

SCTA Citizens Advisory Committee

MEETING AGENDA

November 24, 2014 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. Approval of Notes October 27, 2014*
4. Measure M – DISCUSSION/ACTION
 - a. Measure M Project Presentation – Bicycle Safety & Education by SCBC and SC DHS
 - b. Measure M Financial Reports*
5. CTP Update – Online engagement, Call for Projects – Materials Online:
 - a. Call for Projects & Instructions: <http://sctainfo.org/pdf/transportation/Call-for-Projects-and-Instructions.pdf>
 - b. Application: <http://sctainfo.org/pdf/transportation/Project-Application.pdf>
 - c. List of all projects currently in 2009 CTP or 2013 RTP: <http://sctainfo.org/pdf/transportation/List-of-projects-09.pdf>
 - d. Map of Communities Concern and PDAs in Sonoma County: <http://sctainfo.org/pdf/transportation/COC-map.pdf>
 - e. CTP Goals & Objectives: <http://sctainfo.org/pdf/transportation/Goals-targets.pdf>
6. Updates - DISCUSSION
 - a. Highway 101
 - b. SMART
7. Announcements
8. Adjourn

*Materials attached.

The next **SCTA/RCPA** meeting will be **December 8, 2014**

The next **CAC** meeting will be **January 26, 2015**

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.



CITIZENS ADVISORY COMMITTEE MEETING NOTES

Meeting Notes of October 27, 2014

ITEM

1. Introductions

Meeting called to order at 4:04 p.m. by Seana Gause in the absence of Bob Andersen, Chair.

Committee Members: Bob Anderson, United Winegrowers; Mousa Abbasi, Santa Rosa Chamber of Commerce; Brant Arthur, Sonoma County Transportation and Land Use Coalition; Steve Birdleough, Sierra Club; Randy Bryson, Operating Engineers Local 3; Dennis Harter, Sonoma County Alliance; Curt Nichols, Building Industry Association; Dusty Rhodes, Senior Representative; Willard Richards, League of Women Voters of Sonoma County.

Guests: Thomas Peterson, Plumbers and Steamfitters Local 38; Brett Bradford, Piseni & Brinker; Kellin Gilbert, Piseni & Brinker; Al Lerma, Economic Development Board.

Staff: Chris Barney, Nina Donofrio, Seana Gause, James Cameron, Suzanne Smith, Janet Spilman, Dana Turr y.

2. Public Comment

Dusty Rhodes announced his retirement from the Committee and offered to consider potential members to take his place and refer these to the Committee.

3. Approval of Notes September 29, 2014*
Motion by Steve Birdleough, seconded by Mousa Abbasi, to approve meeting notes as submitted. Motion passed unanimously.

4. Measure M – DISCUSSION/ACTION

The following agenda item was considered out of order:

b. Measure M Audit – presentation by Piseni & Brinker

James Cameron explained three changes to the audit that have been made since the initial draft was submitted to the Committee (all related to Highway 101 construction); these are two receivables, one from the County of Sonoma and one from the City of Petaluma, and an invoice from Caltrans. The total discrepancy was \$530,000.

Mr. Cameron next introduced Brett Bradford of Piseni & Brinker, auditors, who provided a slide presentation of their audit. He confirmed the discrepancy as reported by Mr. Cameron and that a report is anticipated that will verify the accuracy of financial statements and that no material non-compliance with Measure M was identified, no unusual or significant transactions took place, and there were no disagreements or difficulties encountered in working with management.

Chair Andersen entered the meeting and assumed the chair at this point.

Mr. Cameron and Mr. Bradford responded to questions from Chair Andersen regarding the sales tax and receivables activity, explaining in greater detail the discrepancy as noted previously.

In response to questions from the Committee, Mr. Bradford confirmed that the SMART advance was approved by the Board and that it complies with the Strategic Plan.

Mr. Bradford explained in greater detail delivery/commitments of funds.



- a. Measure M Project Presentation – Old Redwood Highway, Hwys 116/121 and Airport Blvd. SCTA

Ms. Gause introduced James Cameron, who provided a slide presentation showing the Measure M Strategic Plan, summarizing contents, particularly highlighting Local Streets and Roads and Highway 101 projects.

Mr. Cameron provided a summary of activity for the Highway 101 North B project (Airport Boulevard), and Central C (Old Redwood Highway Interchange) projects. He showed an overview of Highway 101 construction, explaining funding sources for the various projects. He summarized those projects that are unfunded and pointed out current construction projects, as well as projected construction. The current shortfall for construction is approximately \$100 million.

Discussion ensued regarding committed funds from the sales tax; the possibility of implementing a toll (Mr. Cameron explained that tolling an existing mixed flow lane currently is prohibited); and an explanation of the policy regarding setting a portion of funds aside as a savings “cushion” for the life of the Measure.

Chair Andersen expressed concerns regarding the funding shortfall for the Narrows, recommending alternatives to complete this project sooner (e.g., tolling, and a new ballot measure when Measure M expires) due to the significant time projected before funding is available.

Ms. Gause reported next on the State Highway 116/121 intersection project, which proposes improvements, replacing the blinking red light with either new signalization or a roundabout. She announced that a public meeting will be held November 5 at the Schell Vista Fire Station at 6:00 p.m.

Discussion ensued regarding the effectiveness of roundabouts. In response to questions from the Committee, Ms. Gause explained that the proposal is for a one-lane roundabout with sufficient right-of-way to allow for a second lane in the future, if necessary.

- c. Measure M Financial Reports*

Mr. Cameron confirmed the change from FAMIS to the new EFS accounting system. There were no further comments or questions from the Committee.

5. Updates - DISCUSSION

Highway 101- Ramp Metering

Mr. Cameron reported continuing issues at the northbound Baker Avenue onramp. He noted that during the afternoon commute, the ramp metering light has been set to remain green from 5:00 to 5:15 p.m. in order to prevent traffic from backing up on to Santa Rosa Avenue.

The biggest issue southbound is at College Avenue, with a close second being the Steele Lane exit, and at Third Street. Metering issues at College Avenue and Steele Lane involve timing of the meters. The Third Street issue is related to the controller, and detection loops, which are malfunctioning and cycling through a yellow signal. This will be the case until new loops are cut.

Committee comments included the need for “end of queue” loops at Steele Lane. Mr. Cameron confirmed that the system is currently an adaptive metering system and is not planned to be system wide.

SMART

N/A

6. Advisory committee updates

Ms. Spilman explained that this item has been added to the agenda to give the Committee the opportunity to be informed going forward of activities and issues being considered by other SCTA advisory committees.

7. Announcements

Mr. Abbasi commended staff on their hard work on the Comprehensive Transportation Plan.

Chair Andersen referred to a news article announcing the possible postponement of a proposed quarter-cent sales tax measure, delaying the measure from a special election in March to a special election in June 2015.

It was determined that the next meeting would be held November 24, at its regularly scheduled time.

8. Adjourn

5:20 p.m.

Measure M Cash Flow
FY 14-15 Year to Date

Description	Admin 74651	LSR 74652	LSP 76653	Hwy 101 2008		Hwy 101 Bond Reserve 74656	Hwy 101 2008 Bonds	Hwy 101 2011 Bond Reserve 74657	Hwy 101 2011 Bonds 74658	Hwy 101 2011		Transit 74660	Rail 74661	Rail 2011 Bond Reserve 74662	Rail 2011 Bonds 74663	Rail 2011 Bonds Debt Service 74664	Bike & Ped 74665	Total
				Hwy 101 74654	Bonds Debt Service 74655					Bonds Debt Service 74659	Bonds Debt Service 74660							
BEGINNING CASH BALANCE	223,047.65	539,875.60	17,324,850.36	11,340,743.71	-	4,607,500.00	0.00	1,890,000.00	12,688.15	(0.00)	225,622.40	(2,599,361.64)	630,000.00	8,278.49	-	1,821,915.91	36,025,160.63	
Revenue:																		
1140 40301 Sales/Use Tax	39,265.87	785,317.49	785,317.49	539,603.19	848,058.32	-	-	-	-	182,973.44	392,658.74	135,338.22	-	-	60,991.18	157,063.50	3,926,587.44	
1700 44002 Interest on Pooled Cash	314.69	750.27	25,115.30	23,793.03	-	-	-	-	2,738.50	-	360.88	(3,450.70)	-	918.66	-	2,725.38	53,266.01	
1701 44003 Interest Earned	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2500 42358 State - Caltrans Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
42601 County of Sonoma	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
42612 City of Petaluma	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
46200 Revenue appl to PY	-	-	-	152,301.29	-	-	-	-	-	-	-	-	-	-	-	-	152,301.29	
4680 Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4682 Bond-Premium	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
4683 Bond-Cost of Issuance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
49003 Advances Clearing	-	-	-	-	-	-	-	-	-	-	-	2,800,000.00	-	-	-	-	2,800,000.00	
TOTAL REVENUE	39,580.56	786,067.76	810,432.79	715,697.51	848,058.32	-	-	-	2,738.50	182,973.44	393,019.62	2,931,887.52	-	918.66	60,991.18	159,788.88	6,932,154.74	
Expenses:																		
Caltrans Reimbursable Expenses:																		
6500 51249 Professional/Special Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6570 51226 Consultant Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6610 51221 Legal Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6629 51207 Fiscal Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7302 51602 Travel Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Cal-Trans Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6280 52091 Memberships	1,950.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,950.00	
6300 52101 Misc. Expense	4.18	83.78	83.78	167.56	-	-	-	-	-	-	41.89	20.95	-	-	-	16.76	418.90	
6400 52111 Office Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
52115 Books/Media/Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
52117 Mail and Postage Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6430 51241 Printing Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6500 51249 Professional/Special Services	5,562.66	-	-	66,644.22	-	-	-	-	-	-	-	-	-	-	-	-	72,206.88	
6521 51916 County Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6570 51226 Consultant Services	-	-	-	285,835.28	-	-	-	-	-	-	-	-	-	-	-	-	285,835.28	
6573 51201 Administration Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6610 51211 Legal Services	973.25	-	-	-	14,931.25	-	-	-	-	-	-	-	-	-	-	-	15,904.50	
6629 51207 Fiscal Accounting	7,543.78	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	7,543.78	
6630 51206 Audit Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6635 Fiscal Agent Fees	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6640 Debt Issuance Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6800 51301 Public/Legal Notices	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
6840 51421 Lease/Rent Buildings	37,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	37,000.00	
7302 51602 Travel Expense	2,531.39	-	-	52.00	-	-	-	-	-	-	-	-	-	-	-	-	2,583.39	
7303 Private Car Expense	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
52163 Professional Development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7910 53101 Long-Term Debt-Principal	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
7930 53103 Interest - Long-Term Debt	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
8010 53501 Contributions to Other Govt's:																		
Cloverdale	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Cotati	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Healdsburg	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Petaluma	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Rohnert Park	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Santa Rosa	-	-	155.00	-	-	-	-	-	-	-	-	-	-	-	-	-	155.00	
Sebastopol	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sonoma	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Windsor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sonoma County Public Works	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sonoma County Regional Parks	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sonoma County Health Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Caltrans	-	-	-	3,642,626.48	-	-	-	-	-	-	-	-	-	-	-	-	1,253.09	
MTC	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,642,626.48	
Sonoma County Transit	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Santa Rosa Citybus	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Petaluma Transit	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Healdsburg Transit (Sonoma Co.)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
SMART	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Sonoma County Bicycle Coalition	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
59002 Advances	-	-	2,800,000.00	-	-	-	-	-	-	-	-	-	-	-	-	-	3,901.38	
TOTAL EXPENSES	55,565.26	83.78	2,800,238.78	3,995,325.54	14,931.25	-	-	-	-	-	41.89	20.95	-	-	-	5,171.23	6,871,378.68	
ADJUSTMENTS																		
103 Cash with Trustee	-	-	-	-	(1,696,116.64)	-	-	-	-	(365,946.89)	-	-	-	-	-	-	(2,184,045.84)	
109 Other Receivables	28,702.00	574,040.00	574,040.00	117,048.23	848,058.32	-	-	-	-	182,973.45	287,020.00	82,518.87	-	-	60,991.13	114,808.00	2,870,200.00	
132 Due from Other Governments	-	-	-	735,070.82	-	-	-	-	-	-	-	-	-	-	-	-	735,070.82	
201 Vouchers Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
203 Accounts Payable	(225.99)	(539,118.13)	-	(252,778.53)	-	-	-	-	-	-	(225,244.35)	-	-	-	-	(1,640.63)	(1,019,007.63)	
205 Due to Other Governments	(20.73)	-	(393,000.00)	-	-	-	-	-	-	-	-	-	-	-	-	(11,824.69)	(404,845.42)	
209 Contract Retention Payable	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Rounding	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
TOTAL ADJUSTMENTS	28,455.28	34,921.87	181,040.00	599,340.52	(848,058.32)	-	-	-	-	(182,973.44)	61,775.65	82,518.87	-	-	(60,991.18)	101,342.68	(2,628.07)	
ENDING CASH BALANCE	235,518.23	1,360,781.45	15,516,084.37	8,660,456.20	(14,931.25)	4,607,500.00	0.00	1,890,000.00	15,426.65	-	680,375.78	415,023.80	630,000.00	9,197.15	-	2,077,876.24	36,083,308.62	

Staff Report

To: Sonoma County Transportation Authority
From: Janet Spilman, Deputy Director, Planning & Public Outreach
Item: Comprehensive Transportation Plan update
Date: December 10, 2014

Issue:

What is the status of the CTP Project list or the Call for Projects?

Background:

The Call for Projects packet was sent via email on November 3 to the TAC and other potential project sponsors. It was sent with other documents discussed here. Projects are due to SCTA by December 15, 2014.

The Call for Projects packet is posted online at the SCTA website <http://sctainfo.org/comprehensive-transportation-plan.htm>. These documents are also included in this report.

1. Call for Projects and Instructions
2. Project Application - The input form pdf is an interactive file that you may fill in and submit online. Some fields are required; some have information embedded if you hold the cursor over the field.
3. Lists of projects, currently in either the 2009 CTP or the 2013 RTP. One list is sorted by jurisdiction so that you may find your projects easily. The second is sorted by cost, to give a perspective on the cost of overall project list and the range of project costs. This exercise also demonstrates the number of projects without costs.
4. Maps of Communities of Concern and PDAs. A better rendering of these areas can be found at <http://bit.ly/1wFvI4s>.
5. Goals and targets with information about the CTP and the performance measures.

Every project must have an application, even if it is currently in the CTP. There is information we need about the projects in order to evaluate them that we currently do not have about any projects. This includes location of project, date of construction, and updated costs.

Bicycle projects anticipated to cost \$1million or greater require a project application form. Bike projects must be in the Pedestrian/Bicycle Master Plan. The Countywide Bicycle and Pedestrian Advisory Committee (CBPAC) is currently developing a list of priorities to feature in the CTP.

Next Steps:

Project applications are due to SCTA by COB December 15, 2014. Projects will be subject to performance analysis individually and in categories. Results will be made public via staff reports to Advisory committees and the SCTA Board as well as on the SCTA website. A draft list of projects will be approved by the SCTA in early 2015.

Policy Impacts:

The CTP is the long term planning document for the SCTA. CTP Goals reflect SCTA policy.

Fiscal Impacts:

No fiscal impacts. The project list serves as guidance in programming future funding to projects. It represents priorities of the SCTA for identified and potential future sources of funding, including a possible sales tax measure.

Staff Recommendation:

This item is for information only. Details regarding performance analysis are discussed in a separate staff report. Results of the Call for Project will be presented to the SCTA once the data collection and analysis are complete, in early 2015.