



Sonoma County Transportation Authority
Regional Climate Protection Authority

BOARD OF DIRECTORS AGENDA PACKET

Monday, April 11, 2016
2:30 p.m.

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

BOARD OF DIRECTORS AGENDA

April 11, 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 Items**
 - 3.1. **Admin** – Personnel Policies update on health and retirement benefits (ACTION)*
 - 3.2. **Measure M** – appropriations request from Sonoma County Bicycle Coalition for Bike Month and Safe routes to School programs (ACTION)*
 - 3.3. **Measure M** – appropriations request from Sonoma County Regional Parks for construction of Segment 1B of the Bodega Bay Trail (ACTION)*
 - 3.4. **Measure M** – contract extension for BKF for design services on Marin/Sonoma Narrows project C2 in Petaluma (ACTION)*
 - 3.5. **Measure M** – cooperative agreement with Cotati for Hwy 101 landscaping (ACTION)*
 - 3.6. **Measure M** – Maintenance of Effort status for FY14/15 (ACTION)*
 - B. **SCTA/RCPA Concurrent Items**
 - 3.7. **Admin** – Minutes of the March 14, 2016 meeting (ACTION)*
4. **Regular Calendar**
 - A. **SCTA Items**
 - 4.1. SCTA Projects & Programming
 - 4.1.1. **Transit** – FY16/17 Coordinated Claim for transit funding (ACTION)*
 - 4.1.2. **Highways** – report on ramp metering implementation (REPORT)*
 - 4.1.3. **Highways** – update on State Highway projects (REPORT)
 - B. **RCPA Items**
 - 4.2. RCPA Projects
 - 4.2.1. **CA2020** – release of Draft Environmental Impact Report (REPORT)*
 - 4.2.2. **Outreach & Education** – managing Applied Solutions at the RCPA (ACTION)*
 - 4.2.3. **Activities Report** (REPORT)*
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 **May 9, 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.

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5.4. SCTA/RCPA staff report

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Staff Report

To: SCTA Board of Directors
From: Suzanne Smith, Executive Director
Item: 3.1 – Personnel Policies update on health and retirement benefits
Date: April 11, 2016

Issue:

Shall the SCTA Board adopt certain changes to health care plans and employee/employer contribution levels for health care and retirement benefits in keeping with adjustments made by the County of Sonoma and Sonoma County Employees' Retirement Association (SCERA)?

Background:

Health care and retirement benefits available to SCTA employees are the same as those provided to County of Sonoma employees. SCTA employees are included in the County's pool of employees. This arrangement was put in to place in 1998 and, while a separate legal entity from the County of Sonoma, the SCTA models its benefits after and procures them from the County of Sonoma and SCERA. The SCTA uses two employment categories, or bargaining units, under the County of Sonoma salary resolution – Unrepresented Employees and Unrepresented Administrative Management.

Earlier this year the County of Sonoma made changes to the health care plans available to County employees and amended the contribution levels for both health care and retirement benefits. The new policies are slated to go into effect on June 1, 2016, however changes to the SCTA Personnel Policies should be approved by April 11, 2016, in order for SCTA staff to participate in the open enrollment period for health care.

Policy Impacts:

The proposed changes in Personnel Policy 4 and Policy 5 align with previously approved SCTA policies on health care and retirement in that it maintains consistency with Unrepresented Employees and Unrepresented Administrative Management bargaining units.

Fiscal Impacts:

There will be an increased cost to SCTA associated with the newly available health care plans and contribution levels. New health care plans are being offered and the employer contribution levels for non-managers will increase to \$557-\$1,575/month depending upon number of dependents. The employer contribution for managers will remain \$500/month. The specific impact cannot be determined until open enrollment has closed and an analysis can be performed for FY16/17 is estimated at \$40,000. The impact in FY15/16 is negligible given the June 1 effective date.

The impact of the retirement contribution will be a net zero.

Staff Recommendation:

Consider approving the attached revisions to Personnel Policy 4 and Personnel Policy 5.

SONOMA COUNTY TRANSPORTATION AUTHORITY

PERSONNEL POLICIES AND PROCEDURES

Effective June 11, 2013

Adopted by SCTA: June 10, 2013

SCTA Resolution No. 2013-020

Amended July 14, 2014

Policy #16 updated

Amended October 12, 2015

Policy #3 updated

Proposed April 11, 2016

Policy #4 and Policy #5 updated

SONOMA COUNTY TRANSPORTATION AUTHORITY

Personnel Policies and Procedures

#4 Retirement Benefits for Active Employees

Date Effective: April 11, 2016

4.1 Retirement – General Employees Hired On or After January 1, 2013

This shall apply to SCTA employees hired on or after January 1, 2013, who are or become contributing members of the Sonoma County Employees' Retirement Association ("SCERA") and who do not qualify for pension reciprocity as stated in Government Code Section 7522.02 (c).

- Final Compensation Based On Three Year Average

As required by Government Code Section 7522.32, effective January 1, 2013, for the purposes of determining a retirement benefit for SCERA members covered by this section 4.1, final compensation shall mean the highest average annual pensionable compensation earned during 36 consecutive months of service.

- 2.0% @ 62 Pension Formula

As required by Government Code Section 7522.20, the 2.0% at 62 pension formula shall be available to employees covered by this section 4.1 who are contributing members of the SCERA.

- Required Employee Contributions

As required by Government Code section 7522.30(c), SCERA members covered by this section 4.1 shall pay 50 percent of normal costs. In addition, SCERA members covered by this section 4.1 shall pay 3.03 percent of the employee's pensionable compensation toward the County's employer contribution to retirement costs. This additional 3.03% contribution shall continue until July 2024. Sonoma County Salary Resolution; Rev. 4-9-13 63

4.2 Retirement – General Employees Hired On or Before December 31, 2012

This shall apply to employees hired on or before December 31, 2012 who are contributing members of the SCERA, or who are hired after that date and qualified for pension reciprocity pursuant to Government Code Section 7522.02 (c) and any related SCERA reciprocity requirements.

- Final Compensation Based On Single Year

For purposes of determining a retirement benefit, final compensation for employees covered by this section 4.2 shall mean the average annual compensation earnable by the member as specified in Government Code Section 31462.1.

- 3.0% @ 60 Pension Formula

The 3.0% at 60 pension formula (CERL 31676.17) shall be available to employees covered by this section 4.2 who are contributing members of the SCERA.

□ **Required Employee Contribution**

SCERA members covered by this section 4.2 will contribute the amount required by SCERA as employee contributions, and shall continue to pay an additional 3.03% of pay, pretax, to their employee retirement account. This 3.03% of pay contribution of the employee's pensionable compensation shall be paid as part of the County's contribution to pay for the unfunded accrued actuarial liability. This additional 3.03% contribution will continue until July 2024.

□ **Employee Cost Share – 50% of Normal Cost**

Effective the first full pay period following July 1, 2016, and subject to Sonoma County Employees Retirement Association (SCERA) Board approval of the cost share arrangement under the terms described herein, active SCTA General legacy members of SCERA will contribute one third of the actuarially determined difference between the average General legacy employee retirement rate (exclusive of the 3.03% payroll contribution toward the UAAL described in section 34.2.3 of the MOU) and one half the total normal cost ("total normal cost" includes both employer and member shares) calculated as an average for General legacy Members of the Sonoma County Employees Retirement Association (SCERA) covered this Section based on rates of all active SCTA General legacy members, with the difference computed to a factor and applied equally to all legacy members. Such legacy employees will receive a lump sum benefit allowance as reimbursement for this pension cost share arrangement each pay period equal to the dollar value of the deduction described in this paragraph, less any required taxes.

The lump sum benefit allowance described in this Section will not be included in wages for computations of overtime, pension benefits or for any SCTA benefit related purpose.

4.3 Employer Pick-Up of Employee's Share of Retirement Contribution – Not Allowed

Pursuant to the Public Employees' Pension Reform Act of 2013 (PEPRA), the County shall not contribute towards any employee's share of retirement contributions.

4.4 Medical Benefits for Retirees

SCTA employees are eligible to receive medical benefits as retirees pursuant to County of Sonoma Salary Resolution No. 95-0926, section 15 as revised in April 2013.

SONOMA COUNTY TRANSPORTATION AUTHORITY

Personnel Policies and Procedures

#5 Health and Welfare Benefits for Active Employees

Date Effective: April 11, 2016

5.1 Social Security

Employees of the SCTA are covered by OASDI and Medicare as provided for under the Social Security Act. Deductions totaling 7.65% will be taken up to the maximum set by the Social Security Administration. The employer will make a matching contribution.

5.2 Active Employee Health Plans

An eligible employee and eligible dependent(s) (as defined below) are allowed only to enroll either as a single subscriber in a SCTA offered medical, dental, vision and/or dependent life insurance, or as the dependent spouse/domestic partner of another eligible SCTA employee/retiree, but not both. If an employee is also eligible to cover their dependent child/children, each child will be allowed to enroll as a dependent on only one employee or retirees' plan (i.e., an employee and his or her dependents cannot be covered by more than one plan).

An eligible employee is:

- ❑ A SCTA probationary or regular full-time or probationary or regular part-time employee

An eligible dependent is:

- ❑ Either the employee's spouse or domestic partner (requires signed domestic partner affidavit filed with the SCTA and Sonoma Auditor Controller Treasurer Tax Collectors Payroll Division); or
- ❑ An unmarried child based on your plan's age limits or a disabled dependent child regardless of age.

5.3 Participation in SCTA Offered Health (Medical, Dental, Vision, Life Insurance) Plans.

Election to enroll in a SCTA offered health plan will take place within the first 30 days following date of hire to permanently allocated position of .40 FTE or greater, or it will be made during an annual open-enrollment period. Enrollment in vision and basic life insurance is automatic. Mid-year enrollment can only be permitted as allowed by IRC Section 125 or as required by HIPAA or other applicable regulations. The effective date of benefits will be the first of the month following date of hire or initial eligibility.

The SCTA will offer at least the following medical plans, the County Health Plan PPO, County Health Plan EPO, and Kaiser HMO plan. The benefit provisions are outlined in the Summary Plan Description or Evidence of Coverage.

5.4 Contributions toward Medical Insurance for Employees

The SCTA shall contribute a flat dollar amount not to exceed \$229.98 per pay period (\$500 per month) toward the cost of any SCTA offered medical plans for Administrative Management and their eligible dependent(s).

Effective the pay period beginning May 10, 2016, with the intent to have premiums paid in the pay period(s) required for coverage to be effective June 1, 2016, the SCTA shall contribute up to maximum of the following amounts based on level of coverage for Unrepresented regular employees enrolled in SCTA-offered medical coverage for an eligible full-time and part-time employees and their eligible dependent(s). The amount listed below shall include the conversion of the current County HRA contributions for active employees to medical contributions.

Employee Only = \$557

Employee + 1 = \$1,113

Family Plan (Employee + 2 or more) = \$1,575

This is the full and total contribution amount the SCTA will contribute toward medical benefits for active regular employees and their dependent(s). The SCTA shall contribute to part-time eligible employees on a pro-rated basis.

Medical plan coverage will be paid on a semi-monthly basis (24 payments per year).

5.5 Dental Benefits

The SCTA will offer dental and orthodontic benefits to full and part-time regular employees and their eligible dependent(s). For all plan benefits and provisions, refer to the insurance plan document. The employee contribution is \$13 per pay period

The SCTA shall contribute to part-time eligible employees on a pro-rated basis, in accordance with Section 4.11.

5.6 Vision Benefits

The SCTA will provide vision and computer vision benefits to active employees and their dependent(s). Benefits provisions, co-payments and deductibles are outlined in the Evidence of Coverage.

The SCTA will pay the total cost of the premium for vision benefits for full-time active employees.

Part-time employees will be enrolled automatically in the vision benefit and the SCTA shall contribute to part-time eligible employees on a pro-rated basis, in accordance with Section 4.8

5.7 Part-Time Employee – Health Benefits

Part-time employees shall be eligible to participate in the SCTA's medical, dental, and vision plans and the SCTA's contribution toward their premiums shall be pro-rated. Pro-ration shall be based on the number of pay status hours in the pay period, excluding overtime.

- A part-time employee covered under this Salary Resolution, whose allocated position is .75 FTE or greater bi-weekly, shall receive medical, dental and vision coverage as if the part-time employee were a full-time employee. Said part-time

employee shall receive life insurance and long-term disability insurance in accordance with the employee's FTE.

- Except for part-time (.75 + FTE) employees referred to in this Section , part-time employees shall not be eligible to participate in the SCTA's life insurance program

5.8 Employee Assistance Program

The SCTA will provide the level of benefits allowable under the Employee Assistance Program (EAP).

5.9 Long-Term Disability

The SCTA agrees to provide and pay the premium for a Long-Term Disability (LTD) benefit as described in the applicable plan document to all full and part-time employees (0.4 FTE minimum) who meet the eligibility requirements. The benefit waiting period is the longer of 60 days, or the period you elect to receive paid leave. Employees eligible to receive LTD benefits are not required to exhaust sick leave before receiving LTD benefits, but an employee who chooses to use sick leave or other paid leave after the sixtieth (60th) day of disability is not eligible to receive any LTD benefits until the employee stops using paid leaves. LTD benefits cannot be supplemented with any paid leave. LTD benefits will be offset by any applicable income, such as short-term disability benefits, social security and social security disability benefits, etc.

The claims dispute process is described in the Summary Plan Description or Evidence of Coverage.

5.10 Workers' Compensation Claims Disputes

Any dispute by an employee over a claim processed through workers' compensation shall be resolved solely through the appropriate appeal procedures of that system.

5.11 Workers' Compensation Temporary Disability – Supplementing with Paid Leave

An employee not entitled to the benefits of Labor Code Section 4850 who is absent from work by reasons of industrial injury, compensable by temporary disability shall supplement such compensation with enough paid leaves to increase his/her gross earnings to equal his/her regular base salary as follows:

All sick leave shall be taken until the remaining sick leave balance is 40 hours or less.

Once the sick leave balance is 40 hours or less, the employee may elect to supplement by taking any combination of the remaining sick leave, vacation, and/or compensatory time off up to his/her base salary.

Employees whose sick leave balance is 40 hours or less may also elect not to supplement at all.

An employee shall accrue vacation leave and sick leave only during such portion of absence from work due to industrial injury for which the employee uses previously earned vacation leave, sick leave or compensatory time off.

5.12 Medical/Pregnancy Disability Leave

When an employee exhausts all but forty (40) hours of sick leave and goes on medical or pregnancy disability leave without pay, the SCTA will make its normal contribution to the employee's medical, dental, vision care, life insurance and LTD benefits for a period not to exceed thirteen (13) pay periods per illness. Beginning with the fourteenth (14th) pay period, the employee will be entitled to continue coverage by paying the full cost of the insurance premiums. Prior to the exhaustion of the thirteen (13) pay periods, the SCTA will provide reasonable advance notice of the employee's obligations regarding the opportunity to continue employee-paid benefits.

An employee who returns to work from medical or pregnancy disability leave without pay prior to the exhaustion of the thirteen (13) pay periods of entitlement under this Section shall not have the thirteen (13) pay period entitlement reduced for any pay period in which the employee is in pay status for at least fifty percent (50%) of the employee's allocated full time equivalent as specified in this Section 5.12 (Medical or Pregnancy Disability Leave). If the employee returns to medical or pregnancy leave without pay for the same condition, the thirteen (13) pay period time frame will continue where it left off and will be reduced only for those pay periods when the employee's pay status hours fall below fifty percent (50%) of the allocated full-time equivalent.

The SCTA's thirteen (13) pay period Medical Leave without pay benefit entitlement shall run concurrent with Family Medical Leave Act (FMLA), California Family Rights Act (CFRA), and California Pregnancy Disability Leave (CPDL).

The employee's entitlement under COBRA law begins when the employee is no longer eligible for a county contribution toward medical benefits. When the employee returns to fifty percent (50%) allocated full time equivalent in pay status eligibility for a county contribution toward health benefits is regained. Benefit coverage begins the first of the following month

5.13 Health Benefits During Leaves of Absence – Non-Medical Leaves Without Pay

If an employee is on an unpaid absence or goes on leave without pay, either of which reduces the employee's time in pay status to less than 50% of the employee's allocated full-time equivalent (FTE) in a pay period, the SCTA will cease to pay its contributions to the employees' benefits.

The employee must pay the total benefit premium(s), if the employee desires to continue coverage. If an employee is on an unpaid absence or goes on leave without pay, either of which reduces the employee's time in pay status to not less than 50% of the employee's allocated full-time equivalent (FTE), the SCTA will continue to pay its normal benefit contributions.

5.14 Continuation of Health Benefits Coverage

An employee on unpaid leave as specified in Section 4.17 must notify the ACTTC no later than five (5) SCTA business days after the first day of the leave of absence, of the employee's intent to continue their participation in their SCTA offered health plans. A Request for Leave of Absence form signed by the employee and his/her appointing authority shall be forwarded to the ACTTC's office two weeks in advance of the first day of absence.

To assure continued insurance coverage, premiums shall be paid by the employee to the ACTTC's office no later than the last day of the pay period. This premium provides coverage for the two-week period from the next pay date. If the employee fails to pay the premium by the last day of the pay period, he/she will receive one reminder notice. In order to reinstate coverage, the employee shall pay a \$25.00 late charge in addition to the premium amount by the date specified in the reminder notice.

Only one (1) reminder notice will be sent to the employee. If the employee fails to make proper payment to the ACTTC's office by the end of the second pay period, the employee's continued medical, dental, vision, life insurance and long-term disability coverage shall be terminated.

5.15 Part-Time Employees – Health Benefits During Leave of Absence

Part-time employees shall be eligible to participate in the medical benefit plans and/or the dental plans, as defined in Section 4.11. For pay periods with no pay status hours, pro-ration shall be based on the employee's FTE.

5.16 COBRA

The SCTA provides continuation of health benefits at group rates plus 2% as required by the Consolidated Omnibus Budget Reconciliation Act (COBRA) of 1986, including any applicable subsequent amendments or revision where applicable.

5.17 Tax-Deferred Retirement Contribution - 414(h)(2)

All employees who belong to the SCTA's Retirement System shall continue to have their wages adjusted according to Section 414(h)(2) of the Internal Revenue Code that will have the effect of deferring Federal and State income taxes on the employee's retirement contributions.

5.18 Health Care Premium Conversion Plan

All employees who have health, dental, or vision insurance premium contributions deducted from their salary, shall have their taxable wages adjusted according to Section 125 of the Internal Revenue Code, which has the effect of diverting health care premium contributions from taxable wages.

5.19 Health Flexible Spending Account (Health FSA/HCAP)

The SCTA shall continue to offer under IRS Code Section 105, a Health Care Reimbursement Account (Health Flexible Spending Account (FSA)) to enable eligible employees to set aside pre-tax dollars for reimbursement of eligible medical expenses, as prescribed in Internal Revenue Code Section 105.

5.20 Dependent and Child Care Assistance

The SCTA will offer the Dependent and Child Care Assistance plan under Internal Revenue Code Section 129.

5.21 Plan Documents and Other Controlling Documents

While mention may be made in this resolution of various provisions of benefit programs, specific details of benefits (including disputes and/or appeals) provided under SCTA offered health plans shall be governed solely by the plan documents or insurance

contracts and/or policies maintained by the SCTA. The SCTA will bear no responsibility for resolving disputes/appeals between an employee and a contracted health plan vendor. Within this section, vendor refers to insurance company, Knox-Keene organizations licensed in the state of California to provide health benefits, benefits administration, or network management.

5.22 PST/457 Deferred Compensation Retirement Plan

Part-time (less than .50 FTE) and extra-help employees who are hired on or after October 1, 1991, shall participate in the PST/457 Deferred Compensation Retirement Plan authorized by Internal Revenue Code Section 457 in lieu of Social Security.

The SCTA shall contribute to the employee's PST/457 deferred compensation account according to the following schedule:

EMPLOYEE	SCTA
3.5%	4.0%

5.23 Long-Term Care Insurance-Payroll Deduction

The SCTA agrees that employees may purchase CalPERS Long Term Care Insurance at their own expense through bi-weekly payroll deduction as long as the SCTA is eligible to participate in the CalPERS payroll deduction program. Each employee is responsible to submit his/her own application and any subsequent membership changes directly to CalPERS, as CalPERS Long Term Care is not a SCTA program or under SCTA direction. CalPERS may directly invoice employees for missed payroll deductions or premiums due prior to start-up of payroll deduction

5.24 Extra Help Employees

Only benefits required by law and the following portions of Section 5 apply to extra-help employees:

Extra-help employees shall have access to a medical plan. Effective June 1, 2013, the SCTA will offer the same Kaiser HMO medical plan to eligible extra help employees and their eligible dependent(s) as is provided to regular employees as described in section 14.2.1.

Employees who meet the following criteria will be eligible to begin payroll deductions once all four criteria are met:

- ❑ Employed by the SCTA for at least 11 consecutive pay periods, and
- ❑ Worked at least four hundred forty (440) hours, and
- ❑ Worked at least one hundred sixty (160) hours in the previous four (4) pay periods, and
- ❑ Must generally work at least forty (40) hours per pay period

Effective with the first premium due, the SCTA contribution shall be up to four hundred dollars (\$400) per month.

Pro-ration shall be as follows:

(1) For each pay period in which the extra-help employee works forty (40) or more hours, the full SCTA contribution will be paid.

(2) For each pay period in which the extra-help employee works more than twenty (20) but fewer than forty (40) hours, the above amounts shall be prorated in proportion to the number of hours worked in the pay period.

(3) For each pay period in which the extra-help employee works fewer than twenty (20) hours, no SCTA contribution will be made.

Premiums for the plan will be paid in advance on the first two pay dates of the month prior to the coverage effective date and on the first two pay dates of every month thereafter. When payment has been made in full, coverage will take effect on the first of the month following payment and shall end on the last day of the same month. Coverage will be month to month and is dependent on full payment of premiums and subject to continued eligibility.

The employee premiums shall be paid through pre-tax payroll deduction as allowed by IRS Code Section 125.

Continued Coverage and Conditions for Regaining Eligibility for Medical Plan

An extra-help employee who is enrolled in the medical plan who fails to work at least twenty (20) hours in any pay period in which a premium deduction was due, will be eligible to contribute toward the medical coverage by paying the full amount of the premiums by payroll deduction if sufficient funds are available to fully cover the deduction. Premium payments not paid by payroll deduction will be due in the ACTTC's Payroll Office by the last day of the pay period in which there were insufficient hours worked. A \$25 late fee will apply for each payment not received by the due date.

Premium payments not paid by payroll deduction but paid directly to the ACTTC's Office may be continued for a maximum of three (3) months or upon the exhaustion of any approved CPDL, CFRA, or FMLA benefit period, whichever is later.

A. Employees who choose to pay timely premiums directly to the ACTTC's Office by cash or check without a lapse in coverage shall resume premium payment by payroll deduction on the first available pay date following their last cash premium payment without a lapse in coverage.

B. Employees who choose to lapse their coverage during a period of absence may do so by notifying the ACTTC's Payroll Office in writing no later than seven (7) days after the premium due date. Coverage will be lost for the months not paid. Premium payment by payroll deduction shall restart on the first pay date of a month with sufficient funds to cover the cost of premiums due and shall continue until discontinued by a written cancellation notice, non-payment of premiums, a temporary lapse in coverage in accordance with this section, or separation from employment. Coverage will not restart until a full month's premiums are paid in full.

C. Employees may choose to cancel their coverage by completing the appropriate forms.

D. Employees who fail to make any of the above elections or who fail to pay premiums when due shall receive one notice of payment due and shall have their coverage canceled for failure to respond.

E. The SCTA reserves the right to cancel an employee's active coverage if the employee lapses coverage more than three (3) times, or a similar frequency that is determined to be an administrative burden.

Employees who choose option (C) or are canceled under item (D) or (E) must wait until the next annual enrollment period to re-enroll.

An employee who loses coverage under this section may be eligible to elect COBRA continuation of coverage if he or she is no longer eligible to pay premiums directly to the Auditor-Controller-Treasurer-Tax Collector's (ACTTC) payroll division. The failure to pay premiums or the election to lapse or cancel coverage are not COBRA qualifying events.

Medical Plan - Dependent Coverage

Covered employees may purchase dependent coverage for eligible dependents at their own expense through pre-tax payroll deduction as allowed by IRS Code Section 125.

Enrollment in Medical Plan

Approximately two (2) months prior to the anticipated eligibility date, the SCTA shall provide enrollment materials to the employee. The employee then has twenty one (21) calendar days to complete and submit the enrollment forms. If coverage is waived upon initial eligibility, election to participate in the medical plan can only be made during an annual open enrollment period designated by the SCTA or as required by law.

Medical Benefits & Family and Medical Leave Act (FMLA), California Family Rights Act (CFRA), or California Pregnancy Disability Leave (CPDL)

Eligible extra-help employees who are off work on an FMLA or CFRA or CPDL qualifying leave shall receive a SCTA contribution toward medical insurance equal to the average amount received in the two (2) pay periods immediately preceding the first (1st) pay period of eligible leave. Employees must pay their share of the medical insurance premiums in order to maintain coverage and to continue to be eligible for a SCTA contribution. Employees must file an Extra-Help FMLA/ CFRA/CPDL Request for Leave form along with appropriate medical documentation with their department. Upon approval, the leave form signed by the employee and his/her appointing authority shall be forwarded to the ACTTC's office.

An employee who is eligible for this continued benefit shall notify the ACTTC's payroll division of the employee's intent to continue insurance coverage no later than five (5) County business days after the first day of the leave.

To ensure continued insurance coverage, premiums shall be paid by the employee to the ACTTC's office no later than the last day of the pay period for which premiums were due. If the employee fails to pay the premium by the last day of the pay period, he/she will receive one (1) reminder notice. In order to prevent a lapse in coverage due to non-payment, the employee shall pay a \$25.00 late charge in addition to the premium amount by the date specified in the reminder notice. Only one (1) reminder notice will be

sent. If the employee fails to make proper payment within 30 days of the first due date, the employee's continued medical insurance shall be terminated.

Staff Report

To: Sonoma County Transportation Authority
From: Seana L.S. Gause, Senior – Programming and Projects
Item: 3.2 Request for Measure M Appropriation for the Sonoma County Bicycle Coalition (SCBC)
Date: April 11, 2016

Issue:

Shall the Board approve appropriations to the Safe Routes to Schools phase and the Bike Month phase of the Bicycle Safety and Education Project under the Bicycle and Pedestrian Program of Measure M in the amounts of \$19,000 and \$15,000 respectively?

Background:

The SCTA adopted the *2014 Measure M Strategic Plan*, which sets forth the SCTA’s program and project implementation policies with regard to the use of funds provided under Measure M. Pursuant to the Strategic Plan and the associated cooperative funding agreements, each project sponsor must submit an appropriation request (attached) to initiate spending of Measure M funding for the fiscal year in which the funds are programmed. SCTA has received a request dated March 1, 2016, from the SCBC seeking an appropriation for Bicycle Safety and Education. The appropriation request is for \$34,000 (\$19K for SRTS and \$15K for Bike Month).

Coop Funding Agreement #	Jurisdiction	Category	Description	Phase	Appropriation Amount
M71515-A2	SCBC	Bike/Ped	Bicycle Safety and Education	Safe Routes to School	\$19,000
M71515-A2	SCBC	Bike/Ped	Bicycle Safety and Education	Bike Month	\$15,000
				Total	\$34,000

Policy Impacts:

None. The appropriation is within the established policies outlined in the Measure M Strategic Plan Chapter 4. Policy 7.

Fiscal Impacts:

None. Consistent with the Strategic Plan, Measure M funds in the amount of \$34,000 will be made available to the Sonoma County Bicycle Coalition to implement Bicycle Safety and Education programs (AKA Safe Routes to Schools and Bike Month). Appropriation of these funds is consistent with the funding availability defined in the Measure M cash-flow model.

Staff Recommendation:

Staff recommends that the Board approve resolution 2016-002, thus approving the SCBC Bicycle Safety and Education appropriation request.



Promoting the bicycle for transportation and recreation

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FAX:
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Events:
events@BikeSonoma.org
Safe Routes to School:
saferoutes@bikesonoma.org
Street Skills Classes:
skills@BikeSonoma.org

WEB:
www.bikesonoma.org

David Rabbitt, Chair
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

March 1, 2016

FUNDING APPROPRIATION REQUEST
PROJECT NAME: Bicycle Safety and Education Program
AGREEMENT NO. M71515-A2

Dear SCTA Chair Rabbitt:

The Sonoma County Bicycle Coalition has entered into a cooperative funding agreement with the SCTA (No.M71515-A2) and is working on the administration and implementation of the Safe Routes to School Program for FY 2015/2016. The Sonoma County Bicycle Coalition is requesting that the Sonoma County Transportation Authority (SCTA) take action to appropriate funds for the Safe Routes to School Program at its next Board meeting.

The current schedule for the Safe Routes to School program is as follows:

Project Name & Description:	<u>Safe Routes to School Program</u> The Sonoma County Bicycle Coalition Safe Routes to Schools program (SRTS) will conduct outreach countywide to encourage participation in SRTS activities in grade schools, middle schools and high schools. The Sonoma County Bicycle Coalition Safe Routes to Schools Resource Specialist will augment SRTS activities beyond what is available to the schools participating in the Department of Health Services Countywide Safe Routes to School Program.
Project Category:	Bicycle/Pedestrian Project
Phase Development Phase of this Appropriation:	Safe Routes to School Program
Amount of Measure M Appropriation Request:	\$19,000
Amount of Local Funding Match:	\$0
Sources of Local Funding Match:	N/A
Total Project Cost:	\$19,000



Promoting the bicycle for transportation and recreation

Project Development Phase	Begin	Complete
Scoping	N/A	N/A
Environmental	N/A	N/A
Right of Way	N/A	N/A
PS&E	N/A	N/A
Implementation	February 2015	June 2016

Thank you for your consideration.

Sincerely,



Gary Helfrich
Executive Director



Promoting the bicycle for transportation and recreation

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skills@BikeSonoma.org

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David Rabbitt, Chair
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

March 1, 2016

FUNDING APPROPRIATION REQUEST
PROJECT NAME: Bike Month Program
AGREEMENT NO. M71515-A2

Dear SCTA Chair Rabbitt:

The Sonoma County Bicycle Coalition has entered into a cooperative funding agreement with the SCTA (No.M71515-A2) and is working on the administration and implementation of the Bike Month program for FY 2015/2016. The Sonoma County Bicycle Coalition is requesting that the Sonoma County Transportation Authority (SCTA) take action to appropriate funds for the Bike Month Program at its next Board meeting.

Project Name & Description:	<u>Bike Month Program</u> Bike to Work Month promotes cycling for transportation by offering a series of events during May, which is National Bike Month . The events will encourage people to make riding a bicycle part of their daily transportation mix. SCBC will produce Bike to Work Day, hold bicycle safety and mechanics classes, organize family bike clinics, and provide enhanced support to bicycle commuters and students during Bike Month in order to encourage more people to use bicycles for transportation and recreation.
Project Category:	Bicycle/Pedestrian Project
Phase Development Phase of this Appropriation:	Bike Month Program
Amount of Measure M Appropriation Request:	\$15,000
Amount of Local Funding Match:	\$12,000



Promoting the bicycle for transportation and recreation

Sources of Local Funding Match:	\$1,500 - Local Business Sponsorship \$9,500 - MTC BTW Day Local Stipend \$1,000 - Event Proceeds and Sales
Total Project Cost:	\$27,000

The current schedule for the Bike Month Project is as follows:

Project Development Phase	Begin	Complete
Scoping	N/A	N/A
Environmental	N/A	N/A
Right of Way	N/A	N/A
PS&E	N/A	N/A
Implementation	February 2016	June 2016

Thank you for your consideration.

Sincerely,



Gary Helfrich
Executive Director

SCTA Resolution No. 2016-002
Cooperative Agreement Number: M71515-A2
Project Sponsor: Sonoma County Bicycle Coalition
Amount: \$34,000
April 11, 2016

RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF CALIFORNIA, APPROPRIATING MEASURE M FUNDS OF \$34,000 TO THE SONOMA COUNTY BICYCLE COALITION FOR BICYCLE SAFETY AND EDUCATION IN ACCORDANCE WITH COOPERATIVE FUNDING AGREEMENT NO. M71515-A2

WHEREAS, the 2004 Sonoma County Traffic Relief Act Expenditure Plan (hereinafter “Expenditure Plan”) includes \$34,000 in 2004 dollars, for the Bicycle and Pedestrian funding category; and

WHEREAS, the Sonoma County Transportation Authority (hereinafter “Authority”) and the Sonoma County Bicycle Coalition (hereinafter “SCBC”) have entered into Cooperative Funding Agreement No. 71515-A2 (hereinafter “Cooperative Agreement”) regarding the Safe Routes to Schools and Bike Month Phases of the Bicycle Safety and Education Project (hereinafter “Project”) within the Bicycle and Pedestrian Projects Program; and

WHEREAS, SCBC has submitted a Request for Appropriation of Funds dated March 1, 2016 in connection with the Project pursuant to the above referenced Cooperative Agreement; and

WHEREAS, funds are included in the Authority’s Strategic Plan and annual budget for such projects.

NOW, THEREFORE, BE IT RESOLVED that the Authority finds the Request for Appropriation of funds consistent with the Expenditure Plan, the Strategic Plan, and the Cooperative Agreement; and

BE IT FURTHER RESOLVED, that the Authority appropriates \$34,000 to SCBC pursuant to the Cooperative Agreement to be used for the purposes set forth in Attachment A attached hereto; and

BE IT FURTHER RESOLVED, that funds will be disbursed to SCBC in accordance with the provisions of the Cooperative Agreement but shall not exceed on an annual basis, the amounts programmed by fiscal year, as shown in the Program of Projects in the 2014 Strategic Plan, as such plan may be amended from time to time; and

BE IT FURTHER RESOLVED, that the funds appropriated by the Authority under the Cooperative Agreement are hereby reflected in Attachment B; and

BE IT FURTHER RESOLVED, that this appropriation shall expire three years from the date of this Resolution.

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

Resolution No. 2016-002

Cooperative Agreement Number: M71515-A2
Project Sponsor: Sonoma County Bicycle Coalition
Amount: \$34,000
April 11, 2016

Director Chambers _____
Director Coursey _____
Director Gallian _____
Director Gorin _____
Director Gurney _____
Director Landman _____

Director Mackenzie _____
Director Miller _____
Director Rabbitt _____
Director Russell _____
Director Salmon _____
Director Zane _____

Ayes:

Noes:

Absent:

Abstain:

SO ORDERED

David Rabbitt, Chair

This RESOLUTION was entered into at a meeting of the Sonoma County Transportation Authority held April 11, 2016 in Santa Rosa, California

Attest: _____
Suzanne Smith, Executive Director

**Attachment: "A" Use of Appropriated Funds
"B" Chronological Listing of Fund Appropriation Resolutions**

**ATTACHMENT A
Use of Appropriated Funds**

**SONOMA COUNTY TRANSPORTATION AUTHORITY
RESOLUTION NO. 2016-002**

Date: April 11, 2016

Amount of Funds: \$34,000

Appropriated to: Sonoma County Bicycle Coalition

Program Category: Bicycle/Pedestrian Program

Specific Project: Bicycle Safety and Education

Appropriated For: Safe Routes to Schools Phase (\$19,000)
Bike Month (\$15,000)

Scope of Work: Support implementation of the bicycle safety and education project with the SRTS and Bike Month Phases and focus on educating the public and in particular, school children.

Other Conditions: None

Staff Comments: This is the eighth appropriation; for implementing Bicycle Safety and Education through the Safe Routes To Schools Phase and the Bike Month Phase.

ATTACHMENT B

Chronological Listing of Fund Appropriation Resolutions

COOPERATIVE FUNDING AGREEMENT NO. M71515-A2

Between the Sonoma County Transportation Authority

and the Sonoma County Bicycle Coalition

Project Number	Resolution Number	Date	Funds Appropriated	Cumulative Total
M71515	2008-024	July 14, 2008	\$60,000	\$60,000
M71515	2009-032-	November 9, 2009	\$60,000	\$120,000
M71515	2010-043	November 8, 2010	\$60,000	\$180,000
M71515	2011-037	September 12, 2011	\$60,000	\$240,000
M71515	2013-012	April 8, 2013	\$34,000	\$274,000
M71515	2014-006	April 14, 2014	\$34,000	\$308,000
M71515	2015-004	February 9, 2015	\$34,000	\$342,000
M71515	2016-002	April 11, 2016	\$34,000	\$376,000
TOTAL FUNDS APPROPRIATED				\$376,000

Staff Report

To: Sonoma County Transportation Authority
From: Seana L. S. Gause, Senior – Programming and Projects
Item: 3.3 Measure M Appropriation Request for the Bodega Bay Trail Project
Date: April 11, 2016

Issue:

Shall the SCTA appropriate funds to the County of Sonoma for the Bodega Bay Trail project in the amount of \$100,000 for the Construction (CON) phase?

Background:

The SCTA adopted the 2014 Measure M Strategic Plan, which set forth the SCTA’s program and project implementation policies with regard to the use of funds provided under Measure M. Pursuant to the Strategic Plan and the associated cooperative funding agreements, each jurisdiction must submit an appropriation request (attached) to initiate spending of Measure M funding for the fiscal year in which the funds are programmed.

Coop Funding Agreement	Jurisdiction	Category	Description	Phase	Appropriation Amount
M71110-A1	SC Reg Parks	Bike/Ped	Bodega Bay Trail	CON	\$100,000
				Total	\$100,000

Policy Impacts:

None. The appropriation is within the established policies outlined in the Measure M Strategic Plan, Chapter 4, Policy 7.

Fiscal Impacts:

None. Consistent with the Strategic Plan, Measure M funds in the amount of \$100,000 will be made available to the Sonoma County Regional Parks Department for the Bodega Bay Trail project. Appropriation of these funds is consistent with the funding availability defined in the Measure M cash-flow model.

Staff Recommendation:

Staff recommends that the Board approve resolution 2016-003, thus approving the Sonoma County Regional Parks Bodega Bay Trail appropriation request.



SONOMA
COUNTY
REGIONAL
PARKS

Chris Han, Ph.D.
Director

February 22, 2016

Sarah Gurney, Chair
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

**FUNDING APPROPRIATION REQUEST- SEGMENT 1B –
HIGHWAY 1, BODEGA BAY TRAIL – CONSTRUCTION PHASE
AGREEMENT NO. M71110**

Dear Chairwoman Gurney:

The Sonoma County Regional Parks Department hereby requests that the Sonoma County Transportation Authority (SCTA) take action to appropriate Fiscal Year 2015-2016 funds at its next Board meeting for the Segment 1B - Highway 1, Bodega Bay Trail Improvements project.

The County has entered into a cooperative funding agreement with the SCTA (Cooperative Agreement No. M71110) and construction is nearing completion for Segment 1B of the project, also known as a portion of the Coastal Prairie Trail. Below is the specific appropriation request information.

Project Name & Description:	Segment 1B - Highway 1, Bodega Bay Trail
Program Category:	Bicycle/Pedestrian Project
Phase Development Phase of this Appropriation:	Construction
Amount of Measure M Appropriate Request:	\$100,000
Amount of Local Funding Match:	\$778,000
Sources of Local Funding Match:	TDA Article 3, Coastal Impact Assistance Program, Park Mitigation Fees
Total Project Cost:	\$1,483,000

2010

County Center Drive

Suite 120A

Santa Rosa

CA 95403

Tel: 707 543-2600

Fax: 707 529-0267

www.sonomacountyregionalparks.org

All planning, environmental, and design work was completed concurrently for Segments 1B and 1C. Construction of each segment has occurred after securing additional grant funding. Segment 1C was completed late 2014. Segment 1B is under construction with completion expected this spring. The schedule for Segments 1B and 1C the Highway 1, Bodega Bay Trail is as follows:

Project Development Phase	Begin (MO/YR)	End (MO/YR)
Scoping	1/2005	5/2005
Environmental	9/2010	10/2013
Right of Way (ROW)	2/2012	8/2013
PS&E	5/2012	5/2014
Construction	9/2014	5/2016

Thank you for your consideration.

Sincerely,



Caryl Hart
Director

S:\Planning\GRANTS\Measure M\Bodega Bay Trail\Funding\Appropriations\BBT appropriation request CON FY1516.doc

cc: Susan Klassen, Transportation and Public Works Director
Suzanne Smith, SCTA Executive Director

SCTA Resolution No. 2016-003
Cooperative Agreement Number: M71110-A1
Project Sponsor: County of Sonoma Regional Parks Dept.
Amount: \$100,000
April 11, 2016

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SONOMA COUNTY TRANSPORTATION AUTHORITY, COUNTY
OF SONOMA, STATE OF CALIFORNIA, APPROPRIATING
MEASURE M FUNDS OF \$100,000 TO THE COUNTY OF
SONOMA REGIONAL PARKS DEPARTMENT FOR BODEGA BAY
TRAIL CONSTRUCTION, IN ACCORDANCE WITH COOPERATIVE
FUNDING AGREEMENT NO. M71110-A1**

WHEREAS, the 2004 Sonoma County Traffic Relief Act Expenditure Plan (hereinafter "Expenditure Plan") includes \$100,000 in 2004 dollars, for the Bodega Bay Trail in the Bicycle and Pedestrian funding category; and

WHEREAS, the Sonoma County Transportation Authority (hereinafter "Authority") and the County of Sonoma Regional Parks Department (hereinafter "County") have entered into Cooperative Funding Agreement No. M71110-A1 (hereinafter "Cooperative Agreement") regarding the Bodega Bay Trail (hereinafter "**Project**"); and

WHEREAS, County has submitted a Request for Appropriation of Funds dated February 22, 2016 in connection with the Project pursuant to the above referenced Cooperative Agreement; and

WHEREAS, funds are included in the Authority's Strategic Plan and annual budget for such projects.

THEREFORE, BE IT RESOLVED, that the Authority finds the Request for Appropriation of Funds consistent with the Expenditure Plan, the Strategic Plan and the Cooperative Agreement; and

BE IT FURTHER RESOLVED, that the Authority appropriates \$100,000 to the County pursuant to the Cooperative Agreement to be used for the purposes set forth in Attachment A attached hereto; and

BE IT FURTHER RESOLVED, that funds will be disbursed to the County in accordance with the provisions of Cooperative Agreement but shall not exceed, on an annual basis, the amounts programmed by fiscal year, as shown in the Program of Projects in the 2014 Strategic Plan, as such plan may be amended from time to time; and

BE IT FURTHER RESOLVED, that all funds appropriated by the Authority under the Cooperative Agreement are hereby reflected in Attachment B; and

BE IT FURTHER RESOLVED, that this appropriation shall expire three years from approval of this resolution.

SCTA Resolution No. 2016-003
Sonoma County Transportation Authority
April 11, 2016
M71110-A1
County of Sonoma Regional Parks Department
\$100,000

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 Glade Gurney	_____	Director Russell	_____
Director Gorin	_____	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 April 11, 2016 in Santa Rosa, California.

Attest:

Suzanne Smith, Executive Director
Clerk, Sonoma County Transportation Authority

Attachment: "A" Use of Appropriated Funds
 "B" Chronological Listing of Fund Appropriation Resolutions

ATTACHMENT A
Use of Appropriated Funds
SONOMA COUNTY TRANSPORTATION AUTHORITY
RESOLUTION No. 2016-003

Date: April 11, 2016

Amount of Funds: \$100,000

Appropriated to: County of Sonoma Regional Parks Department

Program Category: Bicycle and Pedestrian Program

Specific Project: Bodega Bay Trail (Highway 1 Bodega Bay)

Appropriated For: Construction: \$100,000

Scope of Work: Construction of Segment 1B of the Bodega Bay Trail

Other Conditions: None

Staff Comments: This is the third appropriation for this project

ATTACHMENT B

**Chronological Listing of Fund Appropriation Resolutions
COOPERATIVE FUNDING AGREEMENT NO. M71110-A1
Between the Sonoma County Transportation Authority
And the County of Sonoma Regional Parks Department**

Project Number	Resolution Number	Date	Funds Appropriated	Cumulative Total
M71110	2008-005	April 14, 2008	\$100,000	\$100,000
M71110	2012-017	June 11, 2012	\$50,000	\$150,000
M71110-A1	2015-007	April 13, 2015	\$200,000	\$350,000
M71110-A1	2016-003	April 11, 2016	100,000	\$450,000
TOTAL FUNDS APPROPRIATED				\$450,000

Staff Report

To: Sonoma County Transportation Authority

From: James R. Cameron, Deputy Director Projects and Programming

Item: 3.4 – Highway 101 – Marin Sonoma Narrows (MSN) C2 Project Amendment No. 5 to BKF Agreement

Date: April 11, 2016

Issue:

Shall the SCTA amend Contract SCTA10014 with BKF Engineers to extend the term of the design contract through December 31, 2020, for the Highway 101 MSN C2 Project (High Occupancy Vehicle Widening in Petaluma from Lakeville Highway to Old Redwood Highway)?

Background:

At the January 11, 2010, meeting, the Board approved the selection of BKF consulting engineers to perform design services and authorized executing an agreement with BKF in an amount not to exceed \$5,000,000. An agreement in the amount of \$4,784,316 has been executed with BKF and design work is nearing completion on the MSN C-2 HOV project.

Agreement No. SCTA11012 between SCTA and the City of Petaluma was approved at the December 20, 2010, council meeting in which the City of Petaluma agreed to provide funding in the amount of \$498,000 for the design (PS&E) of the Rainier Avenue undercrossing structure. At the January 11, 2010, meeting the Board authorized SCTA staff to negotiate Amendment No. 1 to the agreement with BKF to provide additional PS&E services to include the design of the Rainier Avenue Hwy 101 structure in the MSN C2 project for a not to exceed amount of \$498,000. The MSN C-2 PS&E package will include a new Hwy 101 structure at the location of the future Rainier Avenue Cross Town Connector.

On March 12, 2012, the Board approved amendment No. 2 to the BKF agreement to include scope modifications in order to meet current design standards and maintenance requirements including modify the Washington Avenue Interchange; add northbound and southbound auxiliary lanes between the Lakeville Highway and Washington Avenue Interchanges; modify the Lakeville Highway Interchange; relocate soundwalls from the edge of pavement to the right of way line; and prepare a supplemental project report. Amendment No. 2 was approved by the Board for a not to exceed amount of \$166,086 for additional design (PS&E) services and to extend the term of the agreement to June 30, 2013.

Amendment No. 2 also included BKF providing supporting documentation to Caltrans for an environmental revalidation to incorporate the above noted scope changes. It was assumed that Caltrans would perform the work associated with the environmental revalidation. Since that time, Caltrans has informed SCTA that they do not have the resources to perform the environmental revalidation work. In order to keep the design and

environmental revalidation moving forward, Caltrans supports having an SCTA consultant perform the environmental revalidation.

On May 12, 2012, the Board approved Amendment No. 3 to the BKF agreement to add the scope to perform an environmental revalidation and hold public information meeting for an amount not to exceed \$125,000.

On May 13, 2013 the Board approved Amendment No. 4 to the BKF agreement to extend the term of the contract through April 30, 2016 in order for BKF to complete design and environmental services.

Amendment No. 5 will extend the contract term through December 31, 2020 in order for BKF to complete design services and to provide design services for the right of way and construction phases should funding become available. No additional funding is being proposed at this time.

Policy Impacts:

None

Fiscal Impacts:

None

Staff Recommendation:

SCTA staff requests that the Board authorize staff to negotiate and for the Chair to execute proposed contract SCTA10014-A5 with BKF Engineers to extend the contract term through December 31, 2020, subject to final review and approval by legal counsel.

AMENDMENT NO. 5 TO AGREEMENT FOR PS&E CONSULTANT SERVICES

This Amendment No. 5 to Agreement No.SCTA10014 is made by and between BKF Engineers (hereinafter referred to as “CONSULTANT”), and the Sonoma County Transportation Authority (hereinafter referred to as “SCTA”).

RECITALS

WHEREAS, the California Department of Transportation (hereinafter “Caltrans”), SCTA, and the Transportation Authority of Marin (hereinafter TAM) have determined to undertake a project on Route 101 from 0.5 km (0.3 mi) north of the Route 37 interchange in the City of Novato to 0.5 km (0.3 mi) north of the Corona Road Overcrossing in the City of Petaluma; KP 30.0/44.5 (PM 18.6/27.7) in Marin County and KP0.0/11.5 (PM 0.0/7.1) in Sonoma County (hereinafter “the MSN Corridor Project”); and

WHEREAS, by agreement with Caltrans and TAM, one of the capital improvement construction projects will consist of widening Highway 101 for High Occupancy Vehicle (HOV) lanes from just south of the Caulfield Lane Overcrossing (PM 4.0) to 0.5 miles south of the Old Redwood Highway Overcrossing in the vicinity of Clegg Street (PM 7.1) in the City of Petaluma (hereinafter “the MSN Project C2”) in Sonoma County; and,

WHEREAS, by agreement will Caltrans, SCTA is responsible for the preparation of the PS&E for the MSN Project C2; and,

WHEREAS, the PS&E must be prepared in accordance with applicable State laws, rules, regulations, policies, procedures, manuals, standard plans and specifications, and other standards, including, but not limited to, compliance with Caltrans and FHWA requirements; and

WHEREAS, by agreement, Caltrans will provide quality assurance on the work products and CONSULTANT is expected to work closely with appropriate Caltrans staff to ensure appropriate standards are met; and,

WHEREAS, CONSULTANT is a duly qualified engineering firm directed by and employing persons having appropriate certifications, licenses and experience in the preparation of PS&E; applicable federal, state, and local laws, rules, and regulations; design, engineering and related analysis; and the preparation of legally and technically acceptable engineering plans, specifications, and estimates; and

WHEREAS, SCTA and CONSULTANT have entered into Agreement No.SCTA10014 to prepare the PS&E for the MSN Project C2;

WHEREAS, SCTA and CONSULTANT have entered into Amendment No. 1 of Agreement No.SCTA10014-A1 to add the design of the Rainier Overcrossing to the project and provided for additional compensation in the amount of \$498,000.00;

WHEREAS, SCTA and CONSULTANT have entered into Amendment No. 2 for changes to the scope of the project that require additional design effort by the CONSULTANT including changes to the southern project limits from the Caulfield Lane Overcrossing to the Lakeville Highway Interchange, modifications to the Lakeville Highway Interchange south off-ramp, modifications to the E. Washington Avenue Interchange northbound and southbound off ramps; the addition of northbound and southbound auxiliary lanes from Lakeville Highway Interchange to E. Washington Avenue Interchange; modifications to soundwalls; preparation of a Supplemental Project Report; and providing supporting documentation for the revalidation of the Environmental Document; and provided for compensation in the amount of \$166,086.00

WHEREAS, Amendment No. 2 was funded from the \$250,000 designated for Task 10, "Unforeseen Work" of the original agreement in which \$83,914 remains;

WHEREAS, SCTA and CONSULTANT have entered into Amendment No. 3 to prepare an environmental revalidation and conduct a public information meeting to address scope changes for the MSN C-2 project;

WHEREAS, Amendment No. 3 was funded from the remaining \$83,914 in Optional Task 10 and \$41,086 in Measure M Highway 101 funds for a not to exceed amount of \$125,000;

WHEREAS, Amendment No. 4 extended the contract term to April 30, 2016;

WHEREAS, in the judgment of SCTA's Board of Directors it is necessary and desirable for SCTA to increase the term of the contract to December 31, 2020 to complete design services and to provide design services during the right of way and construction phases of the project should funding become available;

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto mutually agree as follows:

1. Paragraph 3.0 of the Agreement is deleted in its entirety and replaced with the following language:

3.TERM OF AGREEMENT: The term of this Agreement shall end on December 31, 2020 unless terminated earlier in accordance with the provisions of paragraph 4 below.

2. 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.

3. 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 AMENDMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 5 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

Staff Report

To: Sonoma County Transportation Authority
From: Seana L. S. Gause
Item: 3.5 Measure M 101 Corridor Landscaping Project, City of Cotati
Date: April 11, 2016

Issue:

Shall the Board approve a cooperative agreement with the City of Cotati to implement a landscaping improvement as part of the Highway 101 Corridor Landscaping Plan?

Background:

In January of 2014 the Board approved a plan for the landscaping of the Highway 101 corridor in the wake of the widening and operational improvements on the highway. The plan allows any affected jurisdiction along 101 to apply for Measure M funding to be used for tree planting and landscape improvements, up to the amount of \$50,000 each, not to exceed \$200,000 for all jurisdictions.

City of Cotati staff contacted SCTA and indicated that Cotati would like to access the landscaping funds. Cotati staff provided plans for a tree planting and landscaping project on State Route 116 beneath 101 to SCTA. A draft cooperative agreement was drawn and circulated between SCTA, Cotati and legal counsels with both agencies. A final version was approved by the Cotati City Council and is attached hereto. Cotati is in the process of awarding a contract for the project and anticipates construction to start this spring and to be completed in one season.

Policy Impacts:

None. It is within Policy for the Board to approve such an agreement.

Fiscal Impacts:

None. The SCTA Board approved the Highway 101 Tree Planting and Landscape Plan, which affords the opportunity for cities to use these funds. The Board also approved amending the 2014 Strategic Plan programming to make these funds available.

Staff Recommendation:

Staff recommends that the Board Approve and authorize the Chair and the Executive Director to sign and execute the agreement.

**COOPERATIVE FUNDING AGREEMENT NO. M41402
BETWEEN
THE SONOMA COUNTY TRANSPORTATION AUTHORITY
AND
CITY OF COTATI**

This Agreement is made and entered into as of _____, 2016 (“Effective Date”) by and between the **CITY OF COTATI** hereinafter referred to as “**CITY**” and the **SONOMA COUNTY TRANSPORTATION AUTHORITY** hereinafter referred to as “**AUTHORITY**.”

RECITALS

1. **AUTHORITY** adopted that certain 2014 Strategic Plan that sets forth **AUTHORITY**’s program and project implementation policies with regard to the use of funds provided under the 2004 Traffic Relief Act for Sonoma County Expenditure Plan and Ordinance approved by the voters of Sonoma County on November 2, 2004 (hereinafter referred to as “Measure M”). The 2014 Strategic Plan, as such may be amended from time to time, is hereinafter referred to as the “Strategic Plan”.

2. In January 2014, the Authority approved the 2014 Highway Corridor Landscaping & Tree Planting Plan that sets forth policies and commitments in regard to landscaping the Highway 101 Corridor from Windsor to the southern Sonoma County Line.

3. Pursuant to the Strategic Plan and Measure M, **AUTHORITY** and **CITY** desire to enter into a Cooperative Funding Agreement to define a framework to enable the two parties to work cooperatively in developing landscaping improvements on transportation facilities on Highway 116 at U.S. Route 101 in Sonoma County (hereinafter referred to as “Central Landscaping Project”).

4. In connection with the Measure M 101 Program Improvements as identified in the Expenditure Plan, **CITY** desires to complete Central Landscaping Project, as more particularly described in Exhibit A to this Agreement (hereinafter referred to as the “Project”).

5. **CITY** has submitted a financial plan and schedule for completion of the Project which is attached hereto as Exhibit B (hereinafter referred to as the “Project Plan”).

6. Pursuant to the Strategic Plan and Measure M, **AUTHORITY** is committed to make available up to \$50,000 to assist with the Project.

7. The City is committed to make available up to \$11,721 of its own funds towards the project.

NOW, THEREFORE, in consideration of the foregoing, **AUTHORITY** and **CITY** do hereby agree as follows:

SECTION I

CITY AGREES:

1. City Contribution. To provide up to \$11,721 in local funds [or other City contribution] towards the Project.
2. Project Completion. To timely complete the Project in accordance with the deadlines set forth in the Project Plan.
3. Invoices. Should **CITY** desire reimbursement of its expenses in connection with this Agreement, **CITY** shall do so by requesting a specific appropriation of Measure M funding by submitting to **AUTHORITY** a Request for Funding Appropriation in the form attached hereto as Exhibit C (hereinafter referred to as "Appropriation Request"). Once an Appropriation Request is approved by **AUTHORITY**, **CITY** may submit to **AUTHORITY** invoices for reimbursements for expenses authorized under the terms of this Agreement and an approved Appropriation Request. Invoices shall be submitted to **AUTHORITY** no more frequently than monthly, and no less frequently than every six months following initial appropriation, provided however that if **CITY** is unable to invoice in this time frame a written request for time extension shall be provided or the funds may be deobligated. Invoices shall be in a form reasonably acceptable to **AUTHORITY**'s Executive Director.
4. Compliance with Laws. With regard to administering and completing the Project, **CITY** shall at all times comply with all applicable laws of the United States, the State of California, the County of Sonoma, and with all applicable regulations promulgated by federal, state, regional, or local administrative and regulatory agencies, now in force and as they may be enacted, issued, or amended during the term of this Agreement.
5. Records. To allow **AUTHORITY** to audit all expenditures relating to the Project funded through this Agreement. For the duration of the Project, and for five (5) years following completion of the Project, or earlier discharge of the Agreement, **CITY** shall make available to **AUTHORITY** all records relating to expenses incurred in performance of this Agreement.
6. Reporting Requirements. To provide annual updates on the PROJECT to **AUTHORITY** in the form attached hereto as Exhibit D.

SECTION II

AUTHORITY AGREES:

1. Reimbursement of CITY Expenses. Consistent with its Strategic Plan, to make available Measure M funds (currently set at \$50,000) to assist with the Project. **AUTHORITY** shall process **CITY** invoices within forty-five (45) days of receiving an invoice in a form reasonably acceptable to **AUTHORITY**'s Executive Director.

2. Notice of Audit. To provide timely notice to **CITY** if an audit is to be conducted.

SECTION III

IT IS MUTUALLY AGREED:

1. Funding Needs. If additional funds beyond those identified in Exhibit B are necessary to complete the Project, **AUTHORITY** will cooperate with **CITY** to identify and secure new or increased fund commitments; however, completion of the Project remains the responsibility of **CITY**.

2. Term. This Agreement will remain in effect until discharged as provided in Paragraph 3 or 13 of this Section III.

3. Discharge. This Agreement shall be subject to discharge as follows:

a. This Agreement may be canceled by a party for breach of any obligation, covenant or condition hereof by the other party, upon notice to the breaching party. With respect to any breach which is reasonably capable of being cured, the breaching party shall have thirty (30) days from the date of the notice to initiate steps to cure. If the breaching party diligently pursues cure, such party shall be allowed a reasonable time to cure, not to exceed sixty (60) days from the date of the initial notice, unless a further extension is granted by the non-breaching party. On cancellation, the non-breaching party retains the same rights as a party exercising its right to terminate under the provisions of paragraph 3(b), except that the canceling party also retains any remedy for breach of the whole contract or any unperformed balance. If the Agreement is cancelled by **AUTHORITY** because **CITY** has failed to wholly or partially complete the Project, **AUTHORITY** may, at its option, demand repayment of all unexpended funds and funds determined by audit not to have been expended as provided for in this Agreement, with interest accrued thereon as would have accrued had such funds been invested in the Sonoma County Treasury Pool; and, further, to offset such balances due **AUTHORITY** from any other Measure M funds due **CITY**.

b. By mutual consent of both parties, this Agreement may be terminated at any time. Upon termination by mutual consent, **CITY** shall repay to **AUTHORITY** any

unexpended funds originally provided to **CITY** under this Agreement, and any interest that has accrued thereon.

4. Indemnity. **CITY** agrees to accept all responsibility for loss or damage to any person or entity, including but not limited to **AUTHORITY**, and to defend, indemnify, hold harmless, reimburse and release **AUTHORITY**, its officers, agents, employees, successors and assigns from and against any and all actions, claims, damages, disabilities, liabilities and expense including, but not limited to attorneys' fees and the cost of litigation incurred in the defense of claims as to which this indemnity applies or incurred in an action by **AUTHORITY** to enforce the indemnity provisions herein, whether arising from personal injury, property damage or economic loss of any type, that may be asserted by any person or entity, including **CITY**, arising out of or in connection with the receipt or use of funds provided pursuant to this Agreement, whether or not there is concurrent negligence on the part of **AUTHORITY**, but, to the extent required by law, excluding liability due to the sole or active negligence or due to the willful misconduct of **AUTHORITY**. If there is a possible obligation to indemnify, **CITY**'s duty to defend exists regardless of whether it is ultimately determined that there is not a duty to indemnify. **AUTHORITY** shall have the right to select its own legal counsel at the expense of **CITY**, subject to **CITY**'s approval, which approval shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for **CITY** or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.

5. Notices. Any notice which may be required under this Agreement shall be in writing, shall be effective when received, and shall be given by personal service, or by certified or registered mail, return receipt requested, to the addresses set forth below, or to such addresses which may be specified in writing to the parties hereto.

To **CITY**: Craig A. Scott, Public Works Director/City Engineer
201 West Sierra Ave.
Cotati, CA.
(707) 665-3620
cscott@cotaticity.org

To **AUTHORITY**: Executive Director Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 240
Santa Rosa, CA 95401
(707) 565-5373
suzsmith@sctainfo.org

6. Additional Acts and Documents. Each party agrees to do all such things and take all such actions, and to make, execute and deliver such other documents and instruments, as shall be reasonably requested to carry out the provisions, intent and purpose of the Agreement.

7. Integration. This Agreement represents the entire agreement of the parties with respect to the subject matter hereof. No representations, warranties, inducements or oral agreements have been made by any of the parties except as expressly set forth herein, or in other contemporaneous written agreements.

8. Amendment. This Agreement may not be changed, modified or rescinded except in writing, signed by all parties hereto, and any attempt at oral modification of this Agreement shall be void and of no effect.

9. Independent Agency. CITY renders its services under this Agreement as an independent agency. None of the CITY's agents or employees shall be agents or employees of the AUTHORITY.

10. Assignment. The Agreement may not be assigned, transferred, hypothecated, or pledged by any party without the express written consent of the other party.

11. Successors. This Agreement shall be binding upon the successor(s), assignee(s) or transferee(s) of the AUTHORITY or CITY as the case may be. This provision shall not be construed as an authorization to assign, transfer, hypothecate or pledge this Agreement other than as provided above.

12. Severability. Should any part of this Agreement be determined to be unenforceable, invalid, or beyond the AUTHORITY of either party to enter into or carry out, such determination shall not affect the validity of the remainder of this Agreement which shall continue in full force and effect; provided that, the remainder of this Agreement can, absent the excised portion, be reasonably interpreted to give effect to the intentions of the parties.

13. Limitation. All obligations of AUTHORITY under the terms of this Agreement are expressly subject to AUTHORITY's continued authorization to collect and expend the sales tax proceeds provided by Measure M. If for any reason AUTHORITY's right to collect or expend such sales tax proceeds is terminated or suspended in whole or part, AUTHORITY shall promptly notify CITY, and the parties shall consult on a course of action. If, after twenty-five (25) working days, a course of action is not agreed upon by the parties, this Agreement shall be deemed terminated by mutual or joint consent; provided, that any future obligation to fund from the date of the notice shall be expressly limited by and subject to (i) the lawful ability of AUTHORITY to expend sales tax proceeds for the purposes of the Agreement; and (ii) the availability, taking into consideration all the obligations of AUTHORITY under all outstanding contracts, agreements to other obligations of AUTHORITY, of funds for such purposes.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

CITY OF COTATI

[Redacted Signature]

City Manager

ATTEST:

[Redacted Signature]

City Clerk

APPROVED AS TO LEGAL FORM FOR CITY:

[Redacted Signature]

City Attorney

APPROVED

[Redacted Signature]

By: Department Director

[Redacted Signature]

Finance Director

SONOMA COUNTY
TRANSPORTATION AUTHORITY

By: _____
SCTA Chair

APPROVED AS TO SUBSTANCE:

By: _____
Executive Director

By: _____
Legal Counsel
Authority

**COOPERATIVE FUNDING AGREEMENT NO.M41402
BETWEEN
THE SONOMA COUNTY TRANSPORTATION AUTHORITY
AND
CITY OF COTATI**

EXHIBIT A

DESCRIPTION OF THE PROJECT

As part of the "US 101 Central A" project, Caltrans installed tree wells, a median island, and associated irrigation and control wire sleeves for the City of Cotati to landscape and maintain at the State Route 101 interchange at Highway 116. A portion of the Central Landscaping Project will install irrigation lines in existing sleeves, install irrigation control systems (wires and controllers), and plant trees in the existing tree wells, and install other landscaping in the median island.

**COOPERATIVE FUNDING AGREEMENT NO. M41402
 BETWEEN
 THE SONOMA COUNTY TRANSPORTATION AUTHORITY
 AND
 CITY OF COTATI**

EXHIBIT B

FINANCIAL PLAN AND SCHEDULE

On February 15, 2015, the City executed a professional service agreement with FIRMA Design Group for the design of the Central Landscape Project for an amount not to exceed \$6,250. The Design is complete and a detailed engineer's cost estimate was prepared resulting in an estimated for the project construction cost of \$56,618.10.

Accounting for Construction Management, and construction contingency, the estimated remaining project cost is \$61,721. With \$50,000 coming from the SCTA through the Cooperative Funding Agreement, the City will need to provide up to \$11,721 for the project. Funds in this amount have been included for this project in the City's adopted FY 15/16 budget.

<u>Milestone</u>	<u>Date</u>	<u>Status</u>
Design Complete	6/04/2015	Complete
Advertise Project	2/15/2016	Complete
Caltrans Freeway Maintenance Agreement	3/30/16	Pending
Caltrans Encroachment Permit Issued	3/30/16	Pending
Award Construction Contract	4/13/16	Awaiting Completion of Bid Period
Construction Substantially Complete	7/1/16	N/A
Project Closeout/Final Reimbursement Request	7/15/16	N/A

COOPERATIVE FUNDING AGREEMENT NO. M41402
BETWEEN
THE SONOMA COUNTY TRANSPORTATION AUTHORITY
AND
CITY OF COTATI

EXHIBIT C

REQUEST FOR FUNDING APPROPRIATION



INVOICE

Local Street Project
Measure M Invoice Summary

Project Sponsor: City of Cotati

Date of Request: _____

Period of Request: From _____ to _____

Cooperative Agreement Number: M41402

Project Name: Highway 116 Landscaping Project

Phase: Construction

Project Description: As part of the "US 101 Central A" project, Caltrans installed tree wells, a median island, and associated irrigation and control wire sleeves for the City of Cotati to landscape and maintain at the State Route 101 interchange at Highway 116. A portion of the Central Landscaping Project will install irrigation lines in existing sleeves, install irrigation control systems (wires and controllers), and plant trees in the existing tree wells, and install other landscaping in the median island.

Invoice Number: _____

Project Development Phase:

Description of work performed this period:

Cooperative Funding Agreement No. _____

City of _____

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	Measure M
Amount Appropriated	\$50,000
Amount Previously Invoiced	\$
Current Invoice	\$
Invoiced to-date	\$

Attachments:

- Summary of All Expenses**
 - 1. Staff Time: Summary of Hours worked, and total dollars by employee**
 - 2. Contracts: Summary of Invoices Paid**
 - 3. Miscellaneous Expenses: Summary of Invoices**

**COOPERATIVE FUNDING AGREEMENT NO. M41402
 BETWEEN
 THE SONOMA COUNTY TRANSPORTATION AUTHORITY
 AND
 CITY OF COTATI**

EXHIBIT D

PROJECT REPORTING LETTER

Date

Sonoma County Transportation Authority
 490 Mendocino Avenue, Suite 206
 Santa Rosa, CA 95401

[Name of Project] - Annual Reporting Letter – FY _____

Dear SCTA Chairman:

The City of Cotati is pleased to present information related to Measure M funding for the following project for FY _____ Reported:

Work was performed on the following project using Measure M funds including:

A.	Project Name:	
	Project Phase/Development Phase:	
B.	Amount Appropriated in Previous Fiscal Years	\$ -
C.	Total Amount of Unexpended Appropriations from Prior FY	\$ -
D.	Amount Appropriated in FY _____	\$ -
E.	Reimbursements Received in FY _____	\$ -
F.	Amount of Matching Funds Provided	\$ -
G.	Total Measure M Reimbursements Received in Prior Years	\$ -
H.	Total Measure M Funding Reimbursed to Date	\$ -
I.	Total Appropriation Remaining Balance to Rollover to FY _____	\$ -

J. Describe work completed this fiscal year.

K. How were bike/pedestrian needs considered?

L.	Overall Status of Project by Phase	% Complete	Est. Completion Date
	Scoping		
	Environmental		
	Design		
	Right of Way		
	Construction & Construction Management		

- M. Describe where you displayed the Measure M logo, such as on signs at the construction site or on vehicles? Please enclose pictures.
- N. Provide digital pictures of projects before, during and after construction.
- O. Did you identify Measure M on your web site? Please provide link.
- P. Identify project benefits and discuss how Measure M funds assisted in project delivery.

To meet our reporting requirements we are submitting an original signed copy on our letterhead. In addition we have also emailed an electronic copy to the SCTA.

We have also attached prints of photographs and/or have provided the same photos in jpeg file format.

If you have any questions regarding this project information please contact me at:

Phone: 707 665-3620

Email: cscott@cotaticity.org

Sincerely,

SIGNATURE REQUIRED

Name

Title (Public Works Director/City Engineer)

Cooperative Funding Agreement No. _____

City of _____

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Staff Report

To: Sonoma County Transportation Authority

From: James R. Cameron, Director of Projects and Programming

Item: 3.6 Measure M - Maintenance of Effort -FY14/15 -Policy 14 and PUC Compliance

Date: April 11, 2016

Issue:

Is SCTA in conformance with Public Utilities Code 180200 and Measure M Policy 14 related to Maintenance of Effort (MOE)?

Background:

The Traffic Relief Act for Sonoma County, Measure M, is governed by the Public Utilities Code. PUC 180200 requires that “local governments maintain their existing commitment of local funds for transportation purposes.” The PUC does not specify how an existing commitment must be measured in order to ensure compliance with the requirement.

Until 2010, Sonoma County jurisdictions received Proposition 42 funds, which had specific MOE requirements. Since the Prop 42 requirements were more stringent than Measure M, there seemed little need for a Measure M policy to address maintenance of effort. Once Proposition 42 funds ended, the SCTA acted to implement its own MOE policy. The SCTA Board approved Measure M Policy 14 on July 11, 2011, after Technical and Citizens Advisory Committee (TAC and CAC) review.

Policy 14 (attached) requires that jurisdictions report the amount of local transportation funding, as a percentage of that jurisdiction’s overall general fund spending. By analyzing the commitment as a percentage of general funds, as opposed to the actual amount of transportation funding, the policy considers the possibility that transportation spending may go down, if there is a decrease in general fund spending. However, if the general fund increases, transportation funding would be expected to be increased by the same percentage.

The baseline percentage was set for FY11/12, since it was the year the policy was enacted. In 2014 and 2015 the SCTA Board accepted the recommendation from the TAC and CAC that determined all jurisdictions were in conformance based on the submitted reporting. SCTA staff has now received FY14/15 reporting from all Measure M Local Street Rehabilitation (LSR) Program recipients. A summary of that reporting is shown in the attached table.

Maintenance of Effort Calculations - % of Local Fund Expenditures on Transportation as a Percentage of the General Fund Expenditures

Jurisdiction	FY 11-12 (BASELINE)			FY12-13			FY13-14			FY14-15			Measure M Local Streets Rehab Estimated FY 16/17 Allocation
	Transportation (A)	General Fund (B)	% (A/B)	Transportation (C)	General Fund (D)	% (C/D)	Transportation (E)	General Fund (F)	% (E/F)	Transportation (G)	General Fund (H)	% (G/H)	
County of Sonoma*	\$7,510,980	\$360,118,999	2.1%	\$17,585,227	\$383,148,289	4.6%	\$17,957,708	\$393,428,546	4.6%	\$15,512,531	\$393,794,666	3.9%	\$1,969,028
Cotati	\$96,726	\$4,436,499	2.2%	\$100,215	\$4,596,544	2.2%	\$119,450	\$4,557,350	2.6%	\$922,560	\$4,956,750	18.6%	\$54,637
Cloverdale	\$162,404	\$5,270,429	3.1%	\$299,748	\$5,178,211	5.8%	\$269,118	\$5,112,356	5.3%	\$314,722	\$5,599,445	5.6%	\$69,233
Healdsburg	\$916,656	\$7,547,774	12.1%	\$1,124,923	\$8,377,514	13.4%	\$1,416,689	\$8,955,584	15.8%	\$1,207,724	\$10,139,003	11.9%	\$94,967
Petaluma	\$775,000	\$32,472,271	2.4%	\$1,136,000	\$33,856,954	3.4%	\$1,361,000	\$34,642,880	3.9%	\$1,361,000	\$41,817,942	3.3%	\$428,227
Rohnert Park	\$558,407	\$22,477,233	2.5%	\$1,135,412	\$24,082,781	4.7%	\$13,338,628	\$28,338,713	47.1%	\$2,788,498	\$30,993,027	9.0%	\$270,469
Santa Rosa	\$2,298,378	\$117,000,000	2.0%	\$2,547,748	\$116,900,000	2.2%	\$2,573,386	\$120,226,452	2.1%	\$2,879,626	\$127,582,862	2.3%	\$1,240,400
Sebastopol	\$159,486	\$4,884,137	3.3%	\$158,454	\$4,966,686	3.2%	\$145,923	\$5,855,048	2.5%	\$292,920	\$7,472,443	3.9%	\$56,093
Sonoma (City)	\$749,256	\$11,838,835	6.3%	\$773,077	\$12,767,244	6.1%	\$1,590,445	\$14,256,313	11.2%	\$1,220,305	\$14,767,440	8.3%	\$80,040
Windsor	\$3,043,675	\$13,108,791	23.2%	\$3,188,492	\$15,706,762	20.3%	\$1,398,600	\$13,617,607	10.3%	\$1,485,318	\$15,098,471	9.8%	\$202,146
TOTALS	\$16,270,968	\$579,154,968	2.8%	\$28,049,296	\$609,580,985	4.6%	\$40,170,947	\$628,990,849	6.4%	\$27,985,204	\$652,222,049	4.3%	\$4,465,240

* County of Sonoma increased baseline from 1.9% to 2.1% due to the receipt of Gen Fund Franchise fees in 11/12 that had previously not been accounted for.

Countywide, the commitment of transportation funding decreased both in overall dollars and as a percentage of cumulative general funds between FY13/14 and FY14/15. Eight of ten jurisdictions maintained or increased their individual percentage commitment of local funds for transportations purposes between the baseline in FY11/12 and FY14/15. The City of Healdsburg and the Town of Windsor decreased their percentage of transportation funding. A chip seal project in the City of Healdsburg had expenditures deferred into FY15/16 causing them to drop below baseline in FY14/15 but expect to be well above baseline in FY15/16. The Town of Windsor built a large capital project on Shiloh Road in the baseline year causing them to have a large baseline percentage and they continue to be below, but the Town consistently has one of the higher percentages of all the jurisdictions. While the County as a whole decreased spending by 2.1% under FY13/14, the average transportation spending still increased from baseline by 1.5%.

The PUC does not state that the commitment must be calculated as a percentage of the general fund or that it be met annually. Policy 14 requires that each jurisdiction provide reporting, but it does not state that each jurisdiction's individual commitment must be maintained. Since many small jurisdictions need to "bank" transportation funding for several years in order to deliver a reasonably sized project, a single year's baseline figure can easily be skewed, based on whether the baseline year contained a large transportation project. Additionally, Policy 14 does not specify consequences for a jurisdiction that does not individually meet their baseline figure. Finally, although the Traffic Relief Act of Sonoma County requires that local governments maintain their existing commitment of local funds for transportation purposes, it does not state whether the commitment must be maintained individually by each jurisdiction, or collectively.

Given that all jurisdictions met the reporting requirements of Policy 14 and that collectively the commitment of transportation funding has increased over baseline, both in actual dollars and as a percentage of overall general fund spending, SCTA should consider accepting the TAC and CAC recommendation that SCTA is in compliance with the PUC, the Traffic Relief Act of Sonoma County and Measure M Policy 14.

Policy Impacts:

This is an interpretation of the Measure M Strategic Plan Policy 14 that would allow for individual jurisdictions to not meet their baseline MOE commitment, provided that collectively SCTA jurisdictions meet or exceed the baseline MOE commitment. This interpretation was previously approved by the SCTA Board in May of 2014 and July of 2015.

Fiscal Impacts:

Consequences of determining that individual jurisdictions must maintain their baseline contribution to transportation could result in a suspension of a portion of the Measure M LSR allocations to those jurisdictions until contributions are brought back to FY11/12 baseline levels. Estimates of FY16/17 allocations are shown in the previous table.

Staff Recommendation:

Staff recommends that the Board find SCTA is in compliance with the Public Utilities Code Section 180200, the Traffic Relief Act of Sonoma County, and Measure M Policy 14.

MEASURE M - STRATEGIC PLAN POLICY 14

The Traffic Relief Act for Sonoma County is governed by the Public Utilities Code. PUC 180200 requires that “local governments maintain their existing commitment of local funds for transportation purposes.” The Measure M Expenditure Plan states “consistent with California Public Utilities Code Section 180200, the SCTA intends that the additional funds provided governmental agencies by the Traffic Relief Act for Sonoma County shall supplement existing local revenues being used for public transportation purposes and that local jurisdictions maintain their existing commitment of local funds for transportation purposes.” Measure M cooperative agreements for the Local Streets Rehabilitation Program also require maintenance of effort.

For the Local Streets Rehabilitation Program funding, each local agency shall be responsible for identifying which of their accounts have local funds for transportation purposes. For these purposes, expenditures would be calculated per fiscal year. A fiscal year is defined as July 1 through June 30. The baseline amount is transportation fund expenditures in FY11/12 which will be converted to percentage of general fund expenditure. Expenditures for each subsequent year will be compared to the baseline to determine the same percentage of general fund expenditures is occurring. Baseline percentages (FY11/12) and subsequent year percentages of discretionary fund expenditures on transportation shall be provided to SCTA by each jurisdiction no later than February 15, starting in February 2013. This is to allow agency audits to be completed prior to submittal.

BOARD OF DIRECTORS MEETING

Meeting Minutes of March 14, 2016

ITEM

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 2:32 p.m. by Chair David Rabbitt.

Directors Present: Director Rabbitt, Supervisor, Second District, Chair; Director Russell, City of Cloverdale, Vice Chair; Director Belforte, City of Rohnert Park; Director Chambers, City of Healdsburg; Director Combs, 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 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, citizen of Santa Rosa, Roseland area, reported on the benefits of trees to reduce greenhouse gases through carbon sequestration, and announced a public presentation by a Dutch scholar and authority on climate protection scheduled for March 22 at the SCTA.

Mr. DeWitt reminded the Board of the bicycle plan for the Roseland Specific plan.

3. Consent Calendar

A. SCTA Items

- 3.1. Measure M – 2016 Bond Disclosure Reports for Series 2011 and 2015 (ACTION)*

B. SCTA/RCPA Concurrent Items

- 3.2. Admin – Minutes of the February 8, 2016 meeting (ACTION)*
- 3.3. Admin – Form 700 requirement for SCTA and RCPA (REPORT)*

The consent calendar was approved (10-0-0-2), with Directors Belforte and Combs abstaining from

approving the February 8 meeting minutes, as they were not present at this meeting.

4. Regular Calendar

The following item was addressed out of order:

C. SCTA/RCPA Joint Items

4.4 Administration

- 4.4.1 Admin – consider a letter of support for Measure AA, a regional parcel tax related to Bay restoration (ACTION)*

John McCaull of the Sonoma Land Trust spoke to this unique measure that would create a \$500 million funding source over a period of 10 years.

In response to Board questions, Mr. McCaull explained that this is not a regulatory measure.

Additional questions from the Board involved timing of this measure and whether the Directors would have sufficient time to each approach their respective City Council to get its support. This measure will be on the June ballot.

Director Gurney explained that Sebastopol has a project that falls within the Russian River watershed and would apply under this measure.

Mr. McCaull explained that partners of their agency, such as the Coastal Conservancy, have funding sources.

Chair Rabbitt confirmed that all areas susceptible to Bay water level rise would be eligible for this funding.

Additional Board comments addressed the equity of the formula, noting that it is less advantageous to the North Bay.

Susan Gorin noted that, as a member of the BCDC, the North Bay is in a competitive position for this funding. She also addressed the issue of Highway 37 sea level rise. Chair Rabbitt acknowledged that the San Francisco Bay receives proportionately less federal funding than other local significant bodies of water.

Additional Board comments noted that this measure is an investment in the future.

Motion by Director Miller, seconded by Director Gorin, to support a letter of support for Measure AA. The motion passed 11-0-0-1, Director Combs abstaining to address this issue with City Council.

A. RCPA Items

4.1. RCPA Planning

4.1.1. CA2020 – presentation on Climate Action 2020 Draft Plan (ACTION)*

Lauren Casey reported that presentations will be made to respective City Councils and the Board of Supervisors. A public open house is scheduled.

A draft of the Plan will be brought back to the Board for its approval following staff review of comments.

Staff is involved in community outreach in getting feedback on the Plan. Ms. Casey referred to a handout summarizing goals by various sectors and another handout summarizing greenhouse gas reduction fund programs and local measures that are providing support in reaching GHG goals where there are gaps in the Climate Action 2020 Plan.

Ms. Casey further summarized the RCPA's role in implementation of CA2020 and other climate protection programs.

Board comments included commendation on the work done by staff, and addressing the issue of social equity in connection with this Plan. The necessity of finding incentives for lower income and disadvantaged communities was addressed, as well as the importance of engaging a diverse population by offering incentives. The importance of the media in this effort was also addressed, as well as being able to point out specific health and economic benefits of the Plan.

In response to Board questions, Ms. Casey explained that not all communities may be able to implement all actions/policies to the same extent, but that the Plan allows for flexibility. Its overall purpose is to reach a countywide goal.

Additional Board comments addressed the progress made over the past 25 years in climate protection; the need for appropriate land planning and planning for transit.

Director Combs requested that the City of Santa Rosa be included to the Report in referring to activities. She commented on the need for incentives in implementing programs.

Further Board comments included commendation on coordination of RCPA staff with each jurisdiction as well as the tremendous effort exhibited in developing the

Plan. They noted that the Plan also shows economy of scale, collaboration, and is an enormous accomplishment, reinforcing Sonoma County's position of leadership in environmental protection.

Discussion continued regarding planning, self-driving cars, and how these would be integrated into CA2020.

Chair Rabbitt reiterated comments on social equity and economic issues; he also noted the importance of long-range benefits, particularly those that are costlier initially and that have a lengthy amortization period before the economic benefits are realized.

Ms. Casey added that staff has been working with Sonoma State University staff and students, one of RCPA's community grant partners, on translating the Plan into a condensed, visually appealing, readable document for the public (a "coffee table" book) and getting this published as soon as possible.

Additional Board comments emphasized the importance of including the City of Santa Rosa in the record of current ongoing activities in the Report, as well as the possibility of collaborating with the Strategic Growth Council.

4.2. RCPA Projects

4.2.1. Activities Report (REPORT)*

Ms. Casey reported on staff activities involving two pieces of legislation; one of these is SB 1030 (repeal of the RCPA sunset date). A hearing is anticipated to be scheduled near the end of March. Staff is working with City Managers to get letters of support.

Staff has also been working with ABAG and the Bay Area Regional Energy Network (BayREN) on SB 1233, the Water Bill Savings Act. Hearing dates have not yet been scheduled for this bill.

Ms. Casey announced the possibility of partnering with the Sonoma County Water Agency on the ongoing implementation of the final solutions. Staff is making itself available to any agencies involved in these programs, and will have a presentation for the Board in the spring.

Staff is also researching cap and trade funding. Ms. Casey referred to the matrix of various greenhouse gas reduction programs and a summary of the type of award process, eligibility, and timelines.

Work is continuing on implementation of BayREN. Staff helped with development of a presentation on Code Compliance in the 21st Century.

Work is also continuing on the Shift Sonoma County planning grant. Staff is tracking grant s for EV

infrastructure (e.g., fast charging on North Highway 101) and new public EV infrastructure has recently opened up in Petaluma and Rohnert Park (at the casino). Ms. Casey announced that a free EV test drive event is scheduled at the Spring Home Show at the Sonoma County Fairgrounds.

Ms. Casey next reported on The Business of Local Energy Symposium held in San Jose recently. She noted that Community Choice has received widespread support.

Ms. Casey next responded to Board questions regarding the greenhouse gas reduction matrix, particularly the Strategic Growth Council.

Concerns were expressed by the Board regarding the need for transit-oriented development and the allocation of grant funding for mass transportation and commuting across counties vs. encouraging local affordable housing centered around local jobs.

Discussion followed regarding local housing and the difficulty of qualifying for grant funding, noting the significance of disadvantaged communities by the State when it considers funding. Suzanne Smith responded to Board questions regarding guidelines and eligibility to apply for funding, grant deadlines, and the County's eligibility for programs. The issue of State criteria for disadvantaged communities was addressed; noting the areas of need among the smaller cities in Sonoma County.

B. SCTA Items

4.3. SCTA Projects & Programming

4.3.1. Bike/Ped – Transportation Development Act, Article 3 (TDA3) call for projects (REPORT)*

Dana Turréy announced the call for projects for this funding, noting that applications are due in April.

4.3.2. Measure M – Ten-Year Report on Measure M (REPORT)*

James Cameron reported on the history of this Measure, including revenue, which has been below estimates by approximately 9%.

In response to Board questions, Mr. Cameron explained that projections are based on a comparison of the original 2004 voter approved expenditure plan Projected Revenue.

Mr. Cameron summarized fund allocation among various programs under the Measure, including Local Street Projects; Local Bus Transit; Local Street Rehabilitation; and Highway 101. He noted that Local Streets Projects funding is historically undersubscribed, as it requires a one to one match by jurisdictions. Bicycle and Pedestrian path projects have typically been oversubscribed.

Mr. Cameron also pointed out that the Strategic Plan mainly addresses Local Streets Projects and bicycle and pedestrian projects.

Mr. Cameron next summarized how funding has been leveraged, noting that Bicycle and Pedestrian projects, typically oversubscribed, have matched funding. He reported that Highway 101 funding has successfully matched projects, sometimes five to one.

Mr. Cameron next briefly referred to LSP funding still remaining in Measure M, itemizing projects in progress and projects not programmed that have no match.

Board comments included commendation on the success of the program and the leveraging of funds.

Concerns were expressed by the Board regarding funds that are not expended.

Mr. Cameron responded to these comments by explaining how staff has worked with jurisdictions in funding individual projects.

Board comments also addressed the demise of redevelopment funding and the need to accumulate funding over a longer period of time.

In response to Board questions regarding what next steps would be in addressing the overprojected revenue, Mr. Cameron noted that immediate action is not necessarily required; but suggested addressing this in the Strategic Plan.

The need to publicize how Measure M funding has been used and its success was also addressed, particularly through new communications and outreach by staff.

Additional Board comments addressed the need to look for ways to fully utilize funding.

4.3.3. Highways – interagency agreement with Solano Transportation Authority for consultant services related to assessing financing tools for improvements in the Route 37 corridor (ACTION)*

Suzanne Smith reported on activities of the four North Bay sister agencies: Sonoma County Transportation Authority (SCTA); the Solano Transportation Authority (STA); the Transportation Authority of Marin (TAM); and Napa Valley Transportation Authority (NVTA). This includes the establishment of a Policy Advisory Committee, which includes several Board members. At the staff level, working groups have been formed and meet regularly to develop information and advance improvements along the Highway 37 corridor. These include the wetlands, congestion, and capacity.

Ms. Smith announced that the STA has agreed to take the lead in publishing a Request for Proposals for a financial consultant.

As part of the participation of the four agencies, staff is requesting authorization for the SCTA to enter into an interagency agreement with the expenditure of \$20,000.00.

Ms. Smith referred to the interagency agreement, outlining the participant responsibilities for the agencies involved.

Motion by Director Miller, seconded by Director Gallian, to authorize the Executive Director to execute the Interagency Agreement. Motion carried unanimously (12-0-0-0).

4.3.4. Highways - update on State Highway projects (REPORT)

Mr. Cameron reported that, in connection with the Central A project, Caltrans has an excess land sale scheduled for May 11 for a parcel located at the Highway 101 North onramp from Highway 116 in Cotati. This will generate additional revenue for Highway 101 construction.

Staff is researching a grant opportunity called FASTLANE for the MSN C-2 (Central Petaluma HOV lanes) and is working with the Highway 101 Ad Hoc Committee in pursuing this.

A full southbound 101 freeway nighttime closure is scheduled for Friday, March 18 that will detour traffic off at Lakeville Highway to Highway 37 in order to pour the last section of deck. The bridge is being closed in order to reduce vibration while this is taking place. This will be followed by bridge finishing on the east side this week and post tensioning next week.

Construction on MSN B-3 (the San Antonio Creek Bridge at the Sonoma/Marin County Line) has started, with signage and will begin with Rammed Aggregate piers for north abutment this week.

Mr. Cameron next reported on STIP funding developments and the impact of this on the MSN B-2 Phase 2 project; \$81 million in STIP funding was cut by MTC. It was determined that this would not affect this project. However, the fiscal year for which funds will be allocated is not yet known. STIP hearings are scheduled in Southern California March 16 and 17 and in Northern California on March 23.

The Solano Transportation Authority has released the RFP for financial consultant services for Highway 37 (see Item 4.3.3).

C. SCTA / RCPA Joint Items

4.4.2 Admin – new SCTA and RCPA web sites, brand identities (REPORT)*

Brant Arthur presented a slideshow showing the color palette, themes, used for the new logo and branding of the SCTA and RCPA.

Mr. Arthur next showed features of the new website, which includes larger images and a more streamlined accessibility. He noted that the website is improved for mobile device use.

The Board commended staff on the fine job of branding, logo design and the website. The importance of consistency was addressed.

5. Reports and Announcements

5.1. Executive Committee report

Chair Rabbitt reported that discussion included new funding opportunities for Highway 101 in light of changes in STIP funding and de-allocation of some projects that are not anticipated to be built.

5.2. Regional agency reports*

SMART: Director Russell announced a public workshop that is scheduled March 29 in Cloverdale as well as another being held in Windsor. This will give the public the opportunity to provide input on the coordination of transit (e.g., SMART and Sonoma County Transit).

Director Zane encouraged jurisdictions to publish the SMART telephone number for reporting safety issues and stressed the importance of informing as much of the public as possible.

Sonoma Clean Power: Director Landman reported on significant growth taking place and potential growth statewide. In less than half a decade, over 60% of the populace is expected to be customers.

BCDC: Director Gorin reported on increasing activity related to Highway 37, particularly Bay level rise and BCDC's role in evaluating projects.

5.3. Advisory Committee agendas*

Included in agenda packet.

5.4. SCTA/RCPA staff report

N/A

5.5. Announcements

N/A

6. Adjourn

5:04 p.m.

Staff Report

To: Sonoma County Transportation Authority
From: Dana Turrey, Transportation Planner
Item: 4.1.1 – FY16/17 Coordinated Claim for Transit Funding
Date: April 11, 2016

Issue:

Shall the Sonoma County Transportation Authority (SCTA) approve the FY16/17 Coordinated Claim for state and local transit funding?

Background:

Each year a Coordinated Claim for Transportation Development Act, State Transit Assistance, and Measure M funds is developed by the jurisdictions of Sonoma County. These funds are the primary source of operating revenue for all of Sonoma County’s transit operators. Because the service areas of transit operators in Sonoma County cross jurisdictional boundaries, the Metropolitan Transportation Commission (MTC) requires that a Coordinated Claim for these funds be prepared and adopted annually by the SCTA.

Transportation Development Act (TDA) revenues are derived from sales tax receipts (0.25% of the state sales tax).

State Transit Assistance (STA) funds are derived from a portion of sales tax revenues collected from the sale of vehicle fuels. They are allocated from three subcategories:

- i) Population Formula Funds go to local operators for transit projects.
- ii) Regional Paratransit Funds are available from MTC for paratransit services by Sonoma County Transit, Santa Rosa CityBus, and Petaluma Transit.
- iii) Revenue Based Funds are allocated to operators eligible for TDA Article 4: Sonoma County Transit, Santa Rosa CityBus, and Petaluma Transit. *However, due to recent changes made by the State Controller’s Office (SCO) to the STA Revenue-Based Program, MTC is not allocating this portion of the program until further information is provided by the SCO.* Once MTC has allocated the Revenue-Based STA program, staff will bring this portion of the Coordinated Claim to this Board.

Measure M revenues are also derived from sales tax receipts (0.25%) with bus transit receiving 10% of the incoming revenue. Measure M is administered by SCTA. Measure M funds are generally used by local operators to support fixed-route and paratransit operations.

The revenue streams from all of these sources are affected by changes in the economy, as well as changes in legislation and programs; thus, operators must deal with funding instability as a constant condition.

Population is another variable since it is used as a method of distribution of funding. From the FY06/07 Coordinated Claim until now, the Sonoma County Transit service area population percentage (i.e., 100%

minus Santa Rosa & Petaluma) has decreased from 55.44% to 53.13%; Santa Rosa has risen from 32.74% to 34.88%; Petaluma has increased from 11.82% to 12%, of total county population.

What is the Coordinated Claim?

The Coordinated Claim documents existing inter-jurisdictional funding agreements for transit services in Sonoma County as they relate to the distribution of TDA, STA and Measure M funds. The process of developing the Coordinated Claim each year is the primary mechanism for establishing contribution amounts for services provided by transit operators to local jurisdictions.

The funding amounts displayed in the Coordinated Claim are based on the latest fund estimates prepared by the MTC and the County Auditor’s office. While the fund estimates are subject to fluctuation over the course of the fiscal year, the Coordinated Claim serves as the basis from which transit operators base their annual TDA & STA funding requests to MTC. Generally transit operators make their annual claims to MTC in May and June, so that funding is received prior to the start of the new fiscal year.

FY16/17 Funding Coordination:

In general, most jurisdictions provide TDA funding to Sonoma County Transit for a variety of contract transit services. For a complete listing of all contracted services, please refer to the Coordinated Claim.

Based on a contribution formula established in FY96/97, all Sonoma County entities contribute to Golden Gate Transit (GGT). Collectively, as required by MTC resolution 2858, these contributions provide an amount equal to 25% of Sonoma County’s fiscal year TDA funds.

In order to fund complementary paratransit services required by the Americans with Disabilities Act (ADA) of 1990, each entity that contracts with Sonoma County Transit contributes an additional 20% of their fixed-route contributions to support ADA required paratransit services. Currently, Sonoma County Transit contracts with Volunteer Wheels to provide its ADA paratransit service. Petaluma Transit and Santa Rosa CityBus currently contract with MV Transportation to provide paratransit services within their respective service areas.

Fiscal Impacts:

The combined total from the three funding sources is estimated at just over \$25.9 million.

Requested Action:

Staff recommends that the Board review and approve the attached FY16/17 Coordinated Claim. The Transit Technical Advisory Committee (TTAC) and the Transit Paratransit Coordinating Committee (TPCC) reviewed and recommended approval to the Board at their recent meetings (March 9, 2016 and March 15, 2016, respectively).

FY 2016-17 TDA / STA / Measure M - Fund Summary

1.5

	TDA		STA*		MEASURE M		Total TDA / STA / MEASURE M	
Forecasted Revenue:	\$22,800,000	100.00%	\$2,120,420		\$2,280,000	100.00%	\$27,200,420	100.00%
MTC Contributions:	798,000	3.50%	-----		-----		798,000	2.93%
County Administration (Auditor)	40,000	0.18%	-----		-----		40,000	0.15%
Article 3 - Bicycle & Pedestrian Projects	439,240	1.93%	-----		-----		439,240	1.61%
FY 2016-17 Funds to Transit Operators	\$21,522,760	94.40%	\$2,120,420	100.00%	\$2,280,000	100.00%	\$25,923,180	95.30%
Petaluma Transit	1,597,872	7.42%	208,150	9.82%	273,552	12.00%	2,079,574	8.02%
Santa Rosa CityBus	5,719,852	26.58%	726,064	34.24%	795,163	34.88%	7,241,079	27.93%
Sonoma County Transit*	8,824,346	41.00%	1,147,656	54.12%	1,211,285	53.13%	11,183,287	43.14%
Golden Gate Transit	5,380,690	25.00%	38,550	1.82%	----	----	5,419,240	20.90%
Totals by Funding Source	\$21,522,760	100.00%	\$2,120,420	100.00%	\$2,280,000	100.00%	\$25,923,180	100.00%
% by Funding Source	83.03%		8.18%		8.80%		100.00%	

* Awaiting MTC guidance on FY 2016-17 STA Revenue-Based funds which are not included in this distribution.

I. TDA Funds Available

1.5

TDA Forecast		FY 2016-17	SCTA Adopted Coordinated Claim Distribution
		\$22,800,000	FY 2015-16 \$22,900,000
Less:	MTC Administration	114,000	114,500
	MTC Planning	684,000	687,000
	County Administration	40,000	40,000
Subtotal:		21,962,000	22,058,500
Less:	Article 3 Pedestrian/Bicycle Funding (2.0%)	439,240	441,170
Total:	Article 4 and 8 available	\$21,522,760	\$21,617,330

Adopted FY 2016 TDA Estimate:	\$22,900,000
Revised FY 2016 TDA Estimate (1-2016):	\$22,100,000
Auditor's FY 2017 Estimate:	\$22,800,000

% Change- FY 2016 Adopted Estimate vs. FY 2017 Auditor's Estimate:	-0.44%
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II. Distribution of TDA Funds

A. Distribution by Apportionment Area

Area	Population*	Percent	FY 2016-17 Apportionment	FY 2015-16 Apportionment	Difference
Cloverdale	8,708	1.7548%	\$377,671	\$380,837	(\$3,166)
Cotati	7,346	1.4803%	318,600	321,206	(2,606)
Healdsburg	11,687	2.3550%	506,871	508,650	(1,779)
Petaluma	59,540	11.9979%	2,582,282	2,600,324	(18,042)
Rohnert Park	41,077	8.2774%	1,781,532	1,794,752	(13,220)
Santa Rosa	173,071	34.8756%	7,506,183	7,502,860	3,323
Sebastopol	7,507	1.5127%	325,583	327,905	(2,322)
Sonoma	10,933	2.2031%	474,170	476,036	(1,866)
Windsor	27,335	5.5083%	1,185,534	1,194,562	(9,028)
County	149,049	30.0349%	6,464,335	6,510,197	(45,862)
Total	496,253	100.0000%	\$21,522,760	\$21,617,330	-\$94,570

* California Department of Finance - January 1, 2015 - Based on published population by entity - Table E-1.

B. Funds allocated to Golden Gate Transit for regional transit services:

Area	Distribution	FY 2016-17 Allocation	FY 2015-16 Allocation
Cloverdale	10.0603%	\$37,995	\$38,140
Cotati	28.8464%	91,904	92,684
Healdsburg	10.0603%	50,993	50,941
Petaluma	28.8464%	744,894	750,321
Rohnert Park	28.8464%	513,907	517,874
Santa Rosa	25.0000%	1,876,546	1,875,715
Sebastopol	10.0603%	32,755	32,839
Sonoma	10.0603%	47,703	47,674
Windsor	10.0603%	119,269	119,634
County	28.8464%	1,864,725	1,878,511
Total		\$5,380,690	\$5,404,333
		25.00%	of County TDA

**C. Contribution to Sonoma County Transit for intercity services between Petaluma and Santa Rosa:
 (Sonoma County Transit Routes 44 & 48)**

Area	FY 2016-17		
	Percent of Route Budget*	Fixed-Route Allocation	Paratransit Allocation**
Petaluma	14.64%	\$199,597 (1)	\$39,919

* Cotati and Rohnert Park contributions to Sonoma County Transit Routes 44 & 48 are included in Section D.
 ** Assumes 20% of fixed-route contribution for ADA complementary paratransit services.

(1) - includes contribution for maintenance of the Petaluma Transit Mall.

D. Funds allocated to support intercity Sonoma County Transit/Paratransit services:

Area	FY 2015-16			FY 2016-17			
	Total Contribution	80% Fixed Route	20% Paratransit	Percent of TDA	Total Contribution	80% Fixed Route	20% Paratransit
Cotati	\$181,421	\$145,137	\$36,284	Remainder	\$179,800	\$143,840	\$35,960
Sebastopol	143,028	114,422	28,606	Remainder	141,454	113,163	28,291
Healdsburg	285,619	228,495	57,124	Remainder*	284,540	227,632	56,908
Cloverdale	232,465	185,972	46,493	Remainder*	229,925	183,940	45,985
Windsor	767,385	613,908	153,477	Remainder	760,065	608,052	152,013
Rohnert Park	470,185	376,148	94,037	Remainder	464,453	371,562	92,891
Sonoma	204,437	163,550	40,887	Remainder	203,521	162,817	40,704
Total	\$2,284,540	\$1,827,632	\$456,908		\$2,263,758	\$1,811,006	\$452,752

E. Other contract services between apportionment areas:

Area	FY 2016-17 Contribution	Claiming Agency	Purpose	FY 2015-16 Contribution
Cloverdale	\$109,751	County	Local Route 68	\$110,232
County				
County	90,215	Santa Rosa	Support for Santa Rosa Transit Mall Operations	90,611
Cotati Total FR * PT	46,895	County		47,101
Cotati*	37,516	County	Local Routes 10 & 11	37,681
Cotati**	9,379	County	Local Paratransit Contribution**	9,420
Healdsburg	171,339	County	Local Route 67	172,090
Rohnert Park FR & PT Total	803,171	County		806,694
Rohnert Park*	642,537	County	Local Routes 10,11,12,14	645,355
Rohnert Park**	160,634	County	Local Paratransit Contribution**	161,339
Sebastopol FR & PT Total	151,374	County		152,038
Sebastopol*	121,100	County	Local Route 24	121,631
Sebastopol**	30,274	County	Local Paratransit Contribution**	30,407
Sonoma FR & PT Total	222,946	County		223,924
Sonoma*	178,358	County	Local Routes 32 & 34	179,140
Sonoma**	44,588	County	Local Paratransit Contribution**	44,784
Windsor FR & PT Total	306,200	County		307,543
Windsor*	244,961	County	Local Route 66 ***	246,035
Windsor**	61,239	County	Local Paratransit Contribution**	61,508

* Contributions assume a -0.44% change over FY 2015-16 (from page 1).

** Assumes 20% of fixed-route contribution for ADA complementary paratransit services.

*** Includes contribution for maintenance of the Windsor Intermodal Facility.

F. Paratransit Contributions

See paratransit contributions detailed in Section II, C,D,E and summarized in Section III column F.

Prior-Year Revenue Adjustment*

*Prior year revenue adjustments are reflected in "Prior Year TDA Funds Available" on page 4. Balances are in accordance with MTC's Regional Fund Estimate dated February 24, 2016.

IV. Distribution of TDA Article 3 Pedestrian/Bicycle Funds

Area	FY 2016-17		Current-Year Funds Available
	Population	Apportionment	
Cloverdale	1.7548%	\$7,708	
Cotati	1.4803%	6,502	
Healdsburg	2.3550%	10,344	
Petaluma	11.9979%	52,700	
Rohnert Park	8.2774%	36,358	
Santa Rosa	34.8756%	153,187	
Sebastopol	1.5127%	6,645	
Sonoma	2.2031%	9,677	
Windsor	5.5083%	24,195	
County	30.0349%	131,925	
Total	100.0000%	\$439,240	\$0

Article 3 Summary

Projected FY 2016-17 Apportionment	\$439,240
- Other	
FY 2016-17 Article 3 Funds Available for Distribution	439,240
Projected Prior-Year Fund Balance*	705,349
Total Article 3 Funds Available	\$1,144,589

* Per MTC Regional Fund Estimate 2-24-16.
 Article 3 claimants should confirm their prior-year balance with SCTA prior to submitting a claim to MTC.

III. Summary of TDA Fund Activity

1.5

Agency	A. FY 2016-17 TDA Apportionment	B. FY 2016-17 Contributions to GGT	C/D. FY 2016-17 Contributions to SCT	E. +/- FY 2016-17 Contract Services	F. FY 2016-17 Contributions to SC Paratransit	Projected FY 2016-17 TDA Entitlement	Projected Prior-Year TDA Funds Available*	Projected Total TDA Funds Available
Cloverdale	\$377,671	(\$37,995)	(\$183,940)	(\$109,751)	(\$45,985)	\$0	\$0	\$0
Cotati	318,600	(91,904)	(143,840)	(37,516)	(45,339)	0	0	0
Healdsburg	506,871	(50,993)	(398,971)	----	(56,908)	0	0	0
Petaluma	2,582,282	(744,894)	(199,597)	----	(39,919)	1,597,872	762,551	2,360,423
Rohnert Park	1,781,532	(513,907)	(371,562)	(642,537)	(253,525)	0	0	0
Santa Rosa	7,506,183	(1,876,546)	----	90,215	----	5,719,852	24,918	5,744,770
Sebastopol	325,583	(32,755)	(113,163)	(121,100)	(58,565)	0	0	0
Sonoma	474,170	(47,703)	(162,817)	(178,358)	(85,293)	0	0	0
Windsor	1,185,534	(119,269)	(608,052)	(244,961)	(213,252)	0	0	0
County	6,464,335	(1,864,725)	2,181,941	1,244,007	798,786	8,824,346	4,292,635	13,116,981
GGT	----	5,380,690	--	--	--	5,380,690	(181,316)	5,199,374
Total	\$21,522,760					\$21,522,760	\$4,898,788	\$26,421,549

* From MTC's Regional Fund Estimate dated 2-24-16. Claimants should confirm prior-year balances with MTC prior to submitting a claim for prior-year funds.

Measure M Transit Distribution

FY 2016-17	TDA Forecast	\$22,800,000
FY 2016-17	Measure M Forecast	\$22,800,000

Measure M Distribution to Transit (19%)	\$4,332,000
- Distribution for Bicycle & Pedestrian Projects (4%)	912,000
- Distribution to SMART (5%)	1,140,000
- Distribution to Transit Operators (10%)	2,280,000

Distribution to Transit Operators based on TDA Population Percentages

		Distribution
Petaluma Transit	11.9979%	273,552
Santa Rosa CityBus	34.8756%	795,163
Sonoma County Transit	53.1265%	1,211,285
Total	100.0000%	\$2,280,000

STA Coordinated Claim

Transit TAC Approved Draft

STA

per MTC Regional Fund Estimate dated 02-24-16

Updated 03-08-16

Projected FY 2017 STA Funds Available for Allocation - By Operator

1.2

Entity	Distribution				Total FY 2016 Funds Available for Allocation
	Population-Based	Regional Paratransit	Revenue-Based		
Petaluma Transit	\$166,524	\$41,626	NA*		\$208,150
Santa Rosa CityBus	605,064	120,999	NA*		726,064
Sonoma County Transit	963,336	184,321	NA*		1,147,656
Golden Gate Transit	---	38,550	---		38,550
Total	\$1,734,924	\$385,496	NA*		\$2,120,420

* awaiting direction from MTC on FY 2017 STA Revenue-based fund amounts

Projected FY 2017 STA Revenue Estimate

1.2

Operator	Population*	% Population	Distribution			
			Population-Based	Regional Paratransit	Revenue-Based	Total
Petaluma Transit	59,540	11.9979%	\$208,155	\$46,251	NA*	\$254,406
Santa Rosa CityBus	173,071	34.8756%	605,064	134,444	NA*	739,508
Sonoma County Transit	263,642	53.1265%	921,705	204,801	NA*	1,126,506
Golden Gate Transit	---	---	---	---	----	---
Total	496,253	100.0000%	\$1,734,924	\$385,496	NA*	\$2,120,420

* awaiting direction from MTC on FY 2017 STA Revenue-based fund amounts

STA Population-Based Fund Summary

		Total	Distribution by Operator		
			Petaluma Transit	Santa Rosa CityBus	Sonoma County Transit
FY 17	Funds Available	\$1,734,924	\$208,155	\$605,064	\$921,705
FY 17	Allocation to Sonoma County Transit		(41,631)	---	41,631
FY 17	Total Funds Available	\$1,734,924	\$166,524	\$605,064	\$963,336

FY 2017 Multi-Jurisdictional STA Project List (Population-Based Funds)

Claimant		Total	Distribution by Operator		
			Petaluma Transit	Santa Rosa CityBus	Sonoma County Transit
ADA Implementation	SCT	\$41,631	\$41,631	---	\$41,631
Total		\$41,631	\$41,631	---	\$41,631

STA Regional Paratransit Fund Summary

Claimant		Total	Distribution by Operator		
			Petaluma Transit	Santa Rosa CityBus	Sonoma County Transit
FY 17	Funds Available	\$385,496	\$46,251	\$134,444	\$204,801
FY 17	Regional ADA Support	GGT (38,550)	(4,625)	(13,444)	(20,480)
FY 17	Total Funds Available	\$346,946	\$41,626	\$120,999	\$184,321

Staff Report

To: Sonoma County Transportation Authority
From: James R. Cameron, Director of Projects and Programming
Item: 4.1.2 - Highway 101 – Ramp Metering Update
Date: April 11, 2016

Issue:

What is the status of the Highway 101 Ramp Metering Project in Sonoma County?

Background:

Ramp metering helps ensure a freeway is efficiently able to carry as much traffic as it should be able of by managing the rate at which vehicles enter the freeway through the use of traffic signals. Ramp metering was implemented in Sonoma County in 2014 and has generated up to 4.8 minutes (16%) in travel time savings between Windsor and Petaluma. This travel time saving occurred when Highway 101 traffic volume increased 8%. The use of technology to maximize operations is cost effective and necessary given high costs and other impacts of widening freeways once High Occupancy Vehicle (HOV) lanes are in place.

A final report has been compiled that examines the conditions of highway operations and is available at:

http://scta.ca.gov/wp-content/uploads/2016/03/Deliv-7-5B-Before_After_Final_20151223.pdf

<http://scta.ca.gov/wp-content/uploads/2016/03/Deliv-7-5B-Appendix-E-G-20151223.pdf>

The Metropolitan Transportation Commission (MTC) Traffic Operations Systems (TOS) policy to require existing ramp metering equipment to be activated or risk suspension of fund programming actions for federal and state discretionary programs until activated. MTC approved TOS Policy Resolution 4101 and staff report is located here:

http://apps.mtc.ca.gov/meeting_packet_documents/agenda_2049/3a_MTC_TOS_Policy_Update.pdf

MTC TOS Policy, Ramp Metering Operation Principles:

1. Ensure that queues from metered ramps do not impede operation of local streets and intersections or block access to private property.
2. Ensure that no communities are burdened with ramp delays that are disproportionate or excessive.
3. Ensure that if queues at metered ramps cannot be accommodated, metering rates will be set to green or at the demand rate during the time period necessary to eliminate the negative impact.
4. Coordinate freeway and arterial operations to ensure efficient operation of both facilities.
5. Promote high occupancy vehicles (HOV) preferential lanes at on-ramps where needed and if feasible.

In 2013, The Sonoma County Ramp Meeting Technical Advisory Committee (RMTAC) was formed by all interested jurisdictions along the Highway 101 corridor between Petaluma and Windsor. To ensure the

operating principles are met, input was solicited from Petaluma, Cotati, Rohnert Park, Santa Rosa, Windsor, the County of Sonoma, SMART, SCTA, MTC and Caltrans. MTC's consultant, Kittelson & Associates, conducted existing condition surveys, drafted an existing conditions report and released the first draft for review.

In spring 2014, the Ramp Metering Implementation Plan was refined with comments from the RMTAC including metering rates. In summer 2014, Caltrans completed infrastructure repair.

In September and October 2014, ramp metering was turned on in Sonoma County. It was a phased turn on starting with 25 southbound ramps between Arata Ln in Windsor to Pepper Road north of Petaluma. About three weeks later 18 northbound ramps were turned on from Gravenstein Hwy 116 in Cotati to Shiloh Road in Windsor.

From fall 2014 into spring 2015, Caltrans and the MTC consultant made adjustments to metering rates and confirmed functioning end of queue loops. Problem locations were identified and addressed.

In May 2015, the MTC consultant conducted after study surveys.

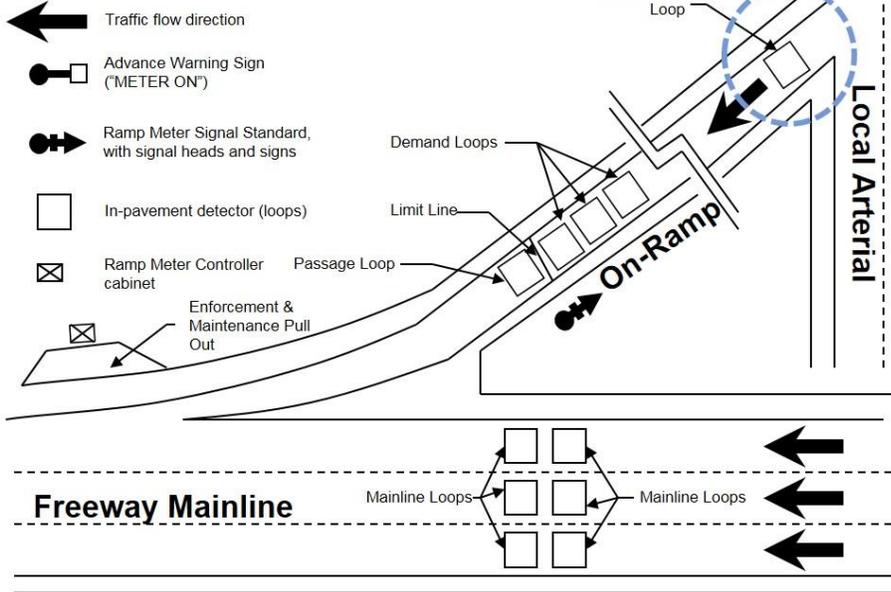
In January 2016, the Final Draft of Before/After Technical Report was released. The Sonoma County RMTAC met throughout the entire process from kickoff through final comment to the final report.

Summary of Before/After Technical Report:

1. Southbound AM traffic volume increased up to 8% and max travel time savings 2.1 minutes (8%)
2. Northbound AM traffic volume increased up to 8% and max travel time savings 2.8 minutes (10%)
3. Northbound PM traffic volume increased up to 6% and max travel time savings 3.1 minutes (6%)
4. Southbound PM traffic volume increase up to 8% and max travel time savings 4.8 minutes (16%)
5. State Route 12:
 - a. Ramp metering has shifted the head of the queue to the metering line, resulting in queues that reach farther up stream
 - b. Queues beyond storage capacity were observed during peak hours
 - c. CHP data base researched showed a decrease in accidents for this beat.
6. Local on-ramps
 - a. Most ramps within storage capacity
 - b. A few ramps exceed storage capacity occasionally
 - i. Northbound AM and PM – Baker Avenue
 - ii. Southbound PM Downtown/3rd Street
 - iii. Northbound AM and PM – Sixth Street
 - iv. Southbound PM Steele Lane
 - v. Southbound PM Shiloh Road Eastbound
7. Ongoing Monitoring and Maintenance
 - a. Caltrans conducts and will continue to conduct regular assessments of the system performance.
 - b. The public can contact Caltrans about Ramp Metering in two way:
 - i. Online Maintenance Requests at <http://www.dot.ca.gov/hq/maint/mrsrsubmit>
 - ii. Call Caltrans Public Affairs Office at: 510-286-4444
8. Next Steps if necessary:
 - a. All green flushing of ramps at peak period
 - b. Infrastructure Improvements.
9. Next Ramp Metering Project
 - a. Petaluma into Marin County.

Ramp Metering Hardware

Legend:



End-of-Queue loop detectors at entrance of on-ramp prevent local street congestion by releasing ramp traffic when queues are present over detector.

Policy Impacts:

None, the ramp metering aligns with the SCTA mission and past expenditures of funds by improving the transportation network, maximizing the funding available and working together collaboratively with the cities and the County of Sonoma.

Fiscal Impacts:

None, the Metropolitan Transportation Commission (MTC) is the project lead and Caltrans is the implementing agency.

Staff Recommendation:

None, this is an informational item only.

Staff Report

To: RCPA Board of Directors
From: Lauren Casey, Director of Climate Programs
Item: 4.2.1 – Climate Action 2020 – Release of Draft Environmental Impact Report
Date: April 11, 2016

Issue:

The RCPA released the attached Notice of Availability (NOA) of a Draft Programmatic Environmental Impact Report (DEIR) associated with Climate Action 2020 on March 21. Agencies and members of the public have until May 6, 2016 to provide written comments on the DEIR.

Background:

The RCPA and participating jurisdictions are proposing to adopt a communitywide Climate Action Plan (CAP) – Climate Action 2020 – to reduce greenhouse gas emissions (GHGs) and adapt to climate change within Sonoma County. The Public Review Draft of the CAP was released to the public on March 14, 2016, and is under review by each jurisdiction and the public. The DEIR was released on March 21, 2016. It is posted online at: <http://rcpa.ca.gov/projects/climate-action-2020/climate-action-2020-environmental-impact-report/>, and available in hard copy to review in person at the RCPA office or the Santa Rosa Central Library.

The CAP is a planning document; therefore, its adoption would not directly result in any physical changes. However the goal of the CAP is to facilitate reductions in GHGs. While the actions called for in the CAP would result in a number of additional environmental benefits, some actions may also result in adverse secondary impacts which are analyzed in the DEIR along with proposed mitigation measures and alternatives.

The RCPA will hold a public meeting to receive comments on the DEIR on Wednesday April 20, 2016, from 5:00 PM to 7:00 PM at the County of Sonoma Permit and Resource Management Department (PRMD) public hearing room. The attached NOA was circulated digitally and in hard copy to interested parties including local governments, air districts, the Air Resources Board, local tribes, Federal Agencies, and those who have signed up for news via the RCPA website. The public meeting was noticed in the Press Democrat consistent with Section 15087 of California Code.

Comments on the DEIR may be submitted in person at that meeting or in writing via the RCPA website at the URL above or hard copy at the RCPA office. Comments will be accepted through 5:00 PM on Friday, May 6, 2016.

RCPA staff and consultants will be responding to comments after the close of the 45-day comment period, and developing a final EIR to bring back to the RCPA Board to consider for certification as part of the process for adopting Climate Action 2020.

Local jurisdictions are encouraged to review the DEIR and comment on whether this Draft provides sufficient information necessary to consider and adopt the Draft Climate Action 2020 Plan.

Future Use of the EIR

If certified by the RCPA Board, the Programmatic EIR may be used by cities or the county to streamline review of future development projects. State CEQA Guidelines allow for the GHG impacts of future projects to be evaluated using an adopted reduction plan, like the CAP, provided that the plan meets specific requirements:

1. Quantify GHG emissions.
2. Establish a level below which the contribution to GHG emissions from activities covered by the CAP would not be cumulatively considerable
3. Identify and analyze the GHG impacts of specific actions anticipated in the area (i.e. GHG forecasts).
4. Specify measures or a group of measures that would collectively achieve the overall reduction target.
5. Establish a mechanism to monitor the CAP's progress towards achieving the GHG emissions level and to require amendment if the CAP is not achieving the specified level.
6. Adopt the GHG emissions reduction plan in a public process following environmental review.

Climate Action 2020 meets all six of these requirements, which are explained in greater detail in Section 1.2 of the DEIR. Once CA2020 is adopted, projects may be required to demonstrate consistency with CAP measures and by doing so avoid conducting repetitive and costly environmental analysis while ensuring less than significant cumulative impacts from new development.

Lastly, while the opportunity to facilitate new development consistent with climate goals is an important goal of Climate Action 2020, less than 5% of forecast emissions in 2020 are expected to come from new development; in order to succeed in limiting emissions to 3 million metric tons of GHGs, the bulk of the challenge will be in reducing emissions associated with existing development.

Policy Impacts:

The RCPA is serving as the lead agency for the implementation of Climate Action 2020 and for the purposes of certifying the EIR. The cities and the County will serve as responsible agencies for the implementation of the CAP. The City of Santa Rosa has previously adopted a communitywide CAP and certified the associated EIR and is therefore not affected by the DEIR.

If a city or the County chooses to adopt Climate Action 2020 and make a finding regarding the adequacy of the EIR, that local government will have the option to provide for streamlined environmental review of new development. Currently, a development project subject to California Environmental Quality Act (CEQA) requirements is required to conduct an assessment of how the project contributes to GHG emissions. If a jurisdiction chooses, they may use a consistency checklist to demonstrate that a project implements measures from the CAP as appropriate, and therefore does not contribute significant impacts to climate change.

Fiscal Impacts:

The Draft and Final EIR are being developed by ICF, International under the agreement with PRMD to develop the Climate Action 2020 Plan. The RCPA is contributing \$75,000 to this task that was included in the Strategic Growth Council award made to the SCTA through the Sustainable Communities Planning Grant and Incentives Program. The RCPA also budgeted \$100,000 for legal services in the adopted FY15-16 budget in anticipation of heightened assistance needed from County Counsel.

Staff Recommendation:

That RCPA Directors notify members of their communities and the appropriate staff in their jurisdictions about the DEIR and public comment period.

NOTICE OF AVAILABILITY OF A DRAFT ENVIRONMENTAL IMPACT REPORT

Climate Action 2020: Community Climate Action Plan

PUBLIC REVIEW PERIOD: MONDAY, MARCH 21, 2016 – FRIDAY, MAY 6, 2016

Date: March 21, 2016
To: Responsible Agencies, Trustee Agencies, and Other Interested Parties
From: Sonoma County Regional Climate Protection Authority
Subject: Notice of Availability of a Draft Environmental Impact Report for Climate Action 2020: Community Climate Action Plan (SCH #2015092072)

NOTICE IS HEREBY GIVEN that the Sonoma County Regional Climate Protection Authority (RCPA), acting as lead agency under the California Environmental Quality Act (CEQA), has prepared a Draft Environmental Impact Report (EIR) for the Climate Action 2020: Community Climate Action Plan.

A. Project Location and Project Area

The boundary of the proposed *Climate Action 2020: Community Climate Action Plan* (CAP) project encompasses Sonoma County (County). Sonoma County is the largest and northern-most county of the nine counties that comprise the San Francisco Bay Area (Bay Area). The County is located along the Pacific coastline, approximately 40 miles north of the City of San Francisco and the Golden Gate Bridge. Sonoma County is bordered by Mendocino County to the north; the Pacific Ocean to the west; Marin County and San Pablo Bay to the south; and Solano, Napa, and Lake Counties to the east.

The project area includes eight incorporated jurisdictions (Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Sebastopol, Sonoma, and Windsor) and unincorporated areas within the County. Santa Rosa has already adopted a CAP and an associated supplemental EIR for the CAP and thus impacts associated with the Santa Rosa CAP are not the subject of the EIR for this project. However, as discussed in the CAP, the assessment of meeting the CAP's overall target is of a countywide target and includes Santa Rosa and its reductions from the Santa Rosa CAP. The project area consists of 1,500 square miles and encompasses the land within the city limits of each incorporated city, the existing sphere of influence (SOI) area of each city, and the boundaries of the unincorporated County.

B. Project Description

The RCPA and participating jurisdictions are proposing to adopt the CAP in order to implement measures to reduce GHG and adapt to climate change within the eight incorporated jurisdictions and the unincorporated areas within Sonoma County. The proposed CAP would include both regional measures (to be implemented by the RCPA and other regional agencies with local government support) and local measures (to be implemented by local governments with RCPA and regional agency support and on their own) to reduce GHG emissions. The proposed objectives of the CAP are to:

- Identify specific actions that the RCPA, other regional agencies, each participating jurisdiction, and individual residents and businesses can implement to reduce GHG emissions consistent with and even

exceeding the goals established in Assembly Bill 32 (AB 32); **specifically, the CAP target is to reduce countywide GHG emissions by 25% below 1990 levels by 2020.**

- Promote consistency with the land use policy direction and growth anticipated in local general plans.
- Allow for continued economic growth to provide opportunities for businesses and residents.

The goal of the CAP is to identify specific actions that each community can implement to reduce GHG emissions. The CAP includes measures to reduce GHG emissions and reduce the County's vulnerability to climate change hazards. The GHG reduction element of the CAP involves an assessment of GHG-reduction strategies, engagement of the public in planning efforts, and creation of a framework to maintain reductions in the future. The climate adaptation element of the CAP involves an analysis of the vulnerability of the communities to the effects of future climate change and identifies broad-level policies and actions that would increase the resiliency of the communities to these changes. The Draft EIR analysis is limited to the GHG reduction measures and does not address the climate adaptation element of the CAP because the adaptation element of the CAP is a broad overview of climate vulnerabilities and general options for policy, not an implementation plan like that for GHG emissions.

The CAP reduction measures are grouped into the following six sectors that produce GHG emissions: building energy; transportation and land use; solid waste generation; water conveyance and wastewater treatment; and livestock and fertilizer. The project also includes advanced climate initiatives that would protect and enhance the value of open and working lands, promote sustainable agriculture, increase carbon sequestrations, and educate residents about GHG emissions from the consumption of goods and services.

The specific reduction goals for each sector are summarized below. There are 20 overall goals for the GHG-reduction measures in the CAP:

Sector	Goals
<i>Building Energy</i> 	1. Increase building energy efficiency 2. Increase renewable energy use 3. Switch equipment from fossil fuel to electricity
<i>Transportation & Land Use</i> 	4. Reduce travel demand through focused growth 5. Encourage a shift toward low-carbon transportation options 6. Increase vehicle and equipment fuel efficiency 7. Encourage a shift toward low-carbon fuels in vehicles and equipment 8. Reduce idling
<i>Solid Waste Generation</i> 	9. Increase solid waste diversion 10. Increase capture and use of methane from landfills
<i>Water Conveyance & Wastewater Treatment</i> 	11. Reduce water consumption 12. Increase recycled water and greywater use 13. Increase water and wastewater infrastructure efficiency 14. Increase use of renewable energy in water and wastewater systems
<i>Livestock & Fertilizer</i> 	15. Reduce emissions from livestock operations 16. Reduce emissions from fertilizer use
<i>Advanced Climate Initiatives</i> 	17. Protect and enhance the value of open and working lands 18. Promote sustainable agriculture 19. Increase carbon sequestration 20. Reduce emissions from consumption of goods and services, including food

The GHG reduction measures in the CAP would be implemented at three levels.

- **State** measures adopted and implemented by state agencies, including statewide fuel efficiency standards and renewable portfolio standards for electricity generation.
- **Regional** measures implemented by cross-jurisdictional agencies like the RCPA, SCP, transit agencies, and waste management and water supply agencies.
- **Local** actions implemented by the cities and the County. These local measures include voluntary, incentive-based, and regulatory approaches.

Appendix B, *CAP Measures*, of the Draft EIR summarizes the state, regional, and local measures included in the CAP to reduce GHG emissions. The measures are organized by GHG-reduction goals for the County as a whole, not including the City of Santa Rosa.

B. Potential Environmental Impacts

The CAP is a planning document; therefore, its adoption would not directly result in any physical changes. However, the goal of the CAP is to facilitate reductions in GHG emissions. This is the chief anticipated environmental effect. While the actions called for in the CAP would result in a number of environmental benefits, some of the actions may also result in adverse secondary impacts on the environment, which are analyzed in the Draft EIR. Subsequent CEQA compliance would be required at a project level for any physical improvements necessary to implement the CAP measures, but the likely impacts are analyzed at a planning level in this EIR.

While state measures are discussed in the CAP, these state measures would apply whether or not the CAP is implemented. Thus, the Draft EIR is focused on the potential environmental impacts of regional and local measures, and not state measures.

As documented in the Draft EIR, and with the exception of cultural resources, physical changes related to actions proposed in the CAP are uncertain, but are unlikely to have significant effects on the environment if standard mitigation measures are adopted by responsible agencies. Because solar permitting is in many cases ministerial, the Draft EIR concludes that there may be significant impacts to historic resources.

It is currently unknown whether actions proposed in the CAP would be located on a hazardous materials/contaminated sites list compiled pursuant to Government Code Section 65962.5, but there is no basis to conclude that will be the case.

C. Availability of Draft Environmental Impact Report and CAP

Copies of the Draft EIR and Draft CAP will be available for review at the following locations:

- RCPA offices at 490 Mendocino Avenue, Suite 206, Santa Rosa
- Santa Rosa Central Library, 211 E St. (corner of 3rd & E), Santa Rosa, CA 95404
- RCPA website at: <http://rcpa.ca.gov/projects/climate-action-2020/>

D. Public Meeting

RCPA will hold a public meeting to receive comments on the Draft EIR. Verbal and written comments will be accepted at the public meeting. A court reporter/transcribers will be available to accept verbal comments. Written comments may also be made on comment cards that will be provided at the public meeting. The meeting will be held at the following time and location:

Sonoma County Permit and Resource Management Department
Public Hearing Room
2550 Ventura Avenue
Santa Rosa, CA 95403
Wednesday, April 20, 2016, from 5 p.m. to 7 p.m.

E. Comments on the Draft Environmental Impact Report

A 45-day public and agency review period pursuant to Section 150105 of the State CEQA Guidelines is scheduled from Monday, March 21, 2016 to Friday, May 6, 2016. Comments may be made on comment cards provided at the public meeting or submitted in writing by regular mail or email. Please send comments submitted in writing to:

Sonoma County Regional Climate Protection Authority
Attn: Lauren Casey
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95407
lauren.casey@rcpa.ca.gov

Comments on the Draft EIR must be received by the end of the review period, which is **Friday, May 6, 2016** at **5:00 PM**.

Staff Report

To: RCPA Board of Directors

From: Carolyn Glanton, Climate Action Coordinator

Item: 4.2.2 – Applied Solutions – managing Applied Solutions at the RCPA

Date: April 11, 2016

Issue:

What is Applied Solutions and how does it relate to the work of RCPA? Should the RCPA assume a role in its ongoing management of Applied Solutions?

Background:

The communities of Sonoma County have long recognized the need for local action to help meet the global challenge of climate change. In 2008, local elected officials along with the Sonoma County Water Agency founded Applied Solutions, a network of local governments working on clean and efficient energy, water and transportation systems. (<http://www.appliedsolutions.org/site/1/Home>)

Applied Solutions was established to provide a clearinghouse of resources to help local governments design and implement projects that diversify their energy and water supplies in order to reduce greenhouse gas emissions, save money, increase efficiency, and spur investment in local economies. The Applied Solutions network provides coordination, expertise, technical tools and the ability to connect local government technical staff to cities and counties aiming to build a clean economy through aggregate local actions. The distinct value of Applied Solutions is the focus on sharing clear, actionable steps that local governments can take to implement specific clean energy and water projects customized to their local and regional priorities.

Applied Solutions conducts regular webinars, distributes a newsletter, has hosted conferences, and provides contacts and expertise for local governments working on GHG reduction. The organization manages a web site and maintains a membership database.

Applied Solutions has a ready network of 145 affiliates encompassing over 170 local governments across 36 states nationwide and 4 countries internationally. Partners and allies include the National Association of State Energy Officials, National Association of Counties, National Renewable Energy Laboratory, National Oceanic and Atmospheric Administration, Lawrence Berkeley National Laboratory, Foundation for Renewables and Energy Efficiency, Emerald Cities Collaboration, Local Energy Aggregation Network, the Asia Society, Institute for Building Technology and Safety, and the American Council of Renewable Energy.

The mission of the RCPA is strongly aligned with the efforts of Applied Solutions and RCPA is a member. RCPA staff anticipates utilizing the peer network of local governments for best practice sharing on topics related to implementing Climate Action 2020. The Applied Solutions network is a benefit to the RCPA as a source of case studies, best practices, cost estimates, incentive and rebate information, and model policy language. It also provides peer relationships with local agencies around the world.

The RCPA has participated in and used information from Applied Solutions since its inception. Webinars have covered best practices including rooftop solar, the water-energy nexus, electric vehicles and electric vehicle

infrastructure, landfill gas-to-energy projects, on-bill financing, property-assessed clean energy, community choice aggregation, feed-in tariffs, and funding and financing. The website includes local government case studies on these topics.

The Sonoma County Water Agency has been the source of staff resources to manage and coordinate Applied Solutions. As RCPA has evolved it has become apparent that there is significant overlap between Applied Solutions and the proposed approach for the RCPA to implement Climate Action 2020. Staff at both agencies have been discussing the opportunity to align these efforts by having the RCPA Climate Action Coordinator serve as the Applied Solutions coordinator as well.

Assuming responsibility from the Sonoma County Water Agency of Applied Solutions would support the development of shared tools for implementation of local measures in the climate action plan and would make the work of the RCPA to identify and understand best practices available to many more local governments. RCPA members would be able to request webinars or case study topics, and receive technical assistance from other local governments. Integrating Applied Solutions into the RCPA's work provides a platform that is useful for all involved.

The RCPA Climate Action Coordinator has experience coordinating Applied Solutions having previously supported the effort when on staff to the Sonoma County Water Agency. If coordination responsibilities of Applied Solutions are assumed by RCPA, staff time would be minimal and directly related to the implementation of climate action plan measures. The Climate Action Coordinator would remain focused on core projects and programs. The Sonoma County Water Agency has agreed to continue supporting the hard costs involved with the web site and network administration.

Policy Impacts:

Networking with local governments across the country and internationally and sharing best practices is a key strategy for supporting the goals and objectives of the RCPA. Having RCPA manage Applied Solutions would support the leadership and coordination of countywide efforts to implement and advocate a broad range of programs and projects aimed at reducing GHG emissions. It would also aligned with the RCPA mission statement that seeks to “incorporate public information and education outreach efforts” and “promote a sustainable climate friendly local economy and social equity.”

Fiscal Impacts:

The Sonoma County Water Agency is proposing to continue supporting Applied Solutions and providing a financial contribution of up to \$10,000 a year for Applied Solutions.

Staff Recommendation:

That the Board consider authorizing staff to work on the transition of Applied Solutions to the RCPA.

Staff Report

To: RCPA Board of Directors
From: Lauren Casey, Director of Climate Programs
Item: 4.2.3 – RCPA Activities Report
Date: April 11, 2016

Issue:

Information only.

Background:

Legislation

RCPA Sunset Removal – SB 1030 (McGuire)

Senate Bill 1030 (McGuire) was heard and approved by the Senate Committee on Housing and Transportation on March 29, 2016, and was referred to the Senate Committee on Environmental Quality for a hearing on April 20, 2016.

Water Bill Savings Act – SB 1233 (McGuire)

Senate Bill 1233 (McGuire) is scheduled for a hearing before the Senate Committee on Governance and Finance on April 13, 2016.

Climate Action Planning

Climate Action 2020

The Public Review Draft of the Climate Action 2020 Plan was released on March 4, 2016 and posted online at <http://rcpa.ca.gov/projects/climate-action-2020/>. Individual Draft Sections can be downloaded from the RCPA library.

The Draft Environmental Impact Report was released on March 21, 2016 and posted online at <http://rcpa.ca.gov/projects/climate-action-2020/climate-action-2020-environmental-impact-report/>.

RCPA Staff have begun presenting the Draft CAP to Councils around Sonoma County, with the first presentation to the City of Sonoma on March 21, and the second to the City of Santa Rosa on April 5. The purpose of these presentations is to introduce the proposed draft, explain the framework as developed by the Staff Working Group under the direction of the RCPA Board over the first two years of project effort, and seek feedback on how well the proposal specific to each community reflects the unique priorities and opportunities in each local government's jurisdiction.

Staff also convened a meeting of the RCPA Stakeholder Advisory Group on March 30 to introduce the Draft CAP and receive questions and comments from SAG members.

Additional input will be collected at additional upcoming public presentations, community group meetings, stakeholder outreach, and the online comment forum provided by the RCPA at the URL above.

The schedule for public outreach on Climate Action 2020 is also posted on the project website.

Coordination Committee

The March 17 Coordination Committee meeting featured Chris Jones, from UC Berkeley and author of the report: “A Consumption-Based Greenhouse Gas Inventory of San Francisco Bay Area Neighborhoods, Cities and Counties.” Mr. Jones presented on the methods used to quantify household carbon footprints and how the findings of this work are relevant to community scale climate action initiatives. A take away for suburban communities: land use is an important long term strategy, but long term climate goals can’t be met without rapid technology deployment: zero carbon electricity, electric vehicles, and fuel switching.

Staff from RCPA members and partners were on hand to ask questions. Mr. Jones offered to serve as informational resource for the RCPA or members in work to incorporate consumption based inventory data into planning and programs.

Energy Efficiency

Bay Area Regional Energy Network

Staff continue to coordinate on the implementation of regional Codes and Standards trainings and forums, single family and multifamily retrofit incentives, and a regional standard PACE operator agreement that leverages lessons learned in the Sonoma County PACE Financing Marketplace.

Staff also continue to work with the Town of Windsor to improve on the model for Windsor Efficiency PAYS and to increase participation by single family properties. RCPA staff joined Town staff for a presentation to the North Bay Association of Realtors (NorBAR) on April 1 to present the program and discuss opportunities for promoting the program to home buyers.

Public Outreach

RCPA Website

Staff will be making continuous improvements to the RCPA website, specifically to make sure that opportunities to participate in current programs and planning efforts are clear and current and to ensure that historic resources developed by the RCPA are accessible to partners and the public.

2016 Sustainable Enterprise Conference

Staff brought a Climate Action 2020 outreach table to the SEC on April 7.

Policy Impacts:

None.

Fiscal Impacts:

None.

Staff Recommendation:

Information only.

Staff Report

To: SCTA Board of Directors

From: Suzanne Smith

Item: 5.2 – Regional Agency Reports

Date: April 11, 2016

Issue:

Recent updates from:

- Sonoma Clean Power (SCP)
- 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 Report
 - <http://www.mtc.ca.gov/whats-happening/news/executive-directors-report>

Staff Recommendation:

This is an informational item only.

CANCELLATION NOTICE

SCTA Technical Advisory Committee (TAC)

Scheduled For Thursday, March 24, 2016

Has Been Cancelled

The next TAC meeting will be held

Thursday, April 28, 2016
1:30 PM

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

The next **S C T A** meeting will be held **April 11, 2016**
The next **SCTA TAC** meeting will be held **April 28, 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 **SCTA 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.



SCTA Citizens Advisory Committee

MEETING AGENDA

March 28, 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 January 25, 2016* - ACTION
4. Draft Climate Action 2020 –<http://rcpa.ca.gov/projects/climate-action-2020/>
5. Measure M – DISCUSSION/ACTION
 - a. Maintenance of Effort Fiscal Year 2014/15 – Policy 14 and PUC Compliance
 - b. Measure M Financial Reports*
6. Highway Updates – DISCUSSION
7. Announcements
8. Adjourn

The next **SCTA/RCPA** meeting will be April 11, 2016
The next **CAC** meeting will be **April 25, 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 **Citizens 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.



Planning Advisory Committee

MEETING AGENDA

Thursday, March 17, 2015, 9:30 a.m.

Sonoma County Transportation Authority

SCTA Large Conference Room

Phone participation: (707) 565-3433

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 February 18, 2016* – ACTION
 4. Round table members discussion
 5. Homelessness Toolbox – Sonoma County presentation
 6. Medical Marijuana regulations questionnaire* -continued discussion from February - Amy Lyle, Sonoma County Permit & Resource Mgt. Dept.
 7. Moving Forward 2040 – SCTAs Comprehensive Transportation Plan update – land use sections to be sent for review.
 8. Other Business /Next agenda
 9. Adjourn
- *Attachment

The next **S C T A** meeting will be held **April 11, 2016**
The next **Planning Directors/PAC** meeting will be held **April 21, 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 **Planning 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.



Countywide Bicycle & Pedestrian Advisory Committee MEETING AGENDA

March 22, 2016 1:30 PM

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

ITEM

1. Introductions
2. Guest Speaker Meredith Glaser, Amsterdam-based urban and mobility strategist – Bicycle Planning in City Revitalization – PRESENTATION
3. Approval of Notes: January 26, 2016 – **DISCUSSION / ACTION***
4. Notice of Special Meeting on April 26, 2016
5. Public Comment
6. Roundtable Updates
 - 6.1. Member Updates
 - 6.2. Other Entities' Updates
7. Complete Streets Checklist for MSN B2 Phase 2 project – **DISCUSSION / ACTION***
8. Active Transportation Program Cycle 3, March 17th CTC Hearing on Guidelines – <http://www.catc.ca.gov/programs/ATP.htm>
9. Other Business / Comments / Announcements
10. Adjourn - **ACTION**

*Materials attached.

The next **SCTA** meeting will be held April 11, 2016
The next **CBPAC** meeting will be held May 24, 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 **COUNTYWIDE BICYCLE & PEDESTRIAN 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.

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Transit Paratransit Coordinating Committee

MEETING AGENDA

March 15, 2016, 1:30-3:00 PM

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: January 19, 2016 – **DISCUSSION / ACTION***
3. Roundtable Updates
 - 4.1. Transit / Paratransit Operators
 - 4.2. Other Entities
4. Coordinated Claim – **DISCUSSION / ACTION****
5. Paratransit Fare Structure – Staff Report – **INFORMATION***
6. Public Comment
7. Other Business / Comments / Announcements
8. Adjourn – **ACTION**

*Materials attached

**Materials handed out

The next **SCTA** meeting will be held April 11, 2016
The next **TPCC** meeting will be held May 17, 2016

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

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SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the **Transit Paratransit Coordinating 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.



Transit - Technical Advisory Committee

MEETING AGENDA

March 9, 2016 10:00 AM

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: February 10, 2016 – **DISCUSSION / ACTION***
3. Measure M expenditure report to the Citizens Advisory Committee (CAC) - Discussion
4. Plan Bay Area, Public Transit State of Good Repair Performance Assessment – Discussion*
5. Coordinated Claim FY17 – **DISCUSSION / ACTION****
6. FTA Section 5310 Program – Administrative Option – Discussion*
7. Transit Operator Updates
8. Clipper Update, if available – Discussion
9. Other Business / Comments / Announcements
10. Adjourn – **ACTION**

*Materials attached

**Materials to be handed out

The next **SCTA** meeting will be held March 14, 2016
The next **T-TAC** meeting will be held April 13, 2016

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SB 343 DOCUMENTS RELATED TO OPEN SESSION AGENDAS: Materials related to an item on this agenda submitted to the **Transit-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.

