473 ♦ Phone (707) 424-6075 / Fax (707) 424-6074  
Email: info@sta.ca.gov ♦ Website: sta.ca.gov

**TECHNICAL ADVISORY COMMITTEE (TAC)**

**1:30 p.m., Wednesday, September 30, 2020**

**Join Zoom Webinar Meeting**

<https://us02web.zoom.us/j/84447439466?pwd=eXZtcjI3UVFhbEsrdWVhUWw3dm5RQT09>

**Passcode: 858679**

**Join by Phone**

**Dial: 1(408) 638-0968**

**Webinar ID: 844 4743 9466**

**MEETING AGENDA**

**ITEM**

**STAFF PERSON**

**1. CALL TO ORDER (1:30 p.m.)**

Daryl Halls, Chair

**2. APPROVAL OF AGENDA**

**3. OPPORTUNITY FOR PUBLIC COMMENT  
(1:30 -1:35 p.m.)**

**4. REPORTS FROM MTC, STA, AND OTHER AGENCIES  
(1:35 – 1:45 p.m.)**

**5. CONSENT CALENDAR**

**Recommendation:**

Approve the following consent items in one motion.

**(1:45 – 1:50 p.m.)**

**A. Minutes of the TAC Meeting of August 26, 2020**

Johanna Masiclat

**Recommendation:**

Approve TAC Meeting Minutes of August 26, 2020.

**Pg. 5**

**TAC MEMBERS**

William Tarbox  
City of  
Benicia

Joe Leach  
City of  
Dixon

Paul Kaushal  
City of  
Fairfield

Robin Borre  
City of  
Rio Vista

Matthew Medill  
City of  
Suisun City

Tim Burke  
City of  
Vacaville

Terrance Davis  
City of  
Vallejo

Matt Tuggle  
County of  
Solano

- B. Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Matrix – October 2020 – Dixon Read Ride and Rio Vista Delta Breeze (RVDB)** Ron Grassi
- Recommendation:  
Forward a recommendation to STA Board to approve the October 2020 TDA Matrix for FY 2020-21 which includes the TDA Claim for Dixon in the amount of \$526,642 and Rio Vista in the amount of \$345,774.
- Pg. 9**
- C. The FY 2019-20 Vallejo Community Based Transportation Plan (CBTP)** Ron Grassi  
Elizabeth Richards,  
STA Consultant
- Recommendation:  
Forward a recommendation to the STA Board to approve the FY 2019-20 Vallejo Community Based Transportation Plan with Participatory Budgeting.
- Pg. 15**
- D. STA’s Title VI Program - Title VI of the Civil Rights Act of 1964** Brandon Thomson  
Tina Spencer, STA  
Consultant
- Recommendation:  
Forward a recommendation to the STA Board to approve the following:
1. Adopt the STA’s 2020 Title VI Program as shown in [Attachment A](#); and
  2. Authorize the Executive Director to submit the STA’s Title VI Program to Caltrans.
- Pg. 21**
- E. Final Report on Solano Mobility Study for Older Adults and People with Disabilities** Debbie McQuilkin  
Elizabeth Richards,  
STA Consultant
- Recommendation:  
Forward a recommendation to the STA Board to approve the Solano Mobility Study for Older Adults and People with Disabilities Update as shown in [Attachment B](#).
- Pg. 23**

**6. ACTION FINANCIAL ITEMS**

- A. Fiscal Year (FY) 2021-22 SolanoExpress Intercity Funding Forecast** Ron Grassi  
Mary Pryor, STA  
Consultant
- Recommendation:  
Forward a recommendation to the STA Board to approve the FY 2021-22 SolanoExpress Cost Sharing Forecast as specified in Attachment A.  
(1:50 – 1:55 p.m.)
- Pg. 29**

- B. Regional Transportation Impact Fee (RTIF) 7<sup>th</sup> Annual Report for FY 2019-20** Erika McLitus  
Recommendation:  
Forward a recommendation to the STA Board to approve the 7<sup>th</sup> Annual Solano Regional Transportation Impact Fee (RTIF) Report as shown in Attachment A.  
(1:55 – 2:05 p.m.)  
**Pg. 33**

## 7. ACTION NON-FINANCIAL ITEMS

- A. STA Policy and Procedures Pertaining to Future Utility Relocations and Draft Funding Options for Benicia and Vallejo Waterline Relocation Costs for I-80/I-680/I-80/SR 12 Interchange** Janet Adams  
Daryl Halls  
Recommendation:  
Approve the following:  
1. A recommendation to the STA Board to approve the STA Utility Relocation Procedure and Liability Dispute Procedure as shown in Attachment A; and  
2. Forward a funding recommendation for either Option 1, 2, or 3 to the STA Board.  
(2:05 – 2:25 p.m.)  
**Pg. 43**

## 8. INFORMATIONAL ITEMS – DISCUSSION

- A. Highway Safety Improvement Program (HSIP) Cycle 10 Set-Aside Draft Project List** Anthony Adams  
(2:25 – 2:30 p.m.)  
**Pg. 57**
- B. One Bay Area Grant (OBAG) Cycle 3 Overview** Erika McLitus  
(2:30 – 2:40 p.m.)  
**Pg. 61**
- C. Metropolitan Transportation Commission (MTC) Draft Annual Federal Obligation Plan Fiscal Year (FY) 2020-21** Erika McLitus  
(2:40 – 2:45 p.m.)  
**Pg. 65**

## NO DISCUSSION

- D. Legislative Update** Vince Ma  
**Pg. 81**
- E. Fiscal Year (FY) 2019-20 Abandoned Vehicle Abatement (AVA) Program Fourth Quarter Report** Debora Harris  
**Pg. 93**
- F. Summary of Funding Opportunities** Brent Rosenwald  
**Pg. 97**

## 9. UPCOMING TAC AGENDA ITEMS

### November 2020

- A. Managed Lanes Update
- B. ATP Implementation Priorities
- C. TDA Article 3
- D. Implementation Priorities for CTP Elements
- E. Draft STA's Draft Legislative Platform
- F. Coordinated Short Range Transit Plans (SRTPs)

### December 2020

- A. Adoption of the STA's Legislative Platform

## 10. ADJOURNMENT

The next regular meeting of the Technical Advisory Committee is tentatively scheduled at **1:30 p.m. on Wednesday, November 18, 2020.**

### **Meeting Schedule for the Calendar Year 2020**

**No Meeting in October**

**1:30 p.m., Wed., November 18<sup>th</sup> (Earlier Date)**

**1:30 p.m., Wed., December 16<sup>th</sup> (Earlier Date)**

**Translation Services:** For document translation please call:

Para la llamada de traducción de documentos:

對於文檔翻譯電話

Đối với tài liệu gọi dịch:

Para sa mga dokumento tawag sa pagsasalin:

707-399-3239



*Solano Transportation Authority*

**TECHNICAL ADVISORY COMMITTEE**  
**Minutes for the Virtual Meeting of**  
**August 26, 2020**

**1. CALL TO ORDER**

The regular meeting of the STA's Technical Advisory Committee (TAC) was called to order by Daryl Halls at approximately 1:30 p.m. via Zoom.

**TAC Members**

<b>Present:</b>	William Tarbox	City of Benicia
	Joe Leach	City of Dixon
	Paul Kaushal	City of Fairfield
	Robin Borre ( <i>Joined the meeting during Agenda Item 7.A</i> )	City of Rio Vista
	Matt Medill	City of Suisun City
	Tracy Rideout	City of Vacaville
	Terrance Davis	City of Vallejo
	Jason Riley for Matt Tuggle	County of Solano

**TAC Members**

<b>Absent:</b>	Matt Tuggle	County of Solano
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**STA Staff and**

<b>Others Present:</b>	<i>(In Alphabetical Order by Last Name)</i>	
	Anthony Adams	STA
	Karin Bloesch	STA/SR2S
	Tim Burke	City of Vacaville
	Ada Chan	ABAG
	Pat Carr	Solano County Transit (SolTrans)
	Matt Gleason	City of Vallejo
	Ron Grassi	STA
	Robert Guerrero	STA
	Daryl Halls	STA
	Beth Kranda	SolTrans
	Johanna Masiclat	STA
	Corester McLemore	STA/SR2S
	John McKenzie	Caltrans, District 4
	Debbie McQuilkin	STA
	Erika McLitus	STA
	Brent Rosenwald	STA
	Dan Sequeira	City of Benicia
	Sue Violette	STA/SR2S

## 2. APPROVAL OF THE AGENDA

On a motion by Terrance Davis, and a second by William Tarbox, the STA TAC unanimously approved the agenda. (7 Ayes, 1 Absent – Rio Vista)

## 3. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

## 4. REPORTS FROM MTC, STA, AND OTHER AGENCIES

STA staff provided an update to the following:

- A. Highway Safety Improvement Program (HSIP) Cycle 10 Update presented by Anthony Adams
- B. Solano Safe Routes to School (SR2S) Program Annual Report Fiscal Year (FY) 2019-20 and 2020-21 School Year Engagement Plan presented by Karin Bloesch
- C. Update from Transit Consortium presented by Ron Grassi

## 5. CONSENT CALENDAR

On a motion by Matt Medill, and a second by Paul Kaushal, the STA TAC unanimously approved the Consent Calendar Items A and B. (7 Ayes, 1 Absent – Rio Vista)

### A. Minutes of the TAC Meeting of June 24, 2020

#### Recommendation:

Approve TAC Meeting Minutes of June 24, 2020.

### B. Adoption of SolanoExpress Health and Safety Plan

#### Recommendation:

Forward a recommendation to the STA Board to adopt the Riding Together: Bay Area Healthy Transit Plan as a baseline set of measures that SolanoExpress will implement to ensure the health of transit riders and workers during the COVID-19 pandemic.

## 6. ACTION FINANCIAL ITEMS

### A. Countywide Transportation Electrification Update and Implementation

Anthony Adams cited that as part of this mandate to reduce GHG, the STA is working to develop and implement strategies across the County and for member agencies to have a roadmap for electrification. He outlined the multiple elements (Consumer Vehicle Chargers, Transit Electrification, and Freight Electrification) that include implementing capital improvements to put in place charging infrastructure throughout the county. He concluded by summarizing staff's recommendation to commit \$500,000 in FY 2020-21 LCTOP funding towards SolTrans for inductive charging implementation at Vallejo Transit Center and Curtola Transit Facility.

#### Recommendation:

Forward a recommendation to the STA Board to commit \$500,000 in FY 2020-21 LCTOP funding towards SolTrans for inductive charging implementation at Vallejo Transit Center and Curtola Park & Ride.

On a motion by Terrance Davis, and a second by William Tarbox, the STA TAC unanimously approved the recommendation. (7 Ayes, 1 Absent – Rio Vista)

*Robin Borre, City of Rio Vista, joined the meeting at this time.*

## 7. ACTION NON-FINANCIAL ITEMS

### A. Active Transportation Program (ATP) Cycle 5 Letters of Support

Brent Rosenwald reviewed the application process for ATP Cycle 5 and outlined the three member agencies that intend to submit applications for ATP Cycle 5: Fairfield, Vacaville, and Vallejo. He added that STA will be assisting Vacaville in the submission of their Ulatris Creek Gap Closure application as it dovetails with a previous Transit and Intercity Rail Capital Program (TIRCP) project and the upcoming I-80 Managed Lanes Project. He requested that the TAC approve staff's recommendation to forward to the STA Board to authorize the Executive Director to submit a Letter of Support for each Solano County project submitting an application to the Active Transportation Program Cycle 5.

#### Recommendation:

Forward a recommendation to the STA Board to authorize the Executive Director to submit a Letter of Support for each Solano County project submitting an application to the Active Transportation Program Cycle 5 as outlined in Table 1.

On a motion by Terrance Davis, and a second by Paul Kaushal, the STA TAC unanimously approved the recommendation. (8 Ayes)

## 8. INFORMATIONAL ITEMS – DISCUSSION

### A. I-80/I-680/State Route 12 (SR 12) Interchange Package 2A Project

Daryl Halls commented that staff worked with Caltrans, the Metropolitan Transportation Commission (MTC), and the California Transportation Commission (CTC) to fund a cost increase of \$16.7 M, which was funded with STIP funds programmed for Fiscal Year (FY) 2021-22. He added that this additional STIP funding is a loan from future RM 3 funds dedicated to the Interchange, and that the CTC advanced the STIP funds one year along with the SB 1 TCEP construction allocation funding in August 2020. He concluded by noting that with that, and because the Project is a being delivered with the Construction Manager/General Contractor (CM/GC) method, construction will begin in September 2020.

### B. Regional Measure 3 (RM 3) Highway Projects Update

Daryl Halls provided an update to the status of RM 3 highway projects in Solano County. He provided an overview on the I-80 Express Lanes (Red Top Rd. to I-505 in the Cities of Fairfield and Vacaville), I-80/I-680/SR 12 Interchange in the City of Fairfield, I-80/I-680/SR 12 Interchange in the City of Fairfield (Package 2A), I-80 Westbound Cordelia Truck Scales Relocation, and SR 37.

### C. Metropolitan Transportation Commission (MTC) Draft Annual Federal Obligation Plan Fiscal Year (FY) 2020-21

Erika McLitus reported that as of January 31, 2020, 17% of the targeted Surface Transportation Program (STP)/Congestion Mitigation and Air Quality Improvement (CMAQ) Obligation Authority (OA) had been obligated, compared with 30% in 2016, 45% in 2017, 75% in 2018, and 63% in 2019. She added that by March 31, 2020, 59% of the STP/CMAQ OA had been delivered, and noted that the goal of the region is to have 100% OA delivery by January 31<sup>st</sup>, so that projects may capture favorable bids and proceed to construction over the summer construction season.

## **NO DISCUSSION**

### **D. Legislative Update**

### **E. Solano Safe Routes to School (SR2S) Program Annual Report Fiscal Year (FY) 2019-20 and 2020-21 School Year Engagement Plan**

### **F. Commuter/Employer Programs Annual Report for Fiscal Year (FY) 2019-20**

### **G. Fiscal Year (FY) 2019-20 Solano Mobility Programs Year End Update**

- 1. Travel Training**
- 2. Countywide ADA In-Person Eligibility Program**
- 3. Taxi Card Program utilizing the PEX card**
- 4. Medical Trip Concierge using GoGo Grandparents**

### **H. Solano Mobility Call Center/Transportation Depot Fiscal Year (FY) 2019-20 Annual Update**

### **I. Fiscal Year (FY) 2019-20 Abandoned Vehicle Abatement (AVA) Program Third Quarter Report**

### **J. Summary of Funding Opportunities**

## **9. UPCOMING TAC AGENDA ITEMS**

## **10. ADJOURNMENT**

The meeting was adjourned at 2:25 p.m.

The next regular meeting of the Technical Advisory Committee is scheduled at **1:30 p.m., Wednesday, September 30, 2020**, tentatively scheduled as a Zoom Meeting





DATE: September 21, 2020  
TO: STA TAC  
FROM: Ron Grassi, Director of Programs  
RE: Fiscal Year (FY) 2020-21 Transportation Development Act (TDA) Matrix –  
October 2020 – Dixon Read Ride and Rio Vista Delta Breeze (RVDB)

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**Background:**

The Transportation Development Act (TDA) was enacted in 1971 by the California Legislature to ensure a continuing statewide commitment to public transportation. This law imposes a one-quarter-cent tax on retail sales within each county for this purpose. Proceeds are returned to counties based upon the amount of taxes collected, and are apportioned within the county based on population. To obtain TDA funds, local jurisdictions must submit requests to regional transportation agencies that review the claims for consistency with TDA requirements. Solano County agencies submit TDA claims to the Metropolitan Transportation Commission (MTC), the Regional Transportation Planning Agency (RTPA) for the nine Bay Area counties.

The Solano FY 2020-21 TDA fund estimates by jurisdiction are shown on the attached MTC Fund Estimate (Attachment A). MTC recently updated the Fund Estimate to address the FY 2019-20 revenue reductions resulting from the COVID-19 pandemic. MTC will update the FY 2020-21 revenue estimates this fall to reflect the anticipated lower sales tax receipts due to the pandemic.

TDA funds are shared among agencies to fund joint services such as SolanoExpress intercity bus routes and Intercity Taxi Scrip Program. To clarify how the TDA funds are to be allocated each year among the local agencies and to identify the purpose of the funds, the STA works with the transit operators and prepares an annual TDA matrix. The TDA matrix is approved by the STA Board and submitted to MTC to provide MTC guidance when reviewing individual TDA claims.

The cost share for the intercity routes per the Intercity Funding Agreement is reflected in the TDA Matrix. The intercity funding process includes a reconciliation of planned (budgeted) intercity revenues and expenditures to actual revenues and expenditures. In this cycle, FY 2018-19 actual amounts were reconciled to the estimated amounts for FY 2018-19. The reconciliation amounts and the estimated amounts for FY 2020-21 are merged to determine the cost per funding partner.

**Discussion:**

For FY 2020-21, the following TDA claims are being brought forward for review:

### Dixon Read Ride

Dixon is requesting \$526,642 in Dixon's TDA funds for FY2020-21. This amount includes \$1,177 State of Good Repair (SGR) funding and \$1,552 Low Carbon Transit Operations Program (LCTOP) funding swapped with Fairfield Suisun Transit (FAST). The full requested amount will be used for Read-Ride operations. Dixon's TDA claim amounts are included in Attachment B.

### Rio Vista Delta Breeze (RVDB)

RVDB is requesting \$345,774 in Rio Vista's TDA funds for FY 2020-21. This amount includes \$1,186 State of Good Repair (SGR) funding and \$1,564 Low Carbon Transit Operations Program (LCTOP) funding swapped with SolTrans. The full requested amount will be used for operations. Rio Vista's TDA claim amounts are included in Attachment B.

### **Fiscal Impact:**

No financial impact to STA as these claim amounts are consistent with the proposed FY 2020-21 STA Budget. The STA Board approval of the October 2020 TDA matrix provides the guidance needed by MTC to process the TDA claim submitted by STA from their local operators' TDA funds.

### **Recommendation:**

Forward a recommendation to the STA Board to approve the October 2020 TDA Matrix for FY 2020-21 which includes the TDA Claim for Dixon in the amount of \$526,642 and Rio Vista in the amount of \$345,774 as shown in Attachment B.

### Attachments:

- A. FY 2020-21 TDA Fund Estimate for Solano County dated July 22, 2020
- B. FY 2020-21 Solano TDA Matrix for October 2020

FY 2020-21 FUND ESTIMATE TRANSPORTATION DEVELOPMENT ACT FUNDS SOLANO COUNTY			FY2020-21 TDA Revenue Estimate	
<b>FY2019-20 TDA Revenue Estimate</b>			<b>FY2020-21 TDA Revenue Estimate</b>	
<b>FY2019-20 Generation Estimate Adjustment</b>			<b>FY2020-21 County Auditor's Generation Estimate</b>	
1. Original County Auditor Estimate (Feb, 19)	21,239,810		13. County Auditor Estimate	22,251,809
2. Actual Revenue (Jun, 20)	19,974,432		<b>FY2020-21 Planning and Administration Charges</b>	
3. Revenue Adjustment (Lines 2-1)		(1,265,378)	14. MTC Administration (0.5% of Line 13)	111,259
<b>FY2019-20 Planning and Administration Charges Adjustment</b>			15. County Administration (0.5% of Line 13)	111,259
4. MTC Administration (0.5% of Line 3)	(6,327)		16. MTC Planning (3.0% of Line 13)	667,554
5. County Administration (Up to 0.5% of Line 3)	(6,327)		17. Total Charges (Lines 14+15+16)	890,072
6. MTC Planning (3.0% of Line 3)	(37,961)		18. TDA Generations Less Charges (Lines 13-17)	21,361,737
7. Total Charges (Lines 4+5+6)		(50,615)	<b>FY2020-21 TDA Apportionment By Article</b>	
8. Adjusted Generations Less Charges (Lines 3-7)		(1,214,763)	19. Article 3.0 (2.0% of Line 18)	427,235
<b>FY2019-20 TDA Adjustment By Article</b>			20. Funds Remaining (Lines 18-19)	20,934,502
9. Article 3 Adjustment (2.0% of line 8)	(24,295)		21. Article 4.5 (5.0% of Line 20)	0
10. Funds Remaining (Lines 8-9)		(1,190,468)	22. TDA Article 4 (Lines 20-21)	20,934,502
11. Article 4.5 Adjustment (5.0% of Line 10)	0			
12. Article 4 Adjustment (Lines 10-11)		(1,190,468)		

TDA APPORTIONMENT BY JURISDICTION										
Column	A	B	C=Sum(A:B)	D	E	F	G	H=Sum(C:G)	I	J=Sum(H:I)
	6/30/2019	FY2018-19	6/30/2019	FY2018-20	FY2019-20	FY2019-20	FY2019-20	6/30/2020	FY2020-21	FY2020-21
Apportionment Jurisdictions	Balance (w/o interest)	Interest	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	964,815	20,287	985,103	(1,355,968)	0	407,804	(24,295)	12,644	427,235	439,879
Article 4.5										
<b>SUBTOTAL</b>	<b>964,815</b>	<b>20,287</b>	<b>985,103</b>	<b>(1,355,968)</b>	<b>0</b>	<b>407,804</b>	<b>(24,295)</b>	<b>12,644</b>	<b>427,235</b>	<b>439,879</b>
Article 4/8										
Dixon	1,278,184	25,136	1,303,320	(1,431,732)	0	903,994	(53,856)	721,725	938,978	1,660,703
Fairfield	5,969,565	126,454	6,096,018	(9,066,136)	0	5,277,659	(314,421)	1,993,120	5,557,256	7,550,376
Rio Vista	627,857	13,684	641,541	(418,055)	0	417,466	(24,871)	616,081	446,672	1,062,753
Solano County	1,888,628	35,339	1,923,968	(840,480)	0	892,044	(53,144)	1,922,388	928,826	2,851,214
Suisun City	47,248	4,505	51,754	(1,300,730)	0	1,326,366	(79,019)	(1,629)	1,396,892	1,395,263
Vacaville	9,400,831	208,238	9,609,069	(4,884,429)	0	4,497,114	(267,919)	8,953,836	4,687,157	13,640,993
Vallejo/Benicia	5,379,599	120,873	5,500,472	(7,116,757)	3,821,134	6,667,772	(397,238)	8,475,382	6,978,721	15,454,103
<b>SUBTOTAL</b>	<b>24,591,913</b>	<b>534,229</b>	<b>25,126,142</b>	<b>(25,058,319)</b>	<b>3,821,134</b>	<b>19,982,414</b>	<b>(1,190,468)</b>	<b>22,680,903</b>	<b>20,934,502</b>	<b>43,615,405</b>
<b>GRAND TOTAL</b>	<b>\$25,556,728</b>	<b>\$554,516</b>	<b>\$26,111,245</b>	<b>(\$26,414,287)</b>	<b>\$3,821,134</b>	<b>\$20,390,218</b>	<b>(\$1,214,763)</b>	<b>\$22,693,547</b>	<b>\$21,361,737</b>	<b>\$44,055,284</b>

1. Balance as of 6/30/19 is from the MTC FY2018-19 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 6/30/19, and FY2019-20 allocations as of 6/30/20.
3. Where applicable by local agreement, contributions from each jurisdiction will be made to support the Intercity Transit Funding Agreement.

## FY 2020-21 TDA Matrix

## OCTOBER DRAFT

Date Prepared 10-Sep-20  
STA Board Action

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
<b>TDA Revenue Available</b>									
FY20-21 TDA Revenue Estimate from MTC	1	\$ 938,978	\$ 5,557,256	\$ 446,672	\$ 1,396,892	\$ 4,687,157	\$ 6,978,721	\$ 928,826	\$ 20,934,502
FY20-21 25% Reduction per MTC	1	\$ (234,745)	\$ (1,389,314)	\$ (111,668)	\$ (349,223)	\$ (1,171,789)	\$ (1,744,680)	\$ (232,207)	\$ (5,233,626)
Projected Carryover from MTC	1	\$ 721,725	\$ 1,993,120	\$ 616,081	\$ (1,629)	\$ 8,953,836	\$ 8,475,382	\$ 1,922,388	\$ 22,680,903
Available for Allocation per MTC	1	\$ 1,425,959	\$ 6,161,062	\$ 951,085	\$ 1,046,040	\$ 12,469,204	\$ 13,709,423	\$ 2,619,008	\$ 38,381,780
FY19-20 Allocations / Returns	1								\$ -
<b>Total TDA Revenue Available for Allocation</b>		<b>\$ 1,425,959</b>	<b>\$ 6,161,062</b>	<b>\$ 951,085</b>	<b>\$ 1,046,040</b>	<b>\$ 12,469,204</b>	<b>\$ 13,709,423</b>	<b>\$ 2,619,008</b>	<b>\$ 38,381,780</b>

## USES

<b>Paratransit</b>									
Intercity Taxi Scrip	2	\$ 12,850	\$ 25,397	\$ 650		\$ 51,300	\$ 65,375	\$ 569,428	\$ 725,000
Paratransit	3		\$ 274,959		\$ 100,000	\$ 172,919	\$ 691,061	\$ 316,561	\$ 1,555,500
Local Taxi Scrip	3		\$ 176,111		\$ 25,000	\$ 95,249	\$ 80,000		\$ 376,360
<i>Subtotal Paratransit</i>		<i>\$ 12,850</i>	<i>\$ 476,467</i>	<i>\$ 650</i>	<i>\$ 125,000</i>	<i>\$ 319,468</i>	<i>\$ 836,436</i>	<i>\$ 885,989</i>	<i>\$ 2,656,860</i>

<b>Local Transit Service</b>	3	\$ 523,913	\$ 1,391,297	\$ 343,024	\$ 787,621	\$ 1,046,150	\$ 3,188,939		\$ 7,280,944
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<b>SolanoExpress Intercity Bus</b>									
To FAST	4	\$ 78,594	\$ 528,686	\$ -	\$ 95,126	\$ 476,039	\$ 112,925	\$ 90,164	\$ 1,381,535
To SolTrans	4	\$ 9,732	\$ 104,786	\$ -	\$ 24,381	\$ 53,416	\$ 812,833	\$ 85,350	\$ 1,090,497
<i>Subtotal SolanoExpress Intercity Bus</i>		<i>\$ 88,326</i>	<i>\$ 633,472</i>	<i>\$ -</i>	<i>\$ 119,507</i>	<i>\$ 529,455</i>	<i>\$ 925,758</i>	<i>\$ 175,514</i>	<i>\$ 2,472,032</i>

<b>Transit Capital</b>	Claimed by each agency	3				\$ 995,000	\$ 404,500		\$ 1,399,500
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<b>STA Planning</b>	Claimed by STA	6	\$ 22,659	\$ 132,288	\$ 10,464	\$ 33,246	\$ 112,723	\$ 167,132	\$ 22,360	\$ 500,872
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**FY 2020-21 TDA Matrix**

**OCTOBER DRAFT**

Date Prepared 10-Sep-20  
 STA Board Action

	Note #	Dixon	Fairfield	Rio Vista	Suisun City	Vacaville	Vallejo/Benicia (SolTrans)	Solano County	Total
<b>Swaps / Other</b>									
LCTOP swap: Dixon to claim from FAST for FY19-20 funding shares	7		\$ 1,552						\$ 1,552
SGR swap: Dixon to claim from FAST for FY20-21 funding shares	7		\$ 1,177						\$ 1,177
LCTOP swap: Rio Vista to claim from SolTrans for FY19-20 funding shares	8						\$ 1,564		\$ 1,564
SGR swap: Rio Vista to claim from SolTrans for FY20-21 funding shares	8						\$ 1,186		\$ 1,186
LCTOP swap: Vacaville to claim from FAST for FY19-20 funding shares	9		\$ 6,142						\$ 6,142
Intercity Bus Replacement Plan, Claimed by FAST	10								\$ -
Intercity Bus Replacement Plan, Claimed by SolTrans	10								\$ -
Fairfield-Vacaville Train Station claimed by FAST	12					\$ 72,974			\$ 72,974
Suisun City Train Station, claimed by STA	13				\$ 50,000				\$ 50,000
Faith in Action, claimed by STA	14							\$ 56,000	\$ 56,000
<b>Subtotal Swaps</b>		\$ -	\$ 8,871	\$ -	\$ 50,000	\$ 72,974	\$ 2,750	\$ 56,000	\$ 190,595
<b>Total To Be Claimed by All Agencies</b>		\$ 647,748	\$ 2,642,395	\$ 354,138	\$ 1,115,374	\$ 3,075,770	\$ 5,525,515	\$ 1,139,863	\$ 14,500,803
<b>Balance</b>		\$ 778,211	\$ 3,518,667	\$ 596,947	\$ (69,334)	\$ 9,393,433	\$ 8,183,908	\$ 1,479,145	\$ 23,880,977

**Notes**

- (1) MTC February 26, 2020 Fund Estimate; Reso 4220; columns I, H, J; Allocations>Returns in matrix are those not yet included in MTC's fund estimate; 25% reduction per MTC guidance
- (2) STA will be claimant. Amounts subject to change.
- (3) From each agency's annual TDA claim. County amount claimed by STA for Countywide In Person ADA Assessments.
- (4) Based on FY 2018-19 reconciliation and FY 2020-21 Intercity Transit Funding Agreement forecast
- (5) (Not used)
- (6) Claimed by STA from all agencies per formula; Amount in matrix is \$2 less due to rounding.
- (7) Dixon to claim from FAST per February 27, 2020 and June 30, 2020 swap letters
- (8) Rio Vista to claim from SolTrans per February 28, 2020 swap letter and May 21, 2020 SolTrans staff report
- (9) Vacaville to claim from FAST per February 27, 2020 swap letter
- (10) From Intercity Bus Replacement Plan approved by STA Board on September 11, 2019.
- (11) Not used
- (12) FAST to claim from Vacaville based on 2002 agreement for operation of Fairfield - Vacaville Train Station. Amount covers November 2017 to June 30, 2019 costs.
- (13) To be claimed by STA for Suisun Amtrak station maintenance
- (14) To be claimed by STA for Faith in Action

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DATE: September 15, 2020  
TO: STA TAC  
FROM: Ron Grassi, Director of Programs  
Elizabeth Richards, ER Consulting  
RE: Fiscal Year (FY) 2019-20 Vallejo Community Based Transportation Plan (CBTP)

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**Background:**

The Metropolitan Transportation Commission's (MTC) 2001 Lifeline Transportation Network Report identified transit needs in economically disadvantaged communities throughout the San Francisco Bay Area. In addition, the Environmental Justice Report for the 2001 Regional Transportation Plan also identified the need for MTC to support local planning efforts in low-income communities throughout the region.

To advance the findings of these studies, MTC initiated and has been funding community based transportation planning studies in low-income communities throughout the Bay Area. The objective of the community based planning process was to develop a plan through a collaborative process that identifies transportation gaps, proposes and prioritizes strategies to address the gaps, and identifies potential funding sources and project leads for implementation. This process ensured that the low-income population directly affected by the transportation plan is guiding the process.

The Vallejo Community Based Transportation Plan (CBTP) process began in May 2019. The purpose of the CBTP is to identify and find solutions to transportation challenges for communities of concern within Vallejo. Communities of concern are neighborhoods with a high percentage of low-income households and other underrepresented groups and had been identified by MTC (Attachment A). MTC also allocated \$400,000 of State Transit Assistance (Lifeline) funds for projects identified through a Participatory Budgeting process.

Prior to the community outreach beginning, the STA and consultant team established two committees to guide and assist this effort. A Steering Committee was established and began meeting monthly in June 2019 to provide overall guidance. It consisted of the STA, City of Vallejo, SolTrans, County of Solano, Fighting Back Partnership (FBP) and consultants. A Community Engagement and Participation Committee (CEPC) of key Vallejo community stakeholders was also established to assist with outreach.

The Vallejo CBTP community outreach kicked off in July 2019 with a Transportation Forum. Input on transportation challenges and solutions was received. A survey was introduced (hard copy and on-line). Promotion to the broader community began through multiple avenues and input continued to be collected into September. With the assistance of the CEPC, surveys were distributed at numerous events and half a dozen focus groups were also held. From the data collected through the surveys, focus groups and outreach, transportation challenges were identified. Projects that addressed the challenges were developed that could be achieved within the Participatory Budgeting (PB) funding parameters. The project specifics

were developed by the City of Vallejo Public Works and SolTrans. In total, 16 projects were identified for public voting (Attachment B).

**Discussion:**

Attachment B is the Vallejo Community Based Transportation Plan with Participatory Budgeting that is being brought forward to the Consortium for their recommendation to the STA TAC and Board to approve. As part of this process, the participatory budgeting was completed through voting to prioritize the 16 projects were developed at the October 24, 2019 Transportation Expo. The 16 projects were displayed with a project description, the issue they were addressing, how they benefited the community, and the estimated project cost. After the event, community voting continued on-line until November 18, 2019.

The Vallejo community public was invited to vote by allocating the \$400,000 among the 16 projects. Estimated project costs ranged from \$10,000 to \$250,000. About 140 individuals voted on-line and 60 at the Expo. Projects selected through the Participatory Budgeting Process reflect community input.

Six projects were selected and reviewed by the project Steering Committee and a three-member STA Board CBTP Ad Hoc Review Committee (Attachment D). The CBTP Ad Hoc Review Committee reviewed the community selection process, list of priority projects and funding allocations, and provided a recommendation to the STA Board. The PB project funding allocations and agreements with SolTrans and the City of Vallejo were approved by the STA Board in April 2020.

Projects that were not selected for funding through the PB process remain in the CBTP along with additional projects to address the transportation challenges raised by the community. The Vallejo CBTP was presented to the Paratransit Coordinating Committee (PCC) and Consolidated Transportation Services Agency (CTSA) in July. The full report documenting the process and strategy recommendations has been prepared and is being presented to the committee at this time.

**Fiscal Impact:**

The Vallejo Community Based Transportation Plan and Participatory Budgeting Process was funded with \$95,000 provided by MTC and \$100,000 of State Transit Assistance Funds (STAF) allocated by the STA Board as a match. The PB projects are funded with \$400,000 of STAF Lifeline funding allocated to STA by MTC.

**Recommendation:**

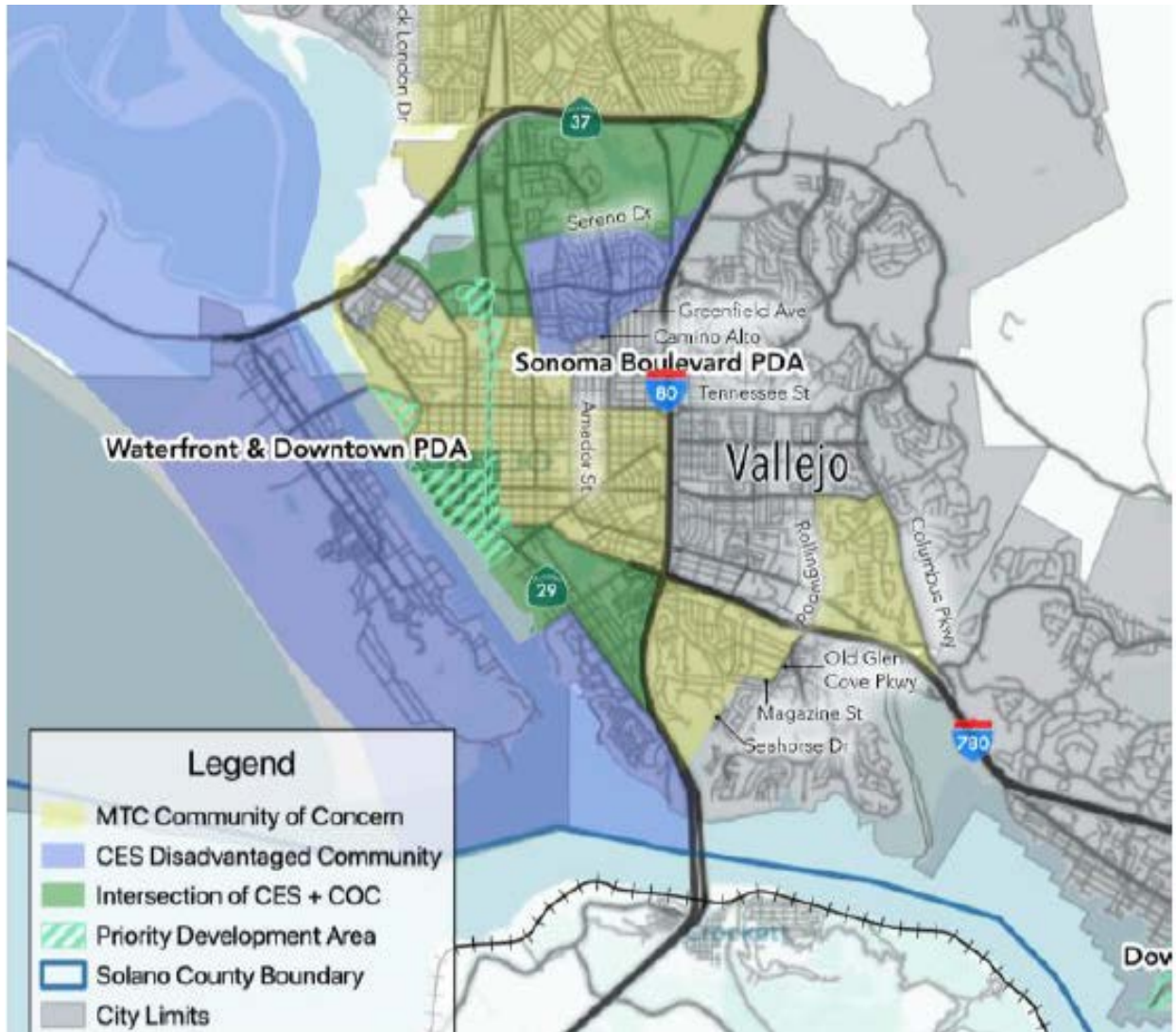
Forward a recommendation to the STA Board to approve the FY 2019-20 Vallejo Community Based Transportation Plan with Participatory Budgeting as shown in [Attachment C](#).

Attachments:

- A. Vallejo Communities of Concern
- B. Participatory Budgeting Projects for Voting
- C. Vallejo Community Based Transportation Plan with Participatory Budgeting
- D. *Click here for immediate review and printing:*  
[Participatory Budgeting Projects Selected](#)



Vallejo Communities of Concern



## Vallejo CBTP Projects

**Project A. Transit Centers Lyft/Uber designated meeting zones (Cost: \$10K)**

Install designated meeting zones for Lyft/Uber rides at Curtola Park and Ride and downtown Vallejo Transit Center. (Project Sponsor: SolTrans)

**Project B. SolTrans System Maps at Bus Shelters (Cost: \$20K)**

Install SolTrans 4' x 4' system route maps at 2-3 dozen of the busiest bus stop shelters. These maps would show the SolTrans bus routes. (Project Sponsor: SolTrans)

**Project C. Bus Stop and Shelter Lighting Improvements (Cost: \$20K)**

Install additional solar lighting throughout the SolTrans bus system. This project would fund adding solar lighting to approximately 10 bus stops. (Project Sponsor: SolTrans)

**Project D. Radar Speed Feedback Signs (Cost: \$30K)**

Purchase and install a pair of radar speed feedback signs on city streets. (Project Sponsor: City of Vallejo)

**Project E. Redwood St Mid-Block Crosswalk Improvements (Cost: \$50K)**

Upgrade the existing crosswalk and signing to increase visibility between Sonoma Blvd. and Sacramento Street. This is a mid-block crosswalk on a curve connecting housing and retail. This project will re-stripe the crosswalk and install a more visible flashing beacon. (Project Sponsor: City of Vallejo)

**Project F. Broadway St - New Sidewalk (Cost: \$50K)**

Construct a paved sidewalk on the westside of Broadway St between Delaware St and Texas St. (Project Sponsor: City of Vallejo)

**Project G. Jordan St Striping (Cost: \$60K)**

Install striping along Jordan St. as a strategy to direct vehicles and reduce travel speeds. (Project Sponsor: City of Vallejo)

**Project H. Bus Stop Landscape Improvements (Cost: \$60K)**

This project would fund new landscaping at approximately 20 bus stops. (Project Sponsor: SolTrans)

**Project I. Porter St - New Sidewalk and Street Crossing Improvements (Cost: \$120K)**

Install over 400 feet of sidewalk on the east side of Porter St near Magazine St. (Project Sponsor: City of Vallejo)

**Project J. Specialized Bus Shelters on Sonoma Blvd and Florida/Springs Rd. (Cost: \$150K)**

Install approximately 5 initial specialized bus shelters on Sonoma Blvd. and Florida/Springs Rd. in preparation for Bus Rapid Transit (BRT) service in these corridors. (Project Sponsor: SolTrans)

**Project K. Fairgrounds Dr. -Pathway Lighting (Whitney-Borges) (Cost: \$170K)**

Install lighting along an existing paved pathway on the westside of Fairgrounds Dr. between Whitney Ave. and Borges Ln. (Project Sponsor: City of Vallejo)

**Project L. SolTrans Real-Time Transit Information System (Cost: \$200K)**

Install a real-time transit information system at bus stops throughout the SolTrans system. This includes electronic signs and maps to give SolTrans riders information on bus routes and arrivals. (Project Sponsor: City of Vallejo)

**Project M. Benicia Rd - New Sidewalk and Street Crossing Improvements (Cost: \$210K)**

Install over 500 feet of sidewalk, curb and gutter on the north side of Benicia Rd near Columbus Pkwy. (Project Sponsor: SolTrans)

**Project N. Fairgrounds Dr. - New Sidewalk (Corcoran-Borges) (Cost: \$210K)**

Construct a new paved sidewalk over 1000 feet in length on the westside of Fairgrounds Dr. between Corcoran Ave. and Borges Ln. (Project Sponsor: City of Vallejo)

**Project O. Enhanced Bus Shelters and Public Art (Cost: \$240K)**

There are two major elements to the project: four enhanced bus shelters and public art. The enhanced bus shelters would be designed to reflect the characteristics of the neighborhood offering not only functionality but also an artistic element. Public art could enhance the streetscape and also be functional. (Project Sponsor: SolTrans)

**Project P. Additional Bus Shelters and Benches at SolTrans Bus Stops (Cost: \$250K)**

Install at least 5 additional shelters with benches and at least 10 additional benches at bus stops that currently don't have them throughout Vallejo that serve the communities of concern. (Project Sponsor: SolTrans)

**Vallejo CBTP  
Participatory Budgeting**

**Projects Selected**

	Project	Revised Project Estimate	Agency Lead
1	Bus Stop and Shelter Lighting Improvements	\$230,000	SolTrans
2	Additional Bus Shelters and Benches at SolTrans Bus Stops		
3	SolTrans System Maps at Bus Shelters		
4	Bus Stop Landscape Improvements		
5	Redwood St Mid-Block Crosswalk Improvements	\$ 50,000	City of Vallejo
6	Porter St – New Sidewalk and Street Crossing Improvements	\$120,000	
	<b>TOTAL</b>	<b>\$400,000</b>	



DATE: September 20, 2020  
TO: STA TAC  
FROM: Brandon Thomson, Transit Mobility Coordinator  
Tina Spencer-STA Consultant  
RE: STA's Title VI Program - Title VI of the Civil Rights Act of 1964

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**Background:**

On October 1, 2012, the Federal Transit Administration (FTA) released an update to guidance regarding Title VI of the Civil Rights Act of 1964 that provides compliance direction to recipients receiving federal funds. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. The guidance seeks to ensure:

- 1) The level and quality of service is provided in a nondiscriminatory manner
- 2) The agency promotes full and fair participation in decision making without regard to race, color and national origin
- 3) Meaningful access to programs by persons with Limited English Proficiency (LEP)

One component of the guidance contained in FTA circular C4702.1B is the requirement of direct recipients to monitor and report on the compliance activities of sub-recipients to whom they allocate funds. In November, 2014, Caltrans notified STA that the Authority would be responsible for complying with the requirements and established a June 30, 2014 deadline for report submittal. The June 2014 Title VI program update represented the first Title VI Program that STA completed. Moreover, The Title VI compliance guidance dictates that the STA must adopt and submit a Title VI Program every 3 years. The second Title VI update occurred in June 2017 and the 2020 Title VI Program update represents the third Title VI Program that STA has completed. The fourth update to the Title VI Program will be conducted in 2023.

**Discussion:**

FTA Circular C4702.1B provides recipients and sub-recipients of federal financial assistance with guidance and instruction necessary to carry out the U.S. Department of Transportation regulations on Title VI of the Civil Rights Act of 1964. STA receives federal funds for a number of programs and activities, including its general administrative operation, Solano Commuter Information, Safe Routes to School, and the Mobility Management program. However, management of projects in Caltrans or the local jurisdictions' right of way would not be included, as STA is an "implementing agency" not a "project sponsor." For those activities, Caltrans or the local jurisdictions would be responsible for Title VI compliance.

This program includes documentation that demonstrates compliance with the following required general elements:

- 1) Title VI notice to the public that indicates that the recipient complies with Title VI, and informs members of the public of the protections against discrimination afforded to them by Title VI.
- 2) Title VI Complaint Policy and instructions to the public on how to file a Title VI complaint, including a copy of the complaint form.
- 3) List of any Title VI Investigations, lawsuits or complaints filed in the last three years.
- 4) Public Participation Plan that includes an outreach plan to engage minority and limited English proficient populations along with a summary of recent outreach or engagement efforts.
- 5) Language Assistance Plan to provide important information for persons with Limited English Proficiency (LEP).
- 6) Report on racial breakdown of non-elected boards or advisory committees.
- 7) Board minutes that document board adoption of Title VI program.

An important aspect of the Title VI Program is that it must be adopted by the agency's board and integrated in policy and in practice by the agency. As such, the Title VI Program and its associated Complaint Policy, Language Assistance Plan, and Public Participation Plan must become a tenet under which STA operates in order to ensure federal compliance. The Title VI Program commits the agency to undertake activities related to Title VI along with monitoring those activities. This includes updating the Title VI Program every three years that should be included in agency and staff work-plans.

Attached (Attachment A) is the STA's 2020 Title VI Program being brought to the Consortium for a recommendation to forward to the TAC and STA Board for approval. Following approval by the STA Board, these Title VI Program requirements will be implemented or phased in over the next year.

**Fiscal Impact:**

There is no impact to the STA, however, an approved Title VI Program must be in place to be a direct recipient of FTA funding.

**Recommendation:**

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

1. Adopt the STA's 2020 Title VI Program as shown in [Attachment A](#); and
2. Authorize the Executive Director to submit the STA's Title VI Program to Caltrans.

**Attachment:**

- A. ***Click here for immediate review and printing:***  
[STA 2020 Title VI Program Update.](#)



DATE: September 17, 2020  
TO: STA TAC  
FROM: Elizabeth Richards, ER Consulting  
Debbie McQuilkin, Transit Mobility Coordinator  
RE: Solano Mobility Study for Older Adults and People with Disabilities Report Update

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**Background:**

By 2050, people age 65 and older are expected to comprise 20% of the total U.S. population. In Solano County, people age 65 and older are expected to exceed 20% before 2030. This will be nearly double the percentage of older adults countywide from just a few years ago. One city (Rio Vista) already has one-third of its population over 65 years of age.

The STA last completed a countywide study addressing the transportation needs of older adults and people with disabilities in 2011. The current effort to create an updated plan included the key step of conducting wide-ranging, in-depth community outreach throughout Solano County. This project used multiple strategies to solicit public input. The most visible were the seven city Mobility Summits for Older Adults and People with Disabilities.

In addition to the seven city Mobility Summits, focus groups, surveying, and other community outreach occurred. Each Mobility Summit kicked off a community's outreach. This typically included, among other activities, a couple of community focus groups in each city. Surveys were distributed through a variety of means including direct mail to households in each city; over 2,200 were completed. Presentations and input were received from the County of Solano Health and Social Service department, Senior Coalition, Paratransit Coordinating Committee (PCC) and other groups.

The Countywide Mobility Summit was held October 18, 2018. The top challenge in all seven cities was Traveling to Medical Appointments. The second most common challenge countywide was Traveling to Daily Activities. The Countywide Mobility Summit focused on these key countywide issues.

**Discussion:**

The STA and transit operators have taken a number of actions to address issues raised by the community. In 2019, the STA launched two new programs to address the difficulty of traveling to medical appointments and to daily activities. First, the Solano Older Adult Medical Trip Concierge Program: this has been a partnership among the STA, Area Agency on Aging (AAoA), the medical providers, GoGoGrandparent, Lyft/Uber and providers of lift-equipped vehicles. The program has been popular and evolved in the past year. It currently provides subsidized rides for eligible residents to in-county medical appointments. The other program begun in 2019 was the Vehicle Share program. The STA acquired two lift-equipped vans which it loans to local non-profits for their transport of clients. In addition, other services that support older adults and/or people with disabilities have been undergoing enhancements such as the ADA Intercity Taxi Card Program and the First/Last Mile program.

Transit services throughout the county have been making changes as well. These have been incorporated into local and intercity service changes as well as local program modifications. Further changes are recommended to improve mobility for older adults and people with disabilities. These are discussed more fully in the Study document accompanying this staff report.

Besides Traveling to Medical Appointments, there were other issues common among multiple cities as noted in the Executive Summary of the Solano Mobility Study for Older Adults and People with Disabilities Update (Attachment A). Traveling with a disability and bus stop amenities need improving are two examples of issues raised among multiple cities. There were also issues specific to an individual city. These are outlined in the report as well.

The Updated Study document has been prepared and being presented to this committee for action (Attachment B). The document presents this project's community outreach and findings (countywide and by city) as well as strategies to address priority issues. It has been discussed with the Paratransit Coordinating Council (PCC) and Consolidated Transportation Services Agency (CTSA) in July 2020.

**Fiscal Impact:**

None at this time.

**Recommendation:**

Forward a recommendation to the STA Board to approve the Solano Mobility Study for Older Adults and People with Disabilities Update as shown in Attachment B.

Attachments

- A. Draft Executive Summary of Solano Mobility Study for Older Adults and People with Disabilities
- B. *Click here for immediate review and printing:***  
[Draft Solano Mobility Study for Older Adults and People with Disabilities](#)



## Executive Summary

The Solano Transportation Authority (STA) undertook the Solano Mobility Study for Older Adults and People with Disabilities to address the mobility needs of older adults and people with disabilities in Solano County. Older adults and people with disabilities are an important segment of Solano County's population. These individuals need to be able to access community resources such as retail, medical, services, recreation, spiritual centers as well as to congregate with family and friends.

By 2050, people age 65 and older are expected to comprise 20% of the total U.S. population. In Solano County, people age 65 and older are expected to comprise 21% of the total Solano County population in 2040, ten years sooner than the U.S as a whole. This is double the current percentage of older adults countywide. One Solano city, Rio Vista, already has one-third of its population over 65 years.

The Solano Transportation Authority (STA) has undertaken two previous studies (2004 and 2011) focusing on the transportation needs of older adults and people with disabilities. The number of older adults in Solano County has continued to grow since 2011 and is projected to grow significantly for years. Rates of disabilities increases with age. The STA determined it was time to update the transportation study<sup>1</sup> focusing on Older Adults and People with Disabilities.

A great deal has changed since the last study was completed. Recommended programs have been implemented and the transportation environment has changed dramatically. In addition, transit services have changed and new types of services such as "shared mobility" and "micromobility" have been introduced.

Within the Bay Area, Solano has the highest percentage of veterans (7.5%) of all ages. Of those 65 and older, 25.8% are veterans well above the regionwide average (15.6%).<sup>2</sup>

Currently 11% of Solano's general population has a disability<sup>3</sup>. The rate of disabilities increases with age; one-third of seniors have a disability.

The majority of Solano adults 65 and older have a vehicle (95%)<sup>6</sup>. The majority of people who participated in this study drive themselves or are driven by a spouse as their primary mode. Nevertheless, there was recognition by those driving that driving will decrease with age and more mobility options will be needed.

Many who participated in this study already rely on others, transit, paratransit and other programs and services for their mobility as their primary mode. At least 30% of the survey

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<sup>1</sup> Similar to the previous plans, this Mobility Plan is intended to address issues in the near-term and also long-term (beyond 10 years)

<sup>2</sup> American Community Survey/MTC Coordinated Plan 2018

<sup>3</sup> Disabilities is a broad term covering a range of physical or cognitive impairments that may (or may not) affect mobility

respondents in Fairfield, Vacaville, and Vallejo noted that they either no longer drive or never drove.

Comprehensive community outreach was conducted to identify the mobility challenges. A Mobility Summit for Older Adults and People with Disabilities was held in each of Solano's seven cities from April 2017 through May 2018. In October 2018 a countywide Mobility Summit for Older Adults and People with Disabilities was held. In addition, six mini-Summits were held with key organizations that work with these populations. Two community focus groups were held in each city to gather in-depth information directly from older adults and people with disabilities. A User survey was distributed widely including through direct mail to many households with older adults.

The community response was strong. The city Mobility Summits were attended by over 330 community members. Through the mini-Summits, comments were received from more than 125 people in attendance. The community focus groups were attended by a combined total of 180 people. More than 2200 User surveys were returned through the summer of 2018.

While each city presented its own unique set of mobility challenges, common themes emerged. Traveling to medical appointments was the top challenge in all cities throughout the county. The second most common challenge was traveling to daily activities which was a common issue in all cities with one exception. Traveling with a disability<sup>4</sup> was highly ranked as well. A more specific issue raised in nearly every community was the issue of bus stops and stop amenities. The specifics varied by community but there was a common outcry for improvements.

How to address these top issues was the focus of the Countywide Mobility Summit attended by more than 130 people. The two top issues and potential solutions were the topic of five discussion groups at the Countywide Summit. There was consensus that Transit and Door-to-Door services should be the primary strategies to address the challenges of Traveling to Medical Appointments and Daily Activities. The next tier of strategies were Information/Assistance and Partnerships.

Throughout the course of this study's community outreach in 2017 and 2018, several transit operators were evaluating and modifying their services. Service changes were made on Vacaville City Coach in 2018 as well as to some of the FAST operated SolanoExpress intercity services. Further service changes were anticipated in 2019 on SolTrans and more SolanoExpress intercity services. These changes are expected to address some of the issues raised through this study.

Countywide program changes were also occurring in 2018 and projected for 2019. The countywide reduced-fare ADA<sup>5</sup> intercity taxi program began to implement a significant service change in late 2018 to incorporate non-ambulatory riders and replace the scrip fare instrument with a debit card like fare card; this is a phased implementation which continued until summer 2019. A Vehicle Share Program for non-profits that work with older adults and people with

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<sup>4</sup> This included traveling with a mobility device (cane/walker, wheelchair), difficulty walking or standing for long, chronic illnesses, hear/sight impairments, cognitive disabilities, etc.

<sup>5</sup> Americans for Disabilities Act (ADA)

disabilities is being implemented in Fall 2019. These programs will also address some of the challenges raised.

A new pilot program (Medical Trip Call Center Concierge Program) was created and launched in Spring 2019 to directly respond to the top challenge of Traveling to Medical Appointments. Led by the STA, this is a partnership among Solano medical providers, STA, GoGo Grandparent, Lyft and the Area Agency on Aging to provide free Lyft trips to eligible older adults both ambulatory and non-ambulatory. A statewide policy concerning TNC<sup>6</sup>s may also further increase mobility options for non-ambulatory individuals. Beginning in 2019, TNCs will be required to pay a fee to fund an “Access for All” fund. The revenues from the “Access for All” fund (managed by the CPUC<sup>7</sup>) will be used to create more mobility options for non-ambulatory individuals who are currently unable to use TNCs.

While a myriad of changes has been made recently and are planned in the near future, there will still be mobility challenges not addressed. From the start of this project, the focus has been on transportation and mobility in general for older adults and people with disabilities not on a specific mode. Nevertheless, transit has frequently been raised as a challenge and also seen by the community as a primary solution albeit with improvements.

A series of strategies are listed in the final chapter of this document. Transit improvements are listed along with a variety of other strategies. A summary of the strategies is listed below.

### **Short Term Strategies (1-5 years)**

#### Countywide

- Establish working group with medical providers to improve mobility for patients who are older adults and people with disabilities
- Expand eligibility of subsidized taxi and TNC programs
- Improve bus stop locations and amenities
- Develop proactive personalized mobility information/assistance programs using existing mediums and introducing newer technology-based mediums and services
- Build relationships with non-profit organizations to improve mobility through partnerships
- Conduct Veterans Mobility Study
- Conduct ADA Services Customer Satisfaction Study
- Additional city level strategies

### **Middle Term Strategies (5-10 years)**

- More weekday and weekend service on Dixon Redit-Ride
- More frequent intercity service to Dixon
- Easier access to VA clinics for Dixon residents
- More hours of local service on the Rio Vista Delta Breeze

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<sup>6</sup> Transportation Network Company (TNC) such as Lyft and Uber

<sup>7</sup> California Public Utilities Commission

- Later service (transit or other) between Rio Vista and Fairfield when Daylight Savings is not in effect
- More frequent service (transit or other) between Rio Vista and Antioch area
- Improve Hwy 12 between Rio Vista and Suisun City
- More evening and weekend service on Vacaville City Coach
- Direct non-freeway transit (or other) link between east Vacaville and east Fairfield
- Update Solano Mobility Study for Older Adults and People with Disabilities

There are not specific strategies for Benicia, Fairfield, Suisun City and Vallejo as there have been numerous service and program changes in these areas recently or upcoming. Evaluation of the impact of these changes will determine development of further strategies.

### **Long-term Strategies (over 10 years)**

With the rapidly evolving changes in the transportation field potentially having a significant impact on how services are delivered in the private and public sector, it seems imprudent to make specific proposals. Shared mobility is expected to continue to develop and may vastly change the availability of accessible transportation. The automotive industry is advancing semi-autonomous features and developing autonomous vehicles for transit and the general public. Significant progress in these fields could increase senior trips by personal vehicles.

Trends in other fields may decrease the need for trips. Medical services are being increasingly offered at home and remotely. More items may be purchased on-line and delivered. How older adults adapt to these opportunities and modify their trip making will need time to determine.

With the many changes, it will be important to keep older adults, people with disabilities and others informed of the changing services and programs. Communication advances will allow information to flow faster and broader which will be a critical tool for keeping the public aware of on-going changes especially as services become more nuanced. Tools will be created to make services easier to use. Staying abreast of opportunities, identifying what the audience is receptive to, and investing in technology that will last over time will important.

Finally, Solano County has areas to be developed and redeveloped. Local jurisdictions may want to consider where older adults live and how planning and design could improve their mobility. Evaluating and modifying development policy and design standards is a long-term endeavor with a long-term impact.



DATE: September 21, 2020  
TO: STA TAC  
FROM: Ron Grassi, Director of Programs  
Mary Pryor, STA Consultant  
RE: Fiscal Year (FY) 2021-22 SolanoExpress Intercity Funding Forecast

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**Background:**

The SolanoExpress Intercity Transit Funding Agreement provides for the annual funding of intercity transit routes. The FY 2020-21 SolanoExpress Intercity Funding Agreement was approved by the STA Board on June 10, 2020. In the last several weeks, in consultation with the transit operators, a forecast for the FY 2021-22 budget has been developed. The forecast will be presented to the STA Board at its September 2020 meeting.

**Discussion:**

**FY 2021-22 Forecast**

Due to the COVID-19 pandemic, SolanoExpress service levels, costs, and revenues for FY 2020-21 and FY 2021-22 are projected to be substantially different than prior years. STA staff, in consultation with the transit operators, have developed the FY 2021-22 budget forecast at this time in order to provide early information to the SolanoExpress operators, funders, and public regarding future plans. Given the uncertainties regarding revenues and ridership demand, the forecast does not include substantial changes to the current SolanoExpress service. The FY 2021-22 forecast is presented in Attachment A.

*Service Hours*

In response to the COVID-19 pandemic and shelter-in-place order, service levels for the SolanoExpress were substantially reduced in spring 2020. Since then, STA staff and consultants have worked with the Consortium members to refine the service plans. Following STA Board adoption, a revised service plan was implemented in July 2020. For FY 2021-22, the forecast service hours are unchanged from the current schedule, with a total of approximately 45,000 annual SolanoExpress service hours.

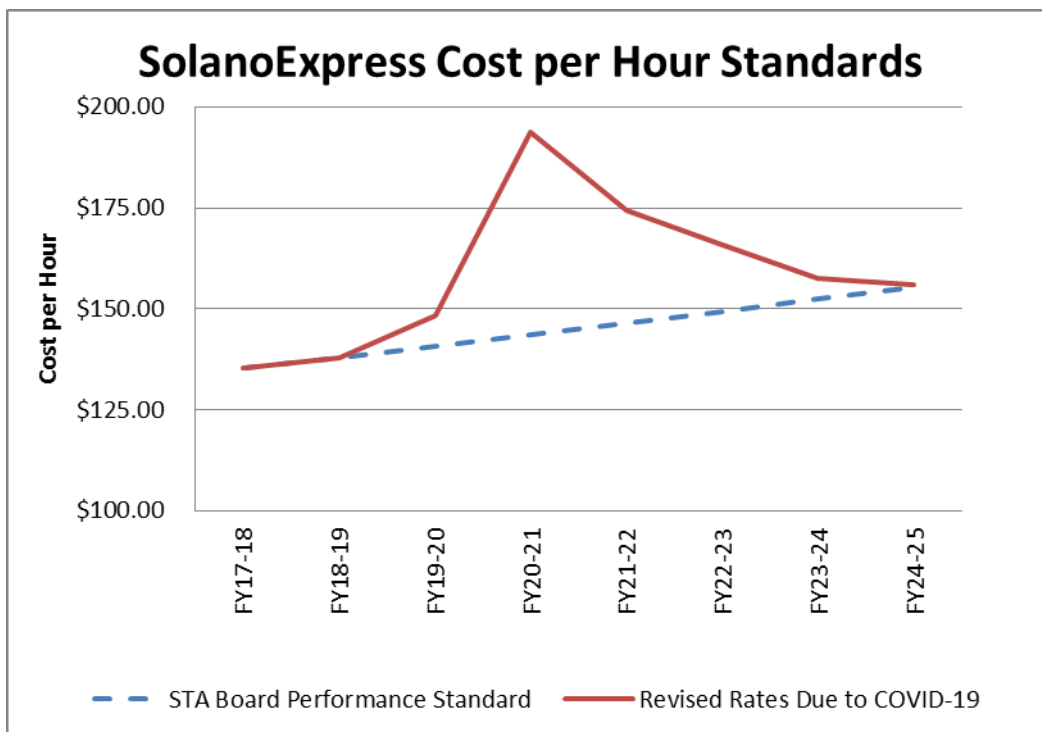
Social distancing protocols on the transit vehicles have been implemented by both Fairfield and Suisun Transit (FAST) and Solano County Transit (SolTrans). In order for passengers to maintain appropriate spacing, the number of passengers allowed on each bus has been reduced substantially. As a result, during peak commute hours, both FAST and SolTrans have implemented relay buses as capacity enhancements during those peak periods to ensure that passengers are not left waiting for the next scheduled bus to arrive with an available seat. The FY 2021-22 forecast does not include relay buses under the assumption that by July 2021, the social distancing requirements on vehicles will have eased.

### *Cost per Service Hour*

In March 2020, both FAST and SolTrans quickly responded to the COVID-19 pandemic and shelter in place order and reduced SolanoExpress service hours. This rapid change resulted in an increase in the total cost per service hour for each operator, as each agency's fixed costs such as administration and insurance could not be reduced quickly. The FY 2020-21 SolanoExpress Intercity Funding Agreement adopted in June 2020 recognized this and allowed for an increase in the cost per hour to \$193.78 over the adopted performance standard of \$143.58. Actual FY 2020-21 costs in excess of the revised \$193.78 rate would be funded by FAST and SolTrans, either through Federal Coronavirus Aid, Relief and Economic Security (CARES) Act or other agency funds.

Preliminary financial data from FAST and SolTrans indicates that the cost per hour increased as expected in the fourth quarter of FY 2019-20. Financial information for FY 2020-21 will be presented to the Consortium and STA Board with the regular quarterly reports, with final actuals available after fiscal year-end close (typically in late fall of each year).

The near term and longer term financial sustainability of the SolanoExpress service necessitates that the cost per hour return to the original performance standard levels set by the STA Board. STA staff recommends that the FY 2021-22 forecast include a 10% reduction in hourly cost from the FY 2020-21 rate, or \$174.40 per service hour as part of a phased return to the cost per hour performance standard. The graph below demonstrates how the cost per hour is anticipated to return to the escalated performance standard by FY 2024-25. Achieving these rate reductions may require substantial changes for the operators.



### *Revenue Forecasts*

The FY 2021-22 forecast includes the following revenue estimates:

- Fare revenues in FY 2021-22 will remain at 25% of the pre-pandemic level due to lower ridership. This conservative assumption is appropriate for early forecasting purposes.

- For FY 2020-21, MTC has recommended the Regional Measure 2 (RM-2) bridge toll revenue forecast to be 30% less than the pre-pandemic annual amount. The FY 2021-22 forecast increases the RM-2 revenues to 15% less than the pre-pandemic levels, which is an increase of approximately \$400,000.
- FAST and SolTrans staff have agreed to CARE Act tranche 1 and 2 as specified in Attachment A.
- The FY 2021-22 forecast includes funding from Vacaville and Dixon equivalent to half of their CARES Act tranche 2 funding, or \$650,614 and \$42,486 respectively. Both Vacaville and Dixon staff have agreed to these contributions. The funds may be transferred through the annual TDA matrix process.
- The FY 2021-22 forecast increases the State Transit Assistance Funds (STAF) provided by STA to \$1,000,000 in recognition that the one-time FTA CARES Act funds will be fully utilized by the end of FY 2021-22.
- TDA contributions from the local jurisdictions are unchanged from FY 2020-21 levels, with the exception of SolTrans, which includes an increase of approximately \$50,000 to fully fund the Red Line.
- Lifeline/JARC, parking revenue, and Solano College revenue projections remain unchanged.

### **Future Service Changes**

STA staff will provide regular updates to the STA Board and the Consortium on the SolanoExpress operations, ridership, costs, and revenues. As the service changes are implemented, minor adjustments to the proposed service plan may be required. Substantial changes to the service plan will be developed in consultation with the transit operators, the Intercity Transit Finance Working Group (ITFWG) and Consortium. In particular, the Regional Measure 3 (RM-3) lawsuit may be resolved, which could result in an opportunity for additional operating funds for the enhancement of SolanoExpress service.

### **Fiscal Impact:**

None at this time. The FY 2021-22 SolanoExpress forecast will be updated and approved in spring 2021 as part of the annual SolanoExpress Intercity Funding Agreement budget process.

### **Recommendation:**

Forward a recommendation to the STA Board to approve the FY 2021-22 SolanoExpress Cost Sharing Forecast as specified in Attachment A.

Attachment:

- A. FY 2021-22 Cost Sharing Forecast

**SOLANO TRANSPORTATION AUTHORITY**

**Solano Express FY21-22 Forecast**

28-Aug-20

	<b>FY 2020-21</b>	<b>FY 2021-22</b>
	<b>Reinforced Saturday Service Model with Amendments (June 10, 2020 plan)</b>	<b>No Changes to Service Level, Lower Cost/Hr Scenario</b>
<b>Solano Express Service</b>		
FAST Service Hours	20,757	20,757
SolTrans Service Hours	24,086	24,086
<b>Total Service Hours</b>	<b>44,843</b>	<b>44,843</b>
<b>IFA Cost/Hr</b>	<b>\$ 193.78</b>	<b>\$ 174.40</b>
FAST Cost in IFA	\$ 4,022,291	\$ 3,620,062
SolTrans Cost in IFA	\$ 4,667,385	\$ 4,200,647
<b>Total IFA Cost</b>	<b>\$ 8,689,677</b>	<b>\$ 7,820,709</b>
Capacity Enhancements (relay buses)	\$ 560,068	
<b>Total Estimated Cost</b>	<b>\$ 9,249,744</b>	<b>\$ 7,820,709</b>
<b>Revenues</b>		
Fares (FAST)	\$ 345,540	\$ 345,540
Fares (SolTrans)	\$ 609,662	\$ 609,662
RM-2	\$ 1,871,013	\$ 2,271,944
RM-3		
STAF Lifeline	\$ 465,425	\$ 1,000,000
Lifeline / JARC (FAST & Vacaville)	\$ 171,274	\$ 171,274
Solano College Pass (\$11k FAST, \$55K SolTrans)	\$ 66,000	\$ 66,000
Parking Revenue (SolTrans)	\$ 141,680	\$ 141,680
Benicia	\$ 194,300	\$ 194,300
Dixon	\$ 88,326	\$ 88,326
Fairfield	\$ 633,472	\$ 633,472
Suisun City	\$ 119,507	\$ 119,507
Vacaville	\$ 529,455	\$ 529,455
Vallejo	\$ 731,459	\$ 780,935
Balance of County	\$ 175,514	\$ 175,514
CARES Act Tranche 1 (FAST)	\$ 935,522	
CARES Act Tranche 1 (SolTrans)	\$ 871,434	
CARES Act Tranche 2 (FAST)	\$ 407,171	
CARES Act Tranche 2 (SolTrans)	\$ 892,993	
CARES Act Tranche 2 (Dixon)		\$ 42,486
CARES Act Tranche 2 (Vacaville)		\$ 650,614
<b>Total Revenue</b>	<b>\$ 9,249,744</b>	<b>\$ 7,820,708</b>
<b>Balance</b>	<b>\$ 0</b>	<b>\$ (0)</b>

**FY 20-21 Additional Costs Above IFA Amount**

FAST: Est. Act. Cost/Hr	\$ 196.13
SolTrans: Est. Act. Cost/Hr	\$ 232.62
Additional FAST Cost	\$ 48,779
Additional SolTrans Cost	\$ 935,389
<b>Total Estimated Cost</b>	<b>\$ 984,168</b>

**Additional Revenues**

Additional FAST Funds	\$ 48,779
Additional SolTrans Funds	\$ 935,389
<b>Total New Revenues</b>	<b>\$ 984,168</b>

FY 21-22 No Hours Change, Low Cost Scenario

No change to service hours from June 10, 2020 levels

10% reduction in cost per hour from June 10, 2020 IFA rate

Assumes 15% reduction in RM-2

Shifts \$225,000 in RM-2 bridge tolls from GX to Red Line and \$125,000 from Yellow to Red Line

Fares estimated to be 25% of pre-pandemic levels.

Contributions include 50% of Tranche 2 from Vacaville and Dixon; could be provided as TDA

TDA contribution from Vallejo includes additional subsidy needed to balance cost by route

Assumes no additional capacity enhancements





DATE: September 18, 2020  
TO: STA TAC  
FROM: Erika McLitus, Project Assistant  
RE: Regional Transportation Impact Fee (RTIF) 7<sup>th</sup> Annual Report for Fiscal Year (FY) 2019-20

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**Background:**

The STA and the County of Solano coordinates on the collection and management of the Regional Transportation Impact Fee (RTIF), a component of the County's Public Facilities Fee (PFF). The Solano County Board of Supervisors agreed to include a \$1,500 per dwelling unit equivalent for the RTIF as part of the PFF at their meeting on December 3, 2013. The RTIF collection formally began on February 3, 2014. Each of seven cities and the County participate in the selection of RTIF projects through seven RTIF Working Groups.

As is required by law, every 5 years the County must update the *Nexus Study* for the PFF. This study was complete in April of 2019. As part of this update, a recommendation was presented by County staff to increase the amount collected for RTIF, raising the RTIF portion of the PFF from \$1,500 to \$2,500 for each dwelling unit equivalent (DUE) without raising the overall PFF. The Solano County Board of Supervisors approved the *Nexus Study* update, including this RTIF increase, on August 6, 2019. This increase to in the RTIF portion of the RTIF translates to an average increase in projected annual revenue to over \$2M per year, rather than the \$1.2M per year previously collected on average. The updated schedule of fees is became effective on October 6, 2019.

The STA is responsible for administering the RTIF Program and is required to provide a RTIF Annual Report to the Solano County Board of Supervisors. The RTIF Annual Report includes status updates on the RTIF financials and the status of the approved projects funded by the RTIF. The STA submits the RTIF Annual Report in order to be included in the County's PFF Annual Report. This year marks the 7<sup>th</sup> RTIF Annual Report.

**Discussion:**

*RTIF Annual Report for FY 2018-19*

The RTIF Annual Report for Fiscal Year 2019-20 (FY 2019-20) is included as Attachment A to this report. In summary, a total of \$2.188 million was collected for eligible RTIF projects in FY 2019-20 (after accounting for STA's two percent administrative fee to manage the program). The RTIF revenue collected was an increase of approximately \$580,000 in comparison to FY 18-18, which had \$1.608 million collected. Since the program began, a total of \$9,289,647.48 has been collected to support priority RTIF projects.

In FY 2019-20, five of the seven RTIF Working Groups have completed their priority project or have a project underway:

1. Working Group 1 – Jepson Parkway – Phase 1B in Vacaville - CON in FY 2020-21
2. Working Group 2 – SR 12 Complete Streets in Rio Vista – In Design
3. Working Group 3 – Fairgrounds/SR 37 SolanoExpress Bus Stop – Project Complete
4. Working Group 4 – *Project to be determined by Nexus Study Update*
5. Working Group 5 – SR113 Corridor Safety Study – Project Complete
6. Working Group 6 – Fairgrounds/SR 37 SolanoExpress Bus Stop – Project Underway
7. Working Group 7 – *Project to be determined by Nexus Study Update*

Table 1 on page 4 of the Report provides details on the current revenue status of each working group. In total, over 60% of all RTIF revenue collected has been dispersed to projects. The remaining balance is programmed to be dispersed in FY 2020-21 and future years.

#### *Nexus Study Update*

Solano County updated the Nexus Study for the Public Facilities Fee (PFF), which is required to be updated every 5 years, in Fall 2019. Since this update, several projects have been proposed by member agencies to accommodate growth in particular areas. These new projects will need to be added to a *Nexus Study Update* for the RTIF portion of the PFF. Costs associated with this update will come from the available revenue of the working groups requesting the update.

New Projects to include in Nexus Study Update:

- Working Group 2: Airport Rd (Rio Vista)
- Working Group 4: West Texas Complete Streets Project (Fairfield)
- Working Group 5: Parkway Blvd Overcrossing, and West A St Undercrossing (Dixon)

RTIF Working Groups will reconvene in Fall 2020 as part of their annual meeting requirement for the purposes to confirm progress, reassess priority projects, and discuss expenditures of RTIF funding, including the proposed *Nexus Study Update*.

#### **Fiscal Impact:**

None to the STA General Fund.

#### **Recommendation:**

Forward a recommendation to the STA Board to approve the 7<sup>th</sup> Annual Solano Regional Transportation Impact Fee (RTIF) Report as shown in Attachment A.

Attachment:

- A. 7<sup>th</sup> Annual Solano Regional Transportation Impact Fee (RTIF) Report



Solano Transportation Authority  
... working for you!

# Solano County Regional Transportation Impact Fee

(A Component of the Solano County Public Facility Fee)

## 7<sup>th</sup> Annual Report For Fiscal Year 2019-20 September 23, 2020



**BUILDING BETTER COMMUNITIES**

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Transportation Impact Fee Dollars...**AT WORK**



Solano County Regional Transportation Impact Fee (RTIF)  
(A Component of the Solano County Public Facility Fee)  
Annual Report for Fiscal Year 2018-19

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## Introduction

On December 3, 2013, the Solano County Board of Supervisors established the Regional Transportation Impact Fee (RTIF) as part of the Solano County Public Facility Fee (PFF). This was in response to a recommendation and request by the STA Board of Directors to the Solano County Board of Supervisors to create a transportation impact fee to mitigate the impacts created by future growth. The STA Board's request was built upon several community and stakeholder input meetings during the development of the STA's RTIF Nexus Study.

As is required by law, every 5 years the County must update the Nexus study for the PFF. This update to the study was completed in April of 2019. As part of this update, a recommendation was presented by County staff to increase the amount collected for the RTIF from \$1,500 to \$2,500 for each dwelling unit equivalent (DUE). This increase to \$2,500 per DUE will likely increase the RTIF projected average to over \$2M per year, rather than the \$1.2M a year it has been averaging.

As a result, the County of Solano, in partnership with seven cities, then began collecting the RTIF on October 6, 2019 according to the new approved fee schedule included in Exhibit A on page 8. Since the program began, STA administered a total of \$7,084,948 collected with over 90% of the funds obligated or committed to priority RTIF projects.

This year, the RTIF program has seen several projects completed and other projects well underway toward improving traffic operations and safety. Working Groups (WG) 5's SR113 Corridor Safety Study was completed in Spring 2020. WG3 and WG6's priority project, the Fairgrounds/SR 37 SolanoExpress Bus Stop, was also completed in Fall 2019. Finally, WG 1's priority project, Jepson Parkway Phase 1B in Vacaville, will go to construction this year and WG 2's priority project, SR 12 Complete Streets in Rio Vista, is currently in Design.

## FY 2019-20 RTIF Revenue

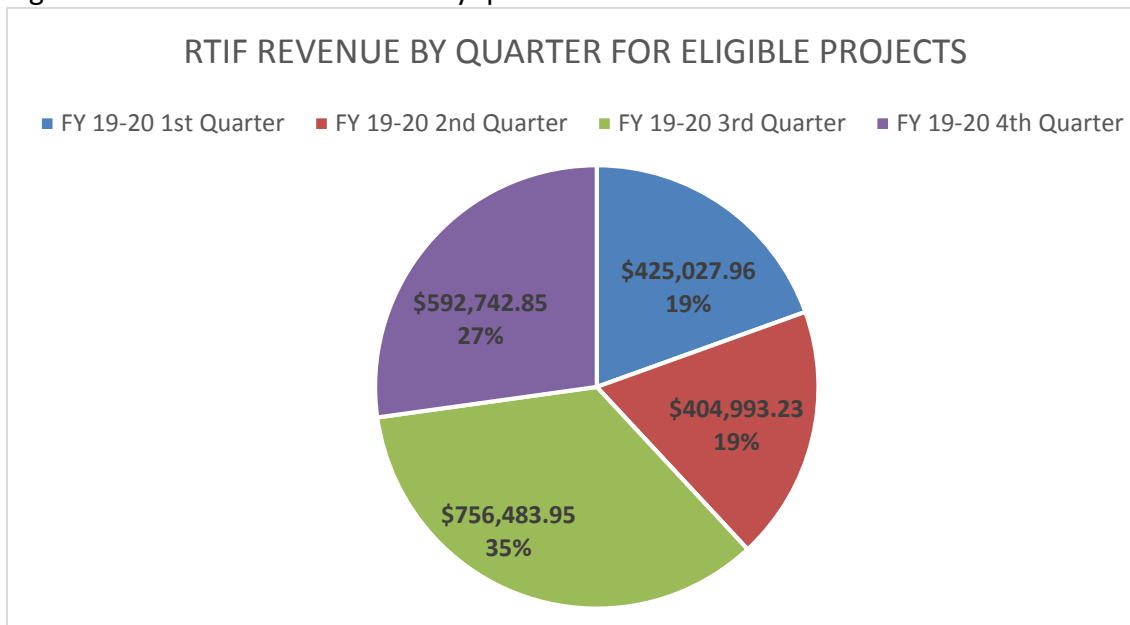
In summary, a total of \$2.188 million was collected for eligible RTIF projects in FY 2019-20 (after accounting for STA's two percent administrative fee to manage the program). The RTIF revenue collected was an increase of over \$580,000 in comparison to last fiscal year which had \$1.608 million collected.

### Figure 1. FY 2019-20 RTIF Revenue Collection by Quarter

The 3<sup>rd</sup> quarter of FY 2019-19 was the largest amount collected in one quarter since the inception of the RTIF program. FY 2019-20 was also the largest amount collected for any fiscal years since the RTIF began collecting revenue, despite the COVID-19 pandemic. This bodes well for working group available funding balances to advance RTIF projects and in 2013 highlights the increasing development activities in Solano County.

<p><b>Total RTIF Revenue Eligible for Projects in FY 2018-19: \$2.188M</b></p>
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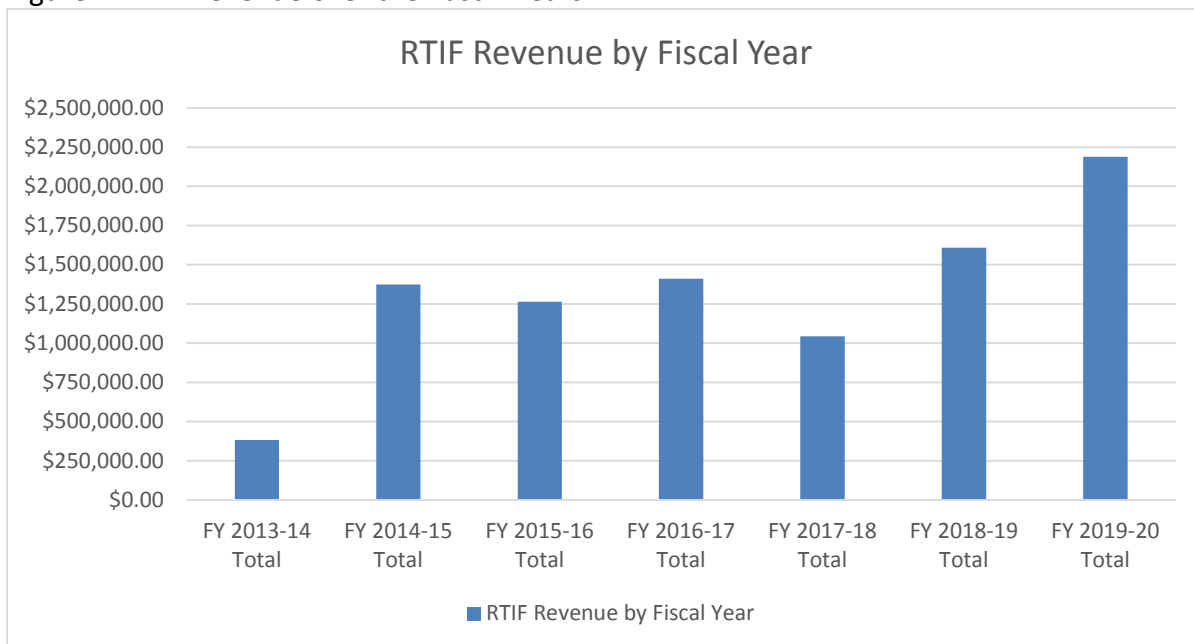
Figure 1: RTIF revenue collection by quarter for FY 2019-20.



**Regional Transportation Impact Fee Revenue over the Past 7 Years**

The RTIF program is projected to grow over time, with the growth of Solano County’s economy and population. Figure 2 below shows that development has been relatively steady since the RTIF was established, with annual revenues averaging approximately \$1.429M and projected to increase.

Figure 2: RTIF Revenue over the Past 7 Years



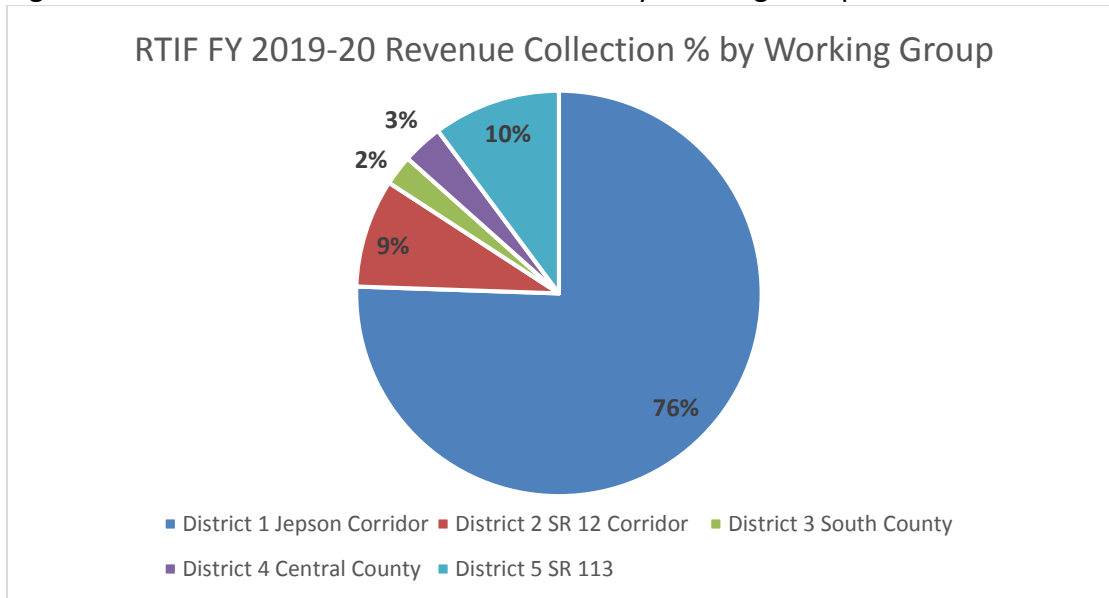
**Regional Transportation Impact Fee Revenue and Working Group Districts**

For RTIF revenue disbursements, the county is divided into five geographical RTIF districts, with a Working Group identified for each district. Exhibit B on page 7 is a map of the five RTIF Working Group Districts. Two additional separate districts were established to focus on

implementing approved RTIF eligible regional transit facility projects (Transit Working Group) and unincorporated County road projects (unincorporated County Working Group).

Ninety percent (90%) of RTIF revenue collected are returned to the districts that generated the RTIF revenue. The remaining ten percent (10%) of RTIF revenue are split five percent (5%) each to the Transit Working Group and Unincorporated County Work Group. Table 1 on page provides details on the current revenue status of each working group. Exhibit C on page 7 includes a table with further details on how much revenue was collected for each Working Group District by quarter.

Figure 3: RTIF FY 2019-20 revenue collection % by Working Group



The top three Districts with the majority of development and building activities are within District 1 (Jepson Parkway Corridor), District 5 (SR 113 Corridor), and District 2 (SR 12 Corridor); together this represents 95% of the development in Solano County. The cities of Fairfield, Vacaville, Suisun City, Rio Vista, Dixon and the portions unincorporated County of Solano are included within these Districts.

### RTIF Working Group Project Delivery Status

The RTIF Working Groups are made up of Public Works or other local agency staff located in that district. The Transit Working Group is comprised of transit staff from all five transit operators. Each Working Group is responsible for prioritizing and implementing eligible projects within their respective District. The Working Groups are required to meet at least once a year to provide a status update on their respective RTIF District's project or projects. The Working Groups also provide recommendations to the STA Board for RTIF funding if eligible projects experience implementation issues.

In Fiscal Year 2019-20, five of the seven RTIF Working Groups have completed their priority project or had projects underway:

1. Working Group 1 – Jepson Parkway – Phase 1B in Vacaville **CON in FY 2020/21**
2. Working Group 2 – SR 12 Complete Streets in Rio Vista – **In Design**



3. Working Group 3 – Fairgrounds/SR 37 SolanoExpress Bus Stop – **Project Complete**
4. Working Group 4 – *Project to be determined pending Nexus Study Update*
5. Working Group 5 – SR113 Corridor Safety Study – **Project Complete**
6. Working Group 6 - Fairgrounds/SR 37 SolanoExpress Bus Stop – **Project Underway**
7. Working Group 7 - *Project to be determined pending Nexus Study Update*

Working Group District	Project	Balance of RTIF to End of FY 19/20	Approved Obligation	Working Group Status
1	Jepson Parkway Vacaville Phases	\$3,355,617.78	\$3,500,000	Vacaville's Jepson Parkway will get \$3.5M for Phase 1B, then Fairfield will get the next \$3.5M for either New Canon Rd. or Fairfield's Jepson Parkway Segments
2	SR 12 Complete Streets Project in Rio Vista	\$755,398.93	\$1,000,000	The SR 12 Complete Streets project is currently in design.
3	SR37/ Fairgrounds Dr. SolanoExpress Bus Stop	\$280,285.70	FY 2016-17 through FY 2021-22	Working Groups 3 and 6 RTIF revenue recommended for a six year allocation as part of a finance plan to fully fund the Fairgrounds Dr/SR 37 SolanoExpress Bus Stop.
4	West Texas Gateway (Dependent on Nexus Study Update)	\$51,622.81	TBD	Update of Nexus Study required
5	SR 113 Corridor Study	\$631,435.85	\$20,000	Traffic study on SR 113 in Dixon/Unincorporated County of Solano. Study is now complete.
6	SR37/ Fairgrounds Dr. SolanoExpress Bus Stop	\$256,354.73	\$300,000	Working Groups 3 and 6 RTIF revenue recommended combined for a finance plan to fully fund the Fairgrounds Dr/SR 37 SolanoExpress Bus Stop.
7	Undetermined	\$342,722.37	TBD	WG 5 planned to combine RTIF revenue with WG 7 to provide funds to study the need for grade-separation in near Dixon, but this was not successful. A new project has yet to be identified.
<b>Total</b>		<b>\$5,583,502.05</b>	<b>\$4,820,000</b>	<b>90% of collected RTIF funds have been obligated to approved RTIF Projects.</b>  <b>Roughly 50% of RTIF revenues collected through FY 17/18 has been disbursed, the remaining balance anticipated to be disbursed in future years. Numerous projects are banking their remaining balance in anticipation of design completion and being ready for construction.</b>

As of the end of FY 2018-19, the STA Board approved the allocation of over 85% of RTIF revenue to implement approved RTIF Projects. In total, approximately 50% of all RTIF revenue collected has been dispersed to projects. The remaining balance is programmed to be dispersed in FY 2019-20 and future years as RTIF-eligible projects advance.

#### **FY 2019-20 RTIF Working Group Recommendations and Approvals**

All seven RTIF Working Groups will meet later this year to affirm their priority projects and projects requested for inclusion in the Nexus Study Update.

All of the RTIF Working Groups are making progress on their projects with two completed or nearing completion:



- Working Group 1 – Jepson Parkway – Vacaville phase beginning construction soon
- Working Group 2 - Hwy 12 Complete Streets Project included in SR12 SHOPP project
- Working Group 3 - Fairgrounds Dr Solano Express Bus Stop Near Completion
- Working Group 5: SR 113 Safety Study Complete
- Working Group 6 – Fairgrounds Dr Solano Express Bus Stop Near Completion

Current Project Recommendations for FY 2020-21 include:

- Working Group 1: Working group members discussed the need to update the existing funding agreement, which allocated the first \$3.5M in RTIF revenue generated by this district to Phase 1B of Jepson Parkway in Vacaville and the following \$3.5M to Phase 2C of Jepson Parkway in Fairfield. Since that agreement was finalized, annual revenue has not reached projected levels of funding, effectively delaying both projects. STA will update the matrix for projected payoff dates for each project in Vacaville and Fairfield. **Members need to discuss updating their funding agreement to make sure each project has its funding needs fulfilled.**
- Working Group 2: Working group members previously committed \$1M of existing and future revenue toward the completion of the SR 12 Complete Streets Project in Rio Vista. Members would like to include the Airport Road project in the next *Nexus Study* Update. **Members will discuss how to expend future available revenue after the *Nexus Study* is updated.**
- Working Group 3: With funding committed through FY 2021-22 for the Fairgrounds Dr Improvements, working group members decided to reconvene later this year to discuss future priorities.
- Working Group 4: Working group members previously discussed the need to select a new project now that the Green valley Overpass is complete. Members determined that the North Connector West Project should not begin until the I-80/I-680/SR 12 Project is complete, and that the West Texas Gateway Project was a potential candidate for future funding, pending the *Nexus Study* update. **Members will discuss how to expend available revenue after the *Nexus Study* is updated.**
- Working Group 5: Working group members discussed the current SR 113 Improvement Study and the possibility of working with Caltrans to improve the city portions of SR 113 as a Complete Streets project in the future. Members proposed including Parkway Blvd and West A St Undercrossing in the *Nexus Study* Update. **Members will discuss how to expend available revenue after the *Nexus Study* is updated.**
- Working Group 6: recommended to dedicate future Working Group 6 RTIF funds towards the Fairgrounds Dr/SR 37 SolanoExpress Bus Stop project, and revenue collected due to the RTIF increase will fund Art at Regional Transit Facilities.
- Working Group 7: County staff previously recommended McCormack Rd as their priority project going forward. They anticipate banking money until project costs are known.

Solano County recently updated the Nexus Study for the Public Facilities Fee (PFF), which is required to be updated every 5 years. Since this update, several projects have been proposed by member agencies to accommodate growth in particular areas. These new projects will need to be added to a Nexus Study Update for the RTIF portion of the PFF. Costs associated with this update will come from the available revenue of the working groups requesting the update. The

study update was initially scheduled for Summer 2020 but delayed due to the COVID-19 pandemic and wildfire evacuations in Solano County.

**New Projects to include in Nexus Study Update:**

- Working Group 2: Airport Rd (Rio Vista)
- Working Group 4: West Texas Street Complete Streets Project
- Working Group 5: Parkway Blvd Overcrossing, Pedrick Road in Dixon, West A St Undercrossing

Exhibit A: RTIF Fee Schedule Effective October 2019

Use Category	Old Fee per sf	Old RTIF Part B	New Fee per sf	New RTIF Part B
Single Family Residential	\$8,962	\$1,500	\$9,263	\$2,500
Multifamily Residential	\$,726	\$930	\$6,662	\$1,400
Second/Accessory Unit	\$4,575	\$805	\$4,536	\$1,200
Multi-family Age Restricted	\$4,348	\$585	\$3,975	\$650
Retail	\$859	\$382	\$1,024	\$714
Service Commercial	\$1,927	\$980	\$2,097	\$1,492
Assembly	\$471	\$75	\$483	\$235
Office	\$1,430	\$269	\$1,359	\$664
Hotel/Motel	\$519	\$230	\$429	\$265
Industrial	\$601	\$110	\$698	\$402
Warehouse	\$181	\$36	\$210	\$121
Health Care Facility	\$946	\$180	\$483	\$235
Place of Worship	\$367	\$75	\$483	\$235
Congregate Care Facility	\$598	\$67	\$483	\$235
Private School	\$1,221	\$793	\$483	\$235
Child Day Care Facility	\$313	\$0	\$483	\$235
Riding Area	\$363	\$47	\$174	\$114
Barn	\$125	\$27	\$174	\$114



DATE: September 16, 2020  
TO: STA TAC  
FROM: Janet Adams, Deputy Executive Director/Director of Projects  
Ryan FitzGerald, Deputy County Counsel  
RE: STA Policy and Procedures Pertaining to Future Utility Relocations and Draft Funding Options for Benicia and Vallejo Waterline Relocation Costs for I-80/I-680/I-80/SR 12 Interchange

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**Background:**

Within the past twelve years, Solano Transportation Authority (STA) has taken a pro-active role in delivering projects or phases of projects on the State Highway System. Delivery of projects on the State Highway System requires full oversight from Caltrans. As such, all work is governed by the California Streets and Highways Code, the Vehicle Code, and the Local Assistance Procedures Manual (LAPM).

A priority project for the STA since 2000 is the I-80/I-680/State Route (SR) 12 Interchange Project. There were major utility relocations that happened as part of the first construction package for this project and will be required in the future as part of future construction packages. These included PG&E gas and electric, AT&T, the Cities of Fairfield, Benicia and Vallejo waterlines. The cost sharing of the utility relocations followed the LAPM procedures. As such, a liability determination of each utility was completed and shared with each utility. In the cases of Benicia and Vallejo, the cities didn't agree with the liability determination, so a Disputed Utility Agreement with each city was entered into to keep the project moving ahead to meet the funding deadlines. While the construction moved forward, the dispute took considerable staff and legal time and resources to resolve. The I-80/I-680/SR 12 Project is a Caltrans project that the STA has entered into Cooperative Agreements with Caltrans to complete portions of the work on their behalf and oversight.

Subsequently, the STA Board Member from Benicia Mayor Elizabeth Patterson, with support of Vallejo Mayor Bob Sampayan, requested that a policy be developed that addresses future utility relocations and cost options to fund these cities relocation costs that are not the liability of the project. At the September 9, 2020 Board meeting, the requested statement was; "*STA Board Policy that no member of the STA Board is liable for that member's utility realignment, there may be interest by Board members to participate but by doing will not contravene the Board Policy of no liability by Board members.*" STA staff and legal counsel has developed a procedure that would formalize notice, communication, and dispute resolution procedures.

This item was brought to the STA Board at the September 9, 2020 meeting as an informational only, and is being brought to the TAC for discussion and input on the draft policy and procedures and funding options.

**Discussion:**

In response to these requests, this staff report is being presented in two sections, the first is the Utility Relocation Procedure and Liability Dispute Procedure and the second is the requested

policy and funding options for cost liabilities of future waterline relocations associated with future phases of the I-80/I-680/SR 12 Interchange for the cities of Benicia and Vallejo.

#### Utility Relocation Procedure and Liability Dispute Procedure

This Procedure is being submitted for your consideration (Attachment A). The Procedure is based on the California Department of Transportation (Caltrans) Local Assistance Procedures Manual (LAPM) which outlines Utility Relocation Procedures. Utility relocations are required on most transportation projects. A conflict exists when a utility must be relocated, adjusted, protected-in-place or abandoned as a direct result of the project. Caltrans strongly recommends that each local agency adopt and follow the procedures that have been included in the proposal.

An important step in the recommended procedure addresses liability determinations. The Caltrans Right of Way Manual states that the “preferred method of [liability dispute] resolution is to mutually agree on how to handle a particular situation and what the liability should be.” Consistent with Caltrans’ recommendation and stated preference, the purpose of the proposed procedure is to adopt Caltrans’ Utility Relocation Procedures and to standardize how members of the STA communicate about utility relocations and resolve utility relocation liability disputes. The procedures outlined in the proposed policy would apply where both (1) STA is responsible for Right-of-Way Certification on a transportation project and (2) a city’s utilities conflict with the transportation project. This procedure is being submitted by staff for review and discussion by the TAC for recommendation to the STA Board.

#### Funding Options for Waterline Liability Costs for the Cities of Benicia and Vallejo

As mentioned above, the second important topic is the request by the STA Board to work with the TAC to develop and recommend a funding option for the portions of the water utility relocations that are the liability of the Cities of Benicia and Vallejo. The Mayors of these two cities have raised concerns that their cities do not directly benefit from the I-80/I-680/SR 12 Interchange Project, they are not a project sponsor and they have large potential cost liabilities in future construction packages for the Interchange. Attachment B is the estimated relocation costs (2016 dollars) and preliminary liability findings. Their expressed concerns are the cities rate payers bearing these relocation costs without an improvement to the rate payers.

Staff has explored the transportation funding that the STA can potentially access for the project (Attachment C) as a first step in bringing forward funding options for the TAC and Board to consider. The attachment lays out the eligible use of the funds and where the funds originate and which agency ultimately control the funding. Of these funds, there is limited opportunities for STA with transportation funds to use for utility relocations that are not the liability of a project. Staff has identified three options for the TAC to consider, discuss and potentially make a recommendation to the STA Board. Staff is also open to additional funding options that the TAC may bring forward. The three options for TAC consideration are:

#### Option 1

Fund the city liability with federal cycle Surface Transportation Program (STP) funds as future funding is available. These funds are distributed to the STA by the Metropolitan Transportation Commission (MTC). Over the previous two federal cycles, these funds have come to the STA via a Block Grant. STA programs the funds based on eligibility of both federal guidelines plus MTC’s additional limitations, and goals, such as investment in Priority Development Areas, expansion of bike and pedestrian connections and transit capital. The City of Vallejo did use a portion of their STP formula funds for this purpose to fund the relocation costs of the first construction package for I-80/I-680/SR 12. This Option recommends the STA Board set a policy to first distribute some of the STP funds by formula to the agencies (formula based

historically on; population, needs, lane miles), then secondly, the Board would then approve, at the request of the member agency (Benicia and Vallejo for example), to use their formula funds to pay for the waterline relocation until fully funded. This may take a single federal cycle or multiple federal cycles to complete any pay back. Staff further recommends this funding option be on a case by case basis so that in the future, there is first an assessment that the funds are reasonably expected, then the Board approve the funding plan. Again, this Option is mirroring how Vallejo funded for their utility relocation liability with the first construction package of the Interchange. Benicia was also provided the opportunity to utilize water funds or STP funds, and selected water funds as they were requesting an OBAG funded discretionary project from STA that exceeded the cost of the waterline relocation.

### Option 2

The cost liabilities are funded by the STA as a greater agency. Whereas the STA is a Joint Powers Authority, and these costs for this regional project could by policy be determined to be a STA liability, member agencies would be billed by population share for the costs. Each member would be billed their share of the cost or be funded off the top by using the federal STP funds to be provided by formula to all seven cities.

### Option 3

Status quo, the cities fund their relocation liabilities. The cities would manage how the liability is funded and can plan ahead based on Attachment B. The relocation costs may be included in future Water Rate Study's and fund the liability. As done with the first construction package of the Interchange, the project would advance the funding if the project completes the relocation as part of the construction project and enter into a utility relocation agreement that provides for a payback plan over multiple years if needed. In 2016, both cities did completed water rate studies. At that time, in 2016, the cities were aware of the Project, preliminary liability findings and preliminary costs. Benicia opted not to include these costs in the Study and subsequently reduced their water rates from \$7,750 to \$4,000. Vallejo did reference the Project in their Study, but it appears they did not include the costs, Vallejo rates did increase slightly as a result of the rate Study, but did not fund their waterline relocation.

At this time, staff is requesting the TAC review and discuss the options provide feedback and a recommendation for staff to take back to the STA Board for the October STA Board meeting.

### **Fiscal Impact:**

There is no direct financial impact to STA to approve the Procedure and this will help facilitate discussion and future disputes should be resolved more quickly and efficiently. Depending on the funding option that the STA Board approves, it could have a future impact to the STA and member agencies.

### **Recommendation:**

Approve the following:

1. A recommendation to the STA Board to approve the STA Utility Relocation Procedure and Liability Dispute Procedure as shown in Attachment A; and
2. Forward a funding recommendation for either Option 1, 2, or 3 to the STA Board.

Attachments:

- A. STA Utility Relocation Procedure and Liability Dispute Procedure
- B. I-80/I-680/SR 12 Interchange - Cities of Benicia and Vallejo Waterline Estimated Costs and Preliminary Liabilities
- C. STA Transportation Funding Sources

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## Utility Relocation Procedure and Liability Dispute Procedure

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### I. PURPOSE

The California Department of Transportation (Caltrans) Local Assistance Procedures Manual (LAPM) outlines Utility Relocation Procedures. Utility relocations are required on most transportation projects. A conflict exists when a utility must be relocated, adjusted, protected-in-place or abandoned as a direct result of the project. Caltrans strongly recommends that each local agency adopt and follow the procedures that have been duplicated in this document. The fourth step in the recommended procedure addresses liability determinations. The Caltrans Right of Way Manual states that the “preferred method of [liability dispute] resolution is to mutually agree on how to handle a particular situation and what the liability should be.”

Consistent with Caltrans’ recommendation and stated preference, the purpose of this procedure is to adopt Caltrans’ Utility Relocation Procedures and to standardize the manner in which members of the Solano Transportation Authority (STA), a joint powers authority organized under Government Code section 6500 et seq., consisting of the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville, and Vallejo, resolve utility relocation liability disputes.

The procedures outlined in this document shall apply where both (1) STA is responsible for Right-of-Way Certification on a transportation project and (2) a city’s utilities conflict with the transportation project.

### II. UTILITY RELOCATION PROCEDURE (from Caltrans Local Assistance Procedures Manual Chapter 14 – Utility Relocation, January 2020)

#### 1. **Utility Verification**

- A. In the early phase of the design process, the Utility Coordinator sends a proposed project plan to owner and request for owners’ utility map(s) of any utilities located within project limits.
- B. Utility Coordinator forwards owners’ map(s) to the Project Engineer. The Project Engineer plots all existing utilities onto UTILITY SHEET (Refer to Caltrans Design’s Standard Plan or American Society of Civil Engineers [ASCE], Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data).

#### 2. **Identifying Conflict**

- A. Project Engineer identifies all impacted utility and potholing facilities within project limits.
- B. Provide conflict maps for each impacted facility to the Utility Coordinator.

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3. **Requesting Conflict Resolution Plan** (This step would be done only after National Environmental Policy Act approval.)
  - A. Utility Coordinator contacts and informs the owner(s) of the conflict(s), requests conflict resolution plan(s), detail cost estimate(s), and owner's liability determination.
  - B. When the above items are received from owner(s), the Utility Coordinator will forward the plan(s) to the Project Engineer for approval.

### 4. Liability Determination

After the conflict resolution plan(s) is approved by the Project Engineer, a liability determination will be made to determine whether the local agency is legally liable for any portion or all of the relocation cost(s). See Chapter 13 Utility Relocation, Section 13.04.00 of the [Caltrans Right of Way Manual](#) for guidance.

- A. Liability can be determined by property rights, franchise rights/ agreements, State and local statutes/ordinances, permits, or finding by the local agency's counsel.
- B. Complete [Exhibit 14-E: Report of Investigation \(ROI\)](#). The ROI is a document that determines the local agency's liability for relocation costs.
- C. The cost of relocating such utilities is eligible for federal participation:
  - a. Only when the relocation is made necessary by the proposed construction.
  - b. Only when the local agency is legally liable to pay for any portion of the relocation.

The Utility Coordinator shall send a proposed copy of the ROI, Notice to Owner (NTO), and Utility Agreement to District Local Assistance Engineer (DLAE) and District Right of Way Utility Coordinator for review and approval, prior to sending out to owner.

Note: For State highway projects, the local agency must ensure that all utility relocations and encroachments are accomplished in accordance with Caltrans policies, procedures, standards, practices, and statutes. In addition, any existing agreements or contracts between the Department of Transportation (Caltrans) and a utility owner will also obligate the local agency in such circumstances.

### 5. Notifying Owner



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- A. After the conflict resolution plan is approved and liability is determined, the Utility Coordinator shall seek concurrence from the owner in case the liability determination is different from owner's claim letter.
- B. Once the owner concurs with the liability (this is referred to as Meeting of the Minds), the Utility Coordinator will issue a written NTO (see [LAPM 14-D: Notice to Owner](#)) to the owner. The local agency must make all necessary arrangements with owners of the affected utility facilities for their relocations.
- C. The NTO will clearly define the impacted facility, owner's conflict resolution plan number and date, estimated completion date, and liabilities.
- D. The local agency shall provide all other necessary permit(s) related to the relocation to the owner prior to the commencing of work. Only when any ordered work is located within the State Highway System (SHS), a Caltrans Encroachment Permit is required. The Utility Coordinator can request the permit through the District Right of Way Utility Coordinator.
- E. If the local agency is liable for any portion of the relocation, a Utility Agreement (see [Exhibit 14-F: Utility Agreements](#) and [Exhibit 14-G: Utility Agreement Clauses](#)) will also be prepared and sent to the owner along with the NTO. Utility Agreements are required for all projects with local agency liability.
- F. The local agency's liability portion and authority to pay for the relocation must be clearly cited in its Utility Agreement and in the liability section of the NTO.

Note: For freeway projects, State policy and procedure take precedence for cost liability determination even where relocation work to support or accommodate the project may take place outside of the state's Right of Way (R/W).

### 6. Right of Way Utility Clearance Memo

- A. Once all utility conflicts have been resolved, the Project Engineer and the Utility Coordinator will issue a Utility Clearance Memo that clearly lists all conflicts, locations, the NTO numbers and issued date, liability, and estimated completion date.
- B. The information on this memo will be incorporated into the R/W Certification.

### 7. Managing the Physical Relocation

- A. Prior to any physical relocation work being commenced, the Project Engineer and Utility Coordinator shall make sure all agreements have been executed,

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Specific Authorization/Approval of Utility Agreement has been approved (if federal funding is sought), and funding has been secured.

- B. The Project Engineer and Utility Coordinator shall monitor the progress and verify that the relocation has been carried out according to the conflict resolution plan and schedule.

### 8. Managing Relocation Invoices

- A. The Utility Coordinator will process utility relocation invoices for reimbursement in accordance to the procedures described in LAPM Chapter 5: Invoicing.
- B. The Project Engineer and Utility Coordinator shall make sure the owner provides credit when applicable, for salvage value, betterment, and all supporting documents are attached to the invoice.

### 9. Utility Records Keeping

The Utility Coordinator will create a Utility File for each impacted facility. These records will be retained by the local agency as required by FHWA regulations.

Section 23 CFR 645.119(c)(1)(iv), Alternate Procedure Approval requires documentation of actions taken in compliance with State and federal policies. All engineering decisions affecting the utility relocation from the beginning of planning to the completion of the relocation and billing, should be documented in the local agency's Utility File diary.

It is essential that documented field verification of the progress and completion of all reimbursable utility work be provided by the local agency. This required documentation is met by the use of detailed inspector's diaries or their equivalent.

If the local agency wishes not to request federal participation for the utility relocation work on projects off the SHS, even though they will be requesting federal participation in other R/W activities and/or the construction phases of the project, they must comply with FHWA's regulations. Transportation Infrastructure Finance and Innovation Act (TIFIA) Loan must follow all Code of Federal Regulations as well as 23 CFR 645. The local agency must provide the proposed utility relocation plan to the DLAE for forwarding to the District Right of Way Utility Coordinator for review so that proper R/W certification on utility relocation matters may be given prior to construction.

## III. UTILITY RELOCATION LIABILITY DISPUTE RESOLUTION PROCEDURE

### 1. Timing

Pursuant to Step 3 of the UTILITY RELOCATION PROCEDURE, the Utility Coordinator is

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required to contact and inform Utility Owner(s) of the conflict(s), request conflict resolution plan(s), detail cost estimate(s), and Utility Owner's liability determination. Step 4 requires the Utility Coordinator to determine the legal liability for relocation cost(s). This determination is subject to review and approval by the District Local Assistance Engineer (DLAE) and District Right of Way Utility Coordinator. Step 5.A requires the Utility Coordinator to seek concurrence from a Utility Owner if the Utility Coordinator's liability determination required under Step 4 differs from the Utility Owner's liability determination required under Step 3. Before the Utility Coordinator can proceed past Step 5.A, the Utility Owner must concur with the liability (also known as a "Meeting of the Minds").

### 2. Meeting of the Minds

- A. The Utility Owner and Utility Coordinator may initially disagree on the characterization of a property right, whether an exception applies, or on interpretation of the California Streets and Highways Code. But as a preliminary matter, the parties must agree that the cost of relocation of utilities in conflict with a transportation project are apportioned based on prior and/or superior property rights in the project area. The parties will look to Caltrans' Right of Way Manual for guidance.
- B. The Utility Owner should first discuss the disagreement with the Utility Coordinator. The Utility Coordinator may, if it is persuaded, revise the Report of Investigation and resubmit it for review and approval by the DLAE and District Right of Way Utility Coordinator.
- C. If the disagreement cannot be resolved by discussion(s) between the Utility Owner and the Utility Coordinator, the Utility Owner shall direct its grievance together with any evidence, in writing, to the STA Governing Board. The STA Governing Board may consider the grievance or it may form a committee to consider the grievance. Any committee formed for this purpose shall not include a mayor or city councilmember of a city which is the Utility Owner.
- D. At any point after the Utility Owner directs its grievance to the STA Governing Board, the parties may agree to proceed with an "Agreement to Disagree". The Notice to Owner may be revised to include "liability in dispute" as the liability statement. This may be appropriate if the parties agree that dispute resolution will be too time consuming to be accomplished ahead of key project dates. The UTILITY RELOCATION PROCEDURE may proceed past Step 5.A with an "Agreement to Disagree" in lieu of a "Meeting of the Minds". Parties must agree to continue to work towards resolving the liability dispute.
- E. If the STA Governing Board or the committee it forms agrees with the Utility Coordinator's liability determination, the STA Governing Board shall direct the Utility Owner to pay for the relocation. In such an event, the Utility Owner may accept the determination or may petition a court of competent jurisdiction. If the STA Governing Board or the committee it forms agrees with the Utility Owner's liability determination, the STA Governing Board shall direct the Utility Owner to revise the Report of Investigation. If the STA Governing Board or the committee it

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forms is unable to reach a consensus or is uncertain about the appropriate legal status of the Utility Owner's facilities, the STA Governing Board may elect to refer the dispute for consideration by a mutually agreed upon, neutral third-party mediator or arbitrator with experience in right-of-way disputes. The parties may accept a mediator's recommendation or may proceed to have a court of competent jurisdiction resolve the dispute. Arbitration, if elected by the parties, shall be binding.

- F. The DLAE and District Right of Way Utility Coordinator are not agents or employees of STA, Solano County, or any of the Cities; nothing in this document shall be construed as directing the DLAE or District Right of Way Utility Coordinator to approve a Report of Investigation.

#### IV. DEFINITIONS

- A. Caltrans: The California Department of Transportation
- B. Cities: Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville, and Vallejo
- C. Joint Powers Agreement: The STA Joint Powers Agreement as amended
- D. Local Agency: The Solano Transportation Authority (STA)
- E. Meeting of the Minds: when the Utility Owner concurs with the Utility Coordinator's liability determination
- F. Report of Investigation: A document that determines the liability for relocation costs.
- G. Solano Transportation Authority: the joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the Cities
- H. State: California
- I. Utility Coordinator: Solano Transit Authority's designated liaison with Utility Owners.
- J. Utility Owner: Utility company or municipal utility department that owns an impacted facility

#### V. AMENDMENTS

The procedures set forth in this document may be terminated or amended in accordance with

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the Quorum, Voting Rights, and Procedures defined in the Joint Powers Agreement.

VI. REFERENCES

- A. Caltrans Local Assistance Procedures Manual Chapter 14 – Utility Relocation, January 2020
- B. Caltrans Right of Way Manual Chapter 13 – Utility Relocations, January 2020

Table 1 – City of Benicia Preliminary Construction Cost Estimates

BENICIA				
CONSTRUCTION PACKAGE	CONFLICT NUMBER	RELOCATION COST	OWNER LIABILITY	OWNER COST
2B	C115.1	\$3,319,000	0%	\$0.00
	<b>Package subtotal</b>	<b>\$3,319,000</b>	<b>0%</b>	<b>\$0.00</b>
3	C008.3	\$1,402,000	54%	\$754,000.00
	<b>Package subtotal</b>	<b>\$1,402,000</b>	<b>54%</b>	<b>\$754,000.00</b>
4	C016.1	\$1,364,000	100%	\$1,364,000.00
	<b>Package subtotal</b>	<b>\$1,364,000</b>	<b>100%</b>	<b>\$1,364,000.00</b>
5	C008.4	\$940,000	0%	\$0.00
	C008.2	\$1,902,000	16%	\$306,000.00
	<b>Package subtotal</b>	<b>\$2,842,000</b>	<b>11%</b>	<b>\$306,000.00</b>
7	C008.1	\$3,920,000	100%	\$3,920,000.00
	<b>Package subtotal</b>	<b>\$3,920,000</b>	<b>100%</b>	<b>\$3,920,000.00</b>
<b>Total</b>		<b>\$12,847,000</b>	<b>55%</b>	<b>\$6,344,000.00</b>

Table 2 – City of Vallejo Preliminary Construction Cost Estimates

VALLEJO				
CONSTRUCTION PACKAGE	CONFLICT NUMBER	RELOCATION COST	OWNER LIABILITY	OWNER COST
2B	C080	\$1,815,000	0%	\$0.00
	<b>Package subtotal</b>	<b>\$1,815,000</b>	<b>0%</b>	<b>\$0.00</b>
4	C015.1	\$1,436,000	100%	\$1,436,000.00
	<b>Package subtotal</b>	<b>\$1,436,000</b>	<b>100%</b>	<b>\$1,436,000.00</b>
5	C004.2	\$2,234,000	80%	\$1,783,000.00
	C004.3	\$927,000	0%	\$0.00
	C109.1	\$3,842,000	52%	\$2,017,000.00
	C109.3	\$472,000	16%	\$74,000.00
	C004.1	\$453,000	9%	\$42,000.00
	<b>Package subtotal</b>	<b>\$7,928,000</b>	<b>49%</b>	<b>\$3,916,000.00</b>
<b>Total</b>		<b>\$11,179,000</b>	<b>52%</b>	<b>\$5,352,000.00</b>

Costs are Estimated in 2016 dollars and subject to change based on design requirements.

# STA Transportation Funding Sources

## State Funds

State Transportation Improvement Program (STIP) – State Funds Programmed to fully funded phases of eligible projects (programmed/allocated by the CTC)

- Jepson Parkway Phases
- I-80/I-80/SR 12 Interchange
- I-80 Managed Lanes

State Transit Assistance Funds (STAF) – Formula funds for transit services (Claimed by the STA)

- Solano Mobility (Go Go Grandparents/Travel Training/Vehicle Share)
- SolanoExpress Bus Replacement
- SolanoExpress Capital

Transportation Development Act (TDA) - Funds are generated from a ¼ cent tax on retail sales throughout California. May be used for Transit operations, Bus and rail projects, Special transit services for disabled riders, Pedestrian and bicycle facilities, Transportation planning. (Claimed by the STA)

- Taxi Card/Paratransit Program
- ADA Program
- SR2S
- Bay Trail/Vine Trail
- Vaca Dixon Bike Facility

## Regional Funds

Surface Transportation Program (STP) - Federal Cycle funds which is one of the main sources of flexible funding available for transit or highway purposes. STP provides the greatest flexibility in the use of funds, distributed by MTC as a Block Grant every 5 years. MTC determines eligible uses each cycle in addition to the Federal rules/limitations.

- Roadway Rehabilitation
- Complete Streets
- Transit Facilities
- Transportation Planning

Congestion Mitigation and Air Quality Improvement (CMAQ) Program – Federal Cycle funds for transportation projects designed to reduce traffic congestion and improve air quality, distributed by MTC as a Block Grant every 5 years. MTC determines eligible uses each cycle in addition to the Federal rules/limitations.

- Vaca Valley Bike/Ped
- Park Rd Bike
- Vallejo Streetscape

Bridge Toll Funds – Earmarked to projects by legislation, MTC oversight for eligibility

- I-80/I-680/SR 12 Interchange
- I-80 Cordelia Truck Scales
- I-80 Managed Lanes

## Local Funds

Regional Traffic Impact Fee (RTIF) – development impact fee tied to development (must be in Nexus Report). Recommended by STA TAC, Approved by the STA Board

- Jepson Pkwy
- SolanoExpress Capital
- Benicia Bus Hub
- SR 12/Church Rd
- Green Valley OC

Annual STA Member Contribution – Members Agency Annual contribution, total billed for FY 2020-21 \$234,789, annual amount based on formula approved by STA Board.

- STA Operations (including Board Expenses)

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DATE: September 21, 2020  
TO: STA TAC  
FROM: Anthony Adams, Project Manager  
RE: Highway Safety Improvement Program (HSIP) Cycle 10 Set-Aside Draft  
Project List

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**Background:**

The Highway Safety Improvement Program (HSIP) is a bi-annual funding program for local safety projects. For HSIP Cycle 10, STA's investment to complete the analysis and write the applications is limited to undertake a significant safety analysis and application effort on a countywide basis. To have the largest impact for the funding available, STA is proposing to focus on the pedestrian set-aside portion of HSIP for a countywide coordination effort. There are numerous advantages to focusing on the pedestrian set-aside:

- No countywide level of analysis required
- No B/C ratio analysis required
- Only conceptual design is required for application
- Final design can probably be done in-house and reimbursed by the grant
- State-Only funds

The Solano Safe Routes to School Program has been meeting with every school district over the past year to identify high priority projects and programs that could be implemented if funding was available. With these vetted lists, STA meet with each jurisdiction to confirm pedestrian set-aside project lists and then apply on behalf of the City.

During the July TAC meeting the Cities of Benicia, Vallejo, and Suisun City indicated interest in applying for this round of HSIP for benefit/cost ratio funding. These projects tend to be more difficult to be successful in, as they are based on past collision records. STA agreed to fund these applications on behalf of these three cities.

**Discussion:**

After a competitive process, STA selected TJKM as the consultant to help develop this program. Each member agency has met with the consultant and STA at least twice to discuss project refinement and to provide edits. All applications will have projects identified, preliminarily designed, and cost estimates provided for. Each jurisdiction received a draft copy of their applications in mid-September for review. Attachment A shows the current status of each jurisdiction and their applications.

Applications are due on October 19<sup>th</sup>. The project delivery requirements for local safety programs are as follows:

- The milestone of E-76 with PE is met within 9 months; and
- The milestone of E-76 with CON is met within 36 months (3 years).

**Fiscal Impact:**

None

**Recommendation:**

Informational.

Attachment:

A. Status of HSIP Cycle 10 Projects 9/21/20

### HSIP Cycle 10 Application Updates 9-21-20

<b>Ped Set-Aside Applications</b>	
<b>City</b>	<b>Update 9/21/20</b>
<b>Benicia</b>	Found out talking with Dan Sequeira, guard rail replacement project will trigger environmental sensitive work. Revert back to Ped Set Aside Application, preliminary estimates completed. Draft application to be sent to City by end of this week (9/25/20)
<b>Dixon</b>	Submitted draft application, waiting on City comments
<b>Fairfield</b>	Last conversation, City does not want to do Ped Set Aside
<b>Rio Vista</b>	Submitted draft application, waiting on City comments
<b>Solano County</b>	Spoke with Jason Riley last couple weeks, updated Ped Set Aside scope, prepared estimate and it was approved by County, working on draft application to send for County review by 9/25/20
<b>Suisun City</b>	City provided comments, finalize application in the next two weeks
<b>Vacaville</b>	Submitted both PSA & ELSA draft application, waiting on City comments
<b>Vallejo</b>	Submitted draft application, waiting on City comments

<b>BCR Applications</b>								
<b>City</b>	<b>Estimate</b>	<b>Crash Data</b>	<b>Application</b>	<b>CMs</b>	<b>BCR</b>	<b>Cost</b>	<b>FFR</b>	<b>Update 9/21/20</b>
<b>Benicia</b>								
Signalized Intersection Application	Complete	In Process	In Process	S02,S17PB,S04	8.68	\$1.3M	86%	Spoke with City, still moving forward with app, submit draft application by middle of this week.
Ped Crossing Enhancements at Non Signalized	Complete	In Process	In Process	NS21PB, NS22PB	2.51	\$425k	100%	Second app for agency up in the air as this one didn't produce decent BCR, waiting on agency for guidance
<b>Suisun City</b>								
Signalized Intersection Application	Complete	Complete	In Process	S07,S04,S13PB	17.94	\$2.1M	90%	Received comments from city, revised majority of comments. Going to finalize next two weeks
<b>Vallejo</b>								
Non Signalized Intersection Application	Complete	Complete	In Process	NS06, NS09, NS19PB	12.03	\$1.5M	90%	Sent to City, waiting on comments.
Road Diet on Springs Rd Application	Complete	Complete	In Process	R14, R35PB, R37PB	16.13	\$1.3M	90%	

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DATE: September 18, 2020  
TO: STA TAC  
FROM: Erika McLitus, Project Assistant  
RE: One Bay Area Grant (OBAG) Cycle 3 Overview

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**Background:**

STA receives federal transportation funding from the Metropolitan Transportation Commission (MTC) for local projects. These are federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds. Every four years MTC develops policies about how the region will use this funding for projects and programs.

In May 2012, MTC approved its final policies and guidelines (Resolution 4035), consolidating these funds as well as the Local Streets and Roads (LS&R), bicycle, pedestrian, and Planning funds into a single program known as the One Bay Area Grant (OBAG) Program. MTC then tasked the Bay Area County Transportation Agencies (BACTAs), such as STA, with determining how OBAG funds will be allocated within their respective counties. The OBAG 1 and OBAG 2 Programs established program commitments and policies for investing federal funds through FY 2021-22, with OBAG 2 expanded the previous program iteration by incorporating additional revenues and housing-related program elements.

MTC created OBAG as a new funding approach that also better integrates the region's federal transportation program with California's climate law (SB 375, Steinberg, 2008) and the Sustainable Communities Strategy (SCS). This is accomplished by the following principles:

- *Using transportation dollars to reward jurisdictions that accepted the Regional Housing Need Allocation (RHNA) process to produce housing.* This was accomplished by using a county fund distribution formula that considered population, past housing production, future housing commitments from Regional Housing Needs Allocation (RHNA), and added weight to acknowledge very low and low income housing. Within Solano County, LS&R funds are allocated based on a roadway formula.
- *Supporting the SCS by promoting transportation investments in Priority Development Areas (PDAs).* In previous cycles, this was accomplished by requiring that at least 50% of all OBAG funds be spent within designated Priority Development Areas (PDAs) for Marin, Napa, Solano, and Sonoma counties only. Since the PDA program was adopted by Association of Bay Area Governments in November 2007, over 100 PDAs have been approved within the Bay Area, with twelve of them within Solano County.
- *Providing a higher proportion of funding to local agencies and additional investment flexibility.* The OBAG block grant program allowed each county the flexibility to invest in one or more of the following transportation categories to best meet the county's needs: Transportation for Livable Communities, bicycle and pedestrian improvements, local streets and roads preservation, Safe Routes to School, and required CMA planning activities.

## **Project and Program Funding Selection Process**

During past OBAG cycles, STA screened projects and programs for eligibility based on the following criteria:

- Projects or programs must be identified in an adopted or draft STA document.
- The project must be delivered by a public agency.
- Projects may only be programmed in jurisdictions with a Housing Element approved by the California Department of Housing and Community Development.
- Projects may only be programmed in jurisdictions that demonstrate compliance with MTC's Complete Streets policy.

For OBAG Cycle 1 and 2, STA created a Project and Program Screening and Ranking Criteria for eligible projects and programs in order to ensure compliance with MTC's Guidelines and to prioritize projects and programs for funding. Similar criteria are planned for use with OBAG 3, contingent upon MTC's adopted OBAG 3 Guidelines. Past metrics have included:

- How many of goals of the Regional Transportation Plan (RTP) or the Solano Comprehensive Transportation Plan (CTP) are advanced by the project?
- Does the project support transportation and land use connections, Priority Development Areas (PDAs) and Priority Conservation Areas (PCAs)?
- Does the project address safety improvements?
- Is the project located in a community of concern as defined by MTC, and included in any of the STA's Community Based Transportation Plans?
- Will the project be delivered in the first two years of the OBAG cycle (FY 2022-23 or FY 2023-24), or the second two years (FY 2024-25 or FY 2025-26)?
- Does the project or program support maintaining and expanding the employment base in Solano County?
- Does the project or program benefit a large number of residents and businesses, including multiple jurisdictions?
- Does the project encourage or facilitate the use of public transit or other use of alternative modes?
- Have adequate local match funds been identified for the project?

### **Discussion:**

For OBAG 3, STA staff anticipates that MTC will require a larger percentage share of selected projects to be located in a PDA or Priority Production Area (PPA) from the selection. Additionally, MTC may require all jurisdictions to adopt a Vision Zero policy in order to remain eligible for funding. MTC will likely adopt the OBAG 3 Guidelines in Winter 2020 and STA will submit a list of Solano OBAG projects for consideration in Spring 2021. STA staff plans to recommend an OBAG 3 process for Solano County that is similar to the previous OBAG cycles' project review and selection process. This includes assessing priority projects identified by the seven cities and the county against the criteria that MTC establishes, as well as STA selected criteria such as project deliverability or support for regional housing goals.

In previous OBAG cycles, STA staff identified potential alternative funding sources for some projects that were not good candidates for the Federal OBAG funds. This included TDA Article 3 and Air District (BAAQMD or YSAQMD) funds. STA staff will provide similar input for projects selected and not selected for OBAG 3 to help local agencies develop funding plans for priority projects. STA staff will also support and facilitate funding swaps between larger jurisdictions and smaller cities who wish to avoid federalizing smaller projects.

STA staff will return to request feedback on this process and will meet with all eight member agencies, SolTrans, and each Advisory Committee to discuss OBAG 3 priorities in the near future.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

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DATE: September 18, 2020  
TO: STA TAC  
FROM: Erika McLitus, Project Assistant  
RE: Metropolitan Transportation Commission (MTC) Draft Annual Federal  
Obligation Plan Fiscal Year (FY) 2020-21

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**Background:**

As the County Transportation Authority and Congestion Management Agency (CMA) for Solano County, the Solano Transportation Authority (STA) works with member agencies to allocate and program federal, state and regional transportation funds and to coordinate the programming and delivery of federal and state funded transportation projects. To aid in the delivery of locally sponsored projects, a Solano Project Delivery Working Group (PDWG) was formed, which assists in updating the STA's Technical Advisory Committee (TAC) on changes to State and Federal project delivery policies and updates the TAC about project delivery deadlines.

Metropolitan Transportation Commission (MTC)'s Resolution 3606 describes delivery policies for the San Francisco Bay Area. MTC monitors projects that do not meet stated deadlines; Caltrans further enforces the deadline by not supplying an E-76 authorization for construction past stated deadlines. Projects that fail to meet delivery milestones are subject to funds being reprogrammed to later years or total loss of funds.

At the August 26<sup>th</sup> STA TAC meeting, staff reported that the delivery rate for projects in the region in Fiscal Year (FY) 2019-20 dropped drastically from FY 2018-19. As of January 31, 2020, 17% of the targeted Surface Transportation Program (STP)/Congestion Mitigation and Air Quality Improvement (CMAQ) Obligation Authority (OA) had been obligated, compared with 75% in 2018 and 63% in 2019. The goal of the region is to have 100% OA delivery by January 31<sup>st</sup>, so that projects may capture favorable bids and proceed to construction over the summer construction season. In response to direction from the Federal Highway Administration (FHWA), MTC had modified their project delivery policies to reduce these Untimely or Inactive Obligations. Since that update, FHWA has reversed their decision to focus on untimely obligations.

**Discussion:**

During the most recent joint Local Streets and Roads - Project Delivery Working Group (LSRPDWG) meeting on September 10<sup>th</sup>, MTC staff presented an update on the FY 2020-21 Annual Obligation Plan. MTC staff had previously sent two emails to all project sponsors both explaining new policies concerning untimely obligations and requesting that agencies review their projects in the Annual Obligation Plan. In a change from previous years, agencies were expected to respond not only if a project should be removed, but also to confirm that their projects should remain in the Annual Obligation Plan by providing information/updates, including the Field Review completion date, Federal Project Number (FPN), and anticipated construction advertisement date.

Any agency that failed to respond to these requests had their projects removed from the Draft FY 2020-21 AOP under the assumption that projects with no field review scheduled by October cannot meet the deadline to submit an RFA in December. The following Solano County agencies had projects removed from the Draft FY 2020-21 AOP due to non-response:

<b>Project Sponsor</b>	<b>Project Name</b>
City of Benicia	HSIP Cycle 9 Guardrail Upgrades*
City of Benicia	HSIP Cycle 9 Pedestrian Crossing Enhancements*
City of Benicia	Park Road Improvements*
Solano County	Solano County Roadway Preservation
Solano County	Farm to Market Phase 3
City of Fairfield	HSIP Cycle 9 Signalized Intersection Improvements*
City of Fairfield	HSIP Cycle 9 HAWK Installation*
City of Fairfield	HSIP Cycle 9 Guardrail Project*
City of Rio Vista	HSIP Cycle 9 Pedestrian Crossings
Suisun City	New Railroad Avenue Pavement Rehabilitation

\* Project subsequently moved to FY 2021-22 Annual Obligation Plan at sponsor's request

At the time, MTC staff had not contacted any local agency or CTA who had not responded and was in danger of being removed from the Annual Obligation Plan, nor did they offer a list of projects removed for this reason. At the request of the LSRPDWG, MTC staff sent out an email on September 15<sup>th</sup> providing a final chance to respond with a project delivery schedule. STA staff and local agency staff collaborated to ensure that all projects that had been removed in error were reinstated. MTC staff also announced that language concerning untimely obligations had been struck from the FY 2020-21 Annual Obligation Plan guidelines (Attachment A).

Although the issue has been resolved, the lack of communication between MTC staff, STA, and local Solano agencies was extremely concerning. Following a conversation at the September Bay Area County Transportation Agency (BACTA) meeting and subsequent discussions between MTC staff and STA staff, MTC has agreed to call both STA staff and local agency staff directly if a project is in jeopardy of having funding delayed or revoked in the future.

STA project delivery staff will also continue working closely with the Solano PDWG to prevent similar situations from occurring by including a checklist of Annual Obligation Plan milestones and deadlines as a regular standing item in each meeting packet. STA staff will also continue to provide periodic reminders before milestone deadlines. In order to preserve this proactive partnership, attendance at the Solano PDWG will be crucial in ensuring that all projects in the final FY 2020-21 Annual Obligation Plan meet their delivery milestones and that related obligations do not become Inactive. These steps will ensure that no Solano agencies are in danger of losing project funding or facing consequences imposed by the region. All local agencies are encouraged to send a representative to the Solano PDWG each month if possible, and to review the agenda packets thoroughly if no staff member is available to attend (see Attachment B for Solano PDWG Attendance).

**Fiscal Impact:**

None, unless projects become de-obligated due to inactivity

**Recommendation:**

Informational.

Attachments:

- A. MTC Updated Draft Annual Obligation Plan Requirements
- B. Solano PDWG Attendance September 2019 -September 2020

**Background**

The regional project delivery policy ([MTC Resolution 3606](#)) establishes certain deadlines and requirements for agencies accepting Federal Highway Administration (FHWA) funding and including these funds in the federal Transportation Improvement Program (TIP). The intent of the regional funding delivery policy is to ensure implementing agencies do not lose any funds due to missing a federal or state funding deadline, while providing maximum flexibility in delivering transportation projects. It is also intended to assist the region in managing Obligation Authority (OA) and meeting federal financial constraint requirements. MTC has purposefully established regional deadlines in advance of state and federal funding deadlines to provide the opportunity for implementing agencies, Bay Area County Transportation Agencies (BACTAs), Caltrans, and MTC to solve potential project delivery issues and bring projects back in-line in advance of losing funds due to a missed funding deadline. The policy is also intended to assist in project delivery, and ensure funds are used in a timely manner.

As the federally designated Metropolitan Planning Organization (MPO) and the agency serving as the Regional Transportation Planning Agency (RTPA) for the nine-counties of the San Francisco Bay Area, the Metropolitan Transportation Commission (MTC) is responsible for various funding and programming requirements, including, but not limited to: development and submittal of the Regional Transportation Improvement Program (RTIP); managing and administering the federal Transportation Improvement Program (TIP); and project selection for designated federal funds (referred collectively as 'Regional Discretionary Funding'); As a result of the responsibility to administer these funding programs, the region has established various deadlines for the delivery of regional discretionary funds including the regional Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement (CMAQ) Program, regional Transportation Alternatives Program (TAP) and Regional Transportation Improvement Program (RTIP) to ensure timely project delivery against state and federal funding deadlines. MTC Resolution 3606 establishes standard guidance and policy for enforcing project funding deadlines for these and other FHWA-administered federal funds

One of the most important features of the delivery policy, and a key to the success of on-time delivery, is the obligation deadline. Regional discretionary funding, as well as other FHWA funds in the TIP, must meet the Obligation/E-76/Authorization deadline established in the Policy. This ensures federal funds are being used in a timely manner, and funds are not lost to the region.

**FY 2015-16 STP/CMAQ Delivery Status**

In 2014, the regional obligation deadline was changed from March 31 to January 31 for projects listed in the FY 2015-16 annual obligation plan. Although FY 2015-16 was a transition year (meaning unobligated funds will not be redirected to other projects until after March 31) it was still expected that project sponsors would meet the new obligation deadline. However, the delivery rate was not as good as hoped. As of January 31 less than 30% of the targeted STP/CMAQ OA had been obligated. In examining the low delivery rate, MTC staff noticed many projects were not ready to proceed when placed in the FY 2015-16 Annual Obligation Plan, and therefore many project sponsors were unable to meet the November 1 Request for Authorization (RFA) deadline, even though the annual obligation plan was made final only a month earlier.

**FY 2016-17 STP/CMAQ Delivery Status**

The delivery rate for FY 2016-17 improved over FY 2015-16. As of January 31, 2017 45% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016. By March 31, 2017 115% of the STP/CMAQ OA had been delivered. However, the goal is still to have 100% OA delivery by January 31, so that projects may capture favorable bids and proceed to construction over the summer construction season.

**FY 2017-18 STP/CMAQ Delivery Status**

The delivery rate for FY 2017-18 improved over FY 2015-16 and FY 2016-17. As of January 31, 2018, 75% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016 and 45% in 2017. By March 31, 2018 112% of the STP/CMAQ OA had been delivered. However, the goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.

**FY 2018-19 STP/CMAQ Delivery Status**

The delivery rate for FY 2018-19 slipped a little from FY 2017-18. As of January 31, 2019, 63% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016, 45% in 2017 and 75% in 2018. By March 31, 2019, 74% of the STP/CMAQ OA had been delivered. The goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.

**FY 2019-20 STP/CMAQ Delivery Status**

**The delivery rate for FY 2019-20 dropped drastically from FY 2018-19. As of January 31, 2020, 17% of the targeted STP/CMAQ OA had been obligated, compared with 30% in 2016, 45% in 2017, 75% in 2018, and 63% in 2019. By March 31, 2020, 59% of the STP/CMAQ OA had been delivered. The goal is still to have 100% OA delivery by January 31 so that projects may capture favorable bids and proceed to construction over the summer construction season.**

**Increased Importance of Annual Obligation Plan**

In recent years other regions and the state-managed local programs have improved upon their own annual delivery rate, and the region is once again hitting apportionment limits prior to the end of the fiscal year. These factors are reducing the flexibility the region has in advancing funds and allowing projects to move forward when ready. As a result, the annual obligation plan is becoming increasingly important to prioritize the funding available for projects to be delivered in a given year. It is anticipated that moving forward, the obligation plan will become a more vital tool in managing the delivery of FHWA-funded projects each year

**Proposed Annual Obligation Plan Conditions and Requirements**

To address the issues of projects being included in the annual obligation plan that are not yet ready to proceed, and to better manage the availability of funds (primarily STP/CMAQ) for projects that are ready for delivery, and to facilitate timely project delivery within the region, MTC staff is proposing certain conditions and requirements for projects to be included the Annual Obligation Plan as outlined in Attachment 1. The obligation plan will serve to prioritize

delivery of FHWA-funded projects, and assist Caltrans Local Assistance in managing its workload for the federal fiscal year.

### **FY 2020-21 Annual Obligation Plan Schedule**

The schedule for development and implementation of the FY 2020-21 Annual Obligation Plan is as follows:

May/June 2020	Projects with known delivery deadlines in next fiscal year released for review
June/July 2020	Draft Plan reviewed by partnership working groups
June/July/Aug 2020	SPOCs submit requests to include STP/CMAQ projects in Obligation Plan
September 2020	Proposed Final Plan reviewed by partnership working groups
October 1, 2020	Obligation Plan finalized and submitted to Caltrans
<b>December 1, 2020*</b>	<b>Request for Authorization (RFA) submitted to Caltrans</b>
January 31, 2021	Obligation deadline for funds in Annual Obligation Plan
January 31, 2021	CTC Allocation request deadline
February 1, 2021	Unused Obligation Authority available first-come first-served
March 31, 2021	CTC Allocation deadline for CTC-administered state and federally-funded projects

### **Annual Obligation Plan Conditions and Requirements**

To facilitate timely project delivery within the region, the following proposed conditions and requirements must be met for projects to be included in the Annual Obligation. The obligation plan will serve to prioritize delivery of FHWA-funded projects for the federal fiscal year.

- **Projects automatically included in Obligation Plan**  
To the extent known, projects with required federal funding delivery deadlines within the fiscal year will be added to the annual obligation plan. These include but are not limited to STIP, ATP, HSIP and Local Bridge Seismic Retrofit Program (LBSRP) projects. In addition to the annual obligation plan, a "CTC Allocation Plan" will be developed specifically for CTC-allocated state and federally-funded projects. It is the responsibility of the Single Point of Contact (SPOC) to ensure the Plans include all projects from their agency that have delivery deadlines within the applicable fiscal year.
- **SPOC Involvement**  
Requests for OBAG STP/CMAQ projects to be included in the annual obligation plan must come from the Single Point of Contact (SPOC) for that agency. This ensures the SPOC is aware of the federal-aid projects to be delivered that year, and to be available to assist the Project Manager(s) through the federal-aid delivery process. In addition, subsequent communication to MTC or applicable BACTA regarding potential delays or missed deadlines of any project in the annual obligation plan must include the SPOC. To add a project to the plan, email the request to the applicable Bay Area County Transportation Agency staff and to John Saelee of MTC at [jsaelee@bayareametro.gov](mailto:jsaelee@bayareametro.gov)

***\*Requires a complete, funding obligation/FTA Transfer Request For Authorization (RFA) package and applicable documentation to Caltrans Local Assistance by December 1***



- **Missed Past Delivery Deadlines**

For project sponsors that have missed delivery deadlines within the past year, including CTC-administered program deadlines, the agency must prepare and submit a delivery [status report](#) on major delivery milestones for all federally active projects with FHWA-administered funds, and all projects with FHWA-administered funds programmed in the current TIP, before their OBAG 2 project(s) are added to the annual obligation plan. Furthermore, once projects for such agencies are accepted in the final obligation Plan, the Single Point of Contact (SPOC) for the agency must report monthly to the applicable BACTA and MTC staff on the status of all agency project(s) in the annual obligation plan, until the funds are obligated/authorized. The [FHWA-Funded Projects Status](#) report template is located at:

[http://mtc.ca.gov/sites/default/files/Template\\_FHWA\\_Funded\\_Projects\\_Status.xlsx](http://mtc.ca.gov/sites/default/files/Template_FHWA_Funded_Projects_Status.xlsx)

- **Field Review**

For the PE phase of a STP/CMAQ project to be included in the draft plan, a field review must be scheduled to occur by June 30. To remain in the final plan the field review and related/required documentation, including the Preliminary Environmental Study (PES) if applicable, must be completed and accepted/signed off by Caltrans by September 30.

For the Right Of Way or Construction phase of a project to be included in the draft Annual Obligation Plan, the project must have undergone a field review with Caltrans AND all field review related/required documentation, including the Preliminary Environmental Study (PES) if applicable, submitted, signed and accepted by Caltrans by June 30.

This does not apply to projects for which Caltrans does not conduct a field review, such as FTA transfers, planning activities and most non-infrastructure projects.

- **HSIP Delivery Requirements**

Because of the importance of timely delivery of safety projects, the following applies to agencies with Highway Safety Improvement Program (HSIP) projects programmed in the federal TIP.

**For project sponsors with HSIP funds in the PE phase of a project:** A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the PE phase of all of the agency's HSIP project(s) prior to any OBAG 2 STP/CMAQ project being added to the Annual Obligation Plan for that agency. The Caltrans-managed HSIP program has an obligation deadline for the PE phase of September 30. To meet this deadline, sponsors must have a field review (with all required documentation including the Preliminary Environmental Study (PES) if applicable, accepted by Caltrans) and submit the RFA for PE by June 30.

**For project sponsors with HSIP funds in the CON phase of a project:** A complete and accurate Request for Authorization (RFA) must be submitted to Caltrans for the CON phase of all of the agency's HSIP project(s) subject to the delivery deadlines

noted below, prior to any OBAG 2 STP/CMAQ project for that agency being included in the Annual Obligation Plan.

**HSIP Deadlines for purposes of the Annual Obligation plan are outlined below:**

Unless a later date is identified in the Caltrans [HSIP Project Listing](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm) at the following link: [http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery\\_status.htm](http://www.dot.ca.gov/hq/LocalPrograms/HSIP/delivery_status.htm))

**Cycle 7 HSIP program:**

PE Authorization: All PE phases have been submitted and authorized

**CON Authorization: All CON phases should have been authorized, unless extended by Caltrans**

**Cycle 8 HSIP program:**

PE Authorization: All PE phases have been submitted and authorized

**CON Authorization: All CON phases have been submitted and authorized**

**Cycle 9 HSIP program:**

PE Authorization: All PE phases have been submitted and authorized

**CON Authorization: December 31, 2021 (RFA due September 30, 2021)**

**Waiver request for unforeseen project delays:**

A jurisdiction that has been proceeding with a project in good faith and has encountered unforeseen delays may request special consideration. A sponsor may be allowed to add projects into the annual obligation plan even if it has an outstanding project delay if Caltrans Local Assistance, MTC and the applicable BACTA reach consensus that the delay was unforeseen, beyond the control of the project sponsor, and not a repeated occurrence for the agency.

**NOTE: Poor project management is not considered an unforeseen delay.**

▪ **OBAG 2 Requirements**

Projects funded in the One Bay Area Grant 2 Program (OBAG 2) will not be included in the annual obligation plan until the project sponsor has met applicable OBAG 2 requirements, such as submittal of the annual housing element reports to HCD by April 1 of each year or fully participating in the statewide local streets and roads needs assessment survey or providing updated information to the Highway Performance Monitoring System (HPMS).

▪ **Request for Authorization Review Period**

For purposes of delivery of projects within the annual obligation plan, it is expected that sponsors schedule at least sixty to ninety days for Caltrans/FHWA review and approval of the Request for Authorization (RFA). This is to ensure delivery schedules adequately account for federal-aid process review.

**SPOC Checklist**

Starting in 2017, jurisdictions must have the SPOC checklist filled out and on file prior to projects being included in the annual obligation plan. A new checklist must be filled out whenever a new SPOC is assigned for that agency.

**▪ Inactive Obligations**

*Because inactive obligations ~~and untimely obligations~~ continue to be a significant issue in this region, until the region develops a process that substantially addresses inactive/~~timely~~ obligations for FHWA projects, any project sponsor with a project on the inactive list (all projects marked as "inactive", and projects marked as "Past Due" and not under review by Caltrans) need to address the items listed below before MTC will make any programming requests from that agency in the federal TIP, or make any changes to STP/CMAQ (OBAG) funding.*

- *Provide a status of all outstanding invoices for projects on the Inactive list*
- *Provide an explanation for not meeting the invoice deadline(s) for each invoice*
- *Provide an overview of their agency's internal process for monitoring timely submittals of invoices for FHWA federal-aid projects.*
- *Provide the contact information of their Finance/Accounting Manager that handles invoicing of federal funds.*
- *Have the applicable County Transportation Agency (CTA) staff send an email to MTC Funding Policy and Programs (FPP) staff with a statement of assurances that 1) the CTA is adequately communicating federal invoicing and reimbursement requirements to applicable agencies; 2) The CTC is adequately tracking and monitoring inactive obligations within the County; 3) The project sponsor has an internal process in place for monitoring timely submittals of invoices for FHWA federal-aid projects.*
- *Set up and conduct a meeting with the Project Sponsor SPOC, Project Sponsor Project Manager, Project Sponsor Finance/Accounting Manager, Applicable CTA Programming staff and applicable MTC Funding Policy and Programs (FPP) staff to go over each inactive project.*
- *Inform MTC whether or not a request should be made to FHWA to de-obligate the inactive funds.*

Caltrans updates the inactive project obligation status reports weekly on the Local Assistance Inactive Project Information web page:

<https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>



- **CTC-allocated state and federal funds**

In response to CTC concerns regarding delivery of CTC-administered projects, starting in 2018 many of the regional delivery requirements for federal funds will also apply to CTC allocated state and federally-funded projects.
- **CTC Allocation Plan**

Expanding on the success of the development and implementation of the regional annual obligation plan, MTC, working with the County Transportation Authorities (CTA's) and project sponsors, will develop and maintain a regional "CTC Allocation Plan" identifying the CTC-administered programs and projects, such as STIP, ATP and RRRRA (SB1) with CTC-allocation deadlines within the state fiscal year. It is the responsibility of the Single Point of Contact (SPOC) to ensure the Plan includes all projects from their agency that have applicable delivery deadlines within the fiscal year.
- **ATP and SB1 Reporting and Accountability**

Agencies receiving RRRRA (SB1) and ATP funds are required to report on the status of the projects on a regular basis. To ensure agencies meet the deadline, MTC expects reports to be submitted at least 15 days in advance of the CTC deadline. This helps ensure any errors or omissions can be corrected before the reports are due to the CTC/Caltrans. Agencies that miss the reporting/accountability deadline(s) will have OBAG funds subject to re-programming.
- **CTC Allocations**

Projects with funds requiring a CTC allocation, including STIP, ATP and RRRRA (SB1) must submit the CTC allocation request by January 31 and receive the CTC allocation by March 31 of the year programmed unless there is a special circumstance (such as coordinating the delivery timeline with other fund sources or project schedules) agreed to by the respective Bay Area County Transportation Agency and MTC staff. Sponsors missing the regional CTC allocation deadline are subject to OBAG projects being removed from the Annual Obligation plan and reprogrammed to a later year in the federal TIP, and will have low-priority for including their OBAG 2 projects in the following annual obligation plan, until the sponsor can demonstrate the ability to meet regional and state delivery deadlines.
- **CTC Extensions**

Sponsors with projects requiring a CTC extension are subject to OBAG projects being removed from the Annual Obligation plan and reprogrammed to a later year in the federal TIP, and will have low-priority for including their OBAG 2 projects in the following annual obligation plan, until the sponsor can demonstrate the ability to meet regional and state delivery deadlines.

- **Local Bridge Seismic Retrofit Program (LBSRP) Delivery Requirements**

The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006 (Prop 1B) includes \$125 million of state matching funds to complete LBSRP. These funds provide the required local match for right of way and construction phases of the remaining seismic retrofit work on local bridges. Several projects within the program have not yet proceeded to construction – 12 years after voters approved funding for the program and 24 years after the Northridge Earthquake and 29 years after the Loma Prieta Earthquake.

Each project in the LBSRP is monitored by Caltrans at the component level for potential scope, cost, and schedule changes to ensure timely delivery of the full scope as approved and adopted. Project delivery milestones are determined by agreement between Caltrans and the local agency. Local agencies are not allowed to change the schedules once the agreements are signed. Projects programmed in the current FFY, for which federal funds are not obligated by the end of the FFY, may be removed from the fundable element of the TIP at the discretion of the Caltrans.

Because of the interest of the California Transportation Commission (CTC) with delivery of the remaining projects in the Local Bridge Seismic Retrofit Program, project sponsors with remaining seismic bridge projects will need to provide MTC and the respective Bay Area County Transportation Agency with updated status reports at least twice a year.

Sponsors with seismic retrofit bridge projects in the current FFY that do not deliver by the agreement date, will have low-priority for including their OBAG 2 projects in the next Annual Obligation plan. OBAG 2 funds will only be included if capacity is available after all other requests have been considered, and the agency has demonstrated the ability to meet regional and state delivery deadlines.

NOTE: Per CTC guidelines, project sponsors of LBSRP projects that miss the milestone delivery deadline identified in the LBRP bridge agreement are ineligible to receive future Highway Bridge Program (HBP) program funding from the CTC until the offending delivery milestone is met.

- **Timely Obligations**

***In response to FHWA's concern regarding timely obligations, MTC Resolution 3606 policies and procedures will be adjusted accordingly on a temporary basis and later incorporated into MTC Resolution 3606 Delivery Guidance.***

~~The Federal Highway Administration (FHWA) is concerned with projects receiving an authorization (obligation) and not having reimbursable expenses within **6 months**. This trend is impacting the number of inactive obligations. The FHWA is watching this trend and will be examining options to address the situation.~~

- **RFA Submittal Deadline - December 1**

The Regional Funding delivery policy, MTC Resolution 3606 requires a complete, funding obligation/FTA Transfer Request For Authorization (RFA) package to Caltrans Local Assistance by December 1 of the fiscal year the funds are listed in the TIP.

- **Construction Advertisement / Award Deadline**

The Regional Funding delivery policy, MTC Resolution 3606 states that for the Construction (CON) phase, the construction/equipment purchase contract must be advertised within 3 months and awarded within 6 months of obligation / E-76 Authorization (or awarded within 6 months of allocation by the CTC for funds administered by the CTC). However, regardless of the award deadline, agencies must still meet the invoicing deadline for construction funds. Failure to advertise and award a contract in a timely manner could result in missing the subsequent invoicing and reimbursement deadline, resulting in the loss of funding. Agencies must submit the complete award package immediately after contract award and prior to submitting the first invoice to Caltrans in accordance with Caltrans Local Assistance procedures. Agencies with projects that do not meet these award deadlines will have future programming and OA restricted until their projects are brought into compliance (CTC - administered construction funds lapse if not awarded within 6 months).

**Until the Bay Area partnership working group develops procedures to address inactive obligations, the project award provision of MTC Resolution 3606 will be expanded to include the encumbrance of non-construction funds within 6 months, and require the agency to notify the respective County Transportation Agency (CTA) and MTC staff if funds are not awarded/encumbered within 6 months of obligation.**

- **Advance Construction Authorization (ACA)**

The regional funding delivery policy, MTC Resolution 3606 states that agencies that cannot meet the regional, state or federal deadlines subsequent to the obligation deadline (such as award and invoicing deadlines) have the option to use Advance Construction Authorization (ACA) rather than seeking an obligation of funds and risk losing the funds due to missing these subsequent deadlines. For example if the expenditure of project development funds or award of a construction contract, or project invoicing cannot easily be met within the required deadlines, the agency may consider using ACA until the project phase is underway and the agency is able to meet the deadlines.

MTC Resolution 3606 also states that Advance Construction Authorization does not satisfy the regional obligation deadline requirement.

In response to FHWA's concern regarding timely obligations, agencies may want to consider the use of Advance Construction Authorization (ACA) if they are unable to encumber funds within 6 months of obligation. Furthermore, until the Bay Area partnership working group develops procedures to address timely obligations, the use of ACA will satisfy the regional obligation deadline requirement.

- **Regional Invoicing and Reimbursement Deadlines – Inactive Projects**

The regional funding delivery policy, MTC Resolution 3606 states that project sponsors must submit a valid invoice to Caltrans Local Assistance at least once every 6 months and receive a reimbursement at least once every 9 months, but should not submit an invoice more than quarterly. Agencies with projects that have not been invoiced against at least once in the previous 6 months or have not received a reimbursement within the previous 9 months have missed the invoicing/reimbursement deadlines and are subject to restrictions placed on future regional discretionary funds and the programming of additional federal funds in the federal TIP until the project receives a reimbursement.

**Until the Bay Area partnership working group develops procedures to address inactive obligations, the project invoicing provision of MTC Resolution 3606 are modified to require agencies to invoice federal funds 6 months following federal authorization (obligation) and receive a federal reimbursement within 9 months of authorization, and must invoice quarterly thereafter. Agencies must notify the respective County Transportation Agency (CTA) and MTC staff if federal funds are not awarded/encumbered within 6 months of obligation. Projects sponsors should consider including funds in the Construction Engineering (CE) phase, so that staff costs may be charges should award, and expenditure of eligible costs be delayed.**

*For clarification, within MTC Resolution 3606, reference to reimbursement refers to the reimbursement of federal funds. Federal funds are not considered reimbursed until the expenditure shows up in the federal Fiscal Management Information System (FMIS) and subsequently removed from any inactive obligation listing.*





Draft FFY 2020-21 Annual Obligation Plan

LSRPDWG Item 4D

"DRAFT" MTC FFY 2020-21 Annual Obligation Plan															Total Obligations	Total Programmed	Remaining Balance	
Project List																		
September 3, 2020																		
County	Local Agency	TIP ID	FMS ID	Unique ID	Program	Fund Source	FPN	Phase	Project Title	Obligation					Oblig/Alloc Deadline	0%	100%	100%
										Latest Action Status	Latest Action Date	Planned Award	Planned or Field Review					
County	Sponsor	TIP ID	FMS ID	Unique ID	Program	Fund Source	FPN	Phase	Project Title	Latest Action	Action Date	Planned Award	Field Review	Deadline	Oblig Amount	Total	Balance	
San Mateo	Atherton	SM-190008	7040	STP-T5-OBAG2-CO	OBAG 2	STP	-5261()	CON	Atherton Street Preservation			15-Jan-2021	1-Nov-2019	31-Jan-2021	\$0	\$251,000	\$251,000	
San Mateo	Belmont	SM-170042	6658	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	-5268()	CON	Ralston Avenue Corridor Bike-Ped Imps			15-May-2021	1-Mar-2019	31-Jan-2021	\$0	\$1,000,000	\$1,000,000	
San Mateo	Burlingame	SM-170015	6649	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	-5171()	CON	Hoover School Area Sidewalk Impvts (Summit Dr.)			15-May-2021	11-Jul-2018	31-Jan-2021	\$0	\$700,000	\$700,000	
San Mateo	Hillsborough	SM-170026	6696	STP-T5-OBAG2-CO	OBAG 2	STP	-5191()	CON	Hillsborough Street Resurfacing			15-Apr-2021	29-Jul-2020	31-Jan-2021	\$0	\$408,000	\$408,000	
San Mateo	San Mateo	SM-170039	6616	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	-5102()	CON	Laurie Meadows Ped/Bike Safety Improvements			15-Feb-2021	15-Aug-2020	31-Jan-2021	\$0	\$987,000	\$987,000	
San Mateo	San Mateo County	SM-170014	6628	STP-T5-OBAG2-CO	OBAG 2	STP	-5935()	CON	San Mateo Countywide Pavement Maintenance			15-May-2021	19-Sep-2020	31-Jan-2021	\$0	\$965,000	\$965,000	
San Mateo	SMCCAG	SM-070002	2561	RIP-T4-12-FED-SM	RTIP	RTIP-FED	-6419()	CON	San Mateo Countywide ITS Improvements			15-Jun-2021	16-May-2018	30-Sep-2021	\$0	\$4,058,000	\$4,058,000	
San Mateo	South San Francisco	VAR170002	6991	HSIP-T5-9	HSIP 9	HSIP	-5177(043)	CON	Ped. Imp. On W. Orange and Hillsdale (H9-04-031)			15-Mar-2021	7-Aug-2019	31-Dec-2021	\$0	\$204,800	\$204,800	
San Mateo	South San Francisco	SM-130030	6009	0648F	RTIP	RTIP-FED	ACNH-P082(028)	CON	SSF Grand Blvd Initiative: Kaiser Way to McLellan	AC Authorized	16-Mar-2018	13-Jun-2018		31-Jan-2018	\$0	\$1,991,000	\$1,991,000	
Santa Clara	Los Altos	SCL170038	6678	STP-T5-OBAG2-CO	OBAG 2	STP	STPL-5309(019)	CON	Los Altos: Fremont Ave Pavement Preservation					31-Jan-2021	\$0	\$336,000	\$336,000	
Santa Clara	San Jose	SCL050083	1949	ATP-REG-T4-1-FED	ATP-REG	ATP-FED	ATPL-5005(146)	CON	Coyote Creek Trail: Mabury to Empire					28-Feb-2021	\$0	\$4,046,000	\$4,046,000	
Santa Clara	San Jose	SCL170029	6647	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	-5005()	CON	Tully Road Safety Improvements					31-Jan-2021	\$0	\$5,975,360	\$5,975,360	
Santa Clara	San Jose	SCL170029	6647	STP-T5-OBAG2-CO	OBAG 2	STP	-5005()	CON	Tully Road Safety Improvements					31-Jan-2021	\$0	\$1,000,000	\$1,000,000	
Santa Clara	San Jose	SCL170030	6648	STP-T5-OBAG2-CO	OBAG 2	STP	-5005()	CON	McKee Road Safety Improvements					31-Jan-2021	\$0	\$6,994,933	\$6,994,933	
Santa Clara	San Jose	SCL170031	6657	CMAQ-T5-OBAG2-CO-SRTS	OBAG 2	CMAQ	-5005()	CON	Mt Pleasant Ped & Bike Traffic Safety Improvements					31-Jan-2021	\$0	\$831,793	\$831,793	
Santa Clara	San Jose	SCL170061	6752	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	CML-5005(162)	PE	W San Carlos Urban Village Streets Improvements	AC Authorized	26-Aug-2020			31-Jan-2021	\$0	\$2,618,000	\$2,618,000	
Santa Clara	San Jose	SCL170044	6652	STP-T4-2-OBAG	OBAG 1	STP	STPL-5005(163)	CON	San Jose Pavement Maintenance	AC Conversion at CT-HQ	1-Sep-2020			30-Jun-2020	\$0	\$2,045,138	\$2,045,138	
Santa Clara	San Jose	SCL170044	6652	STP-T5-OBAG2-CO	OBAG 2	STP	STPL-5005(163)	CON	San Jose Pavement Maintenance	AC Conversion at CT-HQ	1-Sep-2020			30-Jun-2020	\$0	\$14,597,000	\$14,597,000	
Santa Clara	Sunnyvale	SCL170059	6829	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5213()	PSE	Sunnyvale Safe Routes to School Imps	CTC Ext Approved	15-May-2019			30-Jun-2020	\$0	\$318,000	\$318,000	
Santa Clara	Sunnyvale	SCL170059	6829	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5213()	CON	Sunnyvale Safe Routes to School Imps					30-Jun-2020	\$0	\$1,509,000	\$1,509,000	
Santa Clara	Sunnyvale	SCL170017	6555	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5213(068)	CON-CE	Sunnyvale SNAIL Neighborhood Improvements					31-Jan-2020	\$0	\$13,000	\$13,000	
Santa Clara	Sunnyvale	SCL170017	6555	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5213(068)	PSE	Sunnyvale SNAIL Neighborhood Improvements					24-Jun-2021	\$0	\$780,000	\$780,000	
Santa Clara	Sunnyvale	SCL170017	6555	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	-5213()	CON	Sunnyvale SNAIL Neighborhood Improvements					31-Jan-2021	\$0	\$3,982,000	\$3,982,000	
Santa Clara	Sunnyvale	VAR170002	7002	H9-04-034	HSIP 9	HSIP	-5213()	CON	H9-04-034 Advanced Dilemma Zone Detection Phase 2					31-Jan-2021	\$0	\$1,112,000	\$1,112,000	
Santa Clara	VTA	SCL090030	4197	RIP-T5-18-ST-SCL	RTIP	RTIP-FED	-6264()	ROW	US 101 Express Lanes - Phase 4 - Civil					31-Jan-2019	\$0	\$600,000	\$600,000	
Santa Clara	VTA	SCL090030	4197	RIP-T5-18-ST-SCL	RTIP	RTIP-FED	-6264()	CON	US 101 Express Lanes - Phase 4 - Civil					31-Jan-2020	\$0	\$2,300,000	\$2,300,000	
Santa Clara	VTA	SCL110002	4198	RIP-T5-18-ST-SCL	RTIP	RTIP-FED	-6264()	PSE	US 101 Express Lanes - Phase 5 - Civil (APDE)					31-Jan-2019	\$0	\$10,589,000	\$10,589,000	
Santa Clara	VTA	SCL150001	6045	0521C	RTIP	RTIP-FED	RPSTPL-6264()	PSE	I-680 Soundwalls - Capitol Expwy to Mueller Ave	CTC Ext Approved	28-Jun-2018			31-Jan-2018	\$0	\$731,000	\$731,000	
Santa Clara	VTA	SCL150001	6045	RIP-T5-14-FED-SCL	RTIP	RTIP-FED	-6264()	CON	I-680 Soundwalls - Capitol Expwy to Mueller Ave					31-Jan-2021	\$0	\$3,275,000	\$3,275,000	
Santa Clara	VTA	SCL110002	4198	RIP-T5-20-ST-SCL	RTIP	RTIP-FED	-6264()	ROW	Silicon Valley Express Lanes Program - Phase 5 Civil					31-Jan-2021	\$0	\$4,754,000	\$4,754,000	
Solano	Fairfield	SOL170006	6536	ATP-ST-T5-3-FED	ATP-ST	ATP-FED	ATPL-5132()	CON	East Tabor Tolenas SR25 Sidewalk Closure Gap					31-Jan-2020	\$0	\$1,440,000	\$1,440,000	
Solano	Vallejo	SOL190004	6916	STP-T5-OBAG2-CO	OBAG 2	STP	STPL-5030(067)	CON	Vallejo - Sacramento St Streetscape			9-Apr-2020		31-Jan-2020	\$0	\$681,000	\$681,000	
Sonoma	Petaluma	VAR170002	7037	HSIP-T5-9	HSIP 9	HSIP	HSIPL-5022(063)	CON	H9-04-024 Various Safety Imps - Petaluma Blvd. No.	RFA at CT-HQ	25-Jun-2020			30-Sep-2020	\$0	\$356,100	\$356,100	
Sonoma	Petaluma	VAR170002	6971	HSIP-T5-9	HSIP 9	HSIP	HSIPL-5022(062)	CON	H9-04-023 Various Intersection Safety Improvements	RFA at CT-HQ	25-Jun-2020			1-Oct-2020	\$0	\$230,900	\$230,900	
Sonoma	Petaluma	SON170011	6615	STP-T5-OBAG2-CO	OBAG 2	STP	STPL-5022(060)	CON	Petaluma Blvd South Road Diet at E Street			1-May-2020	24-Sep-2018	31-Jan-2021	\$0	\$2,630,000	\$2,630,000	
Sonoma	Santa Rosa	SON170012	6614	CMAQ-T4-2-OBAG	OBAG 1	CMAQ	CML-5028(083)	PE	Highway 101 Bicycle and Pedestrian Bridge			1-Dec-2020	15-Jul-2020	31-Jan-2021	\$0	\$364,000	\$364,000	
Sonoma	Santa Rosa	SON170012	6614	CMAQ-T5-OBAG2-CO	OBAG 2	SMAQ	CML-5028(083)	PE	Highway 101 Bicycle and Pedestrian Bridge			1-Dec-2020	15-Jul-2020	31-Jan-2021	\$0	\$1,418,000	\$1,418,000	
Sonoma	Sonoma City	SON170022	6608	CMAQ-T5-OBAG2-CO	OBAG 2	CMAQ	CML-5114(020)	CON	Fryer Creek Pedestrian and Bicycle Bridge			28-Jun-2021	10-Jul-2019	31-Jan-2021	\$0	\$501,000	\$501,000	
Sonoma	Sonoma County	SON170013	6621	STP-T5-OBAG2-CO	OBAG 2	STP	STPL-5920(166)	CON	Rehabilitation of Various Roads in Sonoma County	RFA at CT-HQ	18-Aug-2020			31-Jan-2020	\$0	\$2,600,000	\$2,600,000	
Sonoma	Sonoma County	VAR170012	5253	20C0262	HBP-Seismic	Bridge	STPLZ-5920(059)	CON	Boyes Blvd over Sonoma Creek	RFA at FHWA	17-Aug-2020			31-Aug-2020	\$0	\$4,488,471	\$4,488,471	
Sonoma	Sonoma County	VAR170012	5242	20C0155	HBP-Seismic	Bridge	STPLZ-5920(137)	CON	Big Wohler Road over Russian River	RFA at CT-HQ	20-May-2020			31-Aug-2021	\$0	\$3,718,260	\$3,718,260	
Sonoma	Windsor	SON170001	6313	STP-T5-OBAG2-CO	OBAG 2	STP	-5472(021)	CON	Windsor River Road/Windsor Road Intersection Imps			20-Jan-2021		31-Jan-2021	\$0	\$3,000,000	\$3,000,000	
															\$0	\$310,076,551	\$310,076,551	



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DATE: September 18, 2020  
TO: STA TAC  
FROM: Vincent Ma, Marketing and Legislative Program Manager  
RE: Legislative Update

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**Background:**

Each year, STA staff monitors state and federal legislation that pertains to transportation and related issues. On December 11, 2019, the STA Board approved its 2020 Legislative Platform to provide policy guidance on transportation legislation and the STA's legislative activities during 2020.

Monthly legislative updates are provided by STA's State and Federal lobbyists and are attached for your information (Attachments A, and B). An updated Legislative Bill Matrix listing state bills of interest is available at: <https://sta.ca.gov/operations/legislative-program/current/>

**Discussion:**

On August 31<sup>st</sup>, the Legislative Session for 2019-2020 will conclude and ends the two-year legislative session. Due to Covid-19, Legislative leadership asked their respective Houses to reduce the number of bills offered for consideration. Several positive Covid-19 cases among legislators or their staff have limited the time available for hearings. Due to Senator Brian Jones (R-Santee) positive test, Senate Republicans are barred from in-person voting and will spend the remainder of the session voting remotely.

Among the final bills under consideration is Senate Bill 288 (SB 288) The Sustainable Transportation Covid-19 Recovery Act authored by Senator Scott Weiner would expand the exemptions to the California Environmental Quality Act (CEQA) in order to "fast-track" sustainable transportation projects to make the process more streamlined, cost-effective, and provide additional opportunities for job creation and assist with economic recovery from Covid-19. At their July 8<sup>th</sup> meeting, the STA Board unanimously approved staff's recommendation to support SB 288. The Bill passed the Assembly Committee on Natural Resources on August 6<sup>th</sup> (7-1-3), passed the Assembly Committee on Appropriations on August 20<sup>th</sup> (16-2-0), passed the Assembly Floor on August 30<sup>th</sup> (65-3-11), and was presented to the Governor on September 10<sup>th</sup>.

**State Legislative Update (Shaw/Yoder/Antwih/Schmelzer/Lange):**

While the number of bills has been reduced compared to traditional legislative cycles, several number bills are still expected to reach Governor Gavin Newsome after the final week of the Legislative Cycle, ending on August 31<sup>st</sup>. Additional work on the budget continues with discussions on Senate Bill 815 (SB 815), a budget trailer bill, which would allow transit agencies some flexibility when utilizing State of Good Repair Program funds to maintain transit service levels. The Governor will have until September 30<sup>th</sup> to act on any passed legislation.

Updates on the following are detailed in Attachment A:

- Legislative Update
- Bills of Interest

*Federal Legislative Update (Akin Gump):*

STA's federal legislative advocate (Susan Lent of Akin Gump) continues to work with STA staff to craft STA's strategic objectives to align with those of available federal transportation funds.

On July 1<sup>st</sup>, the House of Representatives passed the H.R. 2 the Moving America Forward Act. This \$1.5 trillion comprehensive infrastructure package which includes funding for roads, education, housing, clean water, and broadband internet. The Senate has yet to schedule discussions on the Moving America Forward Act, which would re-authorize the Fixing America's Surface Transportation (FAST) Act that is set to expire on September 30<sup>th</sup>, 2020. A short-term extension to the FAST Act appears to be the mostly likely scenario before a longer term deal is negotiated.

On August 8<sup>th</sup>, President Donald Trump signed an executive order extend certain Covid-19 relief efforts, including the extension of weekly unemployment enhancement benefits at \$400, instead of the previous \$600 per week benefit, which expired at the end of July. Of this amount, state governments are required to contribute \$100, which California Governor Newsom has indicated that the state would be unable to accommodate without additional budget cuts. The House of Representatives and Senate have failed to reach an agreement on additional Covid-19 relief efforts and further discussion are unlikely until legislators return to Washington D.C. after the Labor Day Holiday.

Updates on the following are detailed in Attachment B:

- Infrastructure Legislation
- Economic Stimulus Legislation
- FY 2021 Appropriations
- Emissions Standards
- Permitting
- Transit Grants

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachments:

- A. State Legislative Update
- B. Federal Legislative Update



1415 L Street  
Suite 1000  
Sacramento  
CA, 95814  
916-446-4656

August 24, 2020

TO: Board of Directors, Solano Transportation Authority

FM: Joshua W. Shaw, Matt Robinson & Michael Pimentel, Shaw Yoder Antwih Schmelzer & Lange

RE: **STATE LEGISLATIVE UPDATE – September 2020**

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### ***Legislative Update***

The Legislature is in the final week of the 2019-20 Legislative Session and is scheduled to adjourn on August 31. The Governor has until September 30 to act on legislation sent to his desk in the final two weeks of the session. While the Legislature has significantly reduced the number of bills moving through the process, we still expect several hundred bills to reach the Governor. In the final week of the session, we do expect there will be additional budget action. As part of the final budget work, the Legislature is considering SB 815 (Committee on Budget and Fiscal Review), a budget trailer bill that would provide some expenditure flexibility in the SB 1 Transit State of Good Repair Program by authorizing a transit agency to expend funds apportioned for the 2019-20 to 2021-22 fiscal years, inclusive, on any operating or capital costs necessary to maintain transit service levels.

### ***Bills of Interest***

#### **SB 288 (Wiener) CEQA Exemptions for Transportation Projects**

CEQA requires a lead agency to prepare and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have an effect. CEQA includes exemptions from its environmental review requirements for numerous categories of projects, including projects for the institution or increase of passenger or commuter services on rail or highway rights-of-way already in use and projects for the institution or increase of passenger or commuter service on high-occupancy vehicle lanes already in use. This bill would revise and recast the above-described exemptions and further exempt from the requirements of CEQA certain projects for the institution or increase of bus rapid transit and regional rail services on public rail or highway rights of way, as specified, whether or not it is presently used for public transit. The bill would additionally exempt projects for rail, light rail, and bus maintenance, repair, storage, administrative, and operations facilities; and projects for the repair or rehabilitation of publicly-owned local, major or minor collector, or minor arterial or major arterial bridges. ***The STA Board SUPPORTS this bill (July 8 Board Meeting).***

### **SB 757 (Allen) Transit Projects CEQA Judicial Review**

The Jobs and Economic Improvement Through Environmental Leadership Act of 2011 authorizes the Governor, until January 1, 2020, to certify projects that meet certain requirements for CEQA streamlining. This bill would additionally include projects to construct an exclusive public mass transit guideway and related fixed facilities meeting certain conditions as projects that are eligible for certification by the Governor under the leadership act. The bill would provide that the certification by the Governor expires if the lead agency fails to approve the project by January 1, 2024.

### **SB 902 (Wiener) Housing Production**

This bill would authorize local governments to rezone neighborhoods for increased housing density, up to ten homes per parcel and would require a legislative body pass a resolution to adopt the plan and exempts that zoning action from being considered a project under the California Environmental Quality Act. To be eligible, an area must be urban infill, or be near high quality public transportation or a job-rich area. The local government can determine whether the individual projects will be ministerial/by right or subject to discretionary approval.

### **SB 995 (Atkins) Jobs and Economic Improvement Through Environmental Leadership Act**

The Jobs and Economic Improvement Through Environmental Leadership Act of 2011 authorizes the Governor, until January 1, 2020, to certify projects that meet certain requirements for CEQA streamlining. This bill would extend the authority of the Governor to certify a project to January 1, 2024 and would add housing projects meeting certain conditions to the list of projects eligible for certification.

### **SB 1351 (Beall) Transportation Improvement Fee: Revenue Bonds**

This bill would authorize the state to issue revenue bonds, backed by a portion of the Transportation Improvement Fee, to fund capital improvements needed to preserve and protect the state highway system.

### **SB 1408 (Dodd) SR 37 Tolling (Not Moving in 2020)**

This bill would require an unspecified authority to operate and maintain tolling infrastructure on State Route 37 between its intersections with Route 121 in the County of Sonoma and Walnut Avenue in the County of Solano. The bill would authorize the authority to issue bonds payable from the revenues derived from those tolls. The bill would authorize those toll and bond revenues to be used for specified purposes, including near-term and long-term improvements to the segment of State Route 37 and the Sonoma Creek Bridge to improve the roadway's mobility, safety, and long-term resiliency to sea level rise and flooding. The bill would require the authority to update and approve an expenditure plan for those toll and bond revenues on an annual basis beginning on July 1 following implementation of a toll. The bill would require the authority to develop and implement an equity program for the toll bridge to reduce the impact of the toll on low-income drivers. ***The STA Board adopted a SUPPORT IN CONCEPT position on this bill (March 11 Board Meeting).***

### **AB 2057 (Chiu) Seamless Bay Area (Not Moving in 2020)**

This bill initially represented the legislative vehicle for a potential Seamless Bay Area framework, with the stated intent of requiring future regional funds for public transportation in the nine-county San Francisco Bay area to be conditioned on advancing institutional reforms that improve accountability and

establish a seamlessly integrated regional transit system, so that these funds are responsibly spent and advance state mobility and environmental goals. However, if the bill is to move forward, the author is proposing to only include the establishment of a regional transit task force to further study and make recommendations on the items above and to require MTC, along with transit systems, to develop a regional mapping and wayfinding system.

**AB 2237 (Berman) Contracting Limits (Not Moving in 2020)**

This bill would raise the limit for contracts no subject to competitive bidding from \$75,000 to \$150,000 for county transportation agencies in the Bay Area, including the Solano Transportation Authority. ***The STA Board adopted a SUPPORT IN CONCEPT position on this bill (May 13 Board Meeting).***

**AB 3145 (Grayson) Mitigation Fee Cap (Not Moving in 2020)**

This bill would prohibit a city or county from imposing a mitigation fee or exaction if the total dollar amount they would impose on a proposed housing development is greater than 12 percent of the city or county's median home price, unless approved by the Department of Housing and Community Development.

**ACA 1 (Aguiar-Curry) Local Government Financing: Affordable Housing and Public Infrastructure: Voter Approval.**

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects.

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## M E M O R A N D U M

August 24, 2020

**To:** Solano Transportation Authority  
**From:** Akin Gump Strauss Hauer & Feld LLP  
**Re:** August Report

During the month of August, we monitored developments in Washington and brought them to the attention of STA.

**Infrastructure Legislation**

On July 1, the House passed the Moving America Forward Act, a \$1.5 trillion infrastructure bill that includes the \$494 billion INVEST in America surface transportation bill (providing funding over 5 years), \$25 billion for drinking water, \$100 billion for broadband, \$70 billion for clean energy projects, \$130 billion for low income schools, \$30 billion to upgrade hospitals, \$100 billion for public housing and \$25 billion for the postal service.

The INVEST in America Act would extend FAST Act programs for one year with increased funding and flexibility to respond to COVID-19 and establishes new programs for fiscal years 2022 through 2025. The bill would increase funding by 49 percent over the FAST Act and create new emission reduction and sustainability programs and requirements. It also provides higher funding levels for public transportation and creates new discretionary grant programs. The bill authorizes a number of financing mechanisms, including qualified infrastructure bonds and advance refunding bonds. The bill passed largely along party lines.

The Senate Environment and Public Works (EPW) Committee passed a bipartisan five-year \$287 billion highway bill last year, however, the Senate Banking Committee has not taken any action to advance the transit title, the Senate Commerce Committee has not released its rail and motor carrier titles and the Senate Finance Committee has not agreed on how to pay for the legislation. Senate Majority Leader Mitch McConnell (R-KY) has expressed his opposition to advancing another big spending bill this year so it appears likely that Congress will pass a short term extension before the current law expires on September 30, 2020

**Economic Stimulus Legislation**

We previously reported that the House passed the HEROES Act, a \$3 trillion bill that continued supplemental unemployment insurance payments at \$600/week and included funding for public

Solano Transportation Authority  
August 24, 2020  
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transportation agencies, airports and state and local governments, among other things, in May. The Senate Republicans unveiled its \$1.1 trillion Health, Economic Assistance, Liability Protection and Schools (HEALS) Act on July 27. The bill would extend supplemental Unemployment Insurance payments, but at the reduced rate of \$200 per week through September 2020 and after October would replace the payments with a combined state unemployment insurance payment. The bill would provide liability protections to employers, local governments, schools and health care providers for lawsuits related to COVID-19. The bill only includes funding for airports (and not for other transportation programs).

While the HEALS Act provides no new aid to state and local governments, it would extend the time to use Coronavirus Relief Funds (CRF) made available under the CARES Act. The bill would extend the time that the funds can be used to 90 days after the end of a state or localities' 2021 fiscal year. The bill also would allow states and local governments to use CRF funds to cover revenue shortfalls incurred in FY 20 and FY 21, subject to a limit of 25 percent of the funds. States and local governments would be prohibited from using CRF funds to replace rainy day funds or pension benefits.

Congress and the White House attempted to negotiate an agreement on stimulus legislation before Congress left for the August recess but were unable to reach agreement. There likely will be renewed negotiations in September before Congress leaves D.C. to campaign for elections.

### **FY 2021 Appropriations**

On July 31<sup>st</sup>, The House passed a \$1.3 trillion package of fiscal year 2021 appropriations bills that included the Transportation, and Housing and Urban Development (THUD) bill. The THUD bill would provide a total of \$107.2 billion in total budgetary resources for DOT – an increase of \$21.1 billion above the FY 2020 enacted level and \$19.4 billion above the President's 2021 budget request. The bill includes:

- \$15.9 billion, consistent with the INVEST in America Act, for Transit Formula Grants funded from the Highway Trust Fund, an increase of \$5.8 billion above the FY 2020 enacted level and \$4.9 billion above the President's budget request.
  - \$374 million for bus and bus facilities competitive grants.
  - \$125 million for the low or no emission grant program.
  - \$10 million for low or no emission ferry grants.
  - \$1 million for innovative mobility solution grants.



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- \$510 million for Transit Infrastructure Grants, equal to the FY 2020 enacted level and \$510 million above the President's budget request.
- \$61.9 billion, consistent with the INVEST in America Act, for programs funded from the Highway Trust Fund, an increase of \$14.7 billion above the FY 2020 enacted level and \$11.1 billion above the President's budget request.
- \$1 billion for National Infrastructure Investments (TIGER/BUILD), equal to the FY 2020 enacted level and the President's budget request.
- \$10 million for Transportation Planning Grants to assist areas of persistent poverty. This new competitive grant program was not in the FY 2020 enacted bill or the President's budget request.
- \$1 billion for discretionary Highway Infrastructure Programs, a decrease of \$1.2 billion from the FY 2020 enacted level and \$1 billion above the President's budget request.
- \$500 million for Consolidated Rail Infrastructure and Safety Improvements, which is \$175 million above the FY 2020 enacted level.

To support economic recovery from the coronavirus pandemic, the bill provides an additional \$26 billion for DOT programs to strengthen and make more resilient our nation's aging infrastructure, including:

- \$3 billion for BUILD grants;
- \$5 billion for Consolidated Rail Infrastructure and Safety Improvements

The Senate Appropriations Committee has not marked up any of its appropriations bills. Congress is expected to pass a continuing resolution in September to fund the federal government at fiscal year 2020 levels until after the election. Congress then is expected to return in a Lame Duck session and attempt to pass the fiscal year 2021 appropriations bills.

### **Emissions Standards**

On August 17<sup>th</sup>, The California Air Resources Board (CARB) and five major automakers: Volvo, Ford, Honda, BMW and Volkswagen, signed a binding agreement with the state of California which will require them to follow the state's emission standards. In total, these automakers

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constitute about 30 percent of the U.S. auto market. California's fuel economy rules are notably stricter than federal standards and the new agreement will require automakers to improve their vehicle's fuel economy from the current average of around 38 miles per gallon to approximately 51 miles per gallon by 2026.

### **Permitting**

On July 16, the Council on Environmental Quality issued a final rule updating its National Environmental Policy Act, which require the evaluation of environmental impacts of transportation and other projects before implementing them. The rule becomes effective September 14, 2020. The updates are meant to streamline environmental reviews for major projects requiring federal approval, including infrastructure projects. We provided a summary of the rule under separate memo dated July 18. While the rule will take effect in September, there is a threat that the final rule could be overturned in litigation (alleging the rule exceeds the statutory authority) or pursuant to the Congressional Review Act if Democrats are in control of the Senate and White House.

On July 22<sup>nd</sup>, the EPA finalized a proposed rule intended to streamline and modernize part of the Agency's permitting process by creating a new, time limited alternative dispute resolution process (ADR process) as a precondition for judicial review. The proposed rule would apply to permits issued by EPA under the Clean Air Act, the Clean Water Act, the Safe Drinking Water Act and the Resources Conservation and Recovery Act. The rule includes provisions to:

- Establish a 60-day deadline for the Environmental Appeals Board (EAB) to issue final decisions once an appeal has been fully briefed and argued, with a one-time 60-day extension.
- Limit the availability of filing extensions to one request per party, with a maximum extension of 30 days.
- Clarify the scope of EAB review.
- Streamline the amicus process.

### **Transit Grants**

U.S. Transportation Secretary Elaine Chao announced on August 11<sup>th</sup> the Federal Transit Administration (FTA) will award \$464 million in transit infrastructure grants nationwide to improve the safety and reliability of America's bus systems and enhance mobility for transit

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riders. SolTrans received a grant of \$1,850,000 to plan, construct, and install electrical charging infrastructure, including on route charging at transit centers, for a future all-electric bus fleet.

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DATE: September 18, 2020  
TO: STA TAC  
FROM: Debora Harris, Accountant 1  
RE: Fiscal Year (FY) 2019-20 Abandoned Vehicle Abatement (AVA) Program  
Fourth Quarter Report

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**Background:**

The Solano Transportation Authority (STA) administers the Abandoned Vehicle Abatement (AVA) Program for Solano County. These administrative duties include disbursing funds collected by the State Controller's Office from the Department of Motor Vehicle (DMV) vehicle registration fee of \$1 per registered vehicle, using the funding formula of 50% based on population and 50% on vehicles abated.

The AVA Member Agencies for Solano County are the City of Benicia, City of Dixon, City of Fairfield, City of Rio Vista, City of Suisun City, City of Vacaville, City of Vallejo, and County of Solano.

**Discussion:**

For the Fourth Quarter, STA received the allocation from the State Controller's Office in the amount of \$105,048.94 and has deducted \$3,151.47 for administrative costs. The STA disbursed cost reimbursement to member agencies for the Fourth Quarter in the total amount of \$138,653.91, which includes all amounts for end of year distribution adjustments and interest earned for the fiscal year of program funds.

The Cities of Dixon, Fairfield and Vacaville had increased the number of abated vehicles in FY 2019-20 compared to FY 2018-19. The City of Benicia reduced the number of vehicles abated because they paused responses to abandoned vehicle complaints as a result of the COVID-19 pandemic. Other member agencies such as City of Suisun, City of Vallejo and Solano County Unincorporated area had less number of vehicles in FY 2019-20 compared to last fiscal year.

The City of Rio Vista continues to have no report of abated vehicles for the quarter.

Attachment A is a matrix summarizing the AVA Program activities through the Fourth Quarter FY 2019-20 and is compared to the totals for FY 2018-19 numbers of abated vehicles and cost reimbursements submitted by the members of the Solano County's AVA Program. Less vehicles (85%) were abated in FY 2019-20 due to the Corona Virus (COVID-19) pandemic, however, the vehicle cost of abatement increased by \$7.00. STA will submit the annual fiscal year-end report to the State Controller's Office before the required due date of October 31<sup>st</sup>.

There is no carryover of funds into the next fiscal year. All funds received in FY 2019-20 have been disbursed to the member agencies.

The STA staff will schedule the annual AVA meeting with our member agencies over the next month.

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

Attachment:

- A. Summary of Solano Abandoned Vehicle Abatement (AVA) Program for FY 2019-20 and FY 2018-19

**Summary of Solano Abandoned Vehicle Abatement (AVA) Program for  
FY 2019-20 and FY 2018-19  
Fourth Quarter Ending June 30, 2020**

Member Agency	FY 2019-20				FY 2018-19		
	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement	% of Abated Vehicle from Prior FY	# of Abated Vehicles	Reimbursed Amount	Cost per Abatement
City of Benicia	403	\$15,997	\$40	90%	449	\$14,953	\$33
City of Dixon	178	\$15,475	\$87	105%	169	\$11,398	\$72
City of Fairfield	3,914	\$170,668	\$44	101%	3,893	\$158,589	\$36
City of Rio Vista	0	\$0	\$0	0%	0	\$0	\$0
City of Suisun	21	\$2024	\$96	6%	361	\$24,060	\$64
City of Vacaville	1,001	\$59,199	\$59	121%	830	\$45,268	\$54
City of Vallejo	2,192	\$127,389	\$58	68%	3,237	\$144,752	\$52
Solano County Unincorporated area	65	\$11,423	\$176	32%	202	\$9,332	\$70
<b>Total</b>	<b>7,774</b>	<b>\$402,175</b>	<b>\$52</b>	<b>85%</b>	<b>9,141</b>	<b>\$408,352</b>	<b>\$45</b>

The total remaining AVA fund available after the third quarter disbursement to member agencies is \$0.

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DATE: September 21, 2020  
TO: STA TAC  
FROM: Brent Rosenwald, Planning Assistant  
RE: Summary of Funding Opportunities

**Discussion:**

Below is a list of funding opportunities that will be available to STA member agencies during the next few months, broken up by Federal, State, and Local. Attachment A provides further details for each program.

	FUND SOURCE	AMOUNT AVAILABLE	APPLICATION DEADLINE
<b>Federal</b>			
1.	Federal Highway Administration (FHWA) – Nationally Significant Federal Lands and Tribal Projects (NSFLTP)	Up to <b>\$300 million</b> ; projects of at least <b>\$25 million</b>	First deadline is December 18, 2018, applications accepted on a Quarterly Rolling Basis.
<b>Regional</b>			
1.	Carl Moyer Off-Road Equipment Replacement Program (for Sacramento Metropolitan Area)	Approximately <b>\$10 million</b>	Due On First-Come, First-Served Basis
2.	Air Resources Board (ARB) Clean Vehicle Rebate Project (CVRP)	Up to <b>\$7,000</b> rebate per light-duty vehicle	Due On First-Come, First-Served Basis (Waitlist)
3.	Bay Area Air Quality Management District (BAAQMD) Hybrid Electric Vehicle Purchase Vouchers (HVIP) (for fleets)	Approximately <b>\$5,000 to \$45,000</b> per qualified request	Due On First-Come, First-Served Basis
4.	PG&E Charge Program	Pays to install 7,500 chargers in PG&E area	Due On First-Come, First-Served Basis
5.	Volkswagen Mitigation Trust Fund for Zero Emission Transit and Shuttle Buses	Up to <b>\$65 Million</b>	Due On First-Come, First-Served Basis
6.	Transportation Development Act Article 3	Up to <b>\$439,000</b> available	Call for Projects Currently Open
<b>State</b>			
1.	Active Transportation Cycle 5 Fund	Up to <b>\$440 Million</b>	Deadline extended to July 15, 2020 for Quick Build Projects and September 15, 2020 for all other project types due to the impact of COVID-19

**Fiscal Impact:**

None.

**Recommendation:**

Informational.

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