



BOARD OF DIRECTORS AGENDA PACKET

**Monday, November 14, 2016
2:30 p.m.**

**Sonoma County
Permit & Resource Management Department
2550 Ventura Avenue
Santa Rosa, California**

BOARD OF DIRECTORS AGENDA

November 14, 2016 – 2:30 p.m.

Sonoma County Permit & Resource Management Department
Planning Commission Hearing Room – 2550 Ventura Avenue, Santa Rosa, CA

1. **Call to order the meeting of the Sonoma County Transportation Authority (SCTA) and the Sonoma County Regional Climate Protection Authority (RCPA)**
2. **Public comment on items not on the regular agenda**
3. **Consent Calendar**
 - A. **SCTA/RCPA Concurrent Items**
 - 3.1. **Admin** – Minutes of the October 10, 2016 meeting (ACTION)*
 - 3.2. **Admin** – Resolution of Commendation for Nina Donofrio (ACTION)*
 - 3.3. **Admin** – 2017 meeting schedule (ACTION)*
 - B. **SCTA Items**
 - 3.4. **Planning** – amendments to consultant services agreements with for Shift Sonoma County (ACTION)*
 - 3.5. **Hwy 101** – amendment to URS Contract SCTA08014 for Marin Sonoma Narrows B2 (ACTION)*
 - C. **RCPA Items**
 - 3.6. **BayREN** – amendment to agreement with Association of Bay Area Governments related to Pay As You Save implementation (ACTION)*
4. **Regular Calendar**
 - A. **SCTA/RCPA Items**
 - 4.1. **Hwy 37** – presentation by Bay Conservation and Development Commission on Bay Area sea level rise analysis and mapping (ACTION)
 - 4.2. **Planning** – update on Shift Sonoma County (REPORT)*
 - 4.3. **Outreach** – Community Affairs update (REPORT)
 - B. **SCTA Items**
 - 4.4. SCTA Planning
 - 4.4.1. **SMART** – Metropolitan Transportation Commission presentation on SMART Integration Plan (ACTION)*
 - 4.5. SCTA Projects and Programming
 - 4.5.1. **Measure M** – 2017 Strategic Plan adoption (ACTION)*
 - 4.5.2. **OBAG2** – call for projects and Safe Routes to School fund programming (ACTION)*
 - 4.5.3. **Highways** – update on State Highway projects (ACTION)
5. **Reports and Announcements**
 - 5.1. Executive Committee report

- 5.2. Regional agency reports*
- 5.3. Advisory Committee agendas*
- 5.4. SCTA/RCPA staff report
- 5.5. Announcements

6. Adjourn

*Materials attached.

The next **SCTA/RCPA** meetings will be held **December 12, 2016**

Copies of the full Agenda Packet are available at <http://scta.ca.gov/meetings-and-events/board-meetings/>

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA/RCPA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the SCTA/RCPA after distribution of the agenda packet are available for public inspection in the SCTA/RCPA office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system.

TO REDUCE GHG EMISSIONS: Please consider carpooling or taking transit to this meeting. For more information check www.511.org, www.srcity.org/citybus, www.sctransit.com or <https://carmacarpool.com/sfbay>

BOARD OF DIRECTORS MEETING
Meeting Minutes of October 10, 2016

1. Call to order the meeting of the Sonoma County Transportation Authority (SCTA) and the Sonoma County Regional Climate Protection Authority (RCPA)

Meeting called to order at 2:37 p.m. by Chair David Rabbitt.

Directors Present: Director Rabbitt, Supervisor, Second District, Chair; Director Russell, City of Cloverdale, Vice Chair; Director Chambers, City of Healdsburg; Director Coursey, City of Santa Rosa; Director Gallian, City of Sonoma; Director Gorin, Supervisor, First District; Director Gurney, City of Sebastopol; Director Landman, City of Cotati; Director Mackenzie, City of Rohnert Park; Director Miller, City of Petaluma; Director Salmon, Town of Windsor; Director Zane, Supervisor, Third District.

Directors Absent: None.

2. Public comment on items not on the regular agenda

Duane DeWitt distributed materials related to the 2009 Copenhagen Climate Conference of the U.N. on sustainability and noted that representatives of the University of Copenhagen had voiced their willingness to collaborate with Sonoma County on activities related to climate protection and resilience.

3. Consent Calendar

A. SCTA/RCPA Concurrent Items

- 3.1. **Admin** – Minutes of the September 12, 2016 meeting (ACTION)*

B. SCTA Items

- 3.2. **Measure M** – Status of FY15/16 annual reporting letters (REPORT)*

- 3.3. **Admin**– ordinance amending Sonoma County Transportation Authority’s Administrative Code – Final adoption (ACTION)*

C. RCPA Items

- 3.4. **Outreach** – Better Communities Alliance participation (ACTION)*

- 3.5. **Admin** – ordinance amending Sonoma County Regional Climate Protection Authority’s Administrative Code – Final Adoption (ACTION)*

Motion by Director Coursey, seconded by Director Gallian, to approve the Consent Calendar as presented. Motion passed unanimously.

4. Regular Calendar

A. SCTA Items

- 4.1. SCTA Planning
 - 4.1.1. **Plan Bay Area** – status of MTC/ABAG regional planning (ACTION)*

Chris Barney provided an update of activities, including a summary of the Draft Preferred Scenario, and discussed the significant disparity observed in recent growth trends between employment and housing growth. Essentially one housing unit has been built for every 8 new jobs

created from 2011 - 2015, making housing a crucial issue.

He noted that forecasts were developed using the regional land use model UrbanSim. According to these projections, higher housing growth and lower employment growth is projected when compared to forecasts from the adopted Plan Bay Area. Local planners and the PAC have reviewed the forecasts and are concerned that the PDA allocations appear to be high. The forecasts among cities of the same size in Sonoma County vary widely in some cases. Parking areas and school sites have been identified as sites for significant amounts of future housing development.

Mr. Barney referred to a draft letter developed by staff to MTC/ABAG expressing staff's and the PAC's concerns as noted. Staff is looking to the Board for direction to submit this letter.

In response to Board comments, Mr. Barney noted that work is continuing in refining UrbanSim models. Other Board comments noted how the scenario favors jurisdictions along the 101 corridor, particularly those that will have SMART rail service.

Mr. Barney pointed out issues related to the disparity between the high population growth and lower employment growth, such as increased VMT and GHG emissions.

He next summarized recent meetings with MTC and planning staff of local jurisdictions, noting that the Draft Scenario will be revised in response to jurisdictions' comments. The issue of definitions (i.e., jobs) was raised by the Board.

Discrepancy between housing growth forecasts and employment growth was discussed. Mr. Barney confirmed where the Scenario fails to meet

Plan Bay Area performance targets and that the model has been adjusted to try to meet those targets.

Mr. Barney also noted that the Regional Housing Needs Assessment will not be adjusted until the next regional plan is completed.. Additional Board comments included observations of the low housing growth indicated in the Plan, the concern that this will become a "formula," and concerns regarding UrbanSim modeling, and disparity between the Scenario and local General Plans.

Mr. Barney noted that staff will be working with jurisdictions and MTC/ABAG to refine the data and forecasts. Board discussion continued regarding UrbanSim, land use and this program's disparity with the General Plan.

Mr. Barney reminded the Board that the Plan will be updated again in four years.

Discussion continued regarding the regional view to be taken in this effort and the validity of the current model, as well as the perceived disparity with the General Plan of some jurisdictions.

Additional discussion addressed the question of the relevance of developing a 24-year Plan if it is revised every four years. Mr. Barney noted that, to some extent, SB 375 drives the need to produce this projection.

Mr. DeWitt encouraged the Board to submit their comments and referred to the land use strategies, reporting his advocacy for the Roseland area to be a Priority Development Area. He noted that low income housing has been subsidized to a great extent by taxes. He encouraged Transit-Oriented Development, particularly along the rail line.

Motion by Director Miller, seconded by Director Gorin, to approve signing the letter to MTC stating SCTA's concerns regarding the Plan Bay Area Draft

Preferred Scenario. The motion passed unanimously.

4.2. SCTA Projects and Programming
4.2.1. **Highways** – update on State Highway projects (ACTION)

James Cameron summarized activity along the Highway 101 corridor as follows:

On MSN B-3, the San Antonio Creek Bridge at the Sonoma/Marin County Line), the bridge foundation is nearly complete. Foundation and pile driving continues and is expected to be completed this year. Bridge superstructure construction is anticipated next summer, within creek permit restrictions. Another major traffic switch is scheduled in late October in the northbound direction.

MSN B-2, the Petaluma River Bridge and Petaluma Boulevard South Interchange project, is on target to be completed the end of December 2016. Freeway surface paving was completed in September. Striping will take place in October. Paving of Petaluma Boulevard South is scheduled to start October 17, weather dependent. Mr. Cameron confirmed with the Board that this is currently planned for evening work.

Work on the landscaping for MSN B-2 and MSN C-3 advertised September 19 and the bid opening is scheduled for October 27, 2016.

Regarding the MSN C-2 project and the recent fire on 101, which destroyed trees on the northbound 101 shoulder between the pedestrian overcrossing and the East Washington northbound off ramp Mr. Cameron noted that MSN C-2 plans to remove these trees, and that a retaining wall with a sound wall on top will be constructed. The project construction is unfunded therefore Caltrans

maintenance will need to act prior to the MSN C-2 project Staff is in discussion with Caltrans who is evaluating the condition of the burned trees to assess the urgency to remove them.

Director Miller added that the burned trees appear to be healthier than they actually are when viewed from the freeway rather than the back, from the back yards of homes that were burned. She reported that she had requested Caltrans to evaluate the trees for safety, in view of their possible susceptibility to falling on rebuilt homes in the future. She thanked staff for working with Caltrans on this issue.

Mr. Cameron announced the next meeting of the Highway 37 Policy Committee, scheduled for November 3 at the American Canyon City Hall.

Seana Gause reported that Highway 12 Laguna de Santa Rosa road construction is scheduled to be completed by the end of the year.

Work is continuing working with Parsons and Caltrans on completing the environmental document for the Highway 116/121 project. The possibility of pursuing a preliminary wetlands impact is also being examined.

Director Gallian expressed appreciation for staff response to concerns regarding this intersection.

Director Gurney addressed issues related to the bridge closure and the impact to the Joe Rodota Trail, and the need for the four agencies involved to coordinate efforts (the City, Caltrans, SCTA and County Regional Parks) in addressing potential hazard to cyclists being rerouted through a Caltrans highway.

Ms. Gause announced the hire of Alejandro Lopez to Caltrans as the new Public Information Officer.

Ms. Gause next responded to questions regarding activities on the Hearn Avenue project, reporting that work is under way on the final environmental document. Staff will be attending Project Development Team meetings, and Ms. Gause noted that she would be meeting with City staff the following week.

B. RCPA Items

4.3. RCPA Projects and Planning

- 4.3.1. **Planning** – presentation on Partnership for Resilience and Preparedness (PREP) launch (REPORT)*

Lauren Casey presented the new website for Sonoma County Climate Resilience, navigating the features of the dashboard, and invited the Board to examine this site for information and tools specific to Sonoma County.

Ms. Casey confirmed that groundwater is addressed, and encouraged the Board to check into the tools section of the dashboard, noting how the website is developed to gradually allow the user to investigate tools and data at a more detailed level.

Board comments included the need to make this more relevant to the general population, and to make the data understandable.

Mr. DeWitt referred to the Citizens Cleanup Coalition formed in Roseland and referred to other agencies that prioritize care of the environment.

- 4.3.2. **Activities Report** – (REPORT)

Ms. Casey summarized recent activity involving BayREN, Windsor PAYS, the multifamily energy efficiency program, the car sharing program, electric vehicle program, and Shift Sonoma

County, and efforts are continuing in accelerating participation in these programs.

Work is continuing on a business plan in connection with BayREN, which staff anticipates presenting a draft of this plan at a future Board meeting.

A car share feasibility study and revisions of the EV infrastructure plan have also been under way.

Sonoma Clean Power is considering a new electric vehicle dealer deep discount program partnering with BMW and Nissan, offering incentives to Sonoma Clean Power customers.

Concerns were expressed by the Board as to the availability of electric cars to low income families and the issue of social equity. Another suggestion was to consider fleet vehicles that are over three years old for including in this program, in an effort to make electric cars more available to the low income population. Other suggestions included the possibility of fleet EVs under a recently expired lease being made available for this program.

Director Landman acknowledged that this issue has been under considerable discussion by Sonoma Clean Power.

C. SCTA/RCPA Items

4.4. **Admin – PUBLIC HEARING** – FY16/17 Final Budgets

- 4.4.1. FY16/17 Measure M Final Budgets

Suzanne Smith reported that the final budget assumes a 3% revenue increase; the previous year this was 3+%. She noted that office equipment and staffing is included under Measure M. Upward progress is continuing in revenues, despite the recession.

Motion by Director Mackenzie, seconded by Director Landman, to approve the Measure M Fiscal Year 2016/17 Final Budget. Motion passed 10-0-2-0 (Directors Gallian and Russell absent).

4.4.2. FY16/17 Transportation Fund for Clean Air (TFCA) Final Budget

Ms. Smith explained that this budget is in line with that which was previously approved.

Motion by Supervisor Gorin, seconded by Director Miller, to approve the TFCA Final Budget for Fiscal Year 2016/17. Motion carried 11-0-1-0 (Director Russell absent).

4.4.3. FY16/17 RCPA Final Budget

Ms. Casey addressed the Board with the RCPA Fiscal Year 2016/17 Final Budget, and referred to a table summarizing savings and staffing needs. She noted that many costs are not grant-reimbursable, but staff is continuing to look for grant opportunities.

Concerns were expressed regarding equitable local contribution increases for smaller cities. Discussion addressed support of the concept of shared staff.

Ms. Smith responded to Board questions regarding assistance by the RCPA to jurisdictions in seeking funding for projects.

Additional comments by the Board were the need for additional consideration of local contribution increases through City Managers going forward.

Motion by Director Gallian, seconded by Director Mackenzie, to approve the RCPA Final Budget for Fiscal Year 2016/17. Motion passed 11-0-1-0 (Director Russell absent).

4.4.4. FY16/17 SCTA Final Budget

Ms. Smith addressed the possibility of future relocation of the SCTA/RCPA, given the upcoming expiration of its lease and growth in staff.

She also referred to historic operating revenues and operating costs.

Motion by Director Landman, seconded by Director Mackenzie, to approve the SCTA Final Budget for Fiscal Year 2016/17. Motion passed 11-0-1-0 (Director Russell absent).

Ms. Smith announced Nina Donofrio's retirement from the SCTA.

At 4:35 p.m. the Board adjourned to Closed Session:

5. Closed Session

- 5.1. **CA2020** – Conference with Legal Counsel – Existing Litigation – California River Watch v. County of Sonoma, Superior Court Case No. SCV-259242. (Government Code Section 54956.9(d)(1))

The Board reconvened at 4:50 p.m. The Chair reported on the Closed Session.

6. Reports and Announcements

- 6.1. Executive Committee report

N/A

- 6.2. Regional agency reports*

BAAQMD: Director Zane reported on activity related to oil refineries and their resistance to new regulations.

SMART: Director Mackenzie reported that RAIL-Volution is under way and that on October 11 a field trip is scheduled from Larkspur to SMART.

Sonoma Clean Power: Director Landman announced an upcoming meeting October 13 that will include the EV package and which will address the Joint Powers Agreement.

6.3. Advisory Committee agendas*

Included in agenda.

6.4. SCTA/RCPA staff report

N/A

6.5. Announcements

7. Adjourn

4:55 p.m.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
TRANSPORTATION AUTHORITY AND REGIONAL CLIMATE PROTECTION
AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, EXPRESSING
APPRECIATION FOR THE YEARS OF SERVICE OF NINA DONOFRIO AS THE
ADMINISTRATIVE ASSISTANT AND BOARD CLERK**

WHEREAS, Nina Donofrio has served as an Administrative Assistant and Board Clerk since May 2005; and

WHEREAS, in her time at the SCTA and RCPA Nina Donofrio has performed incredible feats of agenda making, meeting minute taking, resolution organizing and overall office wonderment resulting in the smooth running of SCTA/RCPA Board and committee meetings; and

WHEREAS, Nina Donofrio has been an exceptional public servant; she serves as the first point of contact for those seeking help on transportation matters and is a friendly voice and face to those in need who can always manage a positive demeanor; and

WHEREAS, as the person responsible for keeping our office running smoothly Nina Donofrio has supported projects and programs ranging from the widening of Highway 101 to the completion of numerous transportation plans and from the organization of hundreds of meetings to the creation of the RCPA; and

WHEREAS, in her capacity as administrative assistant Nina Donofrio has kept us in supplies, kept us in coffee, maintained our calendars, and maintained a sense of humor; and

WHEREAS, Nina Donofrio has performed the abovementioned tasks and many more in a manner that instilled confidence and provided results; and

WHEREAS, Nina Donofrio has been an excellent team member to the SCTA and RCPA and an integral part of our public facing work; she will be greatly missed by Board members, co-workers and colleagues who value her thoughtfulness, warmth and attention to detail.

NOW, THEREFORE, BE IT RESOLVED that the Sonoma County Transportation Authority and Regional Climate Protection Authority do hereby express appreciation for the years of service given by Nina Donofrio as Administrative Assistant and Board Clerk.

THE FOREGOING RESOLUTION was adopted by acclamation of the Sonoma County Transportation Authority and Regional Climate Protection Authority this fourteenth day of November, two thousand and sixteen.

**TOM CHAMBERS
SUSAN GORIN
JAKE MACKENZIE
CAROL RUSSELL**

**CHRIS COURSEY
SARAH GURNEY
KATHY MILLER
SAM SALMON**

**LAURIE GALLIAN
MARK LANDMAN
DAVID RABBITT
SHIRLEE ZANE**

WHEREUPON the Chair declared the above and foregoing resolution duly adopted, and

SO ORDERED

**SONOMA COUNTY TRANSPORTATION AUTHORITY / REGIONAL CLIMATE PROTECTION AUTHORITY
2017 PROPOSED COMMITTEE MEETING DATES**

COMMITTEE	SCTA / RCPA	TAC	CAC	TPCC	CBPAC	TTAC	PAC	RCPACC
FREQUENCY*	2nd Monday of the Month	4th Thursday of the Month	Last Monday of the Month	3rd Tuesday of Every Other Month	4th Tuesday of Every Other Month	2nd Wednesday of the Month	3rd Thursday of the Month	3rd Thursday of the Month
TIME	2:30 p.m.	1:30 p.m.	4:00 p.m.	1:30 p.m.	1:30 p.m.	10:00 a.m.	9:30 a.m.	3:00 p.m.
MONTH	MEETING DATES							
JAN	01/09/17	01/26/17	01/30/17	01/17/17	01/24/17	01/11/17	01/19/17	01/19/17
FEB*	02/06/17	02/23/17	02/27/17	None	None	02/08/17	02/16/17	02/16/17
MAR	03/13/17	03/23/17	03/27/17	03/21/17	03/28/17	03/08/17	03/16/17	03/16/17
APR	04/10/17	04/27/17	04/24/17	None	None	04/12/17	04/20/17	04/20/17
MAY	05/08/17	05/25/17	None	05/16/17	05/23/17	05/10/17	05/18/17	05/18/17
JUN	06/12/17	06/22/17	06/26/17	None	None	06/14/17	06/15/17	06/15/17
JUL	07/10/17	07/27/17	07/31/17	07/18/17	07/25/17	07/12/17	07/20/17	07/20/17
AUG	08/14/17	08/24/17	08/28/17	None	None	08/09/17	08/17/17	08/17/17
SEP	09/11/17	09/28/17	09/25/17	09/19/17	09/26/17	09/13/17	09/21/17	09/21/17
OCT	10/09/17	10/26/17	10/30/17	None	None	10/11/17	10/19/17	10/19/17
NOV	11/13/17	None	11/27/17	11/21/17	11/28/17	11/08/17	11/16/17	11/16/17
DEC**	12/11/17	12/08/16	None	None	None	12/13/17	12/21/17	12/21/17
MEETING LOCATION	<p style="text-align: center;">County of Sonoma, PRMD Hearing Room, 2550 Ventura Avenue, Santa Rosa, 95403</p> <p style="text-align: center;">SCTA Conference Room, 490 Mendocino, Avenue, Suite 206, Santa Rosa, CA 95401</p>							

*This is rescheduled from its regular date due to a County holiday.

**This is rescheduled from its regular date due to holidays.

- SCTA/RCPA Sonoma County Transportation Authority / Sonoma County Regional Climate Protection Authority Board of Directors Committee
- TAC SCTA Technical Advisory Committee
- CAC SCTA Citizens Advisory Committee
- TPCC SCTA Transit Paratransit Coordinating Committee
- CBPAC SCTA Countywide Bicycle Pedestrian Advisory Committee
- TTAC SCTA Transit Technical Advisory Committee
- PAC SCTA Planning Advisory Committee
- RCPACC Regional Climate Protection Authority Coordination Committee

Please note that some meeting dates may have been changed from their regularly scheduled dates due to holidays. Dates also change due to unforeseen circumstances. Changes will be noticed on meeting agendas in advance.

Staff Report

To: SCTA/RCPA Board of Directors
From: Lauren Casey, Director of Climate Programs
Item: 3.4 – Amended agreements for consulting services for Shift Sonoma County
Date: November 14, 2016

Issue:

Shall the Board authorize staff to execute the second amendment to the funding and implementation agreement (15012-A2) between the Sonoma County Transportation Authority and Nelson Nygaard for consulting services in support of the *Shift Sonoma County Plan*? Shall the Board authorize staff to execute the first amendment (15011-A1) to the agreement between the SCTA and ICF International for consulting services in support of the *Shift Sonoma County Plan*?

Background:

The SCTA and RCPA were jointly awarded a contract from the Strategic Growth Council to develop the *Shift Sonoma County* low carbon transportation action plan (see item 4.2). The project is exploring barriers, needs, and opportunities related to diverse mobility strategies including bike share, car share, ride share, and electric vehicles. It is focused on providing tools to support local government actions to accelerate use of alternatives to single occupant vehicles. Nelson Nygaard and ICF International were retained to develop components of the project focused on mode shift and fuel shift respectively.

The proposed amendments extend the term of the consulting agreements to support the SCTA and RCPA in finalizing the *Shift Sonoma County* action plan through March 31, 2016. No additional scope or funding is proposed.

Policy Impacts:

Diverse mobility and low carbon transportation are core to the missions of the SCTA and RCPA.

Fiscal Impacts:

None.

Staff Recommendation:

Staff recommends that the Board authorize staff to execute amendment 15012-A2 and amendment 15011-A1.

**SECOND AMENDMENT TO
AGREEMENT for TRANSPORTATION MODE SHIFT PLAN
NELSON NYGAARD (CONSULTANT) AND SONOMA COUNTY TRANSPORTATION AUTHORITY
(SCTA)**

The Agreement for the Consulting Services in Drafting a Transportation Mode Shift Plan (Agreement) between Nelson Nygaard (Consultant) and Sonoma County Transportation Authority (SCTA) is hereby amended as follows:

- A. Section 3, Term of Agreement, is amended to extend the term to March 31, 2017.
- B. This Second Amendment is effective November 14, 2016.

IN WITNESS WHEREOF, SCTA has duly executed this Second Amendment, or caused it to be duly executed, and Consultant has duly executed this Second Amendment, or caused it to be duly executed.

Dated: _____

Suzanne Smith, Executive Director, SCTA

Approved as to form:

Cory O'Donnell, Legal Counsel, SCTA

Dated: _____

Authorized Representative, Nelson Nygaard

**FIRST AMENDMENT TO
AGREEMENT FOR TRANSPORTATION MODE SHIFT PLAN
ICF INTERNATIONAL (CONSULTANT) AND SONOMA COUNTY TRANSPORTATION AUTHORITY
(SCTA)**

The Agreement for the Consulting Services in Drafting a Transportation Mode Shift Plan (Agreement) between ICF Resources, LLC (Consultant) and Sonoma County Transportation Authority (SCTA) is hereby amended as follows:

- A. Section 3, Term of Agreement, is amended to extend the term to March 31, 2017.
- B. This Amendment is effective November 14, 2016.

IN WITNESS WHEREOF, SCTA has duly executed this Amendment, or caused it to be duly executed, and Consultant has duly executed this Amendment, or caused it to be duly executed.

Dated: _____

Suzanne Smith, Executive Director, SCTA

Approved as to form:

Cory O'Donnell, Legal Counsel, SCTA

Dated: _____

Authorized Representative, ICF Resources

Staff Report

To: Sonoma County Transportation Authority
From: James R. Cameron, Director of Projects & Programming
Item: 3.5 – amendment to URS Contract SCTA08014 for Marin Sonoma Narrows B2
Date: November 14, 2016

Issue:

Shall the Board approve proposed URS Contract Amendment SCTA08014-A10 for additional design services during construction (DSDC), needed to complete the Highway 101 Marin Sonoma Narrows (MSN) Contract B2?

Background:

SCTA entered into Contract SCTA08014 with URS Corporation to prepare the Plans, Specifications and Estimates (PS&E) for the MSN Contract B2 (Petaluma Boulevard South Interchange and Petaluma River Bridge). MSN Contract B2 is under construction and URS Corporation remains under contract to SCTA to provide DSDC. URS Corporation's engineers attend the weekly construction meetings, answer questions from construction staff and contractors, assist in preparing contract change orders, and prepare the as-built drawings for the projects. These services are provided on an as-needed basis, are paid based on actual time & material expended, and are considered essential in ensuring the smooth delivery of the contracts.

URS Corporation services are expected to exceed budget due to various factors. The contract includes a new interchange, several new bridges, a bridge widening, utility relocations during construction, new frontage roads, railroad coordination, slide repair, bio-swale revisions including resource agency coordination and complex staging issues with adjoining contracts. URS has been needed to analyze proposed changes to the Petaluma River bridge design, proposed changes to staging, and coordination with utility companies and property owners, which exceed what would have been normally expected.

In May of 2016 the estimated contract shortfall was \$335K. The SCTA Board acted in May to approve \$170K contract amendment composed of state funding. This was a temporary fix to keep the project on schedule by funding the URS designers working on the project supporting Caltrans. Those funds have now been expended and a final amendment of \$150K is needed to finish the project. The estimate of work remaining includes current change orders, punch list items that will generate change orders and as-builts of over 900 plan sheets.

Policy Impacts:

None, the proposed programming complies with existing policies.

Fiscal Impacts:

This funding is from programming within the Measure M Highway 101 program. These funds are also reflected in the Draft 2017 Strategic Plan.

Staff Recommendation:

Staff recommends the Board authorize the Chair to execute the attached Amendment No. 10 to Contract SCTA08014 increasing the budget for design services during construction by \$150,000, in substantially similar form as provided for in the attachment, subject to the final review and approval by legal counsel.

**AMENDMENT NUMBER 10 TO
AGREEMENT FOR PS&E CONSULTANT SERVICES**

This Agreement is made by and between URS Corporation Americas (hereinafter referred to as "CONSULTANT"), and the Sonoma County Transportation Authority (hereinafter referred to as "SCTA").

RECITALS

WHEREAS, SCTA and CONSULTANT entered into Contract Number SCTA08014 for CONSULTANT to provide design services for MSN Project B2 in Sonoma County; and

WHEREAS, Contract Number SCTA08014 included a budget by work task (EXHBIT C-1); and

WHEREAS, SCTA and CONSULTANT entered into Amendments 1 through 9 to Contract Number SCTA08014 to adjust compensation for changes in the Project's Scope of Services and to update the Project's Schedule; and,

WHEREAS, in the judgment of SCTA's Board of Directors it is necessary and desirable to add compensation necessary for the continuation of design services during construction.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the recitals set forth above and the covenants contained herein, CONSULTANT and SCTA mutually agree as follows:

1. Amendment 9 to Exhibit C-1, URS Budget by Work Task, of Agreement SCTA08014 is hereby replaced in their entirety with Amendment 10 to Exhibit C-1, URS Budget by Work Task.

2. Provision 2.1, Payment for Consultant Services, of Agreement SCTA08014-A9 is hereby replaced in its entirety by the following amended Provision 2.1:

PAYMENT FOR CONSULTANT'S SERVICES: For all services required hereunder (including without limitation, all tools, equipment, labor, supplies, subcontracts, subconsultants, supervision, and materials), CONSULTANT shall be paid for salary expenses in accordance with the hourly rates specified in Exhibit C, attached hereto and incorporated herein by this reference, and for non-salary expenses in accordance with paragraph 2.2. Consultant shall be paid on a time and material basis in accordance with Exhibit C and paragraphs 2.2 and 2.3, provided, however, that Consultant agrees to perform all services described in this Agreement for an amount not to exceed Six million six hundred and eleven thousand dollars

(\$6,611,000.00). The hourly rates specified in Exhibit C shall cover all salary-related costs, including, without limitation, salary, fringe benefits, overhead, and profit. CONSULTANT may request its hourly rates be increased by a percentage amount not to exceed actual percentage raise given to employees annually. Such request must be made at least 30 days prior to requested new rate effective date and not more often than once a year beginning with the second year of service.

3. Provision 3, Term, of Agreement SCTA08014 is hereby replaced in its entirety by the following amended Provision 3:

TERM OF AGREEMENT: The term of this Agreement shall be one hundred and fourteen (114) months from the date of execution of the original contract by SCTA unless terminated earlier in accordance with the provisions of provision 4 of the original agreement.

4. Except to the extent the Agreement is specifically amended or supplemented hereby, together with exhibits and schedules is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall be construed to modify, invalidate or otherwise affect any provision of the Agreement or any right of SCTA arising there under.

5. CONSULTANT warrants the person affixing his or her signature hereto is authorized to execute this agreement on behalf of CONSULTANT.

SCTA AND CONSULTANT HAVE CAREFULLY READ AND REVIEWED THIS AMENDMENT AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS AMENMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment Number 10 to Agreement SCTA08014 as set forth below.

CONSULTANT

DATED: _____ By: _____
Consultant

SONOMA COUNTY TRANSPORTATION AUTHORITY

DATED: _____ By: _____
Chair, SCTA

**CERTIFICATES OF INSURANCE ON FILE WITH
AND APPROVED AS TO SUBSTANCE BY SCTA:**

DATED: _____ By: _____
Suzanne Smith, Executive Director, SCTA

APPROVED AS TO FORM:

DATED: _____ By: _____
SCTA Counsel

EXHIBIT C-1, AMENDMENT 10

URS BUDGET BY WORK TASK

	Work Task	URS Budget
3	Individual Project Management Project Administration, Agency/Subconsultant Coordination, Meetings, QA/QC, Project Files/Distribution, Budget and Schedule Control, Invoices/Progress Reports	\$ 390,000
5	Corridor PLT & ESC Facilitator Provide PIO & ESC Facilitator	\$ 8,000
6	Roadway Design (Engineer of Record) Title, Location Map, Typical Cross Section, Construction Staking Survey Control Sheet, R/W Requirements Maps, Key Map and Line Index, Layout, Profile and Superelevation Diagram, Construction Details, Contour Grading, Summary of Quantities, Miscellaneous Plans and Details, Details and Quantities, Cross Sections, Design Report, Design Checklist (DIB 78), Design Fact Sheets, Pavement Life Cycle Cost Analysis, Value Analysis Study, Constructability Review, Bidability Review, Bridge Site Submittals, Construction Cost Estimate (Civil), RE File (Civil.) Value Analysis Study, Construction Schedule, Construction Cost Estimate (Independent Check), Roadway Design Services During Construction, Reproduction/Communication, Other Costs (Travel, Photos, etc.)	\$ 2,296,000
7	Survey Field Surveys (topo and conforms), Field Survey (R/W and utilities), Bathometric Survey under Pet River Bridge, Subsurface investigation Piers 4 and 5.	\$ 25,000
8	Drainage Drainage Plans, Drainage Profiles, Edge Drain Plans and Details, Drainage Details, Drainage Quantities, Drainage SSPs, Drainage Report, SWDR	\$ 205,000
10	Utility (Project Specific) Pothole, Utility Coordination, Longitudinal Encroachment Exception, Utility Plan, Utility Details.	\$ 480,000
11	Erosion Control Erosion Control Plans & Details	\$ 30,000
12	Traffic Handling and Staging Construction area signs, Stage Construction/Traffic Handling Plans	\$ 125,000
13	Signs and Pavement Delineation Sign Plan, Details, and Quantities, Pavement Delineation Plans, Pavement Delineation Details, and	\$ 140,000
14	Retaining Walls District Retaining Wall Plan & Profile, Retaining Wall Details and Quantities	\$ 110,000
16	Landscape Planting Plans, Irrigation Plans and Details, Hard Scape Details	\$ 30,000
17	Electrical Lighting Plans and Details (Electroliers & Signs), Signal Plans & Details, TOS Plans and Details, Miscellaneous Electrical Plans and Details	\$ 135,000
20	Geotechnical Bridge Foundation Reports, Geotechnical Design Report, Retaining Wall LOTBs, Bridge Log of Test Boring, Drilling and Sampling, Laboratory Testing, Deep boring sampling at proposed piers 3 and 4, and subsurface investigation, existing piers 4 and 5.	\$ 75,000
22	Traffic Management (Project Specific) TMP, Prepare Lane Closure Report, Additional Traffic Studies	\$ 42,000
23	Hazardous Waste (ADL, ACM, Gasoline/Diesel) Soil Investigation Report - Haz Waste	\$ 88,000
24	R/W R/W Appraisal Four Properties	\$ 50,000
27	Environmental Permits (Individual Projects) Environmental Permits	\$ 74,000
30A	Prepare Specifications, bid documents	\$ 40,000
32	Preapre Mitigation and Monitoring Plan (MMP) for Tolay Lake Ranch	\$ 50,000
33	Design Services During construction Bid support, RFI & Submittal review, Meetings & administration, As-Builts	\$ 2,218,000
	TOTAL URS CONTRACT B2 BUDGET:	\$6,611,000

Staff Report

To: RCPA Board of Directors
From: Lauren Casey, Director of Climate Programs
Item: 3.6 – Amended agreements for Pay As You Save (PAYS) implementation
Date: November 14, 2016

Issue:

Shall the Board authorize staff to execute the second amendment to the funding and implementation agreement (RCPA16006A2) between the RCPA and the Association of Bay Area Governments (ABAG) for the implementation of the Bay Area Regional Energy Network (BayREN) Pay As You Save (PAYS) program? Shall the Board authorize staff to execute the fifth amendment (13003-A5) to the agreement between the RCPA and Bevilacqua-Knight, Inc. for continued services related to PAYS implementation?

Background:

The RCPA represents the communities of Sonoma County in the implementation of BayREN programs including the PAYS program, for which the RCPA has been appointed as the regional program lead due to RCPA efforts to bring PAYS to California starting in the Town of Windsor. The BayREN PAYS program has allowed the RCPA to offer continued partnership to Windsor in expanding and improving their program, as well as to provide for technical services to replicate PAYS in other utilities in the Bay Area.

The amendment with ABAG adds \$30,000 to the RCPA budget for implementation of the BayREN PAYS program for the remainder of 2016 to fund expanded marketing and outreach efforts to property owners in PAYS communities, to improve forms, contracts, and processes in the Town of Windsor, and to begin work on evolving towards a utility opt-in model that would allow more utilities to participate without creating a stand-alone program that will be the focus of BayREN work on PAYS in the future. The amendment with BKi adds \$18,000 to the consulting budget to provide technical assistance to the RCPA and implementing utilities.

Policy Impacts:

PAYS supports the RCPA goal to retrofit existing buildings to be more efficient and to create an on-bill repayment model for efficiency.

Fiscal Impacts:

This adds \$30,000 to the RCPA budget, \$18,000 of which will be used to retain additional services from BKi.

Staff Recommendation:

Staff recommends that the Board authorize staff to execute agreement RCPA16004-A2 to implement BayREN PAYS. Staff recommends that the Board authorize staff to execute agreement RCPA13003-A5 for BKi assistance with PAYS implementation.

**SECOND AMENDMENT TO
FUNDING AND IMPLEMENTATION AGREEMENT
- BAYREN PROGRAM IMPLEMENTATION PLAN for 2016 –
ASSOCIATION OF BAY AREA GOVERNMENTS AND SONOMA COUNTY REGIONAL CLIMATE
PROTECTION AUTHORITY, ON BEHALF OF COUNTY OF SONOMA**

The Funding and Implementation Agreement for the BayREN Implementation Plan for 2016 (Agreement) between the Association of Bay Area Governments (ABAG) and the Sonoma County Regional Climate Protection Authority, on behalf of the County of Sonoma (Subrecipient) is hereby amended as follows:

- A. The Initial Allocated Budget in Section 5(a) of the Agreement is set at Four-Hundred and Forty-Seven Thousand and Seven-Hundred and Fifty-Nine Dollars (\$447,759) as shown in Table 1, attached.
- B. Attachment 1E for 2016 is deleted and replaced by Attachment 1E for 2016, revision 1, attached.

IN WITNESS WHEREOF, Subrecipient has duly executed this Second Amendment, or caused it to be duly executed, and ABAG has duly executed this Second Amendment, or caused it to be duly executed.

Sonoma County Regional Climate Protection Authority

Dated: _____

Suzanne Smith, Executive Director

Approved as to form:

Cory O'Donnell, Legal Counsel

Association of Bay Area Governments

Dated: _____

Ezra Rapport, Executive Director

Approved as to form:

Kenneth K. Moy, Legal Counsel

Table 1 – RCPA BayREN Amended Budget

		Existing Budget	Proposed Contract Amendment	Updated NTE
Single Family		\$ 57,713.00	\$ -	\$ 57,713.00
Admin		\$ 12,200.00	\$ -	\$ 12,200.00
Marketing		\$ 45,513.00	\$ -	\$ 45,513.00
Implementation		\$ -	\$ -	\$ -
Multifamily		\$ 22,600.00	\$ -	\$ 22,600.00
Admin		\$ 17,600.00	\$ -	\$ 17,600.00
Marketing		\$ 5,000.00	\$ -	\$ 5,000.00
Implementation		\$ -	\$ -	\$ -
PACE		\$ 700.00	\$ -	\$ 700.00
Admin		\$ 700.00	\$ -	\$ 700.00
Marketing		\$ -	\$ -	\$ -
Implementation		\$ -	\$ -	\$ -
PAYS		\$ 305,246.00	\$ 30,000.00	\$ 335,246.00
Admin		\$ 9,610.00	\$ -	\$ 9,610.00
Marketing		\$ 59,451.00	\$ -	\$ 59,451.00
Implementation		\$ 236,185.00	\$ 30,000.00	\$ 266,185.00
Codes and Standards		\$ 31,500.00	\$ -	\$ 31,500.00
Admin		\$ 3,500.00	\$ -	\$ 3,500.00
Marketing		\$ 28,000.00	\$ -	\$ 28,000.00
Implementation		\$ -	\$ -	\$ -
MF-CAP		\$ -	\$ -	\$ -
Admin		\$ -	\$ -	\$ -
Marketing		\$ -	\$ -	\$ -
Implementation		\$ -	\$ -	\$ -
Portfolio Total		\$ 417,759.00	\$ 30,000.00	\$ 447,759.00

ATTACHMENT 1E for 2016, revision 1

Sonoma County Regional Climate Protection Authority (on behalf of County of Sonoma)

Scope of Work

BayREN PAYS® Program

Budget NTE: \$335,246

The Sonoma County Regional Climate Protection Authority (“RCPA”) will act as the Lead Link to the Pay as you Save Program Circle. RCPA will oversee PAYS Coordination and Technical Assistance roles, and provide for PAYS Accounting. RCPA will provide local partner utility support for implementation and marketing in its capacity for PAYS Local Outreach. RCPA will provide administrative tasks in its capacity as a Cross Link and for participation in the Coordinating Circle. The total budget is \$335,246.

I. Admin

A. Cross Link

Purpose: Representing County of Sonoma context within BayREN

Role Accountabilities:

- Removing constraints within BayREN that limit its ability to collaborate and deliver effective programs
- Seeking to understand Tensions conveyed by any of County of Sonoma stakeholders applicable to the BayREN programs, and discerning those appropriate to channel into Coordinating Circle for processing
- Sharing the perspective of County of Sonoma stakeholders
- Communicating with County of Sonoma stakeholders about BayREN programs and activities
- Sharing progress, performance, and strategic data and information with the Coordinating Circle
- Coordinating with local Energy Watch/Local Government Partnership and other County of Sonoma programs.
- Establishing that member has been selected by its county to act on its behalf
- Ensuring that member has expertise and experience in energy-related project management and implementation
- Ensuring invoices and reporting are submitted to Program Administrator in a timely manner
- Developing and reviewing program performance, and program and pilot recommendations
- Reviewing and authorizing program changes

- Coordinating with other Regional Energy Networks, e.g., program implementation tactics, program design, program performance, mutual objective- building, etc.

B. Lead Link

Purpose: Optimize PAYS program performance

Role Accountabilities:

- Allocating PAYS resources incorporating the input from circle members
- Assigning PAYS roles, monitoring fit for role, providing feedback to enhance fit and removing Partners from roles incorporating the input from circle members
- Assessing and defining priorities and strategies for the PAYS
- Defining and assigning metrics for the program incorporating the input from circle members
- Informing BayREN member(s) of relevant activities within county
- Providing oversight for PAYS Coordination & day-to-day implementation
- Managing consultants
- Providing for PAYS Accounting & proper handling of ratepayer funds
- Monitoring and forecasting budget, expenditures, and receivables
- Adhering to regulatory requirements and guidelines
- Processing subconsultant and partner utility invoices
- Submitting monthly invoices and reporting

C. PAYS Coordination

Purpose: Day-to-day program implementation

Role Accountabilities:

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants
- Reporting on program progress and supporting Program Administrator in responding to data requests

II. Implementation

A. PAYS Lead Link

Purpose: Optimize PAYS program performance

Role Accountabilities:

- Overseeing PAYS planning and meetings; monthly meetings anticipated:
 - One PAYS Program Circle meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
 - Two Administrative meetings per month with Rep Link and BayREN Administrator
 - Four Management meetings with Lead Link and PAYS Coordinator

- Two PAYS design meetings with Coordinator and Technical Assistance team
- One Coordinating Circle
- Providing oversight for PAYS Coordination & day-to-day implementation
- Soliciting professional counsel to support PAYS program in resolution of legal, contractual, and policy issues

B. PAYS Coordination

Purpose: Day-to-day program implementation

Role Accountabilities:

- Facilitating PAYS planning and meetings; monthly meetings anticipated:
 - One PAYS Program Circle meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
 - Two Administrative meetings per month with Rep Link and BayREN Administrator
 - Four Management meetings with Lead Link and PAYS Coordinator
 - Two PAYS design meetings with Coordinator and Technical Assistance team
 - Two partner utility meetings with each partner
 - One Coordinating Circle
- Managing technical sub consultant team
- Adapting and adjusting program as needed
- Monitoring regulatory activities that impact program and representing Program in relevant stakeholder groups, committees and advisory groups
- Assisting partner utilities with program improvements

C. PAYS Technical Assistance

Purpose: Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

Role Accountabilities:

- Advising and assisting participating utilities in developing PAYS program concepts
- Ensuring that program design meets projected energy savings targets
- Determining target customer and building sector(s), and targeted measures
- Developing and refining program software tools
- Developing and refining operational procedures for start-up, measure delivery, QA/QC, financial operations, etc.
- Updating previously developed contracts and forms
- Assisting partner utilities through procurement of capital, contractors, vendors, and other PAYS services as needed
- Develop and implement training curriculum for utilities, contractors, vendors, etc.
- Support EM&V efforts for BayREN reporting

- Continuing exploratory efforts regarding regional PAYS model including financing options, PG&E partnership, and creating regional engagement strategy for 2017
- Scoping potential funding opportunities

D. PAYS Local Outreach

Purpose: Support the PAYS program at the county level.

Role Accountabilities:

- Participating in PAYS planning and meetings as requested by Lead; monthly meetings anticipated: one per partner utility plus one PAYS Program Circle
- Serving as a local contact for PAYS utilities in the County for questions about BayREN
- Providing Program Lead with local information, contacts and data that support and promote the Program
- Analyzing local program performance to identify gaps and recommendations to Program Lead

III. Marketing & Outreach

A. PAYS Coordination

Purpose: Day-to-day program implementation

Role Accountabilities:

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants

B. PAYS Technical Assistance

Purpose: Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

Role Accountabilities:

- Support partner utility customer marketing campaign
- Conducting onsite surveys of potential projects and quality assurance on completed projects

C. PAYS Local Outreach

Purpose: Support the PAYS program at the county level.

Role Accountabilities:

- Recruiting PAYS partner utilities
- Ensuring outreach is done in all jurisdictions within the member county (towns, cities, unincorporated areas, etc.)
- Supporting PAYS partner utilities in outreach to elected officials, staff, customers, the general public, and other stakeholders

Budget

Task	Budget
Administration	\$9,610
Marketing & Outreach	\$59,451
Implementation	\$266,185
Total	\$335,246

**FOURTH AMENDMENT TO
AGREEMENT FOR CONSULTANT SERVICES – RCPA13003-A5
- BAYREN PROGRAM IMPLEMENTATION PLAN 2013-2016 –
REGIONAL CLIMATE PROTECTION AUTHORITY (RCPA) AND BEVILACQUA-KNIGHT, INC. (BKI)**

The agreement for consultant services (Agreement) for the purposes of designing and implementing services to be implemented under the Bay Area Regional Energy Network (BayREN) Pay As You Save (PAYS®) program between the Regional Climate Protection Authority (RCPA) and Bevilacqua-Knight, Inc. (Consultant) is hereby amended as follows:

- A. The Budget of the Agreement in Attachment I for PAYS services to be delivered in 2016 is \$260,036 and the Total Budget of the Agreement is hereby amended and set at \$1,164,282.00.
- B. Attachment I, Section I. Implementation is amended to include “Continuing exploratory efforts regarding regional PAYS model including financing options, PG&E partnership, and creating regional engagement strategy for 2017.”
- C. Attachment I, Section II. Marketing & Outreach is amended to include “Develop and implement a marketing support plan.”

IN WITNESS WHEREOF, Consultant has duly executed this Fifth Amendment, or caused it to be duly executed, and RCPA has duly executed this Fifth Amendment, or caused it to be duly executed.

Dated: _____

Suzanne Smith, Executive Director, RCPA

Approved as to form:

Cory O’Donnell, Legal Counsel, RCPA

Dated: _____

Rich Myhre, Principal BKi

ATTACHMENT I

Sonoma County Regional Climate Protection Authority

BayREN Financing Subprogram: PAYS®

Implementation for 2016

BKi Scope of Work

Budget NTE: \$260,036

Bevilaqua Knight, Inc. (BK_i) will provide services in delivering PAYS Coordination and Technical Assistance roles. RCPA will provide oversight to BK_i in its capacity as PAYS Lead Link. The total budget assigned to BK_i is \$260,036. Services will be delivered according to the 2016 rates identified below.

I. Implementation

A. PAYS Coordination

Purpose: Day-to-day program implementation

Role Accountabilities:

- Facilitating PAYS planning and meetings; monthly meetings anticipated:
 - One PAYS Committee meeting with Rep Link, Local Outreach, Coordination, Technical Assistance, and BayREN Administrator
 - Two Administrative meetings per month with Rep Link and BayREN Administrator
 - Four Management meetings with Lead Link and PAYS Coordinator
 - Two PAYS design meetings with Coordinator and Technical Assistance team
 - Two partner utility meetings with each partner
- Managing technical sub consultant team
- Adapting and adjusting program as needed
- Reporting on program progress and supporting Program Administrator in responding to data requests
- Monitoring regulatory activities that impact program and representing Program in relevant stakeholder groups, committees and advisory groups

B. PAYS Technical Assistance

Purpose: Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

Role Accountabilities:

- Advising and assisting participating utilities in developing PAYS program concepts

- Ensuring that program design meets projected energy and/or water savings targets consistent with guidance from BayREN and CPUC
- Determining target customer and building sector(s), and targeted measures
- Developing and refining program software tools
- Developing and refining operational procedures for start-up, contractor services and measure delivery, QA/QC, financial operations, etc.
- Updating previously developed contracts and forms
- Assisting partner utilities through procurement of capital, contractors, vendors, and other PAYS services as needed
- Developing and implementing training curriculum for utilities, contractors, vendors, etc.
- Supporting development of regional program models and support mechanisms
- Supporting EM&V efforts for BayREN reporting and project assessment
- Continuing exploratory efforts regarding regional PAYS model including financing options, PG&E partnership, and creating regional engagement strategy for 2017

II. Marketing & Outreach

A. PAYS Coordination

Purpose: Day-to-day program implementation

Role Accountabilities:

- Coordinating with Lead Link, Rep Link, and Cross Links, BayREN Administrator, PAYS technical team, partner utilities, PG&E, CPUC, and EM&V consultants

B. PAYS Technical Assistance

Purpose: Provide excellent service and value to partner utilities through the development and delivery of PAYS programs

Role Accountabilities:

- Support partner utility customer marketing campaign with activities that may include:
 - Marketing collateral templates for program utilities and qualified contractors
 - Web content
- Conducting onsite surveys of potential projects and quality assurance on completed projects
- Develop and implement a marketing support plan

2016 Budget

Task	2013-2015 Budget	2016 Budget		
	Total	Labor	Expenses	Total
Administration	\$33,510	\$0	\$0	\$0
Implementation	\$691,405	\$200,000	\$585	\$200,585
Marketing and Outreach	\$179,331	\$58,000	\$1,451	\$59,451
Total	\$904,246	\$258,000	\$2,036	\$260,036
2013-2016 Agreement Total		\$1,164,282		

2016 Rates

Job Classification	2016
Officer-In-Charge	\$268
Director	\$210
Senior Program Manager	\$169
Program Manager	\$148
Senior Program Consultant	\$134
Program Consultant	\$116
Senior Program Coordinator	\$93
Program Coordinator	\$82
Junior Program Coordinator	\$70
Program Assistant	\$70

Staff Report

To: SCTA/RCPA Board of Directors
From: Lauren Casey, Director of Climate Programs
Item: 4.2 – Shift Sonoma County – Low Carbon Transportation Planning Update
Date: November 14, 2016

Issue:

Information only.

Background:

In 2014, the SCTA and RCPA applied for and were awarded a Strategic Growth Council Planning Grant to develop Shift Sonoma County – a strategic action plan to promote a shift in both the mode and fuel used for personal transportation in Sonoma County. Through this project, the agencies are working together with consultants and stakeholders to better define the role of local government in accelerating the transition to low carbon transportation.

The emphasis of the project is on developing tools and recommendations that can inform future grant applications, and investments in programs, policies, government operations, and public and private investment in infrastructure.

Staff from the SCTA and RCPA provided an overview of the Shift Sonoma County project to the Board in June, which introduced preliminary findings regarding barriers, needs, and opportunities and the desired outcomes of the project:

- A *Shift Sonoma County Plan* that articulates existing conditions, needs, opportunities, and specific recommendations for next steps for low carbon transportation options.
- Tools to accompany the plan to facilitate specific actions, including:

Mode Shift Tools	Fuel Shift Tools
Bike Share Feasibility Study	Electric Vehicle Infrastructure Siting Framework
Car Share Feasibility Study	Local EV Readiness Policy Toolkit
Transportation Demand Management Plan	Updated Guidance for Workplace Charging and EV Fleets

This report provides an update on the status of the above deliverables which have been advanced through work with project consultants, SCTA and RCPA committees, and local stakeholder input. All draft project materials that are currently public are posted at: <http://scta.ca.gov/shift>.

Mode Shift Tools

Bike Share Feasibility Study

The Draft Bike Share Feasibility Study was presented to the Board in June after receiving input from the CBPAC. Final recommendations and comments have been incorporated and the revised document is posted on the *Shift* page on the SCTA website: <http://scta.ca.gov/planning/shift/>.

Car Share Feasibility Study

A Draft Car Share Feasibility Study was presented at the October RCPA Coordinating Committee and comments from the Committee will be incorporated in a public draft. The public draft will be posted online in November.

Transportation Demand Management Plan

A suite of potential transportation demand management (TDM) policies and programs was developed through a needs assessment and gap analysis early in the *Shift* planning process. These policies and programs were further assessed by potential for implementation and impact. Strategies were found that align directly with transportation-related measures proposed in Climate Action 2020. The following tools were identified as opportunities to further guide implementation for a number of the individual TDM gaps.

Tools and Status:

- *Employer Commute Program Toolkit - a how-to guide for employers to implement commute programs available in Sonoma County: Draft content was presented to the Transit TAC and Sonoma County Spare the Air Resources Team in October*
- *Model TDM Ordinance for Employers - a model ordinance for local jurisdictions to customize and adopt, which places TDM requirements on employers: Draft underway*
- *Model TDM Ordinance for Developers - a model ordinance for local jurisdictions to customize and adopt, which places TDM requirements on developers: Draft underway*
- *Guide to Expanding Guaranteed Ride Home Program – a how-to guide for implementing guaranteed ride home beyond the existing Santa Rosa program: Draft underway*

Fuel Shift Tools

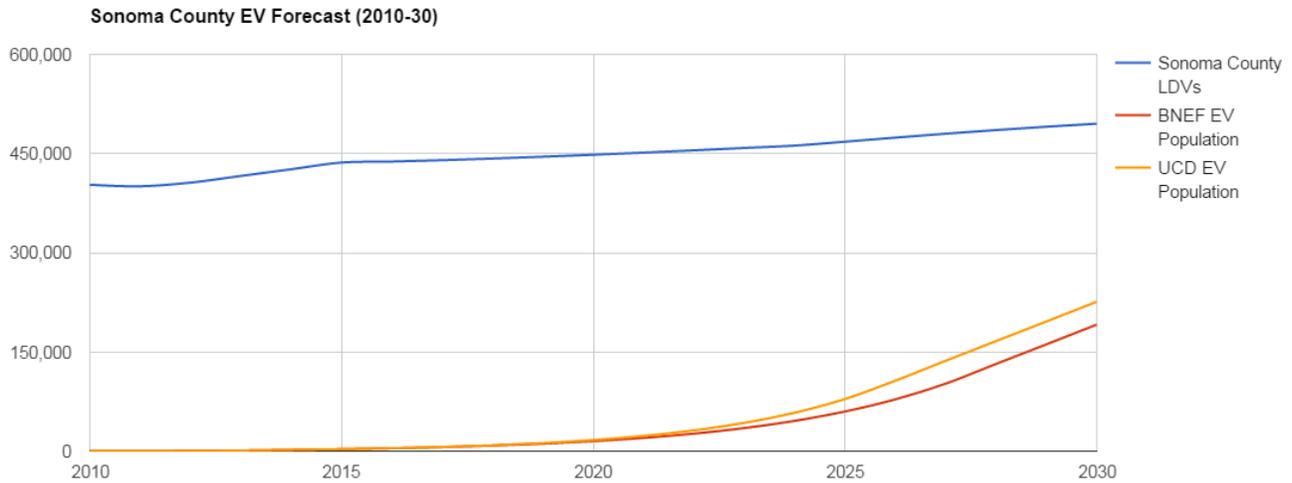
Electric Vehicle Infrastructure Siting Framework

The draft EV Infrastructure Siting Framework was presented to the Board in June. Initially it was built to predict locations in the county where EV adoption is likely to be highest. Since then, staff have been working with the consulting team from ICF to add scenarios for how much infrastructure might be needed in those areas based on sales forecasts through 2050 developed by both UC Davis and Bloomberg New Energy Finance.

The forecasts developed by these entities were applied to Sonoma County light duty vehicles by continuing current sales trends using forecasting sales growth from the two different studies.

The result is that each scenario predicts over 100,000 EVs [including both battery electric vehicles (BEVs) and plug in hybrids (PHEVs)] in Sonoma County by as early as 2027 (Figure 1).

Figure 1 – Forecast EV population in Sonoma County (SCTA)



The projected charging needed in each Traffic Analysis Zone in Sonoma County to accommodate those sales volumes is now included on the map: <http://arcg.is/28opDxG>.

Countywide, ICF projects that the county needs between 250-1,000 Public Level 2 charging stations by 2020 and 750-2,250 Public Level 2 charging stations by 2030. The exact need will depend on vehicle adoption, but also on whether consumers choose primarily BEVs or PHEVs, and on the evolution of vehicle technologies. In any case, more workplace charging is needed to allow for daytime charging (when solar is abundant).

Next, staff will work with ICF, the Local EV Partnership and other EV Stakeholders to ground truth the analysis with local land use expertise and local EV driver experiences, and to confirm the methodology for estimating charging demand per jurisdiction.

The final resulting mapping tools will help planners, utilities, and third party charging providers identify the best locations in which to prioritize new charging.

Local EV Readiness Policy Toolkit

There are many statewide and regional planning documents that help local governments prepare for and navigate the transition to electric vehicles. A goal for the *Shift* project was to assess the status of best practices in Sonoma County and to make recommendations for new actions local governments can take to not only be ready for the transition, but to help accelerate adoption of EVs. The project will also result in tools to support the jurisdictions in taking new actions, referred to as a policy toolkit. The SCTA will post the toolkit on the project website and support local jurisdictions in adopting tools as appropriate. With the toolkit, the SCTA/RCPA will propose regional recommendations for local policies and ordinances that can be adopted by jurisdictions.

A draft memo provided to the SCTA/RCPA Board in September 2015 presented an initial framework for how to evaluate EV readiness from the Bay Area PEV Readiness Plan (BAAQMD) and the latest published status of best practices in Sonoma County from 2012. This memo suggested that the local jurisdictions focus on four critical aspects of community EV readiness.

Near term EV Readiness Priorities for local government:

- Zoning, permitting, and building codes
- Workplace charging
- Fleet electrification
- Consumer education

The Sonoma County Local EV Partnership has been working on these issues in a coordinated manner for nearly a decade. Staff have been working with ICF and members of the EV Partnership to review and summarize what has already been done, and to propose a range of policy actions that the jurisdictions may consider taking to further accelerate EV adoption. RCPA staff convened two meetings of the EV Partnership and ICF conducted follow up interviews with staff from local jurisdictions to clarify existing policy status and current needs. A draft memo offering local policy status and recommendations has been provided by ICF to the RCPA. The findings of it will be reviewed by EV Partnership staff a final time before they are incorporated into the draft *Shift* plan.

Staff also requested that ICF help to identify example policies and programs from leading EV communities around the United States. A summary of model policies identified thus far is included in Table 1 (attached). Some of these types of actions have now become state law, including streamlined permitting and some levels of pre-wiring. The *Shift* toolkit will help local jurisdictions in taking those actions required in addition to considering new voluntary actions.

Sonoma County and the cities have already taken some actions similar to those featured in the resolutions of other governments. Local examples – such as the County’s new charging fee structure – will also be included in the policy toolkit.

Updated Guidance for Workplace Charging and EV Fleets

Local governments can also lead the way for vehicle electrification by continuing to host charging and supporting private organizations who want to host charging for employees or customers. ICF has used the interviews with Sonoma County stakeholders, especially those with experience in installing and operating EV charging and integrating EVs into fleets, to offer recommended updates to the guidance originally developed for the *County of Sonoma Electric Vehicle Charging Station Program and Installation Guidelines*. This guide was published in 2011, and experience and technology changes since then warrant updates.

Draft guidance has been provided by ICF to the SCTA/RCPA that will be reviewed with the Local EV Partnership and EV Advisory Group before being integrated into the draft *Shift* plan. The goal is to post updated guidance on a website that can be more easily modified over time than a report.

Consumer education

The *Shift* scope includes the design of a community outreach and marketing campaign to increase consumer awareness of the benefits of EVs and the technology and program options that are available to residents. This component of the project has not yet begun, but the SCTA/RCPA is partnering with Sonoma Clean Power to support the launch of the Drive EverGreen program.

Drive EverGreen

Sonoma Clean Power launched the Drive EverGreen program officially on October 27th. The program includes steep discounts negotiated with local dealerships on Nissan LEAFs and BMW i3s until January 5, 2017. Sonoma Clean Power is also offering an additional \$2,500 incentive to their customers while funds last (or

\$5,000 to income qualified customers). Details can be found at: <http://sonomacleanpower.org/drive-evergreen/>.

SCTA/RCPA staff have supported the launch by helping to review and test the program design, develop outreach materials, and messaging. Staff are also supporting outreach by promoting it through the network of employers that participated in the Carma Carpooling pilot program (developed through the SCTA), and by offering (through SCP) an EV charger as prize for the employer who refers the most eventual EV buyers.

Policy Impacts:

Shift Sonoma County is providing tools for the SCTA, RCPA, and partners to implement measures included in the Comprehensive Transportation Plan and Climate Action 2020.

Fiscal Impacts:

The project was funded by a planning grant of \$868,463 from the Strategic Growth Council that includes budget for SCTA and RCPA personnel and consulting services.

Staff Recommendation:

Information only.

Table 1 – Examples of Local Government Policy Actions to Support EV adoption

City/county	Adopting body	What it does
Alameda, CA	Board of Supervisors	Directs the County of Alameda to provide free charging at publicly-operated chargers until December 31st, 2014.
Alameda, CA	City Council	Directs staff to consider future purchases of plug-in electric or hybrid electric vehicles, including "soft" fleet orders; makes a commitment to support local, state, and federal policies that will promote plug-in electric or hybrid electric vehicles; work with businesses, and the environmental community to advocate for the purchase of PEVs/hybrids.
Ann Arbor, MI	Energy Commission	Directs staff to streamline permitting, develop an EV infrastructure plan, and report back to council. Supports further legislative EV readiness efforts.
Austin, TX	City Council	Directs the City Manager to work with Rocky Mountain Institute, Vulcan Inc., and Electrification Coalition on an assessment to determine the benefits, timeline, and feasibility of increasing electric vehicle adoption into the City's Fleet Service vehicles, in anticipation of the Smart Cities application.
Austin, TX	City Council	Directs the staff to work with stakeholders to develop a recommendation for resolving the issue of non-electric vehicles parked at electric vehicle charging stations on public property.
Juneau, AK	City and borough	Expresses support for the Juneau Economic Development Council Electric Vehicle Initiative, which funds charger installations around Juneau.
Laguna Beach, CA	City Council	Directs staff to establish a new electric car parking and charging regulation so that the first four hours of charging are free, then the rate goes to \$5 for each hour afterwards.
Miami-Dade, FL	Board of County Commissioners	Directs the County to develop a plan for the installation, operation, and maintenance, and use of electric vehicle charging stations in County facilities to serve the general public.
New Orleans, LA	City Council	Directs the city to conduct a public hearing to determine whether to allow electric vehicle charging spaces to count toward overall parking requirements.
New Orleans, LA	City Council	Directs the City to encourage the use of EVs, install fast chargers on public property, consider incorporating EVs into fleet, incentivize installation of fast chargers, study other policies to remove barriers
New York City	City Council	Requires pre-wiring for chargers when electric service is upgraded to parking lots or garages.

City/county	Adopting body	What it does
New York City	City Council	Initiates a pilot program to install charging stations at street parking locations.
Portland, OR	City Council	Directs the Portland Development Commission, the Portland Bureau of Transportation, the Bureau of Planning and Sustainability, the Bureau of Development Services and City Fleet to proceed with implementation of the strategies outlined in Electric Vehicles: The Portland Way, and to report back to Council on the progress of that implementation.
Portland, OR	City Council	Authorizes creation of a regional EV readiness strategy; adopts commitment with state DOT to take a variety of actions to increase EV adoption thorough fleet management, education and guidance (installation guidelines), public action (installing chargers, streamlining permits), manufacturer/technician training and support, and policy change.
San Diego, CA	City Council	Specifies parking time limits, rates, and dedicated zones for electric vehicles and for car share vehicles participating in the All-Electric Car Share Vehicle Pilot Program.
San Diego, CA	City Council	Establishes the City of San Diego's All-Electric Vehicle Car Share Pilot Program.
San Francisco	Board of Supervisors	Urges purchase of PEVs for the city fleet and pooled PEV purchases with Austin TX; expresses support for local, state and federal programs that promote PEVs.
Santa Barbara, CA	Board of Directors, Santa Barbara Air Pollution Control District	Approves the Electric Vehicle Charging Station Infrastructure grant program, which funds EVCS installations by both public and private entities.
Santa Clara, CA	Board of Supervisors	Adopts local amendment to the state building code stating pre-wiring requirements for new buildings and parking lots
Santa Clara, CA	Board of Directors of the Cities Association of Santa Clara County	Encourages all 15 Santa Clara County cities to adopt an ordinance requiring the pre-wiring for PEV charging systems in new buildings using the model "electric vehicle charging system ordinance."
Seattle, WA	City Council	A resolution to adopt a goal to cut oil use for transportation by half by 2035; endorse the Mayor's Drive Clean Seattle initiative; set a goal that 30 percent of vehicles in the City will be electric by 2030; and establishes certain actions that City Departments should take to identify the best ways to set up the infrastructure and policy framework to support the electrification of transportation.
Tampa Bay, FL	Regional Planning Council	Authorizes participation in Project Get Ready, which rates and promotes local EV readiness efforts, and authorizes an advisory group and charter to guide the initiative.

Staff Report

To: Sonoma County Transportation Authority

From: Dana Turréy, Transportation Planner

Item: 4.4.1 - MTC SMART Integration Plan

Date: November 14, 2016

Issue:

What is the status of MTC's SMART Integration Plan?

Background:

In recognition of the opportunity that SMART service will bring to strengthen travel options along Highway 101, MTC developed the SMART Integration Plan to identify improvements that will optimize service. With MTC as the lead and Nelson Nygaard as the consultant, coordination with local transit agencies occurred through the SCTA's Transit Technical Advisory Committee. The Transportation Authority of Marin, local public works departments, and other stakeholders were also consulted.

The Plan focuses on integrating bus and rail service, and considers pedestrian, bicycle, and Park and Ride needs at each station in Phase 1. The outcome is a list of high priority projects for a successful launch of SMART service and priorities to implement over the next several years.

The Executive Summary is attached to this staff report and the full SMART Integration Plan is available online at <https://mtcdrive.app.box.com/s/gcoe9c00u818jxryljy6q17t6kptzku2>.

Policy Impacts:

None.

Fiscal Impacts:

None.

Staff Recommendation:

None. This is an informational item.



MTC SMART INTEGRATION PLAN

August 2016



EXECUTIVE SUMMARY

Sonoma-Marín Area Rail Transit (SMART) rail service will connect many of the cities and towns within the counties of Marin and Sonoma beginning in 2016. At full build-out, the 70-mile commuter rail line and parallel bicycle and pedestrian pathway will stretch from Cloverdale in northern Sonoma County to Larkspur in Marin County, where a ferry connection to San Francisco will be available via the Larkspur Ferry Terminal. The SMART line is one of the transit capital expansion projects adopted by MTC in their Resolution 3434 transit capital expansion program, adopted by MTC initially in 2001.

The Metropolitan Transportation Commission (MTC) adopted the Transit Sustainability Project (TSP) in 2012. The SMART Integration Plan was developed based on the following TSP recommendation, included in MTC Resolution 4060:

Marin/Sonoma: The commencement of SMART service in Marin and Sonoma counties will alter transit travel patterns. This presents an opportunity to strengthen coordination and service planning among Marin and Sonoma transit providers serving the 101 Corridor and local connections. In coordination with the SRTP process, MTC will work with transit operators and the Marin and Sonoma County CMAs to develop a two-county corridor transit plan for submittal and presentation to the Commission.

This plan is the outcome of local transit agencies working with SMART to develop integrated service, primarily between existing bus service and the new rail service, but with an eye out for pedestrian, bicycle, and Park and Ride considerations, at each station that will open in Phase 1.

Alignment and Station Locations

SMART will operate along a legacy Northwestern Pacific Railroad alignment, serving a total of 15 stations with 30-minute headways in each direction during morning and evening peak hours. The majority of the right-of-way will be single-tracked, though strategically placed passing tracks will enable simultaneous northbound and southbound operations.

Under Phase 1 of the project (opening in 2016), trains will travel from Airport Boulevard near the Sonoma County Airport to Downtown San Rafael, connecting with transit at ten stations, as shown in Figure 1.

Station Plans

SMART has detailed station plans for Phase 1 of the project and most of the stations are already under construction. Plans include the design and location of rail platforms, parking facilities, bus transfer facilities, a bicycle and pedestrian path, bicycle parking and storage, pedestrian connectivity, and passenger pick-up and drop-off areas. The existing conditions, challenges, and recommended plans for each Phase 1 station are included in Section 3 of this report.

SMART INTEGRATION PLAN
Metropolitan Transportation Commission

Figure 1 SMART Phase 1 Implementation Corridor



Opportunity

SMART presents a unique travel opportunity to capture commuters traveling along Redwood Highway (US-101) in Marin and Sonoma counties. The rail line, which runs parallel to the highway, offers access to some of the busiest hubs and most populated areas of the two counties. Counties, communities, and transit agencies have been working together to ensure the new service meets its full potential.

Transit operators of the area are embracing this investment as an opportunity to strengthen mobility options for community residents. Pre-implementation planning has uncovered potential for improvements that will enhance SMART's role in the communities. Post implementation monitoring will further define how to optimize the service over the next several years. A full list of recommendations by station can be found in Section 4.

Transit Schedule Integration

Schedule integration is a practice that makes switching between transportation modes and companies seamless for the customer. Without it, a potential SMART customer coming by bus might have to wait too long to deem the trip worth considering. To be clear, local transit agencies are implementing service changes directly related to SMART integration on opening day. The agencies will continue to monitor and adjust as customer experience is accumulated.

Why is Schedule Integration Challenging?

For commuter rail operations throughout North America, the percentage of passengers who access commuter rail by bus is typically in the range of 20-30% of all commuter rail passengers. In some instances, the flow of passengers is predominantly directional; people commute from suburb-to-city center in the morning and reverse in the evening. In the case of SMART, the expectation is that at a single station people are as likely to board the train as they are to alight from the train. Furthermore, that activity is very likely to occur in both directions, with commuters headed to and from both northbound and southbound trains within a single commuting period. While that is one of the strengths of the design and operating plan for SMART, it also creates challenges for coordinating schedules between SMART and local transit agencies. The coordination of rail and bus transit service is not as straightforward as shifting bus trips to meet an incoming train.

The vast majority of local bus transit in the North Bay is operating at the same or lower levels of service than SMART. Buses operating at 30-minute frequencies mean it is nearly impossible to serve passengers boarding and alighting from both northbound and southbound train service, as schedules will be offset due to the single track configuration of SMART. For example, local transit route schedules with 30-minute headways that deliver passengers to the SMART station in time to catch a departing southbound train may not be able to serve passengers alighting from that train, let alone passengers for a northbound train arriving at a different time. Even when northbound and southbound train arrivals are closely timed, multiple buses may not have adequate space to wait in the station area.

In addition, these are mature transit systems with established ridership patterns and current customer expectations. Modification of current services may result in undesirable side effects for current customers. For example, stopping a bus to wait for a train connection—even for five minutes—may cause unacceptably adverse impacts for customers, ranging from missed

connections to being late for work and appointments and even causing adverse perceptions of how long a transit trip requires, thus discouraging ridership. The goal is to modify current schedules to improve mobility and access in the region, for new and existing bus customers.

Examples of Schedule Integration Challenges

To make the point a little more tangible, consider what a customer who wants to use both bus and SMART would experience today at Santa Rosa's Downtown Station using current schedules. This case is exemplary only—nearly every mid-line station will have similar issues.

The SMART Santa Rosa Downtown Station is about ½ mile from the Santa Rosa Downtown Transit Mall, which is host to the majority of Santa Rosa CityBus, GGT, and SCT routes. By design, the routes are scheduled to meet, with each bus waiting five minutes to facilitate passenger transfers between routes. Some routes operate on 30-minute frequencies, arriving at the Transit Mall at 0:10 and 0:40 past the hour and departing at 0:15 and 0:45 past the hour.

- ***Consider a southbound SMART trip that is scheduled to depart Sonoma County Airport Station at 6:49 AM.***

Two passengers board the train at Sonoma County Airport Station. The first passenger's destination is the Northpoint Business Park in Santa Rosa (located to the southwest of the Santa Rosa Downtown Station), and the second passenger's ultimate destination is in Downtown Santa Rosa. The two passengers arrive at the SMART Santa Rosa Downtown Station platform at about 7:01 AM and walk about two minutes to the bus stop on 3rd Street at Wilson.

The passenger headed to Downtown Santa Rosa waits about three minutes and takes Santa Rosa CityBus Route 12, arriving at the Transit Mall at 7:10 AM. SCT Routes 20 and 22 also provide a connection from the bus stop on 3rd Street to the Transit Mall, but do not begin service until later in the morning.

The passenger headed to Northpoint Business Park waits for Santa Rosa CityBus Route 9, for approximately 15 minutes (the bus is scheduled to leave on its westbound trip from the Transit Mall at 7:15 AM). The passenger arrives in Northpoint at about 7:28 AM.

While 15 minutes does not sound like a great deal of time, research has shown that transit riders perceive wait time as about twice as long as the actual duration of the wait. The passenger who waits for 15 minutes compares that time to the 12 minutes just spent on board the SMART train between Sonoma County Airport and Santa Rosa Downtown stations. Their perception is that the waiting time for the connecting bus is more than double their travel time on SMART.

- ***Consider two passengers who want to catch the southbound Santa Rosa Downtown SMART Station train at 7:01 AM.***

Ideally, both would arrive at a bus stop at about 6:55 AM and then walk to the SMART station. The first passenger comes from the Downtown Santa Rosa Transit Mall. She has a choice of four bus routes (routes 3, 6, 9, 17) to get her to the SMART Station, all of which leave at 6:45 AM and arrive about 6:50 AM. She has about 11 minutes to walk to the platform and await their train—nearly an ideal connection.

The second passenger is coming from west of the station. He takes CityBus Route 6, departing Westside Transit Center at 6:24 AM, arriving at Santa Rosa Downtown Station at about 6:35 AM. The second passenger has 26 minutes of walking/waiting time before

the 7:01 AM train departure. It is worthwhile to note that he just missed the southbound SMART departure from Santa Rosa Downtown at 6:31 AM.

Could schedules be adjusted? Of course. However, agencies must consider how it might impact current riders. In the above instances where the wait times for customers transferring between local transit and SMART seem very long, a local transit schedule revision might benefit riders transferring to and from SMART, but work to the disadvantage of existing passengers making transfers at the Santa Rosa Transit Mall or the Westside Transit Center. While this example is specific to the Santa Rosa Downtown Station, similar situations occur up and down the line and represent opportunities, challenges, and potential evolution of the transit network, which will be explored in the following chapters. Changes to existing transit services are also influenced by federal regulation. Commonly referenced as Title VI of the Civil Rights Act of 1964, are civil rights requirements that ensure that changes to transit services do not disproportionately affect protected populations, such as minorities and low income groups. Each change, beyond a threshold of 25% of the route mileage must be evaluated to ensure the change does not have disproportionate impact and if it does, how that impact will be mitigated.

OVERVIEW OF RECOMMENDATIONS

The following provides an overview of areas that can be leveraged to further improve the accessibility and usage of SMART.

Transit Specific:

- **Transit Facility Integration**—At a few station locations, there remain opportunities to enhance the potential to integrate local transit and SMART services if bus facilities are added in a way that will enable the coordination. The specific instances are identified with the individual station locations described in the text. In those cases the local jurisdiction, the local transit agency, SMART, and MTC should work to identify improvements, prioritize them and secure funding for design and construction of these enhancements.
- **Transit Service Integration**—Most transit services in the North Bay Area operate at about the same level of service frequency-wise as the initial service plan for SMART. The potential multi-directional passenger demand and north/south time offset of the SMART timetable present significant challenges for local transit and SMART schedule integration. The agencies are universally financially constrained, so adding services on the basis of demand speculation will be the exception rather than the rule. Even so, most transit agencies are planning schedule adjustments and service enhancements in response to SMART service initiation.
- **A Process to Improve Integration**—Coordination between transit agencies and SMART, and outreach to the public will be crucial to achieving higher percentages of passengers wishing to make connections between services. Employing a strategy that is designed to aggressively seek out customer information, analyze the information, and establish an action plan with absolute implementation dates is an important way to speed up evolution of schedule integration between SMART and local transit agency operations.

Initially:

Transit integration is more likely to occur first at higher ridership stations. Efforts to integrate transit service schedules with SMART service at these stations should include outreach which should begin by identifying people planning to use SMART or who are currently riding transit to understand how these new riders intend to use SMART service. Outreach can take place through a number of channels, including direct work with employers, soliciting information through SMART and local agency websites, and direct passenger surveys once SMART service commences. Some of this work has already occurred and/or is continuing:

- **Marin Transit** is making schedule and route changes to better serve several stations
- **Petaluma Transit** is asking customers for feedback on proposed route changes that would serve the Petaluma Downtown SMART station. In addition route changes designed to connect important activity centers with the downtown SMART Station are being proposed
- **Santa Rosa CityBus** has conducted the Reimagining CityBus project, where people in Santa Rosa have been asked to provide feedback at multiple points in the larger project that have influenced recommendations effecting SMART connections. These efforts have involved SMART, and have been presented at SMART Board meetings.
- **Sonoma County Transit** is modifying routes to access the Sonoma County Airport station and is planning circulator route to improve access from the station into the surrounding business park and the airport.

In addition to these specific activities coordination efforts continue between SMART, Santa Rosa CityBus, Petaluma Transit, Golden Gate Transit, Marin Transit, and Sonoma County Transit.

Ongoing:

Ongoing outreach should be led by SMART so that data collection and analysis does not become fragmented over time throughout the service area. Customer needs should be compiled by station and reviewed during transit agencies' regular service changes. This will require regular information sharing between SMART and local transit agencies. A feedback loop for the public should also be a part of the process.

A station-by-station schedule modification priority list should be shared between SMART and the local agencies to ensure full communication between all the parties and customers. The highest priority schedule adjustments should be those that cause the least disruption for current riders and benefit the most riders trying to use both SMART and a local transit agency.

Unified Customer Experience:

- **Unified Customer Information**—Every transit system that has an interface point with SMART should consciously update transit information to include the locations of each SMART station and the operating schedule for that station. As appropriate to the various

routes and services provided by the agencies, there should be indications in transit route schedules where connections between local transit and SMART are intended and where connections are guaranteed. Customers must understand that adjacency of lines on the map does not necessarily mean the services are fully coordinated. Customer information should be consistent with regional standards. This information may also be available on existing trip planning applications (such as 511 or Google Transit) to provide coordinated schedule information.

- **Unified Fares**—All Marin and Sonoma county transit operators have Clipper capability implemented. SMART will only accept Clipper for fare payment. This information needs to be communicated to customers so that there is an understanding of available fare options if the rider chooses to transfer between services. Further, agencies will have an opportunity to develop united fare products or transfer discounts using the Clipper card.

Other Considerations:

- **Early Adopters and Employer Shuttles**—To a substantial degree, the process of working with local employers has already begun. This effort should continue to identify specific employer shuttle needs (pre- and post- implementation) at specific stations. Presently, facilities to support employer shuttle options have not been identified at most stations, but in most cases options can be reasonably developed to support an initial level of service. Evidence from other Bay Area communities strongly suggests this planning be done intentionally rather than being allowed to develop organically. While an organic approach is desirable from the perspective of adaptability, the physical location and early station area development strongly indicate a need for a coordinated approach to ensure employer shuttles are a welcomed addition to SMART integration without causing substantial station area circulation issues.

- **Passenger Drop off and Pick up Locations**—If SMART demand develops in a manner that is similar to most other regional rail systems in the US, passenger pick up and drop off is likely to occur at every station location and at significant volume. Some stations have designed in provision for this activity, while others do not. North American experience suggests that passenger drop-off often occurs on an informal basis, even when facilities have been provided to accommodate the activity off-street. This potential needs to be evaluated at every station location to ensure the informal activity does not cause delay or safety issues for the trains, local bus transit services, adjacent roadways, or passengers being dropped off.

Whereas a driver leaves upon dropping off a passenger, passenger pick-up often involves the driver waiting at a location for the passenger to arrive. Again, some stations have space for this built in while others do not. It is worth evaluating this situation at each station to ensure there is at least some minimum number (two is suggested as a starting point) of passenger pick up parking stalls located and signed as such. Further, the use of taxis and ride-sourcing companies, such as Lyft and Uber, will put similar demands on passenger pick-up and drop-off infrastructure.

- **Pedestrian and Bicycle Wayfinding and Pathway Improvement**—Specific needs for enhanced safety of pedestrians and bicyclists were identified in the vicinity of nearly every SMART station. Conflicts between pedestrians/bicyclists and vehicles have not yet been fully evaluated. A fuller understanding of those conflict points must be developed to reasonably ensure the pathway and wayfinding improvements function within the context

of the station locations as pedestrian/bicycle activity generators. SMART should coordinate with each relevant jurisdiction to complete an evaluation of pedestrian and bicycle connectivity and access, and identify and prioritize solutions. A collaborative effort to fund and construct the highest-priority solutions should follow. A further consideration in pedestrian access is ensuring pedestrian improvements are consistent with Americans with Disability Act regulations and guidelines.

Planning efforts led by SMART are currently underway to accommodate and implement bike parking at stations and will result in a Bicycle Parking Investment Plan for SMART stations. Preliminary estimates based on bicycle ridership and station area characteristics show 40% of stations will have medium demand and another 40% will have high demand for bicycle parking.

- **Pedestrian Wayfinding and Pathway Improvement**—One of the disadvantages of using what has been historically a freight rail line is that pedestrians have not only been not accommodated, in most cases pedestrian activity has been discouraged by design to minimize train/pedestrian conflict points. However, the station locations are now evolving to become pedestrian magnets. Municipalities in particular need to evaluate pedestrian facilities, including illumination (most SMART trips will occur in hours of darkness during winter months) and pedestrian wayfinding. SMART, MTC, and several of the jurisdictions have already completed station area plans for the SMART stations. These plans, if executed, will partially address some of these issues. However, to ensure consistency of message and look and feel, SMART should take the lead on implementing a consistent wayfinding program that will assist passengers in identifying opportunities for intermodal connection points along the corridor.

- **Vanshare**—Employees themselves, rather than employers, can operate shuttles. In a few commuter rail station locations in the Puget Sound region, Sounder Commuter Rail customers alight from their train, gather into vans provided by the local transit agency and drive themselves to their nearby employment sites. At some stations the activity is so popular that the number of vans left overnight will exceed twenty vans.

There are currently no publicly-funded vanpool operations in the communities along the SMART corridor and as such, initiating a publicly-funded vanpool program could be a substantial challenge that will require further investigation. Vanpool programs currently offered in the Bay Area by organizations such as 511.org could serve as a model for local programs. Vanpools providing access from SMART stations to employment sites may also require additional coordination with local employers. Another part of the strategy may require that vans be left overnight in the immediate station vicinity.

Still, this model may be one of the faster and more economical ways of providing last-mile connectivity to employment sites. This potential should be evaluated at SMART stations as yet another potential strategy to help meet the demand for connectivity between SMART stations and employment sites.

- **Bikeshare**—While adding bikeshare programs to every station site is unrealistic on opening day, Marin County and the Sonoma County Transportation Authority have conducted bike share feasibility studies and will be forming action plans based on that assessment. Among stations with the highest potential for bikeshare programs, one or two station locations should be selected for implementation of pilot programs to test acceptance of bikeshare as a last mile strategy. Potential future integration with Bay Area Bike Share should be evaluated, as well as opportunities for smaller, locally-operated

bikeshare options (including private systems run by institutions). These efforts should be done in coordination with existing plans to bring bike share to the region. For example, Marin County has already conducted a bike share feasibility study.

- **Carshare**—Each station location should be assessed for the potential to dedicate parking spaces for carshare activity. This would not be necessary on opening day, but is likely to arise as an option many SMART riders will expect. To have pre-identified locations for carshare will allow expedited implementation once demand is more known.
- **Parking Opportunities**—North American experience with regional rail systems suggests heavy reliance on park-and-ride as the single largest segment of station access mode. Sound financial planning has led SMART to invest in park-and-ride facilities in a very measured way. However, the demand is very likely to outstrip supply in the earliest days of implementation at some locations. Options to provide additional parking availability for each station should be developed so that issues can be addressed quickly based on plans and strategies in place the day the first train begins revenue service. SMART and local jurisdictions should also look for opportunities for cooperative use of existing privately-owned parking near stations, as feasible.

STATION ACCESS AND INTEGRATION

Physical geography, land uses, density, infrastructure, and transit availability influence the transportation mode people will use to get to and from SMART stations. Figure 2 shows the predicted station access modes for Phase 1 based on SMART’s 2014 STOPS model. Note that the year of projection is 2015 as that was the projected day of opening when these forecasts were completed.

Figure 2 Predicted Station Access Modes (2015)

Station	Bike/Walk	Kiss-and-Ride	Park-and-Ride	Transit Transfer	Predicted Daily Ridership
Sonoma County Airport	19%	16%	60%	5%	359
Santa Rosa North	64%	6%	25%	5%	197
Santa Rosa Downtown	53%	6%	0%	41%	215
Rohnert Park	73%	11%	15%	1%	213
Cotati	47%	9%	40%	3%	373
Petaluma Downtown	59%	24%	0%	16%	265
Novato San Marin	28%	11%	38%	22%	247
Novato Hamilton	81%	5%	9%	4%	187
Marin Civic Center	92%	3%	3%	2%	253
San Rafael	49%	1%	2%	48%	575

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Sonoma County Airport is expected to have the highest drive alone rate (park-and-ride) because of its location as the north end terminus in Phase 1 of SMART. Sonoma County Airport is the northernmost station, which means it will serve as the catchment area for southbound SMART riders coming from points north. Driving to the station is expected to be low in city areas like San Rafael, where parking availability is lower, and at Santa Rosa North and Novato San Marin due to the physical geography and layout of the stations.

There is opportunity for pick up and drop offs (kiss-and-ride) at all stations and other than San Rafael, most stations are expected to see a moderate to high amount of passenger drop-off activity.

SMART Stations that already have significant existing transit options such as San Rafael, Santa Rosa Downtown, and Petaluma will have a higher propensity for transit mode share (transfers) than areas where service may be realigned at a later date.

Mode share for walking is predicted to be higher near downtown stations, or stations near residential neighborhoods with built infrastructure to ensure a comfortable walk environment, such as San Rafael, and Santa Rosa, or in the case of the Marin Civic Center, proximity to a major trip destination such as the Civic Center.

Although not included in the STOPS model, employer shuttles are expected to be important at Sonoma County Airport, Santa Rosa North, Santa Rosa Downtown, Petaluma Downtown, and Marin Civic Center, due to their proximity to major employers, or dense population and job centers. Bicycles are expected to be used most at Santa Rosa Downtown, San Rafael, and Petaluma. Predicted mode splits are not necessarily in line with the conditions necessary to make employer shuttle programs successful. For example, there are no facilities for employer shuttles at Santa Rosa North Station. Other factors may also influence development of employer shuttles including the nature of the employer and where their employees reside. For example, based on lack of employer interest expressed to date, Petaluma downtown may seem to have high potential, but other influencing factors may blunt that potential. Figure 3 presents a general overview of the expected conditions on the first day of service based on current plans. As one can see, some locations are well prepared while other locations are in need of additional attention to make them as functional or attractive as other station locations. The details of each of overall “Consumer Reports” grading can be found in Section 4 of the main report.

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Figure 3 Summary of Integration Conditions at Phase 1 Stations

Station	Transit service connectivity	Bus stop placement	Kiss-and-Ride	Employer Shuttle Provisions	Pedestrian Connectivity	Bicycle Connectivity
Sonoma County Airport	●	◐	◐	●	●	◐
Santa Rosa North	○	◐	●	●	◐	○
Santa Rosa Downtown	◑	○	○	●	◑	◑
Rohnert Park	○	◑	●	●	◑	◑
Cotati	○	◑	●	●	◑	◑
Petaluma Downtown	◑	○	●	●	◑	◑
Novato San Marin	●	●	◑	○	◐	○
Novato Hamilton	○	◐	●	●	○	○
Marin Civic Center	○	●	◑	◐	◑	●
San Rafael	●	●	◑	◐	●	●



SUMMARY

When implemented, the recommendations described above will create an environment in which SMART can thrive. Enlisting early adopters, a base of riders at the beginning of service, through partnerships with employers and large institutions before the start of service is a key to ensuring a robust start up for SMART. Equally important, information about rider experiences and expectations can clearly guide early development of SMART and how it is integrated with local transit, neighborhoods, and other transportation options. In every location investigated for this report there was obvious coordination and collaboration between SMART, the local transit agency(s), and the local jurisdictions. The recommendations below do not list specific lead agencies as those could be different in each location and will, almost certainly evolve over time. The important consideration is for the project partners to retain the level of coordination and collaboration shown to date.

It is recommended that the pursuit of riders be accomplished through a marketing campaign in the first two years of SMART operation, working directly with employers who are interested in providing additional options for how their employees arrive at work each day, or “early adopters.” High-ridership stations such as Sonoma County Airport, Santa Rosa North, Santa Rosa Downtown, Petaluma Downtown, Novato Hamilton, Marin Civic Center and San Rafael should be targeted. Actual potential riders should be identified through working with these employers. The campaign should also seek to work directly with potential riders. This way, not only are needs that describe the employment end of the trip known, but the needs of the home end of the trip can also be collected and catalogued by station. This activity can occur in advance of commencement of SMART service and should be timed to begin when the in-service date for SMART can be announced.

High priority considerations for stations and topics discussed with potential riders in this early stage of development should include:

- Pedestrian crossings in station vicinities
- Adjacent passenger drop off and pick up locations and access routes in station vicinities
- Adjacent bus stop locations in station vicinities that offer comfortable access to SMART platforms

This report recognizes that every station has different opportunities and challenges in differing measure, and seeks to document and prioritize projects in an effort to integrate SMART service.

HIGHEST PRIORITY PROJECTS FOR PHASE 1

Based on a combination of the predicted station access modes and station integration needs, the following represents the consultant’s recommendation for the top priority projects to launch Phase 1 in the most successful manner possible:

Ridership Development- All Stations:

- Fund a Substantial Marketing and Recruiting Effort – Recruiting early adopters, riders who will use SMART starting opening day.
- Work with area employers to provide first mile/last mile solutions between station sites and employment sites.

Station Specific Infrastructure Needs:

- **Sonoma County Airport and Santa Rosa North**– High potential for employer shuttles and passenger drop offs and pick-ups, identify and improve locations as necessary to ensure these are easily and safely accommodated.
- **Santa Rosa North** – Conduct pedestrian path audit and access improvements to reach the Northside Transfer Center at Coddington.
- **Santa Rosa Downtown** – Identify staging location(s) for employer shuttles.
- **Novato San Marin** –Improve transit access. Add bus stop proximate to the station and devise a bus turnaround. The station pick-up drop-off area is already constructed with a paved surface and geometrics not suited for bus turnaround activity. The option of developing a roundabout at Redwood Boulevard and Rush Landing Rd. should be pursued.
- **Cotati** – Bike path solution that addresses having to cross the railroad tracks twice to continue on the multi-use path.

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Metropolitan Transportation Commission

- **Petaluma Downtown** – Improve pedestrian path between transit center and SMART station. May require installation of bus stops in locations more adjacent to the station platform (this project is under construction).
- **Marin Civic Center** – Improve pedestrian infrastructure to ensure ease of access to employment sites. Some of these efforts are already under construction.
- **Sonoma County Airport** – Relocate bus stops for adjacency to station platform and improve pedestrian environment by installing marked pedestrian crossings. If SCT moves ahead with the airport area shuttle, location of bus stops close to the station will be very important to assist in successful implementation.
- **Santa Rosa Downtown** – Improve bus stop placement on Third Street in both directions adjacent to SMART station.
- **San Rafael – San Rafael Transit Center** – Improve safety and circulation in the station area for SMART Phase 1. Identify short- and long-term solutions for the Transit Center in Phase 2, when SMART tracks extended to Larkspur will physically divide the present transit center. A separate study is underway to identify short- and long-term solutions which may involve partial or full relocation of the transit center. While this report does not focus on those solutions, the project partners have identified resolving the needs of this station and station area as a high priority.

A summary of selection criteria used to determine the priority of these top projects can be found in Appendix C. Stations with expected high usage and high needs top the list.

Staff Report

To: Sonoma County Transportation Authority
From: Seana L. S. Gause, Senior – Programming and Projects
Item: 4.4.3 – One Bay Area Grant Cycle 2 (OBAG2) call for projects and Safe Routes to School fund programming
Date: November 14, 2016

Issue:

Shall the Board approve the proposed application and instructions for the One Bay Area Grant Cycle 2 (OBAG2) and authorize staff to release the call for projects?

Shall the Board designate the SCTA as project sponsor of the Countywide Safe Routes to Schools Program for OBAG2 and approve the associated resolution of local support?

Background:

OBAG2 Call for Projects

Earlier this year the Metropolitan Transportation Commission (MTC) approved the One Bay Area Grant Cycle 2 (OBAG2). Subsequently, the federal transportation bill known as the Fixing America’s Surface Transportation Act (FAST) was passed, providing for some additional, unanticipated funding that needed to be accounted for in the County Share distribution, and among other regional programs. These additional funds were approved in July, along with a directive to the Congestion Management Agencies (CMAs) to reward those sponsors with effective housing anti-displacement policies as part of the scoring criteria in the applications for projects.

In May of this year, staff presented a draft OBAG2 application and process to the SCTA Board in anticipation of issuing a call for projects the following month. However, the timing of the FAST Act and desire to incorporate anti-displacement within the scoring criteria delayed the call for projects. SCTA staff has since been revising the application to include anti-displacement policies and has met with the Planning Directors Advisory Committee (PAC) in September and October to develop additional scoring criteria to reward such policies.

The attached OBAG2 application has been updated to include a new section (8f) that awards additional points for those sponsor jurisdictions that have policies that are viewed to be effective in supporting anti-displacement for residents. The attached application and instructions have been revised for use in association with OBAG2. Also attached is a schedule which shows the key decision points in the process. The applications will be distributed electronically and are fillable forms. Once received, the applications will be scored on evaluation criteria based on a point system meant to assess how well a given project meets the criteria. Criteria will evaluate how well a project meets the goals established by MTC for both the grant and Plan Bay Area as well as how the projects fit with SCTA priorities. The new section contains a list of 9 policies and one “other” option. For each three policies that a sponsor jurisdiction employs, one point will be awarded. The Maximum total points available on the application is 34.

Countywide Safe Routes to Schools Program

As part of development for OBAG2 funding, and during the Measure M Strategic Plan update, the County Department of Health Services (DHS), the entity currently responsible for implementing the Countywide Safe Routes to Schools Program indicated they would not seek to continue in that role. Because the bulk of the funding that supports the program is federal funding, the lead agency for the program must be an eligible recipient for federal funds and have a master agreement with Caltrans to receive federal funding. After discussions with other possible sponsor agencies, SCTA staff recommends that SCTA take back the responsibility of administering the Countywide program. To do so in a timely manner would require the Board to adopt a resolution of local support and act to program the available funding from OBAG 2 to the SCTA. The SCTA is an eligible federal aid recipient, and had responsibility for the Countywide program prior to delegating that responsibility to DHS.

There is some urgency to act, as the delays in the release of OBAG2 have caused a gap in funding for the program which could hinder or eliminate the program altogether. SCTA approved a stop gap measure of forwarding Measure M funds from future years, to fill the funding gap, but that “worst case scenario” eliminates the ability to use Measure M as a match for the federal funds once they are available. Programming the funds to SCTA does not change the overall amount of OBAG2 funds available, as the funds were earmarked for the program no matter who the federal sponsor is.

SCTA staff will develop an overall vision for the program and a request for proposals to be brought back to the Board in the future in order to have the program operating in school year18/19.

Policy Impacts:

The OBAG2 application is intended to aid SCTA in setting local funding priorities and to solicit projects that meet the goals of the Sustainable Communities Strategy.

Programming the federal funds for Safe Routes to School is within existing policy.

Fiscal Impacts:

The applications will be used to determine which projects are best suited to receive federal funding through the OBAG2.

Programming funds for Safe Routes to Schools to SCTA will allow the program to continue without interruption. A portion of the funding that was programmed into Measure M to bridge the gap in funding will be used to match the federal funds from OBAG2. The remainder of the funds programmed to bridge the gap will be available as a potential match for future rounds of federal funding. The Safe Routes funding available is the OBAG2 County share of \$1,655,000 and two previous augmentations that have yet to be programmed totaling \$345,000. The total amount available is \$2,000,000

Staff Recommendation:

Staff recommends that the Board review and approve the attached application, schedule, and instruction packet and direct staff to release the call for projects on November 15.

Staff also recommends that the Board approve SCTA staff as the new sponsor/implementer of the Countywide Safe Routes to Schools Program and approve the associated resolution of local support (No. 2016-022) which will allow the project to be amended into the Transportation Improvement Program and programmed with the funds available from OBAG2.

Sonoma County Transportation Authority One Bay Area Grant Application

Project Sponsor:

Single Point of Contact:

Email/Phone:

Project Title:

Project Location/Description: (1-5 points)

Project Type: Check all that apply; indicate percentage of each if there is more than one element

- | | | | |
|--------------------------|---|-------|---|
| <input type="checkbox"/> | Transit Improvements | _____ | % |
| <input type="checkbox"/> | Bicycle and Pedestrian Improvements ¹ | _____ | % |
| <input type="checkbox"/> | Local Streets and Roads Preservation ² | _____ | % |
| <input type="checkbox"/> | Safe Routes to Schools or Transit ¹ | _____ | % |
| <input type="checkbox"/> | Transportation for Livable Communities ¹ | _____ | % |
| <input type="checkbox"/> | Priority Conservation Areas | _____ | % |

¹ Is project within the Bay Area Air Quality Management District (BAAQMD)? Y N

² Roads must be eligible for federal aid.

See Attachment A of Metropolitan Transportation Commission (MTC) Resolution 4035 Cycle 2 Program Project Selection Criteria and Programming Policy for details on the above.

RTP ID#:

- Transportation for Livable Communities: 21011
- Regional Bicycle Program: 22247
- Local Streets and Roads Maintenance: 230700
- Other:

RTP Goals: Please describe the relationship of project to meeting goals of the MTC Regional Transportation Plan (RTP):

Check which goals apply: (0-2 points)

- | | |
|--|---|
| <input type="checkbox"/> Climate Protection | <input type="checkbox"/> Adequate Housing |
| <input type="checkbox"/> Reduce Premature Death from Particulate Matter | <input type="checkbox"/> Reduce # of Injuries and Fatalities from Collisions |
| <input type="checkbox"/> Increase Average Daily Walking and Biking for Transportation by 60% | <input type="checkbox"/> Open Space and Agricultural Preservation |
| <input type="checkbox"/> Equitable Access | <input type="checkbox"/> Economic Vitality |
| <input type="checkbox"/> Decrease Average Per Trip Travel Time | <input type="checkbox"/> Maintain the Transportation System in a State of Good Repair |



SONOMA COUNTY TRANSPORTATION AUTHORITY

Sonoma County Transportation Authority

One Bay Area Grant Application

Please answer the following questions regarding the proposed project:

1. Has the sponsor failed to comply with regional or state delivery milestones in the past 3 years? (0-5 pts) Y N
2. Is there a Project Map attached to the current application? Y N
3. Is the proposed project inside the boundaries of an approved Priority Development Area (PDA), Rural Investment Area (RIA) or Employment Center? (0-1 pt) Y N
4. Does the Project serve a PDA? (0-1 pt) Y N
5. If the project serves a PDA, please explain how: (0-2pts)
6. Did sponsor do public outreach to develop this project specifically? (0-2 pts) Y N

Please provide documentation of the public outreach process including dates and times of meetings held, number of participants and notification process:

7. Funding Estimates: Round to nearest thousand for programming purposes

Grant Request:

Total Project Cost:

Phase	FFY 18/19		FFY 19/20		FFY 20/21		FFY21/22	
	Federal Fund	Local Match						
Preliminary Engineering	\$	\$	\$	\$	\$	\$	\$	\$
Construction	\$	\$	\$	\$	\$	\$	\$	\$

Indicate source(s) of matching funds here:

Source						
Amount	\$	\$	\$	\$	\$	\$

8. Establishing Connections to Land Use:

8a. Is the project located in high impact area? (0-1 point)

8b. Is the project located in Community of Concern as defined by MTC?

www.scta.ca.gov/pdf/transportation/coc-map.pdf (0-1 point)

8c. Is the project in a PDA? (0-1 point)

8d. Does the project represent an investment that is consistent with the Air District's Planning Healthy Places guidelines? (0-1 point)



SONOMA COUNTY TRANSPORTATION AUTHORITY

Sonoma County Transportation Authority

One Bay Area Grant Application

8e. Is the project located in PDAs that overlap or are co-located with 1) populations exposed to outdoor toxic air contaminants, as identified in the Air District’s Community Air Risk Evaluation (CARE) Program and / or 2) freight transport infrastructure? (0-1 point)

8f. Does the sponsor employ any of the anti-displacement land use policies and regulations?: (1 point for each three policies checked)

- Condominium Conversion Regulations Y
- Mobile Home Conversion Regulations Y
- Living Wage Ordinance Y
- Inclusionary Policy: Housing Element Y
- In Lieu Fee for Affordable Housing Y
- Commercial Linkage Fee Y
- Preservation of Affordable Housing Projects Y
- Rent Control or Stabilization Y
- Single Room Occupancy Preservation Policies Y
- Other Y

If “Other” is chosen above please explain (1 point):

9. Complete Streets Components: Please indicate all the complete streets elements proposed as part of this project:

9a. Choose an item.	9b. Choose an item.
9c. Choose an item.	9d. Choose an item.
9e. Choose an item.	9f. Choose an item.
9g. Choose an item.	9h. Choose an item.
9i. Choose an item.	9j.

10. Schedule: Please provide project development schedule: (0-5 points)

Phase	Begin MO/YR	End MO/YR
Scoping		
ENV		
PSE		
R/W		
CON		

Sonoma County Transportation Authority

One Bay Area Grant Application

Please indicate the dates sponsor anticipates achieving the following milestones. Base schedule on 11/14/2016 SCTA board grant award date and add justification and narrative where appropriate:

10a. Resolution of Local Support for project:

10b. FMS Application:

10c. Field Review:

10d. Cultural Resources record search:

10e. Disadvantaged Business Enterprise Local Assistance Procedures Manual Form 9-B:

10f. Request for Authorization: *(Please indicate both PE and CON phases if seeking funding for both):*

10g. Receipt of Authorization (E-76):

11. If a Local Streets and Roads Preservation (LSRP) project, please indicate the federal aid classification of each road proposed: **(0-1 point)**

12. If a LSRP, please indicate the number of lane miles to be improved (include street name, length and Pavement Condition Index [PCI] of each segment): **(0-1 point)**

13. If LSRP project, what type? **(0-1 point)**

- Pavement Rehabilitation (<70 PCI),
- Preventative Maintenance (≥70 PCI),
- Non-Pavement

14. Does sponsor have a current, certified Pavement Management Program? Y N

14a. Please indicate the date of last certification:

15. Is this a bicycle/ pedestrian and/or non infrastructure project only? **(3 points)** | Y | N

Sonoma County Transportation Authority

One Bay Area Grant Application

Required Attachments: FOR INTERNAL SCTA USE ONLY

- General Plan (GP) Circulation Element Amendment or Complete Streets Policy Resolution
- Housing & Community Development (HCD) Certification for General Plan Housing Element
- Complete Streets Checklist
- Project Map (including Priority Development Area (PDA) boundaries)
- Transit District: GP and HCD Exempt
- Project on Tribal Lands: GP and HCD Exempt
- Current Certified Pavement Management Program?
- Complete Streets Act Compliant GP (Post 2010) or Resolution for Complete Streets Policy?

Sonoma County Transportation Authority

One Bay Area Grant Application: Instructions

Required Attachments: *If an agency is submitting multiple applications, an application for each project should be submitted, however, it is not necessary to provide multiple copies of the required elements. Please submit ONE copy of required elements. All sponsors must have adopted a Complete Streets Resolution incorporating MTCs nine required complete streets elements or have adopted a significant revision to the General Plan Circulation element after January 1, 2010 that complies with the Complete Streets Act of 2008.*

Project Sponsor: Please indicate the Agency sponsoring the project. Agency must have a master agreement with Caltrans to be eligible to receive federal transportation funds.

Single Point of Contact: Agencies must choose ONE single point of contact for all Federal Highway Administration (FHWA) funded projects, per MTC project and delivery monitoring requirements. Please update FMS if an agency's single point of contact has changed.

Email/Phone: Please provide the email address and primary phone number for the single point of contact listed above.

Project Title: Please provide the project title. If project is a LSRP project please use "Year Rehabilitation of Various Streets in *X jurisdiction*" for the title. Use the expanded project location category below to outline street names and segments. When projects are programmed into MTC's Fund Management System (FMS) this will facilitate minor scope changes to project without the need for a full Federal Transportation Improvement Program (FTIP) amendment.

Project Location/Description: Please provide an expanded project description of your proposed project, including if applicable, street names, PDA name, how project focuses growth of PDA and proposed improvements.

Project Type: Please indicate the Project Type by checking the appropriate box listed. Please also indicate the percentage of each project type if you are applying for more than one. The fund sources available are Surface Transportation Program (STP), Congestion Mitigation and Air Quality Improvement Program (CMAQ), and Transportation Enhancement Funds (TE). If applying for a project to be funded with CMAQ, please indicate if the project is located within the Bay Area Air Quality Management District (BAAQMD) boundaries. If applying for STP/CMAQ funds for roadway improvements, projects must be Federal Aid eligible roadways. Bicycle and Pedestrian improvements do not need to be located on federal aid eligible roadways, however, they must be included in the Countywide Bike Plan. CMAQ funds may NOT be used for routine maintenance of bicycle and pedestrian facilities. CMAQ funds may be used if substantially upgrading bicycle and pedestrian facilities where improvements will substantially increase use (dirt path to paved pathway, etc). Please see the links for more information on STP and CMAQ eligibility criteria:

Sonoma County Transportation Authority

One Bay Area Grant Application: Instructions

STP: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g04stp.pdf

CMAQ: http://www.dot.ca.gov/hq/LocalPrograms/lam/prog_g/g05cmaq.pdf

RTP ID#: Please identify the RTP identification number. See attached list.

RTP Goals: Please identify the relationship of the proposed project to meeting the goals of the MTC Regional Transportation Plan (Plan Bay Area). See attachment. Also please check all the boxes of the listed RTP goals that apply to the proposed project.

Guidance to questions 1-16

1. **Regional Delivery Deadlines:** Please indicate (Yes or No) if sponsor agency has failed to meet regional delivery deadlines (as defined in MTC Resolution 3606) in the last three years.
2. **Project Map:** Please indicate (Yes or No) if a Project Map is attached to the current OBAG application. Project Map (including Priority Development Area (PDA) boundaries) should show the project location, including street names and boundaries of any PDA, if being served. Applications without a project map will be rejected.
3. **Priority Development Areas:** Please indicate (Yes or No) if the proposed project is located within an approved Priority Development Area (PDA), Rural Investment Area (RIA), or Employment Center boundary. See <http://www.sctainfo.org/pdf/transportation/COC-map.pdf> If yes, skip to #10.
4. If the proposed project is not within an approved PDA boundary, please indicate (Yes or No) if the project serves a PDA.
5. If the project serves a PDA, please explain how it serves the PDA in detail (ex: provides bike path from residential neighborhood to school located in PDA; improves streets leading to shopping or services located in PDA; provides transit stops within reasonable walking distance to goods and services in PDA, etc).
6. **Public Outreach:** Please indicate (Yes or No) per Title VI, if any public outreach was done as part of project development by sponsor agency specifically for the proposed project. Please attach documentation in the form of a MS Word document or Adobe pdf that include dates of any meetings held, the number of participants that attended the meetings, whether alternative language services were included and what the public notification process entailed (local newspaper public notice, web posting, radio spots, bus advertisements etc.). Points will be awarded as follows (no public outreach = 0, general public outreach, as for a CIP or other = 1, project specific outreach = 2).
7. **Funding Estimates:** please provide project total cost (rounded to the nearest thousand dollars). Please indicate the federal fiscal year (FFY) and phase in which sponsor jurisdiction is requesting the funding be programmed (in the appropriate column). Federal

Sonoma County Transportation Authority

One Bay Area Grant Application: Instructions

fiscal year runs from October 1 through September 30. Please note that no programming will be available for FFY17/18, as only regional programs will receive funding in that year. ONLY Preliminary Engineering funds will be programmed in FFY 18/19 unless a jurisdiction can demonstrate federal environmental compliance and 100% completed Design and Right-of-Way phases. See number 14 below for more on phases. FFY 18/19 the deadline for completing a field review with Caltrans Local Assistance is October 30, 2018. Preliminary Engineering consists of scoping, environmental, design (or PS&E) and right-of-way phases. Construction/Construction Engineering are programmed separately. Field reviews should be completed or scheduled with Caltrans in 2018 and 2019 even if funding is not programmed until subsequent fiscal years. This is to allow adequate time for project development and completion of the environmental process. Deadlines for submittals of COMPLETE Requests for Authorization (RFA) and receipt of Authorization to Proceed (E-76) for each federal fiscal year (FFY) are listed below:

- FFY 18/19 RFA package to Caltrans Local Assistance is December 1, 2018. E-76 from FHWA: January 31, 2019.
- FFY 19/20 RFA package to Caltrans Local Assistance is December 1, 2019. E-76 from FHWA: January 31, 2020.
- FFY 20/21 RFA package to Caltrans Local Assistance is December 1, 2020. E-76 from FHWA: January 31, 2021.
- FFY 21/22 RFA package to Caltrans Local Assistance is December 1, 2021. E-76 from FHWA: January 31, 2022.

Please also note that all OBAG projects will require a minimum 11.47% local match. In order to determine the amount of federal funding requested and the amount of match, please estimate the total project cost, and then multiply by 11.47% to determine the minimum match amount. ONLY funds expended AFTER federal authorization to proceed is received are eligible for reimbursement*.

**Unless "Advanced Construction" is secured. See Local Assistance Procedures Manual for details*

Please also indicate the amount of matching funds per source. Be specific about the source of matching funds (EXAMPLE: Flowerfield Apartment Mitigation Funds \$20K, or General Fund allocation \$500K).

8. **Connections to Local Land Use:**

- a. High Impact Areas are defined as:
 - PDAs taking on significant housing growth (total number of units) in the Sustainable Communities Strategy (SCS) including RHNA allocations, as well as housing production, especially those PDAs that are delivering large numbers of very low, low and moderate income housing units;

Sonoma County Transportation Authority

One Bay Area Grant Application: Instructions

- Dense job centers in proximity to transit and housing (both current levels and those included in the SCS) especially those which are supported by reduced parking requirements and Travel Demand Management (TDM) programs;
- Improved transportation choices for all income levels (reduces VMT), proximity to quality transit access, with an emphasis on connectivity (including safety, lighting, etc.)

- 8b. Communities of Concern (COC) as defined by MTC: See the following map for Sonoma County COCs <http://scta.ca.gov/planning/comprehensive-transportation-plan/sonoma-disadvantaged-communities/>
- 8c. Indicate if the project is within a PDA with affordable housing preservation, creation strategies and community stabilization policies. Provide references.
- 8d. See Association of Bay Area Governments website for Planning Healthy Places Guidelines www.abag.ca.gov .
- 8e. Indicate if the project is located in PDAs that overlap or are co-located with populations exposed to outdoor toxic contaminants or freight transportation infrastructure.
- 8f. Please check each of the boxes that apply to regulations or policies employed within the sponsor jurisdiction and provide reference (not necessarily full text) of where this policy is located (ie General Plan, City Ordinance, Council Resolution number, etc.). For each three policies chosen, 1 point will be awarded. If other is chosen please indicate how the policy applies to anti-displacement. If policy not listed in application is specific to anti-displacement, an additional point for that policy may be awarded. For those project sponsors (such as transit districts) which might occur in multiple jurisdictions, all the policies in all the jurisdictions in question may be marked cumulatively on the application.
9. **a through j. Complete Streets Components** Please use the pull down menus to indicate all the applicable complete streets elements included as part of your proposed project. Options include sidewalks, ADA ramps, crosswalks, bulb outs, bike lanes, signage, signals, street furniture, bus stops, bus pull outs, bus routes, truck routes. Use box 11i to indicate “other” and 11j to list other elements not listed in the above pull-down menu.
10. **Schedule:** Please indicate the month and year beginning and end of each developmental phase Preliminary Engineering (Scoping, Environmental or ENV, Design or PSE), Right-of-Way or R/W, and Construction or CON (and Construction Engineering) of proposed project. If proposed project does not conform to the standard infrastructure milestones, please use the Construction phase (CON) to indicate your project implementation beginning and end.

Sonoma County Transportation Authority

One Bay Area Grant Application: Instructions

Project Delivery Milestones a through f. Please indicate the dates upon which your agency anticipates achieving the listed milestones: Resolution of Local Support (must be completed by the time the FMS application is submitted to MTC), FMS application (to be submitted after SCTA approval of Program of Projects for OBAG), Field Review (see deadlines listed above in number 10), Request for Authorization (see deadlines listed above in number 10), Receipt of Authorization to Proceed or E-76 (see deadlines listed above in number 10). New to this application is the Cultural Resources record search date. This will help identify any valuable cultural resources early in the development process in order to avoid and protect such resources and avoid costly delays. 0-5 points will be awarded based on the demonstrated understanding of regional deadlines and deliverability of the project.

11. **Local Streets and Roads Preservation Projects** If the proposed project is a Local Streets and Roads Preservation project, please indicate the federal classification of each road proposed. If not LSRP project skip to number 15.
12. If an LSRP project, please indicate the number of lane miles of each road segment to be improved, including street name, length, and Pavement Condition Index of each segment.
13. If an LSRP project, please check the appropriate box to indicate which type of LSRP project is being proposed.
14. **Certified Pavement Management Program:** Transit Districts and Non-infrastructure projects may skip this question. Please indicate (Yes or No) if sponsor agency has an approved certified Pavement Management Program (PMP). Proposed LSRP projects from agencies without a certified PMP are ineligible for OBAG funding. Please provide the date of the last MTC certification of the PMP.
15. **Bicycle and Pedestrian Only Project or Non infrastructure Project:** this question allows non-road projects to garner the same number of total points as a LSRP projects. LSRP projects will not receive points on this question.

ID	Task Name	Duration	Start	1st Half	2nd Half												
1	MTC Approve OBAG Release	0 days	Wed 7/27/16		◆ 7/27												
2	Call for Projects Released by SCTA	0 days	Tue 11/15/16			◆ 11/15											
3	Sponsors Complete Applications	36 days?	Fri 1/13/17			◆ 1/13											
4	Applications Due to SCTA	0 days	Fri 1/13/17														
5	SCTA Review Applications	31 days?	Fri 1/13/17														
6	Advisory Committee Review/Approval	15 days?	Wed 3/8/17														
7	Board Approval	0 days	Mon 5/8/17														
8	Sponsors Complete FMS Applications	34 days?	Mon 5/8/17														
9	SCTA Complete Submission of FMS Apps	23 days?	Wed 5/31/17														
10	FY 17/18	261 days?	Sun 10/1/17														
11	FY 18/19	261 days?	Mon 10/1/18														
12	Request for Authorization Due	0 days	Mon 12/3/18														
13	Authorization (E-76) Receipt Deadline	0 days	Thu 1/31/19														
14	FY 19/20	262 days?	Tue 10/1/19														
15	Request for Authorization Due	0 days	Mon 12/2/19														
16	Authorization (E-76) Receipt Deadline	0 days	Fri 1/31/20														
17	FY 20/21	261 days?	Thu 10/1/20														
18	Request for Authorization Due	0 days	Tue 12/1/20														
19	Authorization (E-76) Receipt Due	0 days	Mon 2/1/21														
20	FY 21/22	261 days?	Fri 10/1/21														
21	Request for Authorization Due	0 days	Wed 12/1/21														
22	Authorization (E-76) Receipt Due	0 days	Mon 1/31/22														

Project: OBAG 2 Schedule Date: Mon 10/31/16	Task		Project Summary		Inactive Summary		Manual Summary		External Milestone	
	Split		External Tasks		Manual Task		Start-only		Progress	
	Milestone		External Milestone		Duration-only		Finish-only		Deadline	
	Summary		Inactive Milestone		Manual Summary Rollup		External Tasks			

Mendocino County

Cloverdale

Lake County



101

Healdsburg

128

Windsor

Napa County

Pacific Ocean

1

116

Sebastopol

Santa Rosa

12

Rohnert Park

116

Cotati

12



Legend

- Sonoma County Communities of Concern - Census Block Groups with 30% and over households with income below 2x the Federal Poverty Level using estimates from the 2010 US Census.
- Communities of Concern identified using MTC Plan Bay Area criteria. Regional criteria applied at the census tract level.
- Building footprints located within Communities of Concern. Included to illustrate population concentrations in these areas.

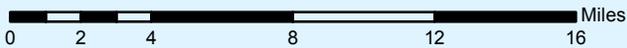
Marin County

Sonoma

Petaluma

68
121

101



RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, AUTHORIZING THE FILING OF AN APPLICATION FOR FUNDING ASSIGNED TO MTC AND COMMITTING ANY NECESSARY MATCHING FUNDS AND STATING ASSURANCE TO COMPLETE THE PROJECT

WHEREAS, SONOMA COUNTY TRANSPORTATION AUTHORITY (herein referred to as APPLICANT) is submitting an application to the Metropolitan Transportation Commission (MTC) for \$1,655,000 in funding assigned to MTC for programming discretion, which includes federal funding administered by the Federal Highway Administration (FHWA) and federal or state funding administered by the California Transportation Commission (CTC) such as Surface Transportation Block Grant Program (STP) funding, Congestion Mitigation and Air Quality Improvement Program (CMAQ) funding, Transportation Alternatives (TA) set-aside/Active Transportation Program (ATP) funding, and Regional Transportation Improvement Program (RTIP) funding (herein collectively referred to as REGIONAL DISCRETIONARY FUNDING) for the SONOMA COUNTY SAFE ROUTES TO SCHOOLS PROGRAM (herein referred to as PROJECT) for the CONGESTION MITIGATION/AIR QUALITY IMPROVEMENT and SURFACE TRANSPORTATION PROGRAMS (herein referred to as PROGRAMS); and

WHEREAS, the United States Congress from time to time enacts and amends legislation to provide funding for various transportation needs and programs, (collectively, the FEDERAL TRANSPORTATION ACT) including, but not limited to the Surface Transportation Block Grant Program (STP) (23 U.S.C. § 133), the Congestion Mitigation and Air Quality Improvement Program (CMAQ) (23 U.S.C. § 149) and the Transportation Alternatives (TA) set-aside (23 U.S.C. § 133); and

WHEREAS, State statutes, including California Streets and Highways Code §182.6, §182.7, and §2381(a)(1), and California Government Code §14527, provide various funding programs for the programming discretion of the Metropolitan Planning Organization (MPO) and the Regional Transportation Planning Agency (RTPA); and

WHEREAS, pursuant to the FEDERAL TRANSPORTATION ACT, and any regulations promulgated thereunder, eligible project sponsors wishing to receive federal or state funds for a regionally-significant project shall submit an application first with the appropriate MPO, or RTPA, as applicable, for review and inclusion in the federal Transportation Improvement Program (TIP); and

WHEREAS, MTC is the MPO and RTPA for the nine counties of the San Francisco Bay region; and

WHEREAS, MTC has adopted a Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) that sets out procedures governing the application and use of REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, APPLICANT is an eligible sponsor for REGIONAL DISCRETIONARY FUNDING; and

WHEREAS, as part of the application for REGIONAL DISCRETIONARY FUNDING, MTC requires a resolution adopted by the responsible implementing agency stating the following:

- the commitment of any required matching funds; and
- that the sponsor understands that the REGIONAL DISCRETIONARY FUNDING is fixed at the

- programmed amount, and therefore any cost increase cannot be expected to be funded with additional REGIONAL DISCRETIONARY FUNDING; and
- that the PROJECT will comply with the procedures, delivery milestones and funding deadlines specified in the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised); and
 - the assurance of the sponsor to complete the PROJECT as described in the application, subject to environmental clearance, and if approved, as included in MTC's federal Transportation Improvement Program (TIP); and
 - that the PROJECT will have adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and
 - that the PROJECT will comply with all project-specific requirements as set forth in the PROGRAM; and
 - that APPLICANT has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with MTC, Caltrans, FHWA, and CTC on all communications, inquiries or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and

WHEREAS, that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and

WHEREAS, there is no legal impediment to APPLICANT making applications for the funds; and

WHEREAS, there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and

WHEREAS, APPLICANT authorizes its Executive Director or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and

WHEREAS, MTC requires that a copy of this resolution be transmitted to the MTC in conjunction with the filing of the application.

NOW, THEREFORE, BE IT RESOLVED that the APPLICANT is authorized to execute and file an application for funding for the PROJECT for REGIONAL DISCRETIONARY FUNDING under the FEDERAL TRANSPORTATION ACT or continued funding; and be it further

RESOLVED that APPLICANT will provide any required matching funds; and be it further

RESOLVED that APPLICANT understands that the REGIONAL DISCRETIONARY FUNDING for the project is fixed at the MTC approved programmed amount, and that any cost increases must be funded by the APPLICANT from other funds, and that APPLICANT does not expect any cost increases to be funded with additional REGIONAL DISCRETIONARY FUNDING; and be it further

RESOLVED that APPLICANT understands the funding deadlines associated with these funds and

will comply with the provisions and requirements of the Regional Project Funding Delivery Policy (MTC Resolution No. 3606, revised) and APPLICANT has, and will retain the expertise, knowledge and resources necessary to deliver federally-funded transportation and transit projects, and has assigned, and will maintain a single point of contact for all FHWA- and CTC-funded transportation projects to coordinate within the agency and with the respective Congestion Management Agency (CMA), MTC, Caltrans, FHWA, and CTC on all communications, inquires or issues that may arise during the federal programming and delivery process for all FHWA- and CTC-funded transportation and transit projects implemented by APPLICANT; and be it further

RESOLVED that PROJECT will be implemented as described in the complete application and in this resolution, subject to environmental clearance, and, if approved, for the amount approved by MTC and programmed in the federal TIP; and be it further

RESOLVED that APPLICANT has reviewed the PROJECT and has adequate staffing resources to deliver and complete the PROJECT within the schedule submitted with the project application; and be it further

RESOLVED that PROJECT will comply with the requirements as set forth in MTC programming guidelines and project selection procedures for the PROGRAM; and be it further

RESOLVED that, in the case of a transit project, APPLICANT agrees to comply with the requirements of MTC's Transit Coordination Implementation Plan as set forth in MTC Resolution No. 3866, revised; and be it further

RESOLVED that, in the case of a highway project, APPLICANT agrees to comply with the requirements of MTC's Traffic Operations System (TOS) Policy as set forth in MTC Resolution No. 4104; and be it further

RESOLVED that, in the case of an RTIP project, PROJECT is included in a local congestion management plan, or is consistent with the capital improvement program adopted pursuant to MTC's funding agreement with the countywide transportation agency; and be it further

RESOLVED that APPLICANT is an eligible sponsor of REGIONAL DISCRETIONARY FUNDING funded projects; and be it further

RESOLVED that APPLICANT is authorized to submit an application for REGIONAL DISCRETIONARY FUNDING for the PROJECT; and be it further

RESOLVED that there is no legal impediment to APPLICANT making applications for the funds; and be it further

RESOLVED that there is no pending or threatened litigation that might in any way adversely affect the proposed PROJECT, or the ability of APPLICANT to deliver such PROJECT; and be it further

RESOLVED that APPLICANT authorizes its Executive Director or designee to execute and file an application with MTC for REGIONAL DISCRETIONARY FUNDING for the PROJECT as referenced in this resolution; and be it further

RESOLVED that a copy of this resolution will be transmitted to MTC in conjunction with the filing of the application; and be it further

RESOLVED that MTC is requested to support the application for the PROJECT described in the resolution, and if approved, to include the PROJECT in MTC's federal TIP upon submittal by the project sponsor for TIP programming.

THE FOREGOING RESOLUTION was moved by Director , seconded by Director , and approved by the following vote:

Director Chambers	_____	Director Mackenzie	_____
Director Coursey	_____	Director Miller	_____
Director Gallian	_____	Director Rabbitt	_____
Director Gorin	_____	Director Russell	_____
Director Gurney	_____	Director Salmon	_____
Director Landman	_____	Director Zane	_____

Ayes:

Noes:

Absent:

Abstain:

David Rabbitt, SCTA Chair

This **RESOLUTION** was entered into at a meeting of the Sonoma County Transportation Authority held on November 14, 2016 in Santa Rosa, California

Suzanne Smith, Executive Director
Clerk, Sonoma County Transportation Authority

Staff Report

To: Sonoma County Transportation Authority
From: Seana L. S. Gause, Senior – Programming and Projects
Item: 4.5.1 – Measure M 2017 Strategic Plan
Date: November 14, 2016

Issue:

Shall the Board approve the *2017 Measure M Strategic Plan* for use and distribution?

Background:

Over the last year staff has been working with our partner agencies to develop the *2017 Measure M Strategic Plan*. A draft of that plan has been distributed to the Board and is available on-line at:

http://www.sctainfo.org/reports/Measure_M_Strategic_Plan/2014_Measure_M_Strategic_Plan_Draft.pdf.

The format of the plan is largely similar to the previous plan, with an executive summary, background, methodology and approach, policies and procedures, cash flow model, and project information sheets. The appendices include a link to resources for project sponsors and a copy of the original ballot measure for reference.

In the last six months the Board adopted the programming for Highway 101 Projects, the Local Street Projects (LSP) and Bike/Ped Projects. The draft plan includes the cash flow models for all programs.

After receiving comments from the Board, staff will edit the document if necessary, or if no edits are requested the document could be approved by the Board. If the Board approves the plan, staff will have hard copies reproduced and distributed to the Board, members of the Citizens Advisory Committee, the project sponsors/Measure M fund recipients and SCTA staff.

The Citizens Advisory Committee, tasked with oversight of Measure M, has reviewed the proposed plan and recommends it for approval.

Policy Impacts:

When adopted by the Board, the *2017 Measure M Strategic Plan* will become policy. Please reference Chapter 3 for programming decisions and Chapter 4 for policies included in the Plan. The current update incorporates previously approved policies, including amendments to Measure M Projects (4.19).

Fiscal Impacts:

With the exception of the Highway 101 and SMART programs, all programming of funds are within the assumed pay-go capacity of Measure M. To keep within individual program capacities, the LSP program provides inter-program loans to the Bike/Ped program. Inter-program loans are re-paid with interest.

Staff Recommendation:

Staff recommends that the Board consider approving the *2017 Measure M Strategic Plan*.

Staff Report

To: SCTA Board of Directors
From: Suzanne Smith
Item: 5.2 – Regional Agencies Reports
Date: November 14, 2016

Issue:

Recent updates from:

- Sonoma Clean Power
- Sonoma/Marin Area Rail Transit (SMART)
- Golden Gate Bridge, Highway and Transportation District (GGBHTD)
- Metropolitan Transportation Commission (MTC)
- Association of Bay Area Governments (ABAG)
- Bay Area Air Quality Management District (BAAQMD)
- Bay Conservation and Development Commission (BCDC)
- California Councils of Governments (CALCOG)
- Self Help Counties Coalition

Background:

The following links provide information regarding various regional agencies and issues:

- MTC Executive Director's Repo
 - <http://mtc.ca.gov/whats-happening/news/executive-directors-report>
- SMART
 - http://www2.sonomamarintrain.org/userfiles/file/GM_Report_-_October_2016_FINAL.pdf

Staff Recommendation:

This is an information item only.

Technical Advisory Committee

MEETING AGENDA

PLEASE NOTE ALTERNATE MEETING LOCATION

October 27, 2016 – 1:30 p.m.

Sonoma County Transportation Authority
DHS City View Rooms
625 Fifth Street
Santa Rosa, California 95401

ITEM

1. Introductions
 2. Public Comment
 3. Approval of Minutes, August 25, 2016*
 4. TFCA/TDA Article 3 Quarterly Report – **DISCUSSION / ACTION**
 5. Measure M **DISCUSSION / ACTION**
 - 5.1. Measure M Invoicing Status*
 - 5.2. Measure M Strategic Plan Draft will go to Citizen’s Advisory Committee on October 31, 2016
 6. Regional Information Update **DISCUSSION / ACTION**
 - 6.1. One Bay Area Grant Round 2 (OBAG2)
 - 6.1a. OBAG Land Use Requirements*
 - 6.1b. Changes to application**
 - 6.2. Regional Materials pertaining to Sonoma County from Partnership working group meetings*
 - 6.3. Local Assistance Technical Assistance Program (*Caltrans will be hosting a series of Federal Aid Series and Resident Engineer Academy Training sessions. Registration is open until one week prior to the date of training. Registration is available online at: <http://www.californialtap.org/index.cfm?pid=1077>*)
 7. Rail Update **DISCUSSION**
 8. Draft SCTA Board Meeting Agenda for November 14, 2016 **DISCUSSION**
 9. Other Business / Comments / Announcements **DISCUSSION**
 10. Adjourn **ACTION**
- *Materials attached. **Materials handed out at Meeting.

The next **S C T A** meeting will be held **November 14, 2016**
The next **TAC** meeting will be held **December 1, 2016**

Copies of the full Agenda Packet are available at www.sctainfo.org

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternate format or that requires an interpreter or other person to assist you while attending this meeting, please contact SCTA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the **Technical Advisory Committee** after distribution of the agenda packet are available for public inspection in the Sonoma County Transportation Authority office at 490 Mendocino Ave., Suite 206, during normal business hours.

Pagers, cellular telephones and all other communication devices should be turned off during the committee meeting to avoid electrical interference with the sound recording system. ✓

TAC Voting member attendance – (6 Month rolling 2015/16)

Jurisdiction	Jan.	Feb.	April	May	June	August
Cloverdale Public Works		✓				✓
Cotati Public Works		✓	✓	✓		✓
County of Sonoma DHS	✓	✓	✓		✓	✓
County of Sonoma PRMD						
County of Sonoma Regional Parks	✓	✓	✓	✓	✓	✓
County of Sonoma TPW		✓				✓
Healdsburg Public Works	✓	✓		✓	✓	✓
Petaluma Public Works & Transit	✓	✓	✓	✓	✓	✓
Rohnert Park Public Works	✓	✓	✓	✓	✓	✓
Santa Rosa Public Works	✓	✓	✓	✓	✓	✓
Santa Rosa Transit						
Sebastopol Public Works	✓	✓	✓		✓	✓
SMART						✓
Sonoma County Transit						
Sonoma Public Works	✓	✓	✓	✓	✓	✓
Windsor Public Works	✓	✓	✓	✓	✓	✓

NB: March and August meetings were cancelled

**Citizens Advisory Committee
MEETING AGENDA**

October 31, 2016 at 4:00 p.m.

Sonoma County Transportation Authority
SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions
2. Public Comment
3. Administrative - Approval of Notes August 29, 2016* - ACTION
4. Measure M – DISCUSSION/ACTION
 - a. Draft Measure M Audit – sent under separate cover - ACTION
 - b. Draft Measure M 2017 Strategic Plan – sent under separate cover - ACTION
 - c. Measure M Financial Reports*
5. Highway Updates – DISCUSSION
6. Announcements
7. Adjourn

*Materials attached.

The next **SCTA** meeting will be held **November 14, 2016**
The next **CAC** meeting will be held **November 28, 2016**

Copies of the full Agenda Packet are available at www.sctainfo.org

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Planning Advisory Committee

MEETING AGENDA

October 20, 2016 – 9:30 a.m.

Sonoma County Transportation Authority
SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions
2. Public Comment
3. Administrative
 - 3.1. Approval of the agenda – changes, additional discussion items- ACTION
 - 3.2. Review Meeting Notes from September 15, 2016* – ACTION
4. Policies related to medical cannabis – County information available here [on the website: http://sonomacounty.ca.gov/CAO/Cannabis/Proposed-Cannabis-Ordinance/](http://sonomacounty.ca.gov/CAO/Cannabis/Proposed-Cannabis-Ordinance/) - and from the City of Santa Rosa [Srcity.org/cannabis](http://srcity.org/cannabis) materials to be handed out at meeting - INFORMATION
5. Regional Government
 - 5.1. One Bay Area Grant land use requirements* - ACTION
 - 5.2. Plan Bay Area – Draft Preferred Scenario update* - INFORMATION
6. Climate Action 2020 – update – INFORMATION
7. Sonoma Clean Power considers customer incentives for electric vehicles and charging equipment – <https://sonomacleanpower.org/wp-content/uploads/2016/01/2016.10.13-SCPA-BOD-Packet-reduced-pdf.pdf> - INFORMATION
8. Round table members discussion
9. Other Business /Next agenda
10. Adjourn

*Attachment

The next **SCTA** meeting will be held **November 14, 2016**
The next **PAC** meeting will be held **November 17, 2016**

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Transit – Technical Advisory Committee

MEETING AGENDA

October 12, 2016 – 10:00 a.m.

Sonoma County Transportation Authority
SCTA Large Conference Room
490 Mendocino Avenue, Suite 206
Santa Rosa, California 95401

ITEM

1. Introductions
2. Approval of Meeting Notes: September 14, 2016 – **ACTION***
3. Transit Operator Updates
4. Clipper Update – Discussion
5. Draft TDM Toolkit for Employers – Discussion**
6. Other Business / Comments / Announcements
 - 6.1. LCTOP FY16-17 Guidelines Workshop – October 20, 10:00 am-12:00 pm, Caltrans District 4
7. Adjourn - **ACTION**

*Materials attached

**Materials to be handed out

The next **SCTA/RCPA** meeting will be held November 14, 2016

The next **T-TAC** meeting will be held November 9, 2016

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