



**PEDESTRIAN ADVISORY COMMITTEE (PAC)
MEETING AGENDA
6:00 – 7:30 p.m.**

**Thursday, October 6, 2016
Solano Transportation Authority, Conference Room 1
One Harbor Center, Suite 130
Suisun City, CA 94585-2473**

ITEM

STAFF PERSON

- 1. **CALL TO ORDER/CONFIRM QUORUM** Chair
- 2. **APPROVAL OF AGENDA**
(6:00 – 6:05 p.m.)
- 3. **OPPORTUNITY FOR PUBLIC COMMENT**
(6:05 – 6:10 p.m.)
- 4. **CONSENT CALENDAR** Chair
Recommendation:
Approve the following consent items in one motion.
(Note: Items under consent calendar may be removed for separate discussion.)
(6:10 – 6:15 p.m.)
 - A. **Minutes of the STA PAC Meeting of August 4, 2016** Zoe Zaldivar, STA
Recommendation:
Approve the STA PAC meeting minutes of August 4, 2016
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- 5. **PRESENTATIONS** Chair
 - A. **West Texas Gateway Project** Peter Wright,
City of Fairfield
(6:15 – 6:30 p.m.)
 - B. **Benicia Urban Waterfront Enhancements and Master Plan** Victor Randall,
City of Benicia
(6:30 – 6:45 p.m.)
 - C. **Vallejo Bluffs Plan** Mark Hoffheimer,
City of Vallejo
(6:45 – 7:00 p.m.)

The complete Pedestrian Advisory Committee packet is available on STA’s website: www.sta.ca.gov

PAC MEMBERS

<u>Pete Turner</u> City of Benicia	<u>Tamer Totah</u> City of Fairfield	<u>Sandra Newell</u> City of Dixon	<u>Kevin McNamara</u> City of Rio Vista	<u>Sean Strickland</u> City of Suisun City	<u>Vacant</u> City of Vacaville	<u>Teri Booth</u> City of Vallejo	<u>Joseph Joyce</u> County of Solano
	<u>Vacant</u> Member at Large		<u>Rischa Slade</u> Solano Community College		<u>Jody Lane</u> Bay Area Ridge Trail Council		

6. ACTION NON – FINANCIAL

- A. One Bay Area Grant (OBAG) Cycle 2 Congestion Mitigation and Air Quality (CMAQ) Pedestrian Priority Project Selection** Ryan Dodge, STA

Recommendation:

1. Select the PAC’s highest priority pedestrian infrastructure project for which OBAG 2 CMAQ funding is requested.
2. Appoint and authorize a PAC representative to PAC’s priority project request to the STA Board workshop on October 12, 2016.

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(7:00 – 7:15 p.m.)

7. INFORMATIONAL ITEMS – DISCUSSION

- A. PAC Walking Tour Follow Up - Suisun City (CA-12, Lotz Way, and Marina Boulevard) Pedestrian Safety Discussion** Ryan Dodge, STA

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(7:15 – 7:20 pm)

8. INFORMATIONAL ITEMS -NO DISCUSSION

- A. STA Board Advisory Meeting Calendar & PAC Meeting Attendance Matrix** Zoe Zaldivar, STA

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9. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS

Chair

(7:20 – 7:30 p.m.)

10. ADJOURNMENT

The next regular meeting of the Pedestrian Advisory Committee is scheduled to meet on **Thursday, December 1, 2016 at 6:00 p.m.** at the STA.

PAC 2016 Meeting Dates

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

Please mark your calendars for these dates

6:00 pm, Thursday, February 4th 2016

6:00 pm, Thursday, April 7th 2016

6:00 pm, Thursday, June 2nd 2016

6:00 pm, Thursday, August 4th 2016

6:00 pm, Thursday, October 6th 2016

6:00 pm, Thursday, December 1st 2016

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230, rdodge@sta.ca.gov



PEDESTRIAN ADVISORY COMMITTEE (PAC)
DRAFT Minutes for the Meeting of
August 4, 2016

1. CALL TO ORDER/SELF INTRODUCTIONS

The meeting of the STA's Pedestrian Advisory Committee (PAC) was called to order by Chair Tamer Totah at approximately 6:07 p.m. at the STA in Conference Room 1.

PAC Members Present:

Sandra Newell	City of Dixon
Kevin McNamara	City of Rio Vista
Sean Strickland	City of Suisun City
Teri Booth	City of Vallejo

PAC Members Absent:

Jody Lane	Bay Area Ridge Trail
Pete Turner	City of Benicia
Tamer Totah	City of Fairfield
Vacant	City of Vacaville
Joseph Joyce	County of Solano
Vacant	Member at Large

Others Present:

David Melilli	City of Rio Vista
Jim Antone	SR2S –AC Chair
Commander Andrew White	Suisun City PD
Lety Gonzales	Suisun City PD
Nick Lozano	Suisun City Public Works

STA Staff Present:

Victoria Scott	STA Intern
Ryan Dodge	STA
Drew Hart	STA
Lloyd Nadal	STA

2. CONFIRM QUORUM

Quorum is confirmed.

3. APPROVAL OF THE AGENDA

With a motion from Teri Booth and a second from Sean Strickland, the PAC unanimously approved the Agenda.

4. OPPORTUNITY FOR PUBLIC COMMENT

None.

5. COMMENTS FROM AGENCY STAFF

None.

6. CONSENT CALENDAR

Approve the following consent items in one motion.

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

A. Minutes of the STA PAC Meeting of June 2, 2016

On a motion by Sean Strickland, and with a second from Jody Lane, the STA PAC approved the minutes of June 2, 2016 unanimously.

7. ACTION FINANCIAL

None.

8. ACTION NON-FINANCIAL

None.

9. INFORMATION – DISCUSSION

A. PAC Walking Tour – Suisun City (CA – 12. Lotz Way, and Marina Boulevard) Pedestrian Safety Discussion

In collaboration with the Safe Routes to School Program, the walking tour’s purpose was to discuss safety concerns and congestion issues related to students in Suisun City traveling between Crystal Middle School (south of SR-12 and east of Marina Boulevard) to points north of SR-12. At 6:15 p.m., the Committee departed STA, and although the public was invited to attend, none were present.

10. INFORMATION-NO DISCUSSION

A. Countywide Active Transportation Update

No Discussion.

B. STA Board Advisory Meeting Calendar

Zoe Zaldivar provided PAC Members with the STA Board Advisory Meeting Calendar in the packet. No discussion.

C. PAC Meeting Attendance Matrix

Zoe Zaldivar provided the PAC members the PAC Meeting Attendance Matrix in the packet. No discussion.

11. COMMITTEE MEMBER COMMENTS AND FUTURE AGENDA TOPICS

A. Comments

None.

B. Future Item Agenda Topics

1. Presentation on the Fairfield West Texas Gateway – October Meeting
2. Presentation on the Benicia Waterfront – October

12. ADJOURNMENT

The STA PAC meeting adjourned at approximately 7:30 p.m. The next meeting of the STA PAC is **Thursday, October 6th 2016.**

PAC 2016 Meeting Dates

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

Please mark your calendars for these dates

6:00 pm, Thursday, February 4th 2016

6:00 pm, Thursday, April 7th 2016

6:00 pm, Thursday, June 2nd 2016

6:00 pm, Thursday, August 4th 2016

6:00 pm, Thursday, October 6th 2016

6:00 pm, Thursday, December 1st 2016

Questions? Please contact STA staff, Ryan Dodge, (707) 399-3230, rdodge@sta.ca.gov

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DATE: September 29, 2016
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: One Bay Area Grant (OBAG) Cycle 2 Congestion Mitigation and Air Quality
(CMAQ) Pedestrian Priority Project Selection

Background:

The One Bay Area Grant (OBAG) program is a funding program for federal transportation dollars which allows 45% of the total funding for the region (Bay Area) to be distributed to Bay Area Congestion Management Agencies (CMAs).

Discussion:

At its meeting of September 14, 2016, the STA Board issued a Call for Projects for OBAG 2 funds. The Call for Projects is for \$4,646,003 of CMAQ funds with funds to be distributed on a competitive basis, using the criteria approved by the Board at the same time.

The Call for Projects is open for eight weeks – from September 15th through November 18, 2016.

The purpose of the October 12 workshop and board meeting agenda item is to allow members of the general public and the STA advisory committees to provide input to the STA board regarding what are their recommended priorities for OBAG 2 funding. Members of the public are requested to keep their comments to no more than 2 minutes. STA advisory committees are requested to keep their presentations to no more than 5 minutes.

The meetings also provide an opportunity for STA board members to ask questions of project advocates, and to give advocates adequate time to revised or clarify their application prior to the November 18 submittal deadline. No action will be taken at this time.

The PAC has previously identified the Tier 1 and Tier 2 priority projects. This list captures the projects most likely to be considered by the committee as the project the PAC supports. Other considerations for the committee include the project readiness, total cost of the project, matching funds available, and support for priority transit, development, or conservation projects.

It is important to note that each project will need a project sponsor: either a city or a Joint Powers Authority (JPA) such as SolTrans. Therefore, if a project is identified by a committee, but the appropriate project sponsor does not concur, the project will not receive funding from the STA Board. The PAC should identify a primary and secondary priority.

Attached are the criteria that STA staff will use to evaluate proposed projects and the PAC's approved priority project list of projects eligible for OBAG 2 CMAQ funding.

Fiscal Impact:

None at this time. The project selected will eventually be considered for funding by the STA Board.

Recommendation:

1. Select the PAC's highest priority pedestrian infrastructure project for which OBAG 2 CMAQ funding is requested; and
2. Appoint and authorize a PAC representative to PAC's priority project request to the STA Board workshop on October 12, 2016.

Attachments:

- A. STA OBAG 2 CMAQ Funds Project Evaluation Criteria
- B. PAC Priority Projects List Fiscal Year (FY) 2016/17

	1	2 – SB 375	3 – SB 375	4 - MTC	5 - MTC	6 - STA	7 - STA	8 - STA	9 - STA	10 - STA	11 - STA	12 - STA	13 - STA	14 - STA	15 - STA	16 - STA
	Eligible? (i.e. in an STA plan or project list) Y/N	Does the project contribute to lower GHG emissions?	Does the project support the development of affordable housing?	Number of RTP Goals advanced	Does the jurisdiction implement OBAG 2 anti-displacement criteria?	Number of CTP Goals Advanced	Does the project support a regionally-significant employment center?	Does the project directly support a PDA or PCA?	Does the project support a Transit Center of Regional Significance?	Is the project located on a Route of Regional Significance?	Is the project in/supporting a Community of Concern?	Does the project address a locally-identified safety issue?	Does the project benefit multiple jurisdictions, or a large number of residents or businesses?	Can the project be delivered within the OBAG 2 time frame?	What are other committed funds?	What phase is the project currently in and where will the federal funds be dedicated toward?
PROJECT NAME AND SPONSOR																
2013 example STA	Solano Transit Ambassador Program	Yes	No	3	n/a	8	No	Yes	Yes	No	Yes	Yes	Yes			
2013 example Suisun City	Suisun/Fairfield Train Station Improvements	Yes	No	8	n/a	16	Yes	Yes	Yes	Yes	No	Yes	Yes			
2013 example Vallejo	Downtown Vallejo Streetscape Improvements	Yes	Yes	7	n/a	14	No	Yes	Yes	No	Yes		Yes			
2013 example Fairfield	West Texas Gateway Improvements	Yes	No	6	n/a	13	No	Yes	Yes	Yes	Yes	Yes	No			

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STA Pedestrian Priority Projects FY 2016-17

Tier 1 Projects (Pedestrian) Eligible for OBAG 2 Funds

Sponsor	Project	Description	Staff Notes	Likeliest Funding Sources
Fairfield	East Tabor Ave Crossing	Improve pedestrian access by installing sidewalk over an at-grade crossing at East Tabor Avenue and Railroad Avenue. Second portion of project includes widening of sidewalk along Tolenas Road (in Solano County) from school to East Tabor Avenue.	ATP Application 2015 and 2016; Listed in Rail Plan as priority	ATP, Local Funds, TDA3, OBAG
Solano County	Suisun Valley Farm to Market Project Phase 1	Construct staging area with bicycle and pedestrian improvements at Mankas Corners and a Class II Bike Path on Mankas Corner Road	Required local match not identified; <i>This project was split into two phases as seen here after the PAC approved the non-phased project.</i>	OBAG, PCA, TDA 3
Solano County	Suisun Valley Farm to Market Project Phase 2	Construct 4' paved shoulders on Rockville Rd from Abernathy Rd to 1 mile east	Received a statewide safety grant; <i>This project was split into two phases as seen here after the PAC approved the non-phased project.</i>	HSIP, PCA, Local Funds, TDA 3
Solano County	Tri-City and County Regional Trail Connections	Cordelia Hills Sky Valley: Cordelia Hill: Transportation enhancements including upgrade of pedestrian and bicycle corridors including open space acquisition along Cordelia Hill Sky Valley and McGary Road. Project is predominately right of way acquisition.	\$2,160,000 in federal funds already awarded to the project; Additional R/W may be needed	OBAG, Local Funds, PCA, Cap & Trade
Suisun City	Lotz Way Class I Bikeway / Multi-Use Path	Class I bikeway/multi-use path on Lotz Way, from Grizzly Island Trail at Marina Boulevard to the Train Depot at Main Street; Class I bikeway/multi-use path, west side of Marina Boulevard from Highway 12 to Lotz Way. 10 feet wide (minimum) and approximately 0.6 miles in length. Other improvements: curb ramp upgrades to ADA standards, curb replacement, street lighting, landscaping suitable for a parkway, signage, striping, and curb painting.	Submitted as CTP priority for Suisun City; Environmental needed	Impact fees, OBAG, ATP, TDA3
Vacaville	Elmira Road Bike Path	North Side of Elmira Road from existing 10' sidewalk from just west of Edwin Drive to Leisure Town Road. This project would provide a gap closure to the existing Elmira Road sidewalk on the north side to the Jepson Parkway.	Right-of-way and environmental needed	OBAG, TDA3, YSAQMD
Vallejo	Downtown Vallejo Streetscape Improvement Project Phase 4	Pedestrian improvements in Downtown Vallejo on Maine St from Sacramento to Santa Clara Streets, excluding intersections. Enhancements include traffic calming, restriping, diagonal on-street parking, decorative lighting, brick pavers, street furniture, art, landscaping and improved signs.	Intersection improvements are funded and E76 is underway (summer 2016). Any additional funds received will extend improvements on Maine Street towards Santa Clara and Marin Streets (non-intersection segments).	OBAG, Local Funds

STA Pedestrian Priority Projects FY 2016-17

Tier 2 Projects (Pedestrian) Eligible for OBAG 2 Funds

Sponsor	Project	Description	Staff Notes	Likeliest Funding Sources
Benicia	Benicia Urban Waterfront Improvements	Benicia waterfront between First Street and the Marina, identified in the Benicia Urban Waterfront Enhancement and Master Plan. The project includes a Class I Bay Trail segment parallel to B Street, a perimeter trail around the green, and widened First Street sidewalk to mirror the existing First Street Promenade.	See BUWEMP; RW/ENV clearance needed	Local funds, OBAG
Fairfield	West Texas Street Gateway	Enhance pedestrian linkages among the Linear Park Bicycle/Pedestrian Trail, the Fairfield Transportation Center, and the Park Crossing Apartment Project. Specific improvements include sidewalks, signage, public art and new trees.	Submitted as CTP Priority for Fairfield; ATP application 2016	ATP, Local Funds, TDA3, OBAG
Rio Vista	Sandy Beach Connection: Beach Drive	Second Street to Sandy Beach Park. 0.5 mile Class I bikeway/multi-use path extension along Beach Drive from Second Street to Sandy Beach Park and to downtown Rio Vista.		OBAG, Cal River Parkways, TDA3, YSAQMD
Solano County	Connector Improvement Project	Midway / Porter / Pitt School Road Connector Improvement Project. Intersection and roadway improvements to connect City of Dixon with Midway. Supported by City of Dixon.	Submitted as CTP priority for Solano. Environmentally cleared	HSIP, OBAG, YSAQMD
Suisun City	McCoy Creek Trail - Phase II	This project will construct a ten-foot wide (minimum) Class I bikeway/multi-use path approximately one mile in length. This trail will connect to the completed McCoy Creek Trail - Phase 1 segment (completed in September 2008) at Pintail Drive and will transform restricted maintenance areas along McCoy Creek/Laurel Creek into a safe, ADA compliant, recreational and educational trail.	ATP application 2015 and 2016; Costs include environmental clearance, design, construction, and construction administration costs	ATP, TFCA, TDA3, Local Funds
Vallejo	Bay Area Ridge Trail - Carquinez / Vallejo Bluff	Construction of Bay Area Ridge Trail segment(s) east of Carquinez Bridge on the south side of the City of Vallejo.	Planning grant (\$125,000) awarded in 2016, request will then be for construction funding sometime in the future. <i>This project was added to this list after the PAC meeting when notified by City of Vallejo staff of their grant.</i>	OBAG, Local Funds
Vallejo	Bay Trail/Vine Trail Gap Closure	Gap closures in various locations in Vallejo between the Ferry Terminal Building and American Canyon city boundary. Can be phased: Phase 1 (Segment 5) - \$1,170,000; Phase 2 (Segments 3 & 4) - \$2,680,000; Phase 3 (Segments 1 & 2) - \$1,020,000	Feasibility Study Complete; ATP application 2016	ATP, Local Funds, Partner Agencies, TFCA, OBAG



DATE: September 29, 2016
TO: STA PAC
FROM: Ryan Dodge, Associate Planner
RE: PAC Walking Tour Follow Up - Suisun City (CA-12, Lotz Way, and Marina Boulevard) Pedestrian Safety Discussion

Background:

At the June 2, 2016 PAC meeting, the PAC requested a discussion of pedestrian safety issues for the August 4, 2016 PAC meeting for several locations in Suisun City. STA staff and the PAC chair determined that a walking tour was recommended.

Discussion:

The following discussion took place during the walking tour. Notes will be forwarded to the STA Safe Routes to School Advisory Committee.

General comments were made by many of the routes kids take to get to and from school, often times cutting through parking lots and across vacant fields.

At Driftwood Dr. and Josiah Cr. FAST (city) buses are blocked from accessing the bus stop due to parents illegally parking in front of the bus stop, waiting for school kids. Nick Lozano from Suisun Public Works said they can address this issue in the next week by painting the curb red or posting signs. Commander Andrew White from Suisun Police Department also said they can make that area a focus of enforcement.

The upcoming Driftwood Dr. Project that runs along the north side of the school property hopes to direct students walking to use the multi-use path and not scatter throughout the neighborhood.

Many issues were discussed at the corner of Marina Blvd. and Highway 12. Kids take great risks as they try to run across Hwy 12 before the pedestrian signal ends. The activated pedestrian signal stops east/westbound automobile traffic, causing backups before and after school. An overcrossing or undercrossing would help separate the intersection and allow traffic of all kinds to move more consistently, but the costs are likely prohibitive. A less expensive solution of utilizing crossing guards would help encourage safe behavior at that corner.

There was much discussion about high school kids unsafely crossing the railroad tracks separating Fairfield and Suisun City. The route many high school students take to school on foot find it prohibitively long to walk to either the pedestrian bridge near the Suisun Amtrak station (connecting Main Street in Suisun City to Union Street in Fairfield) and then back track to Armijo High School (approximately 1.7 miles/32 minutes according to Google Maps). Students walk north on Marina Blvd. then cross the railroad tracks where the fence has been cut away. This is a larger issue that has a complicated, and likely expensive solution which will be addressed in the future. It was good for the committee and staff to see these challenges firsthand.

After the walking tour, discussion continued back at STA office about Crystal Middle School (located on Driftwood Drive) and the challenges it faces with parents picking up students, Marina Blvd, and bus circulation patterns. Commander White of Suisun PD said that the Safe Routes to School enforcement grant will provide funding to have an enforcement officer onsite occasionally to address some of the behavior-based challenges. This will include assemblies and bike rodeos, acknowledging the challenge of tailoring the Safe Routes to School curriculum to middle school kids.

Comments from Jim Antone (Safe Routes to School Advisory Committee Chair)

- As of the Safe Routes to School Event Participation spread sheet for FY 2015-16 provided at the May 18 SR2S Advisory Committee meeting, Crystal Middle School has not participated in any of the education, encouragement or engagement events, although 14 classrooms participated in the Oct. 2015 Travel Surveys. Additional efforts may be needed to facilitate this school's participation in the appropriate events.
- Enhanced education and enforcement efforts by the Suisun City Police Dept. emphasizing appropriate and inappropriate pick-up and drop-off locations outside of school bus zones and transit stops near the school may be needed. Additional remote drop-off and/or pick-up locations may need to be identified.
- How are students getting to Crystal that live within easy bike or walking distance/south of SR12? These students/parents should be a high priority for targeting any desired behavioral changes.
- The planned multi-use pathway/cycle track project along the south side of Driftwood drive: If lane striping on the street is removed for this project they should be replaced with shared lane markings, or "sharrows" placed at regular intervals on the street in both directions on Driftwood drive. Shared lane markings will signify that this local street remains open to all users of the road including bicycling students and other cycling community members.
- The installation of sidewalks on Marina Boulevard between SR 12 and Buena Vista Lane for students accessing Crystal Middle School from north of SR 12 is a significant existing need in terms of safety and convenience. This should be a higher priority than the cycle track/bike path planned along the north side of Lotz way connecting to the Amtrak station. The Central County Bikeway currently provides bike/ped access to the train station for a significant portion of the SR 12 corridor in this area.
- Since a significant portion of Crystal Middle School students live north of SR 12, the intersection of SR12 and Marina Boulevard will continue to be a safety issue, choke point and barrier for students bicycling and walking to and from school. It will also continue to cause significant congestion and inconvenience for SR 12 motorists at least during peak before and after school hours. Congestion will be an even greater factor if more students are driven to and from school in the future. A longer term look may require the study of a variety of design options and potential solutions for this corridor and intersection which may including but not necessarily limited to signal timing, enhanced cross walk treatments/parallel crosshatch striping and/or colored textured crosswalks with refuge islands, protected or "Dutch" style intersection, traffic circle or a grade separation connecting the Central County Bikeway with the Grizzly Island Trail in the vicinity of this intersection.

Comments from Nick Lozano (City of Suisun City)

- The curbs at the bus shelters on Driftwood Drive at Josiah Circle *have been painted red*. One of the police officers here indicated that we would need to install BUS LOADING ZONE signs as well. Before I finalize the work order I'll verify this with Commander Andrew White.
- The two overgrown trees along the Grizzly Island Trail segment along Marina Boulevard between Driftwood Court and Lotz Way *have been pruned for now*. About a year and a half ago our then City Arborists approved their removal. The two trees will be removed when our crew has free time in its schedule. In other words, I will not make this a high priority item as this does not present a safety issue. I have to be mindful of our crew's busy schedule.
- The overgrown tree by the southwest corner of Driftwood Drive and Marina Boulevard is a private tree, *and has been pruned*.

Comments from Lloyd Nadal (STA Safe Routes to School Program Administrator)

- 1) I followed up with April to contact Crystal Middle School's Principal to gauge their involvement in Safe Routes this year. They weren't as active in the past and want to make sure they are aware and engaged in the Infrastructure project(s) moving forward.
- 2) Suisun City PD – Per Drew's suggestion, I'm going to see if Office Gonzalez (or staff) can create a flyer showing potential drop off locations for parents and where they can and cannot park. Through our Enforcement Grant with them for the next 2 years, we will continue to support the PD's effort in educating the community around the promotion of walking and addressing barriers/challenges.
- 3) After we get more clear on the railroad situation and if it makes sense, I'm going to contact representatives from Armijo HS to gauge their interest in creating a safer walkway to the high school (especially young people coming south of SR12). The SR2S Program is planning to support 3-5 youth engagement HS pilots across the County this year and perhaps this could be one or at least a project of interest for Suisun City in the next SR2S 2018 Plan.

Fiscal Impact:

None.

Recommendation:

Informational discussion.

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**STA BOARD AND ADVISORY
COMMITTEE MEETING SCHEDULE
CALENDAR YEAR 2016**

SUMMARY:
 STA Board: Meets 2nd Wednesday of Every Month
 Consortium : Meets Last Tuesday of Every Month
 TAC: Meets Last Wednesday of Every Month
 BAC: Meets 1st Thursday of every Odd Month
 PAC: Meets 1st Thursday of every Even Month
 PCC: Meets 3rd Thursday of every Odd Month

DATE	TIME	DESCRIPTION	LOCATION	STATUS
Thurs., January 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., January 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., January 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., January 26	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., January 27	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 31, 2016	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., February 18	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., February 10	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., February 17	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Tues., February 23	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., February 24	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., March 9	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., March 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	Solano Community College	Tentative
Tues., March 29	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., March 30	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., March 31	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., April 7	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., April 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., April 26	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., April 27	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 5	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., May 11	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Wed., May 18	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Thurs., May 19	1:00 p.m.	Paratransit Coordinating Council (PCC)	City of Benicia	Tentative
Tues., May 24	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., May 25	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., May 26	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Events Center	Confirmed
Thurs., June 2	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Tentative
Wed., June 8	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., June 28	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., June 29	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., July 7	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., July 13	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., July 21	1:00 p.m.	Paratransit Coordinating Council (PCC)	Fairfield Community Center	Tentative
July 26 (No Meeting)	SUMMER RECESS	Intercity Transit Consortium	N/A	N/A
July 27 (No Meeting)		Technical Advisory Committee (TAC)	N/A	N/A
Thurs., July 28	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., August 4	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
August 10 (No Meeting)	SUMMER RECESS	STA Board Meeting	N/A	N/A
Wed., August 17	1:30 p.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Tues., August 30	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., August 31	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 1	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., September 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Thurs., September 15	1:00 p.m.	Paratransit Coordinating Council (PCC)	Ulati Community Center	Tentative
Tues., September 27	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., September 28	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., September 29	9:30 a.m.	Consolidated Transportation Services Agency (CTSA-AC)	County Multi-purpose Room	Confirmed
Thurs., October 6	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., October 12	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
No meeting due to STA's Annual Awards in November (No STA Board Meeting)		Intercity Transit Consortium	N/A	N/A
		Technical Advisory Committee (TAC)	N/A	N/A
Thurs., November 3	6:30 p.m.	Bicycle Advisory Committee (BAC)	STA Conference Room	Confirmed
Wed., November 9	6:00 p.m.	STA's 19 th Annual Awards	TBD - Rio Vista	Confirmed
Wed., November 16	11:30 a.m.	Safe Routes to School Advisory (SR2S-AC)	STA Conference Room	Confirmed
Thurs., November 17	1:00 p.m.	Paratransit Coordinating Council (PCC)	John F. Kennedy Library	Tentative
Tues., November 29	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., November 30	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed
Thurs., December 1	6:00 p.m.	Pedestrian Advisory Committee (PAC)	STA Conference Room	Confirmed
Wed., December 14	6:00 p.m.	STA Board Meeting	Suisun City Hall	Confirmed
Tues., December 20	1:30 p.m.	Intercity Transit Consortium	STA Conference Room	Confirmed
Wed., December 21	1:30 p.m.	Technical Advisory Committee (TAC)	STA Conference Room	Confirmed

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DATE: September 30, 2016
 TO: Pedestrian Advisory Committee (PAC)
 FROM: Zoë Zaldivar, Administrative Clerk/PAC Clerk
 RE: 2016 PAC Meeting Attendance Matrix

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

✓ = Present --- = Absent

Section 1. Meetings/Attendance (Bylaws)

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

Recommendation:
 Informational.