

BOARD OF DIRECTORS AGENDA PACKET

**Monday, September 8, 2014
2:30 p.m.**

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



BOARD OF DIRECTORS AGENDA

September 8, 2014 – 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 Consent**
 - 3.1. Measure M – Street Smart Sebastopol appropriation request for FY14/15 (ACTION)*
 - 3.2. Measure M – Foss Creek Trail appropriation request for FY14/15 (ACTION)*
 - 3.3. Measure M – GC Preston P.C. contract extension (ACTION)*
 - B. **SCTA/RCPA Concurrent Items**
 - 3.4. Admin – Minutes of the July 14, 2014 meeting (ACTION)*
4. **Regular Calendar**
 - A. **SCTA/RCPA Concurrent Items**
 - 4.1. Planning – car sharing Request for Qualifications (RFQ) related to feasibility and implementation (ACTION)*
 - B. **RCPA Items**
 - 4.2. RCPA Projects and Programs
 - 4.2.1. Energy Efficiency – update on the PACE Marketplace, financing tools for homeowners and commercial properties (REPORT)*
 - 4.2.2. RCPA activities report (REPORT)*
 - C. **SCTA Items**
 - 4.3. SCTA Planning
 - 4.3.1. Comprehensive Transportation Plan – revised public engagement strategy (ACTION)*
 - 4.3.2. Priority Development Areas – update to the *Investment and Growth Strategy* (ACTION)*
 - 4.4. SCTA Projects and Programming
 - 4.4.1. Ridesharing – presentation on status of Carma program (REPORT)*
 - 4.4.2. Local Funding – update on possible tax measures related to transportation (REPORT)*
 - 4.4.3. Highways – update on ramp metering in the Hwy 101 corridor (REPORT)*
 - 4.4.4. Highways – update on State Highway projects (REPORT)
5. **Reports and Announcements**
 - 5.1. Executive Committee report



- 5.2. Regional agency reports*
 - SMART NCRA MTC Self Help Counties Coalition
 - ABAG BAAQMD CALCOG GGBHTD Sonoma Clean Power
- 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 **October 13, 2014**

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/RCPA at least 72 hours prior to the meeting to ensure arrangements for accommodation.

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

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

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

Staff Report

To: Sonoma County Transportation Authority

From: Seana L. S. Gause, Senior – Programming and Projects

Item: 3.1 – Measure M – Street Smart Sebastopol appropriation request for FY14/15 (ACTION)*

Date: September 8, 2014

Issue:

Shall the SCTA appropriate Measure M funds for the following project with an approved Cooperative Agreement for FY14/15? (See attached letter)

Cooperative Funding Agreement Number	Jurisdiction	Category	Description	Phase	Appropriation Amount
M70807	City of Sebastopol	Bike/Ped	Street Smart Sebastopol	CON	\$170,000
Total					\$170,000

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 jurisdiction must submit an appropriation request to initiate spending of Measure M funding for the fiscal year in which the funds are programmed. Sebastopol secured a contract to build the Street Smart Sebastopol project, Phase 3 in 2011. The Notice of Completion was filed on June 11, 2012. The SCTA approved a request from the City for advanced funding under policy 4.8 on September 25, 2012. The City has submitted a final request for appropriation of funds to be reimbursed for the funds expended in FY11/12 (attached).

Policy Impacts:

None. This action is within the established policies outlined in the *2014 Measure M Strategic Plan*.

Fiscal Impacts:

Consistent with the Strategic Plan, Measure M funds in the amount of \$170,000 will be made available to the City of Sebastopol to reimburse costs incurred to construct phase 3 of the Street Smart Sebastopol project. Appropriation of these funds is consistent with the funding availability defined in the Measure M cash-flow model. The funds are programmed in FY14/15 and are available.

Staff Recommendation:

Staff recommends that the Board adopt Resolution 2014-019 and approve the aforementioned appropriation request.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF
CALIFORNIA, APPROPRIATING MEASURE M FUNDS TO THE CITY OF
SEBASTOPOL, IN ACCORDANCE WITH COOPERATIVE FUNDING
AGREEMENT M70807**

WHEREAS, the 2004 Sonoma County Traffic Relief Act Expenditure Plan (hereinafter "Expenditure Plan") includes \$19,000,000 in 2004 dollars, for the Bicycle and Pedestrian Projects funding category; and

WHEREAS, the Sonoma County Transportation Authority (hereinafter "Authority") and the City of Sebastopol have entered into Cooperative Funding Agreement No. M70807 (hereinafter "Cooperative Agreement") regarding the Street Smart Sebastopol project (hereinafter "Project"); and

WHEREAS, Sebastopol has submitted a Request for Appropriation of Funds dated July 23, 2014 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 consistent with the Expenditure Plan, the Strategic Plan and the Cooperative Agreement; and

BE IT FURTHER RESOLVED, that the Authority appropriates \$170,000.00 to the City of Sebastopol pursuant to the Cooperative Agreement to be used for the purposes set forth in Attachment A attached hereto; 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 one year from the date of this resolution.

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

Director Carlstrom	_____	Director Mackenzie	_____
Director Chambers	_____	Director McGuire	_____
Director Gallian	_____	Director Rabbitt	_____
Director Gurney	_____	Director Russell	_____
Director Harris	_____	Director Salmon	_____
Director Landman	_____	Director Zane	_____

Ayes:

Noes:

Absent:

Abstain:

SO ORDERED

Sarah Glade Gurney, SCTA Chair

**Resolution No. 2014-019
Sonoma County Transportation Authority
Santa Rosa, California
September 8, 2014**

This **RESOLUTION** was entered into at a meeting of the Sonoma County Transportation Authority held on September 8, 2014 in Santa Rosa, California

Suzanne Smith, Executive Director
Clerk, Sonoma County Transportation Authority

ATTACHMENT A
Use of Appropriated Funds
SONOMA COUNTY TRANSPORTATION AUTHORITY
RESOLUTION No. 2014-000

Date: September 8, 2014

Amount of Funds: \$170,000

Appropriated to: City of Sebastopol

Program Category: Bicycle and Pedestrian Project

Specific Project: Street Smart Sebastopol Project

Appropriated For: Phase 3 CONSTRUCTION

Scope of Work: The Street Smart Sebastopol program includes a variety of improvements to promote pedestrian safety and walkability in downtown Sebastopol. Projects include crosswalk improvements including curb extensions (bulbouts), colored crosswalks, pedestrian beacons, landscaping, sidewalk gap closures, signage, entryway treatments and transit shelter improvements at various locations.

Other Conditions: None

Staff Comments: This is the sixth and final appropriation for this project

ATTACHMENT B
Chronological Listing of Fund Appropriation Resolutions
COOPERATIVE FUNDING AGREEMENT NO. M70807
Between the Sonoma County Transportation Authority
And the City of Sebastopol

Project Number	Resolution Number	Date	Funds Appropriated	Cumulative Total
M70807	2007-020	Sept 10, 2007	\$100,000	\$100,000
	2009-011	April 13, 2009	\$200,000	\$300,000
	2009-020	July 20, 2009	\$500,000	\$800,000
	2010-031	Sept 13, 2010	\$480,000	\$1,280,000
	2011-020	May 9, 2011	\$550,000	\$1,830,000
	2014-019	Sept 8, 2014	\$170,000	\$2,000,000
TOTAL FUNDS APPROPRIATED				\$2,000,000



RECEIVED
JUL 24 2014
SONOMA COUNTY
TRANSPORTATION AUTHORITY
REGIONAL CLIMATE
PROTECTION AUTHORITY

Engineering Department
714 Johnson Street
Sebastopol, CA 95472
Phone (707) 823-2151
Fax (707) 823-4721
Website: www.ci.sebastopol.ca.us
E-mail: skelly@cityofsebastopol.org
Susan Kelly, Engineering Director
Assistant to the City Manager

July 23, 2014

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

FUNDING APPROPRIATION REQUEST (Fiscal Year 14-15)

PROJECT NAME: Street Smart Sebastopol
AGREEMENT NO: M-70807
AMOUNT OF REQUEST: \$170,000

The City of Sebastopol hereby requests that the Sonoma County Transportation Authority (SCTA) take action to appropriate funds in the amount of \$170,000, in Fiscal Year 2014-15, for the Street Smart Sebastopol Phase 2 project.

The City entered into a cooperative funding agreement with the SCTA in September, 2007. The Measure M project known as "Street Smart Sebastopol Phase 2" consists of improvements at a series of twelve intersections in Sebastopol, to improve pedestrian access and walkability in our downtown. The Notice of Completion for the final construction project under the Coop agreement was filed on June 11, 2012. The City submitted a Request for Advance Funding for the remaining funds under Measure M on July 25, 2012, which was approved by the Executive Director on September 25, 2012. The Request for Advance Funding and Approval are attached and will constitute the City's invoice.

The City once again wishes to thank the SCTA Board and your staff for your support.

Sincerely,



cc: Suzanne Smith, Executive Director
Larry McLaughlin, City Manager/Attorney
Karen Cano, Administrative Services Director

Memorandum

To: File, Street SMART Sebastopol Measure M Cooperative Agreement #M70807
From: Seana L. S. Gause, Program/Project Analyst
Re: Request for Advancement of Programmed funds
Date: September 25, 2012

The City of Sebastopol submitted a request dated July 25, 2012 to advance Measure M funds programmed in FY14/15 for the Street Smart Sebastopol Pedestrian Improvement project under Strategic Plan Policy 4.8.

Per Policy 4.8 of the 2009 Strategic Plan, a project sponsor can request that it advance a project by providing its own funding, prior to the fiscal year when the project is programmed in the Strategic Plan. The project sponsor must submit a letter of request (attached), for approval by the SCTA Executive Director. The letter must be accompanied by a project schedule and budget (attached). If approved, the project sponsor must comply with Policy 9 "Proper and Timely Invoicing."

This memo serves as documentation that the Executive Director, Suzanne Smith, approved the Sebastopol request to advance funds on September 25, 2012. Sebastopol will not need to provide invoices for expenditures as the only invoice needed is attached hereto.



file



City of Sebastopol Engineering Department

Mayor
Guy Wilson
City Council
Michael Kyes, Vice Mayor
Kathleen Shaffer
Sarah Glade Gurney
Patrick Slayter

July 25, 2012

Ms. Suzanne Smith, Executive Director
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

Engineering Director
Susan Kelly
Administrative Assistant
Danny Plutino

RE: REQUEST FOR ADVANCE FUNDING

AMOUNT OF REQUEST: \$170,000
FISCAL YEAR: 2014/2015
PROJECT NAME: Street Smart Sebastopol
AGREEMENT NO: M-70807

Dear Suzanne,

The purpose of this letter is to request advance funding in the full amount of \$170,000 that was recently programmed by the SCTA Board of Directors for FY2014/2015, for costs associated with the Street Smart Sebastopol projects. The remaining funds will be allocated to the Phase 3 project, Construction Phase.

The City invoiced SCTA for all remaining appropriations on December 12, 2011 (Invoice No. 9, attached). The invoice covered Construction costs through the end of October 2011. However, the Construction contract was not substantially completed until early January 2012, and not finally completed until later in the spring, delayed while we waited for PG&E to schedule and perform work to relocate various of their facilities.

During all these months, we incurred extra costs from the contractor, and from our Construction Management consultant, and due to some disputed pay items, which have only just been resolved with our contractor. From an original contract award of \$919,444 (for 6 intersections) we approved two change orders. The first one increased the contract cost to \$1,396,049 (to include the three "add alternate" intersections from the original bid) and we are about to approve a final amended Change Order No. 2, to include quantities adjustments in the contractor's Final Invoice, approved extra work during construction, and a negotiated settlement of disputed pay items, for a total of \$129,678.70, bringing the total construction contract cost to \$1,525,727.70.



Page 1 of 2



City of Sebastopol Engineering Department

The project is now complete. A Notice of Completion was filed on June 11, 2012. As we discussed, the total costs for the project exceeded our estimate at the time of our previous appropriation for FY 11-12. Total project cost for the Phase 3 project is in excess of \$2.1 million.

Overall, for the total Street Smart Sebastopol Phase 2 and 3 projects, the final funding picture is as follows:

Total Phase 2 project cost:	\$ 549,255
Total Phase 3 project cost	<u>2,110,794</u>
TOTAL BOTH PHASES	\$ 2,660,049
Less Funding Received and Pending	
Federal-aid Reimbursement from RBPP (Phase 2 project):	(487,353)
Measure M Appropriations through FY 11/12:	(1,830,000)
Measure M Programmed in FY 14/15	(170,000)
6.5% Local Match (Traffic Fund)	<u>(172,696)</u>
	0

We appreciate SCTA's ongoing support for our project and hereby request advance funding of the remaining amount programmed for Measure M in 14/15. Please let me know if you need any additional information or documentation of this request.

Sincerely,



Susan Kelly
Engineering Director

cc: Larry McLaughlin, Interim City Manager
Karen Cano, Interim Dir. Admin. Svcs.
Seana Gause, Program/Project Analyst, SCTA

Engineering Department
 714 Johnson Street
 Sebastopol, CA 95472
 Phone (707) 823-2151
 Fax (707) 823-4721
 Website: www.ci.sebastopol.ca.us
 E-mail: suekelly@sonic.net
 Susan Kelly, Engineering Director
 Assistant to the City Manager



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

Copy

Bike and Pedestrian Project
 Measure M Invoice Summary

Project Sponsor: CITY OF SEBASTOPOL
Date of Request: December 12, 2011
Period of Request: 6/10/11 - 10/31/11
Co-operative Agreement Number: M-70807
Project Name/Phase/Description: STREET SMART SEBASTOPOL
Invoice Number: 9 (FINAL)
Project Development Phase:
Description of Work Performed for this period: Phase 3 Project – CONSTRUCTION

Phase 2: The City accepted the improvements and filed a Notice of Completion for Street Smart Sebastopol Phase 2 on July 25, 2011. Final Measure M Invoice for this phase was Invoice No. 8 dated June 27, 2011.

Phase 3: Work commenced under the Street Smart Sebastopol Phase 3 project in late April 2011. In early May the City issued a change order to include three Add Alternate intersections, upon approval of additional project funding by the SCTA Board. Construction continued through Summer and Fall of 2011. As of the date of this invoice, construction is completed with the exception of punchlist items, and some relocation work by PGE. Acceptance of improvements and Notice of Completion are expected in January 2012. This invoice covers the construction period through the end of October, 2011. This is the final invoice for the City's Measure M appropriations through the current fiscal year.

	Phase 2	Phase 3	Measure M
Amount Appropriated to July 2012			\$1,830,000.00
Amount Previously Invoiced	\$539,456.69	\$491,943.51	\$1,031,400.20
Total Expenditures this Invoice Period	\$0.00	\$936,769.11	
Current Invoice			\$798,599.80
Invoiced to Date			\$1,830,000.00

Attachments:

- 1 Summary of All Expenses
- 2 Staff Time Detail
- 3 Invoices Detail
- 4 Copies of Invoices



Respectfully Submitted:

Susan Kelly, Engineering Director

CC: Administrative Services Attn: Karen Cano

Staff Report

To: Sonoma County Transportation Authority

From: Seana L. S. Gause, Senior – Programming and Projects

Item: 3.2 – Measure M – Foss Creek Trail appropriation request for FY14/15 (ACTION)*

Date: September 8, 2014

Issue:

Shall the SCTA appropriate Measure M funds for the following project with an approved Cooperative Agreement for FY14/15? (See attached letter)

Cooperative Funding Agreement Number	Jurisdiction	Category	Description	Phase	Appropriation Amount
M71203	City of Healdsburg	Bike/Ped	Foss Creek Trail Phase 3	CON	\$200,000
			Foss Creek Trail Phase 6	CON	\$274,000
Total					\$474,000

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 jurisdiction must submit an appropriation request to initiate spending of Measure M funding for the fiscal year in which the funds are programmed. Healdsburg completed Phase 3 of the Foss Creek Trail project, in 2012. The City has awarded a contract for the construction of Phase 6 of the same project in May of this year. The phase is currently under construction and expected to be completed by November. The City has submitted a request for appropriation of funds for both phases dated August 22, 2014 (attached).

Policy Impacts:

None. This action is within the established policies outlined in the *2014 Measure M Strategic Plan*.

Fiscal Impacts:

Consistent with the Strategic Plan, Measure M funds in the amount of \$474,000 will be made available to the City of Healdsburg to reimburse costs incurred to construct phase 3 (\$200K) and phase 6 (\$274K) of the Foss Creek Trail project. Appropriation of these funds is consistent with the funding availability defined in the Measure M cash-flow model. The funds are programmed in FY14/15 and are available.

Staff Recommendation:

Staff recommends that the Board adopt Resolution 2014-020 and approve the aforementioned appropriation request.

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF
CALIFORNIA, APPROPRIATING MEASURE M FUNDS TO THE CITY OF
HEALDSBURG, IN ACCORDANCE WITH COOPERATIVE FUNDING
AGREEMENT M71203**

WHEREAS, the 2004 Sonoma County Traffic Relief Act Expenditure Plan (hereinafter "Expenditure Plan") includes \$19,000,000 in 2004 dollars, for the Bicycle and Pedestrian Projects funding category; and

WHEREAS, the Sonoma County Transportation Authority (hereinafter "Authority") and the City of Healdsburg have entered into Cooperative Funding Agreement No. M71203 (hereinafter "Cooperative Agreement") regarding the Foss Creek Trail project (hereinafter "Project"); and

WHEREAS, Healdsburg has submitted a Request for Appropriation of Funds dated August 14, 2014 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 consistent with the Expenditure Plan, the Strategic Plan and the Cooperative Agreement; and

BE IT FURTHER RESOLVED, that the Authority appropriates \$474,000.00 to the City of Sebastopol pursuant to the Cooperative Agreement to be used for the purposes set forth in Attachment A attached hereto; 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 one year from the date of this resolution.

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

Director Carlstrom	_____	Director Mackenzie	_____
Director Chambers	_____	Director McGuire	_____
Director Gallian	_____	Director Rabbitt	_____
Director Gurney	_____	Director Russell	_____
Director Harris	_____	Director Salmon	_____
Director Landman	_____	Director Zane	_____

Ayes:

Noes:

Absent:

Abstain:

SO ORDERED

Sarah Glade Gurney, SCTA Chair

Resolution No. 2014-020
Sonoma County Transportation Authority
Santa Rosa, California
September 8, 2014

This **RESOLUTION** was entered into at a meeting of the Sonoma County Transportation Authority held on September 8, 2014 in Santa Rosa, California

Suzanne Smith, Executive Director
Clerk, Sonoma County Transportation Authority

ATTACHMENT A
Use of Appropriated Funds
SONOMA COUNTY TRANSPORTATION AUTHORITY
RESOLUTION No. 2014-020

Date: September 8, 2014

Amount of Funds: \$474,000

Appropriated to: City of Healdsburg

Program Category: Bicycle and Pedestrian Project

Specific Project: Foss Creek Trail Project

Appropriated For: \$200K for Phase 3 CON; \$274K for Phase 6 CON

Scope of Work: Phase 3 - Front Street to Rail Depot. Phase 6 – West Grant Street to Dry Creek Road. Construction of Phase 3 is complete. Improvements on both Phases include a 10ft wide pathway with rock shoulders, lighting , bollards and signage at street crossings.

Other Conditions: None

Staff Comments: This is the second appropriation for this project

ATTACHMENT B

Chronological Listing of Fund Appropriation Resolutions

COOPERATIVE FUNDING AGREEMENT NO. M71203

Between the Sonoma County Transportation Authority

And the City of Healdsburg

Project Number	Resolution Number	Date	Funds Appropriated	Cumulative Total
M71203	2006-014	June 12, 2006	\$595,000	\$595,000
	2014-020	September 8, 2014	\$474,000	\$1,069,000
TOTAL FUNDS APPROPRIATED				\$1,069,000



CITY OF HEALDSBURG
Department of Public Works

401 Grove Street
 Healdsburg, CA 95448

Phone: (707) 431-3346 Fax: (707) 431-2710
 Visit us at www.ci.healdsburg.ca.us

August 22, 2014

Sarah Gurney, Chair
 Sonoma County Transportation Authority
 520 Mendocino Avenue, Suite 240
 Santa Rosa, CA 95401

FUNDING APPROPRIATION REQUEST
PROJECT NAME: FOSS CREEK TRAIL IMPROVEMENTS
COOPERATIVE FUNDING AGREEMENT NO. M71203-A5-05

Dear SCTA Chair:

The City of Healdsburg (City) hereby requests that the Sonoma County Transportation Authority (SCTA) take action to appropriate funds at its next Board meeting for the Foss Creek Trail Improvements.

The City has entered into a cooperative funding agreement with the SCTA (Cooperative Agreement No. M71203-A5-05) and has begun work on the construction phase of the project, including construction management. Below is the specific appropriation request information.

Project Name & Description:	Foss Creek Trail: Class 1 Bike & Pedestrian path along railroad right of way and/or Foss Creek Segment 3: Front St to RR Depot Segment 6: W Grant St to Grove St
Project Category:	Bicycle/Pedestrian Project.
Phase Development Phase of this Appropriation:	Construction (Segment 3 & Segment 6)
Programming Year for this Appropriation:	FY 2013/14
Amount of Measure M Appropriation Request:	\$474,000 (Segment 3: \$200K; Segment 6: \$274K)
Amount of Federal Funding:	\$1,626,693
Amount of Local Funding	-
Sources of Local Funding Match:	N/A
Total Project Cost:	\$2,642K (Segment 3: \$541K; Segment 6: \$2,101K)

The current schedule for the Foss Creek Trail Phase 3 & 6:

Project Segment	3 (Front St to RR Depot)		6 (W Grant to Grove)	
	Begin	Complete	Begin	Complete
Scoping (completed)	07/04	07/06	07/04	07/06
Environmental (completed)	07/06	10/06	10/11	04/12
Right of Way (completed)	09/08	06/09	02/12	04/12
PS&E (completed)	08/08	07/11	12/11	04/12
Construction	09/11	03/12	05/14	11/14 (est.)

Thank you for your consideration.

Sincerely,

Mario Landeros, Senior Engineer
 City Healdsburg

cc: Terry Crowley, Municipal Utilities Director

Staff Report

To: Sonoma County Transportation Authority

From: James R. Cameron, Deputy Director of Project & Programming

Item: 3.3 – Project Management and Project Controls Amendment No. 3 to G.C. Preston, P.C. Agreement for Various Highway 101 Projects

Date: September 8, 2014

Issue:

Should SCTA enter into Amendment No. 3 to Agreement No. SCTA08016 with GC Preston, P.C., an engineering management services firm, to provide Project Management, Project Controls, and Program Management services for the Measure M - Highway 101 Marin-Sonoma Narrows (MSN), Old Redwood Hwy projects and Local Street Projects (LSP) program of projects?

Background:

There are a number of Highway 101 corridor projects that are in various phases of project development and/or construction.

The MSN Corridor has been split into a number of separate projects – High Occupancy Vehicle (HOV) lanes A-1, A-2, and A-3 in Marin (Hwy 37 to north of Rowland Ave/Atherton Avenue), Southerly Interchange (B-1) north of Novato, Petaluma Blvd. South Interchange and Petaluma River Bridge (B-2), Sonoma Medina Widening south of the Petaluma Blvd South Interchange (B2-Phase2), San Antonio Curve Modification (B-3), the Route 116 Bridges (C-3), and the HOV lanes through central Petaluma (C-2). The A-1 and A-2 HOV lane is complete. The MSN B-1 and A-3 projects are expected to be completed this year. C-3 and B-2 project construction is scheduled to continue through 2016. The B-2 Phase 2 and C-2 projects are approaching 100% design and the right-of-way phase has recently begun on C-2, approaching willing sellers. Construction funds have not been identified, but these two projects will complete well for any funds that become available.

Per the Memorandum of Understanding (MOU) for the MSN Project executed between SCTA, TAM, and Caltrans, SCTA is responsible for providing a corridor-wide Project Controls Manager (PCM) who is responsible for the collection, documentation, and reporting of progress and changes to the approved scope, schedule, and cost for all corridor projects for the PS&E and R/W acquisition phases of the projects. GC Preston, P.C. currently provides this function.

In addition, SCTA is responsible for providing a Project Manager (PM) for the B-2, B-2 Phase 2, C-3, and C-2 projects. The PM is directly responsible for the managing and delivery of the PS&E packages produced by SCTA consultants URS Corporation for the B-2, B-2 Phase 2 and C-3 projects and BKF Engineers for the C-2 project and for coordinating with Caltrans design engineers on Caltrans performed portions of the PS&E work. SCTA and consulting engineering staff will work diligently to seek new sources of construction funds for various projects, in particular the C-2 and MSN Segment B Phase 2 projects (remaining HOV lanes in Sonoma County and Marin County).

SCTA also provides project management assistance on the Old Redwood Hwy interchange project which is scheduled to continue through 2015.

Landscaping for the North B and MSN B2 is in the preliminary engineering design phase. Remaining Landscaping for North, Central and MSN has been suspended pending identification of additional funds.

In addition to the Hwy 101 corridor projects discussed above, the SCTA is moving forward with the planning phases of the Hwy 116/121 intersection which will require coordination with Caltrans.

Due to the complexity, size of the engineering projects, concurrent time frames, and the need for day-in and day-out oversight management of the various MSN projects and the work load associated with the on-going Central, Wilfred, North, East Washington, and Old Redwood Hwy projects, SCTA staff needs outside engineering consulting services assistance to perform specific project management, project controls, and Measure M program assistance (including development of the Strategic Plan) activities in order to maintain project schedules and cost control over the various projects.

For more detailed information the 2014 Measure M Strategic Plan is available at:

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

SCTA needs the continued services of an engineer who has intimate knowledge of the Highway 101 corridor projects within Sonoma County and of the Caltrans project delivery process and who is able to dedicate his time to SCTA projects. Given the tight time frames for project delivery and constant risks for project over-runs, it is desirable for SCTA to have an engineer that can dedicate his efforts to the various Hwy 101 Corridor/LSP projects and can produce immediately without having coming up to speed on the funding, environmental, and preliminary engineering aspects of the various projects.

The proposed hourly rate has been determined to be within typical consulting firm hourly rates for engineers providing project control engineer and project engineering manager services. The consultant's rate has remained unchanged since 2010, the proposed rate includes a 2.5% annual increase.

Amendment No.3 for engineering management services is for a 24 month extension beginning December 15, 2014. The total cost of the agreement relative to a full time consulting engineer is approximately 0.75 full time equivalent (FTE) the first year and 0.50 FTE the second year.

Attached is a draft copy of Amendment No. 3. The schedule of the various highway projects can be found on page 63 of the 2014 Strategic Plan.

Policy Impacts:

There are no policy impacts as a result of the proposed action.

Fiscal Impacts:

If the board takes action to authorize approval of the proposed GC Preston, P.C. Amendment No. 3, SCTA will commit an additional \$451,900 in Measure M funds based on the 24-month extension. This funding, when individually added to the already committed funding for Highway 101 projects, is within the Measure M budgets established for the MSN, Old Redwood Hwy, and LSP projects. This commitment will not impact funding programmed to other Measure M projects or programs. The total value of the 24 month extension, coupled with staff time on these projects, does not exceed 1% of the total value of the projects.

Staff Recommendation:

Staff recommends that the Board authorize the chair to execute Amendment No. 3 with GC Preston, P.C., not to exceed total contract of \$2,627,320 for Project Management, Project Controls, and

Program Management services for Measure M, including the Hwy 101 MSN and Old Redwood Hwy projects and LSP projects pending review and comment by County Counsel.

AMENDMENT 3 TO AGREEMENT FOR CONSULTANT SERVICES

This Amendment No. 3 is made by and between GC Preston, P.C. (hereinafter referred to as "CONSULTANT"), and the Sonoma County Transportation Authority (hereinafter referred to as "SCTA").

RECITALS

WHEREAS, CONSULTANT and SCTA entered into that certain Agreement to perform project management, project controls, and program management functions necessary for the delivery of the various Route 101 projects from programming phases through construction phases; and

WHEREAS, on-going CONSULTANT project management, project controls, and program management functions for the delivery of the various Route 101 and Local Streets Program projects from programming phases through construction phases are anticipated to be necessary for an additional twenty-four (24) month period beyond the term of the original Agreement; and

WHEREAS, in the judgment of SCTA's Board of Directors it is necessary and desirable to increase the budget for CONSULTANT by \$451,900 to perform project management, project controls, and program management functions in order to keep the various Route 101 and Local Streets Program improvement projects on schedule and within budget;

OPERATIVE PROVISIONS

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

1. Paragraph 2.1 of the Agreement is deleted in its entirety and replaced with the following language:

2.1 **PAYMENT FOR CONSULTANT'S SERVICES**: For all services required hereunder (including without limitation, all tools, equipment, labor, supplies, subcontracts, sub-consultants, supervision, and materials), CONSULTANT shall be paid for salary expenses in accordance with the hourly rates specified in Exhibit B-3, attached hereto and incorporated herein by this reference, and for non-salary expenses in accordance with paragraph 2.2. Consultant shall be paid on a time and material basis in accordance with Exhibit B-3 and paragraphs 2.2 and 2.3, provided, however, that Consultant agrees to perform all services described in this Agreement for an amount not to exceed Two Million Six Hundred Twenty Seven Thousand Three Hundred and Twenty dollars (\$2,627,320). The hourly rates specified in Exhibit B-3 shall cover all salary-related costs, including, without limitation, salary, fringe benefits, overhead, and profit.

2. The First Paragraph of Section 3 of the Agreement is deleted in its entirety and replaced with the following language:

The term of this Agreement shall be Twenty Four (24) months beginning December 15, 2014 unless terminated earlier in accordance with the provisions of paragraph 4 below.

3. 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.

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. 3 to the Agreement as set forth below.

CONSULTANT

DATED: _____ By: _____
Guy Preston, President
GC Preston, P.C.

SONOMA COUNTY TRANSPORTATION AUTHORITY

DATED: _____ By: _____
Sarah Glade Gurney, Chair, SCTA

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

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

APPROVED AS TO FORM:

DATED: _____ By: _____
SCTA Counsel

EXHIBIT B-3

Consultant PDM Services Resource Estimate 2015-2016

PROJECT	2015	2016	TOTAL HRS
North - B	12	0	12
Central - A	12	0	12
Central - C	176	36	212
MSN - B2	192	168	360
MSN - B3	192	192	384
MSN - B2 (Phase 2)	144	144	288
MSN - C1	6	0	6
MSN - C2	96	96	192
MSN - L1	36	24	60
MSN Financial Plan	40	40	80
CFM & Budgets	120	120	240
Annual Report	78	78	156
Strategic Plan	100	0	100
10-Year Plan	60	20	80
Grand Total	1264	918	2182
Rate:	\$205	\$210	
Cost Estimate:	\$259,120	\$192,780	\$451,900

Notes:

1. All rates include base pay, fringe benefits, office, overhead, fee, cell phones and computers.
2. Reproduction & other direct costs billed at cost.
3. Travel Expenses for project related meetings etc. will be billed in accordance with the current Caltrans Travel Expense Guide (mileage, parking etc.).

GC Preston, Professional Corporation

BOARD OF DIRECTORS MEETING

Meeting Minutes of July 14, 2014

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 2:33 p.m. by Chair Sarah Gurney.

Directors Present: Director Gurney, City of Sebastopol, Chair; Director Carlstrom, City of Santa Rosa; Director Chambers, City of Healdsburg; Director Gallian, City of Sonoma; Director Harris, City of Petaluma; Director Mackenzie, City of Rohnert Park; Director Russell, City of Cloverdale; Director Salmon, Town of Windsor; Director Zane, Supervisor, Third District.

Directors Absent: Director McGuire, Supervisor, Fourth District; Director Rabbitt, Supervisor, Second District.

Chair Gurney thanked those who were present at the memorial service for Council Member and former Mayor Michael Kyes of Sebastopol who served as alternate Director on the Board.

2. Public comment on items not on the regular agenda

None.

Suzanne Smith requested the following changes in addressing agenda items: She asked that Item 4.3.1 be addressed at the end of the agenda in order to accommodate Liz Yager's schedule, and that Item 4.5.2 (Local Roads/Long Term Road Plan) be addressed following Item 4.3.2.

Motion by Director Carlstrom, seconded by Director Harris, to approve the change in agenda calendar as noted. Motion carried unanimously; 10 ayes, 0 noes, 0 abstentions, 2 absent.

3. Consent Calendar

A. SCTA Consent

- 3.1. Measure M – Hwy 101 Central Right of Way cooperative

agreement 04-2104 amendment #6 with Caltrans – Time Extension (ACTION)*

- 3.2. Measure M – Hwy 101 MSN B2 construction cooperative agreement 04-2386 Amendment No. 1 with Caltrans (ACTION)*

B. RCPA Consent

- 3.3. BayREN – contract amendment with ABAG for Bay Area Regional Energy Network work (ACTION)*
- 3.4. BayREN – contract amendment with BKi for the Pay As You Save program (ACTION)*

C. SCTA/RCPA Concurrent Items

- 3.5. Admin – update of Personnel Policy #16 re: professional development (ACTION)*
- 3.6. Admin – Minutes of the May 12, 2014 meeting (ACTION)*

Motion by Director Mackenzie, seconded by Director Harris, to approve the consent calendar as submitted. Motion passed unanimously; 10 ayes, 0 noes, 0 abstentions, 2 absent.

4. Regular Calendar

A. SCTA/RCPA Concurrent Items

- 4.1. Portrait of Sonoma County – pledge of support (ACTION)*
 - 4.1.1.1. <http://www.measuringamerica.org/sonoma/>

Brian Vaughn of the Sonoma County Department of Health Services presented a slide show and summarized data providing insight into disparities in human development within the County, using the following indicators: (1) health (life expectancy); (2) access to knowledge (education); and (3) standard of living (earnings) and comparing this data with the national averages.

The Bennett Valley area ranked highest in the Human Development Index overall in Sonoma

County and Fetters Springs/Agua Caliente West and the Roseland Creek area ranked the lowest; these are examples of significant disparity in all three indicators as noted above.

Data showed that level of education is the most significant predictor of earnings for racial and ethnic groups in Sonoma County.

15,900 young children qualified for subsidized preschool but only 2,300 spots were available.

Smoking by teenagers is comparatively higher in Sonoma County than in the rest of the State, calling for a re-doubling of anti-smoking efforts.

Women's income in Sonoma County is still approximately three-quarters that of men.

Mr. Vaughn encouraged the Board to commit to pledging their support to using this presentation in partnering with the Community and collaborate to achieve the long term goal of making Sonoma County the healthiest in the state.

Director Zane pointed out that Rohnert Park and Healdsburg have the lowest rate of smokers in their schools; she tied this to the strict anti-smoking legislation and policies in these areas. She called on all Sonoma County cities to establish a uniform anti-smoking ordinance and united policies in this effort.

Director Gallian concurred, and encouraged Directors to contact and work with the American Lung Association as a resource. She announced that the City of Sonoma is modifying its smoking ordinance and that this legislation is expected to pass by the end of the year.

Director Russell voiced her support of the Portrait of Sonoma County, noting that Cloverdale is a member of the Health Action Council, but added that Cloverdale is one city; and is not divided in "East" or "West" neighborhoods, despite census data designation.

Director Chambers thanked the County for its assistance in drafting anti-smoking legislation and reported that the City of Healdsburg is pursuing legislation to raise the age to legally purchase cigarettes to 21.

Director Carlstrom expressed her appreciation for the report and particularly its focus on child care and preschool; citing the fact that just over 10% of children who qualify for preschool

subsidies get to attend. She announced a task force by the City of Santa Rosa aimed at greater accessibility to, and transparency, in local government, but noted the irony of a population that is still underrepresented in the City.

Director Mackenzie likewise voiced support for signing the pledge of support for A Portrait of Sonoma County.

Director Harris reported that the City of Petaluma now has a grade "B" rating from the American Lung Association in anti-smoking policies for its schools and there is a strong movement for further anti-smoking legislation.

Chair Gurney invited public comment.

Lauren Casey of the RCPA thanked Mr. Vaughn and the County for their efforts in reporting on these issues, and for their assistance in working with RCPA staff on *Shift Sonoma County*, noting that those communities already at risk would be the most impacted by climate change.

Chair Gurney reported that Sebastopol City Council members have signed the Pledge of Support individually.

Motion by Director Zane, seconded by Director Gallian, to approve signing the Pledge of Support for A Portrait of Sonoma County.

Director Zane added that the disparity of wages between men and women is still an issue, and Director Gallian acknowledged the disparity in the availability of preschool education within the County, and particularly in the Springs area, which has a significantly lower income (average \$20,000) overall from the rest of the County. She noted the need for excellent teachers and funding for education.

Director Carlstrom reported on a movement at the State level into transitional kindergarten and preschool; however, Mr. Vaughn explained that this does not have significant support. Director Carlstrom noted it will need to be addressed at the local level.

Director Landman also supported the Pledge.

Chair Gurney called for a vote on the motion; it passed unanimously; 10 ayes, 0 noes, 0 abstentions, 2 absent.

B. RCPA Items

4.2. RCPA Planning

4.2.1. Climate Action 2020 – presentation on adaptation from North Bay Climate Adaptation Initiative (REPORT)*

Ms. Casey introduced Caitlin Cornwall of the Sonoma Ecology Center, which is part of the North Bay Climate Adaptation Initiative (NBCAI), to present information on climate adaptation, including vulnerability studies, in the face of climate hazards that are anticipated within Sonoma County in the future.

Issues addressed include mitigation/reducing greenhouse gas emissions, sequestering carbon; and adaptation/protection from impacts of climate change.

Strategies have been considered to address both mitigation and adaptation; including water and energy efficiency, local power and food, natural water infrastructure, compact development, diverse agriculture, and biodiversity-oriented forestry.

Various scenarios show hot/wet and hot/dry; and warm/wet and warm/dry projections; these include fire, flood, and drought; i.e., by the year 2100 what was the 100-year storm in the year 2000 will be the one-year storm.

Vulnerabilities include public health and safety, water resources, agriculture and natural heritage, and economic loss.

Ms. Cornwall then summarized draft adaptation objectives for Climate Action 2020 (e.g., emergency preparedness; protection of water resources; increase “buffer zone” protected areas inland, coastal, and bayside; promote healthy communities and a sustainable, climate-resilient economy).

Director Gallian expressed her appreciation for the work of Ms. Cornwall and Richard Dale and their contribution to Sonoma County. She called for greater efforts and collaboration to increase public awareness.

Ms. Cornwall explained that projections show strictly the impact of climate change on water and land; this data does not include population or population growth.

Board comments included the possibility of Ms. Cornwall and Mr. Dale being involved in work

on the General Plan for the Town of Windsor and presenting this slideshow at City Council meetings.

Ms. Casey added that this information and Climate Action 2020 are part of a collaboration between the RCPA and NBCAI that involves working with jurisdictions’ planning staff and increasing their engagement in Climate Action 2020, as well as SCTA advisory committees (including the Planning Advisory Committee).

Director Mackenzie reminded the Board of the upcoming 2014 California Adaptation Forum, and that it will include a presentation by Sonoma County.

It was noted that this information will be made available electronically to all City Council members and City Managers, as well as the Board, along with information on the 2014 California Adaptation Forum.

4.2.2. Transportation – scope of grant that will fund *Shift Sonoma County* (REPORT)*

Ms. Casey announced the award of a planning grant by the Strategic Growth Council to develop a strategic transportation action plan for shifting the mode and fuel use for transportation in Sonoma County.

4.3. RCPA Projects and Programs

The following agenda item was addressed out of order:

4.3.2. RCPA activities report (REPORT)*

Ms. Casey reported that public outreach has been ongoing by Adriana Stagnaro, Climate Fellow, and has had good response. Presentations have been given at various Lions Clubs, Chambers of Commerce, throughout the County during May, June and July, and more are scheduled, as well as tabling at various events.

A significant exhibit is planned for the Greentivities booth at the Sonoma County Fair to inform the public of activities being implemented in Sonoma County to address climate change.

Energy Efficiency Program activities are ongoing, including the home retrofit program.

Staff has been closely monitoring developments in cap and trade. A report to the Board will follow via email.

Director Mackenzie noted the importance of keeping engaged and aware of activities at the State level, as funding will be coming from State, and not regional (e.g., MTC), agencies.

The following agenda item was addressed out of order:

4.5.2 Local Roads – County of Sonoma Long Term Road Plan June 2014 (ACTION)*

Ms. Smith explained recent developments involving a proposal to place a quarter-cent sales tax measure on the November ballot, noting that pressing questions relate to whether a local-roads-based sales tax measure should be drafted for the ballot in November.

Ms. Smith summarized the draft ballot measure and expenditure plan, asking that the SCTA be authorized with responsibility for implementing and administering funds for the sales tax measure, as well as developing policies and procedures. The Citizens Advisory Committee (CAC) would be the body responsible for auditing these activities. Staff is seeking the Board's direction as to how to proceed.

Director Zane pointed out differences in Measure M and the proposed sales tax measure; noting that Measure M had only put 20% into local roads. She also pointed out that the proposed sales tax measure includes not only roads but enhancement and safety improvements, including striping and bicycle and pedestrian enhancements, bus turnouts, sidewalks, and Safe Routes to School.

The Board consensus was that administration by the SCTA would be appropriate. In response to Board questions regarding staff and resources to handle administration of funding, Ms. Smith confirmed SCTA staffing and its ability to fulfill these responsibilities. Additional comments were that this measure would be essential to the economy. It was suggested that language be built into the measure that would offer jurisdictions flexibility. Director Mackenzie also noted issues with cities using their language and "filling in the blanks" in the draft measure, but felt it was appropriate that the

SCTA handle the administration of this measure.

Chris Snyder of the Operating Engineers Local #3 voiced his support of the measure and urged the SCTA's support, citing the support of many local groups and agencies for this measure.

Jerry La Londe-Berg of the North Bay Organizing Project (NBOP) expressed support for the measure, calling for 1/3 of the funds to be used to support transit, and 10% of this to be allocated to student bus passes, as part of the overall effort to raise human development in Sonoma County by helping students remain in school.

Jack Swearingen of Friends of SMART emphasized the need to prioritize mitigation before adaptation in addressing climate change, when it will be much more difficult. He also addressed the issue of improving roads for buses and bicyclists as well as for single passenger vehicles to enable easy access to rail stations, and broadening the measure to include transit.

Marie Fiedler of the NBOP explained that she is a member of the Transportation and Housing Equity Task Force, and referred to information on education and school attendance in A Portrait of Sonoma County, and asked that 43% of the new measure revenues be allocated for transportation and that 10% of these funds be allocated for student passes, to encourage students to stay in school.

Willard Richards of Santa Rosa acknowledged that the SCTA would be the appropriate body to administer funding of the new tax measure. However, he stated that this funding will not be sufficient to address the problem and that it would not be enough to repair the roads. He stated that historically the gas tax paid for road improvements, and noted the need to return the fuel excise tax to its former level. He called on the Board to share this information with their constituents and educate them.

Denny Rosetti of Sonoma County Conservation Action noted the need for transit improvement as well as road infrastructure, and felt that the SCTA was the appropriate agency to handle administration of the new tax measure revenues.

Gary Helfrich of the Sonoma County Bicycle Coalition voiced support of the measure and the SCTA as administrator of tax revenues and the need for transit improvement. He emphasized that road improvements would benefit bicyclists as well as vehicles, particularly if they comply with the principles of complete streets and accommodate alternate modes of transportation, and that potholes are a safety issue for bicyclists as well as drivers, who are distracted trying to maneuver around them while sharing the road.

Chair Gurney summarized the two issues being considered: (1) authorization of the SCTA as the administrative body for the tax measure revenues; and (2) the expansion of the measure to include alternative transportation (e.g., transit, bicycle and pedestrian activity).

Motion by Director Zane, seconded by Director Mackenzie, to authorize the SCTA to administer the sales tax revenue funds. Motion carried unanimously; 10 ayes, 0 noes, 0 abstentions, 2 absent.

Director Zane noted that if this is approved by the Board of Supervisors the cities will have the opportunity to endorse it or not, and in regard to non-auto transportation, in compliance with Complete Streets standards, funds will be allocated for bus turnouts, Class II bicycle lanes, and similar improvements. She also pointed out the wear that potholes and bad roads cause to buses as well as to cars, requiring replacement of vehicles.

Discussion followed regarding the opportunity for public comment and input on the language of the measure; it was determined that the earliest opportunity to do this would be July 29 at the Board of Supervisors under "Public Comment – Items Not on the Agenda," and that expansion of the language of the measure would have to be addressed separately as an agenda item under the Brown Act, according to Corey O'Donnell, County Counsel.

Additional Board comments were to encourage the public to be at the next Board of Supervisors meeting to provide their feedback.

Director Carlstrom had to leave the meeting and Alternate Director Julie Combs took her place at this point.

C. SCTA Items

4.4. SCTA Planning

4.4.1. Comprehensive Transportation Plan – authorize telephone poll as part of public engagement strategy (ACTION)*

Janet Spilman explained that the telephone poll is an effort to reach a wider range of the public in Sonoma County and that by utilizing this same poll in updating the CTP trends and changes can be identified.

Board comments included concerns regarding the response rate; the drop in landline telephones and resulting skewed results and underrepresented population (e.g. the poll needs to be in Spanish); the timing of this with the concurrent campaigns, particularly one current sales tax measure for road repair; the length of the poll; and a need for online access for increased public outreach and opportunity to respond.

Board questions referred to SMART and the fact that the poll does not specifically refer to it; Ms. Smith explained that the poll has a general question regarding rail service; however, SMART will be conducting their own market survey; therefore, it is not specifically addressed in this poll. Additional inquires addressed coordination of transit connections.

Ms. Smith suggested that this issue be addressed again at the September meeting, and that staff draft a reconstructed public outreach plan.

The Board concurred that this item will be addressed at the September Board meeting.

The following item was addressed out of order, in order to be considered by a full quorum, as several Directors had to leave the meeting:

4.5 SCTA Projects and Programming

4.5.1. Measure M – Route 116/121 intersection contract with Parsons Transportation Group Inc. for the project environmental document (PA/ED) (ACTION)*

Seana Gause presented a request for approval of a contract with Parsons for this project environmental document (PA/ED).

In response to Board inquiries, Ms. Gause explained that other contractors' estimates of hours were comparable to those quoted by Parsons; the other firms included in this contract, showing lower numbers of hours, are subcontractors.

Additional Board direction was to include language under Section 10.8 in the contract ("Nondiscrimination") to include sexual orientation in regard to nondiscrimination in employment.

Motion by Director Gallian, seconded by Director Chambers, to approve the contract with Parsons with the additional language as noted under Section 10.8 "Nondiscrimination." Motion carried unanimously, 10 ayes, 0 noes, 0 abstentions, 2 absent.

6. Adjourn

Directors Chambers and staff left the meeting; as a result there was not a quorum and the meeting was adjourned at 5:11 p.m.

Agenda items to be considered at a future meeting that were not addressed in this agenda included:

4.3.1 Energy Efficiency

4.3.2. RCPA Activities Report

4.4.2. Planning/update on SB743

4.4.3. State Budget cap and trade funding plan

Regular reports including the update on State highway projects regional agency reports were also not addressed.

Staff Report

To: SCTA/RCPA Board of Directors
From: Dana Turrey, Transportation Planner
Item: 4.1 – Request for qualifications for car sharing program
Date: September 8, 2014

Issue:

Shall the Board authorize staff to move forward with the process outlined in the August 29, 2014 request for qualifications (RFQ) to identify qualified entities to provide a feasibility study for car sharing in Sonoma County and potential first phase implementation services in Santa Rosa?

What is car sharing?

Car sharing allows people to rent cars by the hour, for as short a time as 30 minutes up to a full weekend, and is primarily for short distance trips. Car sharing can save families and individuals hundreds of dollars every month in car payments, insurance, gas, registration and repairs by encouraging members to drive less often. Car sharing can encourage individuals to choose alternative commute options by providing hourly car rentals near work or school for shorter trips such as errands and business meetings.

Background:

Transportation is the single largest contributor to greenhouse gas (GHG) emissions in Sonoma County (at 1,976,295 MTCO₂e in 2010, or 53% of countywide emissions). Specifically, personal vehicles contribute the largest share (at 92% of all trips). Vehicular travel also contributes to poor air quality, public health risks, inequality (as lower income residents spend a higher share of income on transportation), and environmental degradation. Car sharing reduces the need for vehicle ownership and reliance on single-occupancy vehicle commuting, thereby reducing vehicle miles traveled and GHG emissions. Car sharing also improves mobility in disadvantaged communities and where transit is limited.

Plan Bay Area acknowledges the importance of car sharing to both the community and the environment by investing \$13 million in car sharing over the course of the Plan to achieve a 2.6 percent per capita reduction in greenhouse gas (GHG) emissions.

Grant Funding:

The SCTA/RCPA currently has funding to conduct a countywide car share feasibility study and will be applying for a grant to implement a car share program in October 2014.

Feasibility Study

The Strategic Growth Council *Shift Sonoma County* grant, awarded to RCPA in June 2014, includes a car share feasibility study as a mechanism to effect transportation mode shift. The Shift Sonoma County grant tasks the SCTA/RCPA with working with local partners and a consultant to develop a countywide car-sharing feasibility study in Sonoma County.

Implementation Services

The Metropolitan Transportation Commission (MTC) has released a call for applications for implementation of car sharing programs throughout the region, due on October 17, 2014. Grant eligibility includes implementation in one of the top 16 cities taking on the most housing growth in Plan Bay Area, which includes Santa Rosa, and demonstration of readiness for implementation. The car sharing program is a \$2 million Congestion Mitigation and Air Quality (CMAQ) grant approved by MTC in April 2014 that aligns with the car sharing goals identified in Plan Bay Area and the Climate Initiatives Program. Approximately four to five projects will be selected to receive one-time grant funding to help with initial implementation costs. The car share feasibility study portion of the Shift Sonoma County grant may be used to meet the local match of at least 11.47 percent of the total project budget.

RFQ:

Staff released a Request for Qualifications (RFQ) to seek consultants' qualifications for car share planning and implementation services on Friday, August 29, 2014. The deadline for submissions is Friday, September 19, 2014. Staff would select qualified consultants from responses to the RFQ, or from a subsequent Request for Proposal (RFP) process, to conduct a car sharing feasibility study under the Shift Sonoma County grant and implement car sharing services under the MTC car sharing programs grant, if awarded to SCTA/RCPA.

Contracts with the selected firm or firms will be brought to the Board for approval.

Policy Impacts:

There are no policy impacts associated with this action.

Fiscal Impacts:

As identified in the Strategic Growth Council *Shift Sonoma County* grant, staff would use a portion of the grant for car share planning and a feasibility study. Staff time would be required to facilitate the consultant selection process and feasibility study, and to prepare an application for the MTC Car Sharing Program grant.

If an MTC Car Sharing Program grant is awarded, SCTA/RCPA would receive funding to partner with a car sharing company and local partners to implement a car sharing program. Staff time would be required to facilitate car share implementation.

Staff Recommendation:

That the Board authorizes staff to move forward with the consultant selection process as described in the attached request for qualifications for car sharing planning and implementation services.

Request for Qualifications

To Provide

Car-Share Planning and/or Implementation Services

Within Sonoma County

Submittals Due: September 19, 2014, at 3:00 pm

490 Mendocino Avenue, Suite 206

Santa Rosa, California 95401

Contact: Dana Turr y

707-565-5373

dturrey@sctainfo.org



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SECTION 01 – INTRODUCTION

The Sonoma County Transportation Authority and Regional Climate Protection Authority (SCTA/RCPA) intends to obtain qualifications for professionals to conduct a feasibility study for car sharing in Sonoma County and/or for professionals to implement the first phase of a car sharing program in Santa Rosa.

This RFQ does not commit the SCTA/RCPA to enter into a contract nor does it obligate the SCTA to pay for any costs incurred in preparation and submission of Statement of Qualifications or in anticipation of a contract.

The SCTA/RCPA reserves the right to:

1. Reject any or all submittals;
2. Issue subsequent Requests for Qualifications and/or Requests for Proposals;
3. Alter the Selection Process Dates;
4. Remedy technical errors in the RFQ process;
5. Approve or disapprove the use of particular subcontractors;
6. Negotiate with any, all, or none of the Respondents;
7. Solicit best and final offers from all or some of the Respondents;
8. Award a contract to one or more Respondents;
9. Accept other than the lowest offer; and/or,
10. Waive informalities and irregularities in submittals.

SECTION 02 - BACKGROUND ON SCTA/RCPA

The SCTA plays a leading role in transportation in Sonoma County by securing funds, overseeing project delivery and long term planning. The SCTA acts as the countywide planning and programming agency for transportation related issues.

The RCPA coordinates countywide climate protection efforts among Sonoma County's nine cities and multiple county agencies. The RCPA is engaged in securing grant funding for a variety of GHG reducing efforts including alternative transportation programs, energy efficiency, and building retrofit.

SECTION 03 - PROJECT SUMMARY

The SCTA/RCPA will be the primary point of contact and contract project manager for the Countywide Car Share Planning and Implementation Project (Project). The Project will include two components: (1) Feasibility Study; and (2) Implementation Services. Firms may submit qualifications for one or both of the Project components.

- 1) **Feasibility Study:** The purpose of the Feasibility Study is to assess the market demand, profitability, and impact of car sharing services in Sonoma County. The consultant will work with SCTA/RCPA to identify potential partners and optimal

locations for car share services, and will focus on first phase implementation in Santa Rosa.

- 2) **Implementation Services:** Using the Feasibility Study as a basis, develop a car share program in Santa Rosa and the surrounding areas as deemed viable. This task will include all aspects of the car sharing business including but not limited to: procurement, site development, permitting, marketing, customer development, day-to-day operations and expansion to other venues, etc.

SECTION 04 - SERVICES TO BE PROVIDED / SCOPE OF WORK

The primary work product of the selected firm(s) include two components: 1) a multi-jurisdictional countywide car share feasibility study in Sonoma County with a focus on a first phase implementation in Santa Rosa; and 2) implementation services for the first phase of a countywide car sharing network. Firms may submit qualifications for one or both of the Project components.

Feasibility Study

The Feasibility Study should include an assessment of car sharing service in all of Sonoma County and a stand-alone section on Santa Rosa to facilitate the first phase of implementation.

- **Funding Models and Market Context.** The study should assess costs, benefits, market context and demand, risks, funding and incentive models, and operating models for a car share program. The feasibility of implementation should take in to consideration a two year start-up subsidy and assume that the program is fully implemented by the end of 2016. Include a detailed analysis of profitability and subsidy required for implementation.
- **Suitability Analysis.** The study should include a multi-factor suitability analysis including but not limited to density, vehicle ownership, parking, land uses, and transit access. The suitability analysis should include the projected number of users and project area.
- **Site Recommendations.** The study should assess, identify and recommend public car share sites countywide that incorporate car sharing recommendations in Climate Action Plans, Priority Development Areas, SMART station area plans, downtown area plans, and specific area plans as identified by planning directors, as well as the results of the Portrait of Sonoma County project. Recommendations for pod size and phasing should be identified for each site.
- **Electric Vehicle.** The study should assess the feasibility of including electric vehicles and electric vehicle charging infrastructure in the initial phase and future phases of implementation. Capital and operational costs, as well as project impact should be considered.
- **Technology and Infrastructure.** The study should include a description of the technology and infrastructure necessary to implement a successful car share program.

- **Engage Potential Sponsors and Identify Opportunities for Public Private Partnerships.** Engage potential sponsors such as major employers, educational institutions, business associations, etc. Present opportunities for public private partnerships to expand the reach of a program to business sites throughout the county, especially for tourism and recreation. Partnerships may include the dedication of parking stalls.
- **Project Impact.** Identify the goals of a successful car sharing program in Sonoma County. Analyze the potential of the project to meet goals, including the potential to reduce greenhouse gases and particulate matter through reduction in vehicle miles traveled and replacing trips with cleaner vehicles.
- **Planning and Implementation.** Provide a scope for planning and implementation for the first phase in Santa Rosa. The scope for implementation should include initial and ongoing marketing and outreach, as well as next steps for expansion.

Implementation Services

Implementation Services will include final planning and implementation of a car sharing program.

- Carry out the scope for planning and implementation for the first phase in Santa Rosa, as outlined in the Feasibility Study.
- Develop all aspects of the car sharing business including but not limited to: procurement, site development, permitting, marketing, member development, day-to-day operations and expansion to other venues, etc.
- Establish short range and long range operational budgets that assume ownership of the program by a non-governmental entity and assume limited if any public funding beyond phase 1.

SECTION 05 - STATEMENT OF QUALIFICATIONS SUBMITTAL REQUIREMENTS

Please prepare your Statement of Qualifications in accordance with the following requirements.

1. Submittal

The submittal (excluding resumes and the transmittal letter) shall not exceed a total of the equivalent of 15 single-sided, 8.5" x 11" pages. The schedule and staffing plan may be submitted on 11" x 17" pages. Font size shall be at least 10 point. Resumes should be included in an appendix.

2. Transmittal Letter

The Transmittal Letter should describe the firm/team's interest and commitment to the proposed project and shall include the name, title, address, telephone number and e-mail address of the individual to whom correspondence and other contacts should be directed during the consultant selection process. The person authorized

by the firm/team to negotiate a contract with the SCTA/RCPA shall sign the cover letter. The transmittal letter is not part of the 15 page limit.

The transmittal letter should be addressed to:

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

3. Firm Profile

This section should provide a brief description of the firm's size, organizational structure, capacity and resources. The SCTA/RCPA encourages participation from teams with offices within approximately 100 miles of Santa Rosa.

4. Firm Qualifications and Experience

This section should state the qualifications and previous experience on similar projects of the consultant team. Please emphasize the specific experience with car sharing for Key Team Members. Key Team Members are expected to be committed for the duration of the project. Replacement of Key Team Members will not be permitted without prior consultation with and approval of the SCTA/RCPA.

5. Project Understanding and Approach

This section should demonstrate your firm/team's understanding of the Project and the nature of work including coordination with and approvals from SCTA/RCPA and its partners such as the City of Santa Rosa. Provide the firm/team's proposed approach and management plan for providing the services. Include an organization chart showing the proposed relationships among consultant staff, SCTA/RCPA staff and any other parties that may have a significant role in the delivery of the project.

6. Staffing Plan

This section should discuss the proposed staffing plan and an estimate of the total hours (detailed by position) required to complete the scope of work as well as an estimate of the hours by task for the project and/or a range of budget needed to complete one or more elements of the project.

7. Work Plan & Schedule

Include a description of how you can develop a feasibility study and/or implement car-sharing in Sonoma County, with an emphasis on Santa Rosa. Identify each major task; identify deliverables for each task and provide an implementation schedule. The work plan should include sufficient detail to demonstrate a clear

understanding of the Project. Include any technical or procedural innovations that have been used successfully on other projects and which may facilitate the completion of this project.

The Work Plan for a Feasibility Study should be structured to include the following major tasks:

- a. Project management**
- b. Planning and Feasibility Study**
- c. Public and partner engagement**

The Work Plan for Implementation Services should be structured to include the following major tasks:

- a. Project management**
- b. Final planning**
- c. Public and partner engagement**
- d. Start-up of a car-sharing program**

8. References

Provide at least three references (names and current phone numbers) from recent work (previous 3 years) related to car share planning and/or implementation.

9. Submittal Procedures

Please provide ten (10) copies of your Statement of Qualifications to the SCTA/RCPA offices no later than 3:00 p.m. on Friday, September 19, 2014. The submittals should be addressed as follows:

Dana Turr y, Transportation Planner
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401

10. Under-utilized Disadvantaged Business enterprise

A "Local Agency Proposer UDBE Commitment (Consultant Contract)" (Caltrans Local Assistance Manual (LAM), Exhibit 10-O1) form is included with this RFQ. In order to be considered qualified, the consultant must make good faith efforts to meet the goal established for the contract. If the goal is not met, the consultant must document adequate good faith efforts. Only UDBE participation will be counted towards the contract goal; however, all DBE participation shall be collected and reported. The SCTA/RCPA has established a DBE goal for this agreement of 3%. All proposers must submit Exhibit 10-O1 with their Statement of Qualifications due on September 19, 2014. See Exhibit A for more information on DBE Requirements.

SECTION 06 – EVALUATION CRITERIA

The Statements of Qualifications will be reviewed and evaluated based on the following criteria:

- Project understanding and approach.
- Similar project experience.
- Qualifications and specific experience of Key Team Members.
- Schedule and capacity to provide qualified personnel.

SECTION 07 – EVALUATION PROCESS

August 28, 2014	Release Request for Qualifications
September 19, 2014	Statement of Qualifications are due no later than 3:00 pm at the office of the Sonoma County Transportation Authority, 490 Mendocino Avenue, Suite 206, Santa Rosa, CA 95401

Next Steps:

Pending review, staff may invite the most qualified firms/teams to respond to a detailed Request for Proposals (RFP) or may select a firm/team from the RFQ submittals. It is anticipated that an RFP or firm/team selection for one or more project components, depending on funding opportunities, will take place in fall/winter 2014.

The SCTA/RCPA must formally approve a negotiated contract and work must be initiated with a Notice to Proceed (NTP) prior to any work being eligible for payment.

Should a contract be awarded as a result of this RFQ, the SCTA/RCPA will retain the original list of qualified firms/teams, including the firm/team awarded the first contract, for consideration of subsequent work of a similar nature. For each subsequent consultant opportunity, the SCTA/RCPA may select a consultant from the list or invite one or more of the firms/teams to submit proposals and to possibly attend an interview for a specific project. Should a firm/team be requested to attend an interview, the key members from their newly proposed project team should be available.

Questions regarding this RFQ shall be submitted in writing no later than September 8, 2014 and submitted to:

Dana Turréy, Transportation Planner
Sonoma County Transportation Authority
490 Mendocino Avenue, Suite 206
Santa Rosa, CA 95401
dturrey@sctainfo.org

Questions and answers will be posted on the SCTA/RCPA website no later than September 15, 2014. www.sctainfo.org

EXHIBIT A: DISADVANTAGED BUSINESS ENTERPRISE INFORMATION

The implementation portion of this project will be funded with federal funds and is, therefore, subject to the Department of Transportation Disadvantaged Business Enterprise (DBE) regulations. Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, shall have the equal opportunity to participate in the performance of work resulting from the RFQ. Any agreement resulting from this RFQ will incorporate by reference the requirements of 49 CFR Part 26. Failure of the successful proposer and any and all sub-consultants to carry out these requirements will be considered a material breach of said contract, which may result in the termination of said contract or such other remedy as the SCTA deems appropriate. Not-for-profit organizations are not subject to DBE requirements.

The SCTA/RCPA has established a DBE goal for this Agreement of 3%.

1. TERMS AS USED IN THIS DOCUMENT

- The term “Disadvantaged Business Enterprise” or “DBE” means a for-profit small business concern owned and controlled by a socially and economically disadvantaged person(s) as defined in Title 49, Part 26.5, Code of Federal Regulations (CFR).
- The term “Underutilized Disadvantaged Business Enterprise” or “UDBE.” DBE classes that have been determined in the 2007 Caltrans Disparity Study to have a statistically significant disparity in their utilization in previously awarded transportation contracts. UDBEs include: African Americans, Native Americans, Asian-Pacific Americans, and Women.
- The term “Agreement” also means “Contract.”
- Agency also means the local entity entering into this contract with the Contractor or Consultant.
- The term “Small Business” or “SB” is as defined in 49 CFR 26.65.

2. AUTHORITY AND RESPONSIBILITY

- A. DBEs and other small businesses are strongly encouraged to participate in the performance of Agreements financed in whole or in part with federal funds (See 49 CFR 26, “Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs”). The Contractor should ensure that DBEs and other small businesses have the opportunity to participate in the performance of the work that is the subject of this solicitation and should take all necessary and reasonable steps for this assurance. The proposer shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of subcontracts.

- B. Proposers are encouraged to use services offered by financial institutions owned and controlled by DBEs.

3. SUBMISSION OF UDBE AND DBE INFORMATION

A “Local Agency Proposer UDBE Commitment (Consultant Contract)” (Caltrans Local Assistance Manual, Exhibit 10-O1) form is attached to this notice. In order for a proposer to be considered responsible and responsive, the proposer must make good faith efforts to meet the goal established for the contract. If the goal is not met, the proposer must document adequate good faith efforts. Only UDBE participation will be counted towards the contract goal; however, all DBE participation shall be collected and reported. All proposers must submit Exhibit 10-O1 with their Statement of Qualifications due on September 19, 2014.

A “Local Agency Proposer DBE Information (Consultant Contract)” (Exhibit 10-O2) form is attached to this notice. The purpose of the form is to collect data required under 49 CFR 26. For contracts with UDBE goals, this form collects DBE participation by DBEs owned by Hispanic American and Subcontinent Asian Americans males (persons whose origin are from India, Pakistan, Bangladesh, Bhutan, Maldives Islands, Nepal or Sri Lanka). For contracts with no goals, this form collects information on all DBEs, including UDBEs. Even if no DBE participation will be reported, the successful proposer must execute and return the form at the time a contract to provide PS&E services is executed.

4. DBE PARTICIPATION GENERAL INFORMATION

It is the proposer’s responsibility to be fully informed regarding the requirements of 49 CFR, Part 26, and the SCTA's DBE program developed pursuant to the regulations. Particular attention is directed to the following:

- A. A DBE must be a small business firm defined pursuant to 13 CFR 121 and be certified through the California Unified Certification Program (CUCP).
- B. A certified DBE may participate as a prime contractor, subcontractor, joint venture partner, as a vendor of material or supplies, or as a trucking company.
- C. A UDBE proposer not proposing as a joint venture with a non-DBE, will be required to document one or a combination of the following:
 - 1. The proposer is a UDBE and will meet the goal by performing work with its own forces.
 - 2. The proposer will meet the goal through work performed by UDBE subcontractors, suppliers or trucking companies.

3. The proposer, prior to proposing, made adequate good faith efforts to meet the goal.
- D. A DBE joint venture partner must be responsible for specific contract items of work or clearly defined portions thereof. Responsibility means actually performing, managing, and supervising the work with its own forces. The DBE joint venture partner must share in the capital contribution, control, management, risks and profits of the joint venture commensurate with its ownership interest.
- E. A DBE must perform a commercially useful function pursuant to 49 CFR 26.55, that is, a DBE firm must be responsible for the execution of a distinct element of the work and must carry out its responsibility by actually performing, managing and supervising the work.
- F. The proposer shall list only one subcontractor for each portion of work as defined in their proposal and all DBE subcontractors should be listed in the bid/cost proposal list of subcontractors.
- G. A prime contractor who is a certified DBE is eligible to claim all of the work in the Agreement toward the DBE participation except that portion of the work to be performed by non-DBE subcontractors.

5. RESOURCES

- A. The CUCP database includes the certified DBEs from all certifying agencies participating in the CUCP. If you believe a firm is certified that cannot be located on the database, please contact the Caltrans Office of Certification toll free number 1-866-810-6346 for assistance. Proposer may call (916) 440-0539 for web or download assistance.
- B. Access the CUCP database from the Department of Transportation, Civil Rights, Business Enterprise Program web site at: <http://www.dot.ca.gov/hq/bep/>.
 - Click on the link in the left menu titled *Disadvantaged Business Enterprise*
 - Click on *Search for a DBE Firm* link
 - Click on *Access to the DBE Query Form* located on the first line in the center of the page
 - Searches can be performed by one or more criteria
 - Follow instructions on the screen
- C. How to Obtain a List of Certified DBEs without Internet Access

- DBE Directory: If you do not have Internet access, Caltrans also publishes a directory of certified DBE firms extracted from the online database. A copy of the directory of certified DBEs may be ordered at: <http://caltrans-opac.ca.gov/publicat.htm>

6. MATERIALS OR SUPPLIES PURCHASED FROM DBES COUNT TOWARDS DBE CREDIT, AND IF A DBE IS ALSO A UDBE, PURCHASES WILL COUNT TOWARDS THE UDBE GOAL UNDER THE FOLLOWING CONDITIONS:

- A. If the materials or supplies are obtained from a DBE manufacturer, count 100 percent of the cost of the materials or supplies. A DBE manufacturer is a firm that operates or maintains a factory, or establishment that produces on the premises the materials, supplies, articles, or equipment required under the Agreement and of the general character described by the specifications.
- B. If the materials or supplies purchased from a DBE regular dealer, count 60 percent of the cost of the materials or supplies. A DBE regular dealer is a firm that owns, operates or maintains a store, warehouse, or other establishment in which the materials, supplies, articles or equipment of the general character described by the specifications and required under the Agreement are bought, kept in stock, and regularly sold or leased to the public in the usual course of business. To be a DBE regular dealer, the firm must be an established, regular business that engages, as its principal business and under its own name, in the purchase and sale or lease of the products in question. A person may be a DBE regular dealer in such bulk items as petroleum products, steel, cement, gravel, stone or asphalt without owning, operating or maintaining a place of business provided in this section.
- C. If the person both owns and operates distribution equipment for the products, any supplementing of regular dealers' own distribution equipment shall be, by a long-term lease agreement and not an ad hoc or Agreement-by-Agreement basis. Packers, brokers, manufacturers' representatives, or other persons who arrange or expedite transactions are not UDBE regular dealers within the meaning of this section.
- D. Materials or supplies purchased from a DBE, which is neither a manufacturer nor a regular dealer, will be limited to the entire amount of fees or commissions charged for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on the job site, provided the fees are reasonable and not excessive as compared with fees charged for similar services.

7. FOR DBE TRUCKING COMPANIES: CREDIT FOR DBES WILL COUNT TOWARDS DBE CREDIT, AND IF A DBE IS A UDBE, CREDIT WILL COUNT TOWARDS THE UDBE GOAL UNDER THE FOLLOWING CONDITIONS:

- A. The DBE must be responsible for the management and supervision of the entire trucking operation for which it is responsible on a particular Agreement, and there cannot be a contrived arrangement for the purpose of meeting the UDBE goal.
- B. The DBE must itself own and operate at least one fully licensed, insured, and operational truck used on the Agreement.
- C. The DBE receives credit for the total value of the transportation services it provides on the Agreement using trucks it owns, insures, and operates using drivers it employs.
- D. The DBE may lease trucks from another DBE firm including an owner-operator who is certified as a DBE. A DBE who leases trucks from another DBE receives credit for the total value of the transportation services the lessee DBE provides on the Agreement.
- E. The DBE may also lease trucks from a non-DBE firm, including an owner-operator. A DBE who leases trucks from a non-DBE is entitled to credit only for the fee or commission it receives as a result of the lease arrangement. A DBE does not receive credit for the total value of the transportation services provided by the lessee, since these services are not provided by the DBE.
- F. For the purposes of this Section D, a lease must indicate that the DBE has exclusive use and control over the truck. This does not preclude the leased truck from working for others during the term of the lease with the consent of the DBE, as long as the lease gives the DBE absolute priority for use of the leased truck. Leased trucks must display the name and identification number of the DBE.

ATTACHMENT 1

LIST OF FIRMS THAT RECEIVED EMAIL NOTIFICATION OF RFQ

ACUMEN BUILDING ENTERPRISE
ADF RESEARCH
ADVANCE PROJECT DELIVERY INC.
ALFRED WILLIAMS CONSULTANCY, L
ALMA PRODUCTIONS
ALTA PLANNING & DESIGN
AMBER TECHNOLOGIES & CONSULT.
ARUP
ATTERBURY & ASSOCIATES
AYS ENGINEERING GROUP, INC. BACK
MANAGEMENT SERVICES (BMS)
BAECHTEL HUDIS, INC.
BASE TECHNOLOGIES, INC.
BAY AREA ECONOMICS BAYMETRICS
BERKELEY PLANNING ASSOCIATES
BEVILACQUA-KNIGHT, INC
BMS DESIGN GROUP
BOOZ ALLEN & HAMILTON INC
BOTTOMLEY DESIGN & PLANNING
BRELJE & RACE CONSULTING BRIDGE
MEDIA, INC.
BRIGHTBILL & COMPANY
BV2 HP/CW TRUCKING
C+D (CREEGAN + D'ANGELO)
CAGAN COMMUNICATIONS
CALTHORPE ASSOCIATES
CAMBRIDGE SYSTEMATICS, INC.
CAPITAL PARTNERSHIPS INC.
CARLENZOLI & ASSOCIATES
CARMA
CARMEN CLARK CONSULTING
CARTER-BURGESS
CARTICIPATE
CCS PLANNING & ENGINEERING
CENTER FOR ENVIRONMENTAL CHANG
CH2M HILL
CHAUDHARY & ASSOCIATES, INC.
CHS CONSULTING GROUP
CINQUINI & PASSARINO, INC.
CIRCLEPOINT
CITY CAR SHARE
CIVIL DESIGN CONSULTANTS, INC.
CLIMATE PROTECTION CAMPAIGN
COASTLAND CIVIL ENGRG.
COLE TRANSPORTATION ALTERNATIVE
CONSULTING
COMMUNITY DESIGN & ARCH
CTOD
CTS FUND II
DAMES & MOORE
DATA TRENDS
DAVID J. HEALY
DCE
DESIGN, COMMUNITY & ENVIRONMENT
DKS ASSOCIATES
DMJM HARRIS
DONALDSON ASSOCIATES
DOUGLAS J. CROSS TRANSPORTATION
DOWLING ASSOC./KITTELSON
DRIVENOW
DUNCAN & JONES
DYETT + BHATIA URBAN + REGIONA
ECONOMICS RESEARCH ASSOCIATES
EDGAR, INC.
EISEN | LETUNIC
ELLEN GREENBERG, AICP
ENTERPRISE CARSHARE
ENVIROCOM
ENVIRON. DEFENSE FUND
ENVIROTRANS SOLUTIONS

EPC CONSULTANTS
ESA ASSOCIATES
F.E. JORDAN
FEHR & PEERS ASSOC.
FEINBAUM & ASSOCIATES
FISHER TOWN DESIGN
FMG ARCHITECTS
FREEBAIRN-SMITH & ASSOCIATES
FREEDMAN, TUNG & BOTTOMLEY
FRIENDS OF EEL RIVER
FUGRO WEST, INC
GABRIEL-ROCHE, INC.
GANNETT FLEMING, INC/GEODECISI
GERALD I. WEST, PH.D.
GERSON/OVERSTREET
GERVAIS & ASSOCIATES
GETAROUND
GGBHTD
GHD
GODBE RESEARCH & ANALYSIS
GODFREY ENGINEERING
GRAY-BOWEN AND COMPANY
GREG ROJAS AIA & ASSOCIATES, I
GROUP 4 ARCHITECTURE, RESEARCH
GRUEN + ASSOCIATES
HARDING LAWSON ASSOCIATES
HAUSRATH ECONOMICS GROUP
HAYDEN J. LEE CONSULTANTS, INC
HDR ENGINEERING, INC.
HNTB CORPORATION
HQE, INC.
ICARPOOL
ICF CONSULTING
IL SCHWARTZ ASSOC., INC.
INSTITUTE FOR LAW & POLICY PLA
INTEGRATED TECHNOLOGY GROUP
J.B. ROMM
JANE WINSLOW
KATE KEATING ASSOCIATES
KENKAY ASSOCIATES

KEYSER MARSTON ASSOCIATES, INC
KIMLEY-HORN & ASSOC., INC
KLEINFELDER
KORVE ENGINEERING, INC.
KRUPKA CONSULTING
KWAN HENMI ARCHITECTURE & PLAN
LAKESIDE OFFICE SUPPORT
LAMPHER AND ASSOCIATES
LEA+ELLIOTT, INC
LEO CHARLES & ASSOCIATES
LOH REALTY & INVESTMENTS
LUNA LLC INSTITUTE FOR WOMEN'S
M.CUBED
MACTEC
MAJIC CONSULTING GROUP
MARA FEENEY & ASSOCIATES
MERRILL & BEFU ASSOC
MICHAEL WILLIS & ASSOCIATES, A
MICRO METHODS
MICROSEARCH ENVIRONMENTAL
CORP
MIG
MILLER PACIFIC ENGINEERING GRP
MOFFATT & NICHOL ENGINEERS
MOORE IACOFANO GOLTSMAN, INC.
MSE GROUP
NANCY WHELAN CONSULTING
NELSON/NYGAARD CONSULTING ASSO
OBERKAMPER & ASSOCIATES
OLMSTED & ASSOC.
PARSONS
PARSONS BRINCKERHOFF
PARSONS TRANSPORTATION GROUP
PBS&J
PETER SCHAUER ASSOCIATES
PICKUPPAL
PITTMAN & ASSOCIATES
PR COMMUNICATIONS
QUADRIGA LANDSCAPE
QUICKFLOW

R.W. SMITH & ASSOCIATED CONSUL
RELAYRIDES
RESOURCE PERFORMANCE PARTNERS
RL BANKS & ASSOC
ROBERT B. WONG, AIA
ROBERT L. HARRISON TRANS. PLAN
ROBERTSON ENGINEERING, INC.
ROBIN CHIANG AND COMPANY
ROMA DESIGN GROUP
RONNY KRAFT CONSULTING
ROYSTON HANAMOTO ALLEY & ABEY
SHARPE ASSOCIATES
SILVANI TRANSPORTATION
CONSULTING
SMALL BUSINESS EXCHANGE
SOBEL COMMUNICATIONS
SPOKEMORE CONSULTING
SPRIDE
STANTON W. JONES & ASSOCIATES
STEVENS & ASSOCIATES
SWITCHPOINT PLANNING
SYSTRA CONSULTING, INC.
T.D.G. CONSULTING
T.Y. LIN INTERNATIONALL/CCS
TECTONICS
THE ALLEN GROUP, LLC
THE DUFFEY COMPANY
THE ELLINGTON GROUP
THE RESULTS GROUP
THE SWA GROUP
THE ZAHN GROUP, INC.
THEIR PR
THOMAS & HELEN ROBERTS
THOMAS DOLAN ARCHITECTURE
TJKM
TRANSFORM
TRANSMETRO, INC.
TRANSPEDIA CNSLTNG ENGR
TWO WIN COMMUNICATIONS
UHAUL CARSHARE

URBAN PLANNING PARTNERS, INC.
URS CORPORATION
VSCE INC
WAGSTAFF & ASSOCIATES
WALTER E. GILLFILLAN & ASSOCIA
WASHINGTON GROUP INTERNATIONAL
WHITLOCK & WEIRBERGER TRANS.,
WILBUR SMITH ASSOC.
WINZLER & KELLY
WMH CORPORATION
ZIPCAR

Staff Report

To: RCPA Board of Directors
From: Lauren Casey, Program Manager
Item: 4.2.1 – Update on the Sonoma County PACE Financing Marketplace
Date: September 8, 2014

Issue:

Information only.

Background:

The Sonoma County Energy Independence Program (SCEIP) currently provides two energy efficiency and renewable energy financing services:

- Property Assessed Clean Energy (PACE) funding is provided by the Sonoma County Public Financing Authority who issues bonds to the Sonoma County Treasury (\$45 million limit) and the Sonoma County Water Agency (\$15 million limit); and
- Windsor Pay As You Save (PAYS) pilot funds are provided through SCEIP’s role as certification agent.

In September, 2013, the Board was given an introduction to a concept called the “Financing Marketplace,” which would expand the pool of funding resources available for residential and commercial customers in Sonoma County to invest in property improvements.

Jane Elias, Sonoma County Energy Independence Program Manager, will be providing an update on the Financing Marketplace as outlined in the attached letter. This is a carry over item from the RCPA July 2014 agenda.

Policy Impacts:

The RCPA Mission, Goals, and Objectives states, under Energy Efficiency: “Support the expansion and financial viability of the Sonoma County Energy Independence Program (SCEIP).” The Financing Marketplace concept meets this objective.

Fiscal Impacts:

None.

Staff Recommendation:

That members of the Board work with SCEIP staff to address questions regarding implementation of the PACE Financing Marketplace and pursue a resolution of participation in their jurisdiction.



SONOMA COUNTY
GENERAL SERVICES DEPARTMENT
ENERGY AND SUSTAINABILITY DIVISION

LIZ YAGER
PROGRAM MANAGER

[FACILITIES OPERATIONS](#) [REAL ESTATE](#) [PURCHASING](#) [ENERGY & SUSTAINABILITY](#) [FLEET OPERATIONS](#) [ARCHITECTURE](#)

To: Regional Climate Protection Authority Board of Directors
From: Liz Yager, Energy and Sustainability Division Manager
Subject: Sonoma County PACE Financing Marketplace / Energy Independence Office
Date: September 8, 2014

To promote program sustainability and growth, the County is interested in expanding the financing options for water and energy efficiency upgrades and the installation of renewable energy generation assisted by the Energy and Sustainability Division of General Services through the Energy Independence Office. The County would like to add these options alongside the SCEIP financing provided by the County Treasury. To this end, Energy and Sustainability Division staff formulated the "Financing Marketplace" concept shared with you previously on September 9, 2013. Given the interest and valuable feedback we received, we are moving forward with developing the marketplace concept and have requested meetings with city and town officials to discuss how Energy and Sustainability Division staff can better support the interests of Sonoma County citizens.

Financing Marketplace Concept:

The concept is to establish a Financing Marketplace to provide flexible financing beyond the levels provided by the Sonoma County Treasury. The goal of the Financing Marketplace is to integrate additional financing options for water and energy efficiency upgrades and the installation of renewable energy through the Energy Independence Office alongside the SCEIP (Sonoma County Energy Independence Program) financing from the County Treasury. This collaboration is expected to leverage outreach efforts, expand platforms for customer engagement, increase local job and contractor activity, increase access to project impact data, and maximize program efficiency and effectiveness. The Energy and Sustainability Office is developing the PACE financing marketplace to promote sustainability and growth of the financing options available to citizens for water and energy efficiency upgrades and the installation of renewable energy.

To achieve the speed and scale needed to reach Sonoma's community goals for energy independence, Financing Marketplace members will join with the Energy Independence Office to:

- a. Expand capacity – Bonding capacity of the SCEIP Financing product from the County Treasury is limited to \$60 million with \$46 million currently extended. Estimates of the funding needed to affect the community climate action goals of Sonoma County exceed \$2 billion dollars for retrofitting 80% of our existing buildings with a 30% efficiency improvement.
- b. Provide consumer choice – The vision of the Financing Marketplace is to provide financing options in a 'lending-tree-like' model for the consumer. It will make available to property owners financing choices that best meet their individual situations and interests while facilitating successful retrofit and/or renewable generation installations.

- c. Increase momentum and reenergize the contractor community – The collateral benefit of engaging financing partners is the potential for opportunities to leverage outreach efforts, expand retrofit and renewable energy uptake, and provide new tools and resources to local contractors.
- d. Expand the already in motion transformation of the energy upgrade marketplace in Sonoma County – Leverage the role that the Energy Independence Office plays in the community as the not-for-profit service, neutral third party, operating for the public benefit. The Energy Independence Office is a focal point for community services and centralized access to and dissemination of information on the value of upgrades, local programs, contractor resources, rebates, and financing options;
- e. Provide data consolidation of community retrofit and renewable energy project results; and
- f. Accelerate our progress toward meeting the climate action goals of each jurisdiction and our community-wide greenhouse gas targets.

Implementation:

To add the marketplace financing options to each community, governing bodies of the jurisdictions will need to adopt a resolution of participation for each member in the marketplace. In order to implement the Financing Marketplace, Energy and Sustainability Division staff proposes to undertake the following:

- Develop an agreement of collaboration with the new PACE marketplace member(s) that includes local requirements, brand integration, consumer safeguards and implementation steps,
- Provide support and information to local jurisdictions relative to any administrative action needed in order to add the new PACE marketplace member(s),
- Continue to coordinate and collaborate with participating cities/towns in overseeing local PACE efforts and provide information and data required to demonstrate that the goals and benefits of the PACE financing concept are safeguarded.

We request your support of Energy and Sustainability expanding the financing options offered through the Energy Independence Office. We welcome your feedback on the implementation of this concept and improvement suggestions to better serve the citizens of Sonoma County.

Regards,

Liz Yager
 Energy and Sustainability Division Manager
 General Services Department
 2300 County Center Drive, Suite A105
 Santa Rosa, CA 95403
 707.565.6167

Jane Elias
 SCEIP Program Manager
 Energy Independence Office
 2300 County Center Drive, Suite A105
 Santa Rosa, CA 95403
 707.565.6473

AGREEMENT FOR COLLABORATIVE SERVICES

FOR PROPERTY ASSESSED CLEAN ENERGY FINANCING MARKETPLACE

This agreement ("Agreement"), dated as of _____, 2014 ("Effective Date") is by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "County"), and Name of PACE Provider, (hereinafter "Marketplace Member"), as an entity participating in the Financing Marketplace delivering Property Assessed Clean Energy (PACE) financing utilizing either the California Assembly Bill 811 and/or California Senate Bill 555 model. Name of PACE Provider is a program of the California Statewide Communities Development Authority ("California Communities"). California Communities is a joint exercise of powers authority the members of which include numerous cities and counties in the State of California, including the County of Sonoma. California Communities has established the Name of PACE Provider Property Assessed Clean Energy (PACE) program to allow the financing of certain renewable energy, energy efficiency and water efficiency improvements (the "Improvements") through the levy of contractual assessments under California Assembly Bill 811 (Levine, 2008) ("AB 811").

RECITALS

WHEREAS, the County is committed to mitigating and adapting to the causes and impacts of climate change and supporting energy independence from fossil fuels to safeguard the environment, human health and the economy; and

WHEREAS, on September 27, 2005, the County Board of Supervisors joined the nine incorporated cities and towns of the county through Resolution 05-0827, to establish a community wide greenhouse gas emission reduction target; and

WHEREAS, on March 25, 2009, the County Board of Supervisors established, through Resolution 09-0271, the Sonoma County Energy Independence Program ("SCEIP") to provide financing for distributed generation renewable energy sources, water conservation, and energy efficiency improvements through the use of contractual assessments pursuant to California Assembly Bill AB 811 (Levine, 2008) ("AB 811"); and

WHEREAS, the Sonoma County Public Financing Authority is limited in capacity to \$60 million for SCEIP financing; and

WHEREAS, the Energy and Sustainability Division of County's General Services Department (the "Division") operates the Energy Independence Office (as defined below) as a public service program providing a community resource center for energy upgrades and retrofits to minimize customer confusion, provide access to education and information to assist with making informed decisions, rebates and incentives, tools and testing equipment, contractor programs, and financing options to help property owners save energy, save money, and live comfortably; and

WHEREAS, the Division will continue to engage and provide staff support to the nine municipalities currently allowing SCEIP financing in their jurisdictions to join the unincorporated area in the financing marketplace; and

WHEREAS, the Division will continue to engage and support neighboring counties and municipalities in their efforts to launch Property Assessed Clean Energy financing programs; and

WHEREAS, the Marketplace Member will meet or exceed the collaboration requirements of the Financing Marketplace as detailed below; and

WHEREAS, the Marketplace Member is willing to participate and co-brand services within the umbrella of services organized by the Division to support community climate goals and minimize consumer and contractor confusion; and

WHEREAS, the Marketplace Member will provide support and resources to the Division through the Energy Independence Office for aligning activities including but not limited to education, outreach and development of the energy upgrade industry and trades; and

WHEREAS, the Marketplace Member will support, align and integrate its efforts with the County-wide goals for job creation, resource demand reduction, and renewable energy generation; and

WHEREAS, the Marketplace Member will establish its own interest rates, payback terms, and fees as the market defines and allows; and

WHEREAS, the Marketplace Member will share project information and data in an accessible electronic format with the Division on a monthly basis and upon request; and

WHEREAS, the Marketplace Member will arrange for the collection of Property Assessed Clean Energy Financing liens it has financed directly with the County Tax Collector’s Office; and

WHEREAS, this Agreement does not include any financial arrangements between the Marketplace Member and the County, nor does it preclude any separate contracts for services or support; and

WHEREAS, the purpose of this Agreement is to set forth the mutual understandings, terms and conditions related to Marketplace Members participating in the County of Sonoma PACE Financing Marketplace.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

AGREEMENT

1 Definitions.

- 1.1 **“Eligible improvement”** is a technology, product or tool officially approved by the financing provider. These improvements when installed should result in a reduction in water, electricity and/or gas demand from utilities but must result in a decrease in greenhouse gas emissions overall.
- 1.2 **“Energy Independence Office”** is the physical storefront (office) location provided in Sonoma County and staffed by the Energy and Sustainability Division of General Services.
- 1.3 **“Financing Marketplace”** is the County model for providing multiple financing options to property owners interested in retrofit and renewable energy improvements to their buildings.
- 1.4 **“Local Contractor”** is defined as the licensed contractor of record with a business address within Sonoma County and employing at least one full-time employee. Contractors who are self-employed with no employees will be considered local if they meet the business address within Sonoma County criterion.
- 1.5 **“Marketplace Member”** is an entity participating in the Financing Marketplace as a provider delivering Property Assessed Clean Energy (PACE) financing within Sonoma County.

- 1.6 **“Participating Cities /Towns”** in Sonoma County are potentially Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, and Windsor.
- 1.7 **“Participating Contractor”** is any contractor performing work funded by a Marketplace Member and who has agreed to, and abides, by the terms and conditions of the Marketplace Members’ contractor standards.
- 1.8 **“Property Assessed Clean Energy (PACE) Financing”** is a means of financing energy and water efficiency upgrades and renewable energy installations for buildings to decrease greenhouse gas emissions which are repaid through contractual assessments, utilizing either California Assembly Bill 811 (Levine, 2008) (“AB 811”), which amended §§5898.10-5899.3 of the California Streets and Highways Code; or California Senate Bill 555 (Hancock, 2011) (“SB 555”), which amended certain portions of §§53311-53368.3 of the California Government Code.
- 1.9 **“SCEIP financing”** is the PACE financing product funded through the County Treasury and administered through the Energy Independence Office of the Energy and Sustainability Division.
- 1.10 **“Work”** as defined throughout this Agreement is the collaborative, non-competitive, effort between the Marketplace Member and the County to deliver the financing marketplace and support the citizens of Sonoma County in completing water and energy efficiency upgrades and the installation of renewable energy.

2 Scope of Work / Collaboration.

- 2.1 **Marketplace Member's Specified Services.** The Marketplace Member will offer and provide Property Assessed Clean Energy Financing under the requirements of AB 811 and/or SB 555 in collaboration with the Energy Independence Office PACE financing offering of SCEIP Financing through the County Treasury.
- 2.2 **Cooperation with County.** Marketplace Member shall cooperate with County and County staff in the performance of all work hereunder.
- 2.3 **Performance Standard.** Marketplace Member shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by an organization providing Property Assessed Clean Energy financing pursuant to California Assembly Bill 811 and/or California Senate Bill 555. County has relied upon the professional ability and

expertise of Marketplace Member as a material inducement to enter into this Agreement. Marketplace Member hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care, as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Marketplace Member's work by County shall not operate as a waiver or release. If County determines that any of Marketplace Member's work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) require Marketplace Member to meet with County to review the quality of the work and resolve matters of concern; (b) terminate this Agreement pursuant to the provisions of Section 5, Termination; or (c) pursue any and all other remedies at law or in equity.

2.4 Financing Provision Requirements.

The Marketplace Member will:

- 2.4.1 Advocate for efficiency measures before generation installation
- 2.4.2 Advocate for energy analysis and a whole building approach to energy efficiency, water conservation, and renewable generation projects
- 2.4.3 Include a process to receive acknowledgement and confirmation of satisfaction with work completed from the applicant before project payment is disbursed
- 2.4.4 Provide Truth in Lending Act Disclosure details to the applicant specific to the requested amount of the financing
- 2.4.5 Require applicant acknowledgment of the Federal Housing Finance Agency position on PACE
- 2.4.6 Require at least one bid for project work from a Local Contractor, as defined Section 1, Definitions, with all applications for financing
- 2.4.7 Require Lender Acknowledgement for non-residential projects
- 2.4.8 Require that available rebates (for all utility and generation types) are optimized, including and not limited to city rebate programs, PG&E programs, the Sonoma County Energy Watch program, and Sonoma Clean Power programs
- 2.4.9 Require that building permits are obtained for all improvements
- 2.4.10 Verify that property owners are current on all property taxes for all properties owned in Sonoma County

2.5 Financial Policies.

The Marketplace Member will:

- 2.5.1 Have an adequate loan loss reserve program for potential delinquent PACE assessments in the County, or be an active participant in a loan loss reserve program
- 2.5.2 Notify the County six months in advance if funding capacity available from the Marketplace Member to County property owners will fall below the amount dispersed in the previous six months of operation
- 2.5.3 Notify the County of any involuntary legal action regarding any property with a PACE assessment placed in the County

2.6 Documents, Data, and Information Policies.

Both Parties will:

- 2.6.1 Provide electronic access to the name, business name, and California State Contractors license number of participating contractors of the Marketplace Member's product; and the contractors' agreement to abide by the terms and conditions of the contractors' standards as outlined in Section 2.8, Participating Contractor Standards.
- 2.6.2 Provide either direct real time access to data or monthly reports in an open electronic file format (such as Microsoft Excel) for data sharing of the following information for each assessment (alphabetical list):
 - a. Amount of rebate or incentive dollars associated with the project (not financed)
 - b. Assessor's Parcel Number (APN) of the property
 - c. Building size in square feet
 - d. Dollar amount financed (the amount of the assessment)
 - e. How the customer heard about PACE financing
 - f. Listing of all energy efficiency and water conservation eligible improvements installed by virtue of the financing, including the unit of measure for the improvement and the quantity installed
 - g. Listing of all generation improvements installed and the solar STC-DC rating in watts or kilowatts
 - h. Residential or Commercial property type designation
 - i. Whether the project was completed by a Local Contractor as defined in Section 1, Definitions (yes/no)
 - j. Why the customer selected PACE over other financing instruments available

- k. Why the customer selected their final PACE Marketplace Member over the other members
- l. Year of construction of the building

The Marketplace Member will:

- 2.6.3 Provide the documents required for participation in the Marketplace Members' PACE Financing product to the County and Participating City and Town officials.
- 2.6.4 Provide support to County and Participating City and Town staff to facilitate adoption of required participation documents.

The County will:

- 2.6.5 Offer staff resources and support to Participating City and Town staff to bring forward to their councils the documents provided by the Marketplace Member required for participation in the Marketplace Member's PACE financing product.

2.7 Branding / Marketing Requirements.

Both Parties will:

- 2.7.1 Co-brand and co-market financing products in Sonoma County
- 2.7.2 Collaborate on any regional efforts that may impact PACE financing participation to achieve the best possible outcome for property owners
- 2.7.3 Represent the role of the Energy Independence Office as the local neutral third party, not-for-profit, public service agency supporting the public through the upgrade process, with the following message to consumers: Among the financing products in the marketplace, competition is encouraged to the benefit of the consumer, with the common goal of successful completion of projects
- 2.7.4 Recognize the Energy Independence Office as the physical storefront (office) location for PACE activity in Sonoma County

The Marketplace Member will:

- 2.7.5 Provide assistance to the Division for: (1) coordinating and implementing the integration of the Marketplace Member into the Financing Marketplace; (2) support of storefront contractor training; (3) support the continuation of the free building performance testing tool lending library resource; and (4) continuing storefront support to property owners using their PACE financing product

- 2.7.6 Provide specific training for contractors engaged with local PACE assessments using the marketplace member's financing product, materials, collateral, tools, and associated software, through training offered either directly from the marketplace member or subcontracted to the Division
- 2.7.7 Provide professional services, template documents, and other services necessary to staff for integrating the Marketplace Members financing option into the Financing Marketplace web site
- 2.7.8 Provide training and resources to the Division as needed to build understanding and support for use of the financing product

The County will:

- 2.7.9 Present the financing products of the Marketplace Members in all venues, including the SCEIP Financing product provided by the County, with impartiality to the public.
- 2.7.10 Provide the Marketplace Member with information about any internal adjustment to branding and program design of the Energy Independence Office that may impact PACE participation
- 2.7.11 Present marketing collateral of all financing products with impartiality in education and outreach materials and events including the SCEIP Financing product provided by the County
- 2.7.12 Provide equal storefront display 'real estate' to all participating Marketplace Members including the SCEIP Financing product provided by the County
- 2.7.13 Design and deliver a financing product comparison chart on the Energy Independence Office website for all marketplace members including the SCEIP Financing product provided by the County

2.8 Participating Contractor Standards.

Participating Contractors must agree to and abide by the terms and conditions of the contractors' standards outlined in items 2.8.1 through 2.8.10 below.

Both Parties will:

- 2.8.1 Require that contractors have the appropriate California State License Board license
- 2.8.2 Require that contractors' bonding is in good standing

- 2.8.3 Require that contractors have appropriate Workers' Compensation coverage
- 2.8.4 Require that contractors have a minimum of \$1M of commercial general liability insurance
- 2.8.5 Require that contractors shall make true claims about performance and or savings associated with projects
- 2.8.6 NOT endorse, recommend, or refer any specific contractor
- 2.8.7 NOT make any representation or warranty regarding the qualifications, licensing, products, or workmanship of any contractor
- 2.8.8 NOT make any warranty regarding the contractor's work or products purchased from contractors provided
- 2.8.9 NOT accept any liability that may be alleged to arise from the work of any listed contractor on a customer project or from any reliance on any claims, statements, or other descriptions regarding a contractor's certifications, licenses, qualifications or products

Marketplace Member will:

- 2.8.10 Ensure contractors and its representatives, employees, and agents do not represent themselves as agents, representatives, contractors, subcontractors, or employees of the County, the Division, or SCEIP, or claim association or affiliation with the County, the Division, or SCEIP

2.9 Interaction with Tax Collector Processes.

Marketplace Member will: Independently engage the County of Sonoma Tax Collector for administration of property tax assessments placed through its financing product.

3 Payment. This Agreement does not include any financial arrangements between the Marketplace Member and the County, nor does it preclude any separate contracts for services or support

4 Term of Agreement. The term of this Agreement shall be from the Effective Date until termination in accordance with the provisions of Section 5, Termination below.

5 Termination.

5.1 Termination without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, County or Marketplace Member shall have the right, in its sole discretion, to terminate this Agreement by giving 5 days written notice to the other Party of this Agreement.

- 5.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should the Marketplace Member fail to uphold any of its obligations hereunder, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, County may immediately terminate this Agreement by giving Marketplace Member written notice of such termination, stating the reason for termination.
- 5.3 Delivery of Data and Information upon Termination. In the event of termination, Marketplace Member, within 14 days following the date of termination, shall deliver to County all raw data and information in an editable electronic format as outlined in Section 2.6, Document, Data, and Information Policies.
- 5.4 Authority to Terminate. The Board of Supervisors has the authority to terminate this Agreement on behalf of the County. In addition, the General Services Department Director, in consultation with County Counsel, shall have the authority to terminate this Agreement on behalf of the County.
- 6 Indemnification.** Marketplace Member agrees to accept all responsibility for loss or damage to any person or entity, including County, and to indemnify, hold harmless, and release County, its officers, agents, and employees, from and against any actions, claims, damages, liabilities, disabilities, or expenses, that may be asserted by any person or entity, including Marketplace Member, that arise out of, pertain to, or relate to Marketplace Member's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Marketplace Member agrees to provide a complete defense for any claim or action brought against County based upon a claim relating to such Marketplace Member's or its agents', employees', contractors', subcontractors', or invitees' performance or obligations under this Agreement. Marketplace Member's obligations under this Section apply whether or not there is concurrent negligence on County's part, but to the extent required by law, excluding liability due to County's conduct. County shall have the right to select its legal counsel at Marketplace Member's expense, subject to Marketplace Member's approval, which 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 Marketplace Member or its agents under workers' compensation acts, disability benefits acts, or other employee benefit acts.
- 7 Prosecution of Work.** The execution of this Agreement shall constitute Marketplace Member's authority to proceed immediately with the performance of this Agreement.

8 Representations of Marketplace Member.

- 8.1 Standard of Care. County has relied upon the professional ability and training of Marketplace Member as a material inducement to enter into this Agreement. Marketplace Member hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of Marketplace Member's work by County shall not operate as a waiver or release.
- 8.2 Status of Marketplace Member. The parties intend that Marketplace Member, in performing the services specified herein, shall act as an independent contractor and shall control the work and the manner in which it is performed. Marketplace Member is not to be considered an agent or employee of County and is not entitled to participate in any pension plan, worker's compensation plan, insurance, bonus, or similar benefits County provides its employees. In the event County exercises its right to terminate this Agreement pursuant to Section 5, Termination, above, Marketplace Member expressly agrees that it shall have no recourse or right of appeal under rules, regulations, ordinances, or laws applicable to employees.
- 8.3 Conflict of Interest. Marketplace Member covenants that it presently has no interest and that it will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of its services hereunder. Marketplace Member further covenants that in the performance of this Agreement no person having any such interests shall be employed. In addition, if requested to do so by County, Marketplace Member shall complete and file and shall require any other person doing work under this Agreement to complete and file a "Statement of Economic Interest" with County disclosing Marketplace Member's or such other person's financial interests.
- 8.4 Statutory Compliance. Marketplace Member agrees to comply with all applicable federal, state and local laws, regulations, statutes and policies applicable to the services provided under this Agreement as they exist now and as they are changed, amended or modified during the term of this Agreement.

- 8.5 Nondiscrimination. Without limiting any other provision hereunder, Marketplace Member shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, gender identity, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.
- 8.6 AIDS Discrimination. Marketplace Member agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.
- 8.7 Assignment of Rights. Marketplace Member assigns to County all rights throughout the world in perpetuity in the nature of copyright, trademark, patent, right to ideas, in and to all versions of the plans and specifications, if any, now or later prepared by Marketplace Member in connection with this Agreement. Marketplace Member agrees to take such actions as are necessary to protect the rights assigned to County in this Agreement, and to refrain from taking any action which would impair those rights. Marketplace Member's responsibilities under this provision include, but are not limited to, placing proper notice of copyright on all versions of the plans and specifications as County may direct, and refraining from disclosing any versions of the plans and specifications to any third party without first obtaining written permission of County.
- 8.8 Ownership and Disclosure of Data and Information. All reports, original drawings, graphics, plans, studies, and other data, information or documents ("documents"), in whatever form or format, assembled or prepared by Marketplace Member or Marketplace Member's subcontractors, consultants, and other agents in connection with this Agreement shall be the property of County. County shall be entitled to immediate possession of such data and information upon completion of the work pursuant to this Agreement. Upon expiration or termination of this Agreement, Marketplace Member shall promptly deliver to County all such data and information in an editable electronic format, which have not already been shall be and will remain the property of County without restriction or limitation.

8.9 Authority. The undersigned hereby represents and warrants that he or she has authority to execute and deliver this Agreement on behalf of Marketplace Member.

9 Demand for Assurance. Each party to this Agreement undertakes the obligation that the other's expectation of receiving due performance will not be impaired. When reasonable grounds for insecurity arise with respect to the performance of either party, the other may in writing demand adequate assurance of due performance and until such assurance is received may, if commercially reasonable, suspend any performance for which the agreed return has not been received. "Commercially reasonable" includes not only the conduct of a party with respect to performance under this Agreement, but also conduct with respect to other agreements with parties to this Agreement or others. After receipt of a justified demand, failure to provide within a reasonable time, but not exceeding thirty (30) days, such assurance of due performance as is adequate under the circumstances of the particular case is a repudiation of this Agreement. Acceptance of any improper delivery, conduct, or service does not prejudice the aggrieved party's right to demand adequate assurance of future performance. Nothing in this Article limits County's right to terminate this Agreement pursuant to Section 5, Termination.

10 Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

11 Method and Place of Giving Notice. All notices shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices shall be addressed as follows:

TO: COUNTY: General Services Department Director
2300 County Center Drive, Suite A200
Santa Rosa, CA 95403
Facsimile: 707-565-xxxx
Email address (opt): _____

TO: MARKETPLACE MEMBER: _____

Facsimile: _____

Email address (opt): _____

When a notice is given by a generally recognized overnight courier service, the notice shall be deemed received on the next business day. When a copy of a notice is sent by facsimile or email, the notice shall be deemed received upon transmission as long as (1) the original copy of the notice is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email, (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

12 Miscellaneous Provisions.

- 12.1 **No Waiver of Breach.** The waiver by County of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.
- 12.2 **Construction.** To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. Marketplace Member and County acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. Marketplace Member and County acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

- 12.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.
- 12.4 No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.
- 12.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.
- 12.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.
- 12.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.
- 12.8 Survival of Terms. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.
- 12.9 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.

Continued on next page:

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

MARKETPLACE MEMBER:

By: _____

Name: _____

Title: _____

Date: _____

COUNTY: COUNTY OF SONOMA

CERTIFICATES OF INSURANCE ON
FILE WITH AND APPROVED AS TO
SUBSTANCE FOR COUNTY:

By: _____

Department Head

Date: _____

APPROVED AS TO FORM FOR COUNTY:

By: _____

County Counsel

Date: _____

By: _____

Chair
Board of Supervisors

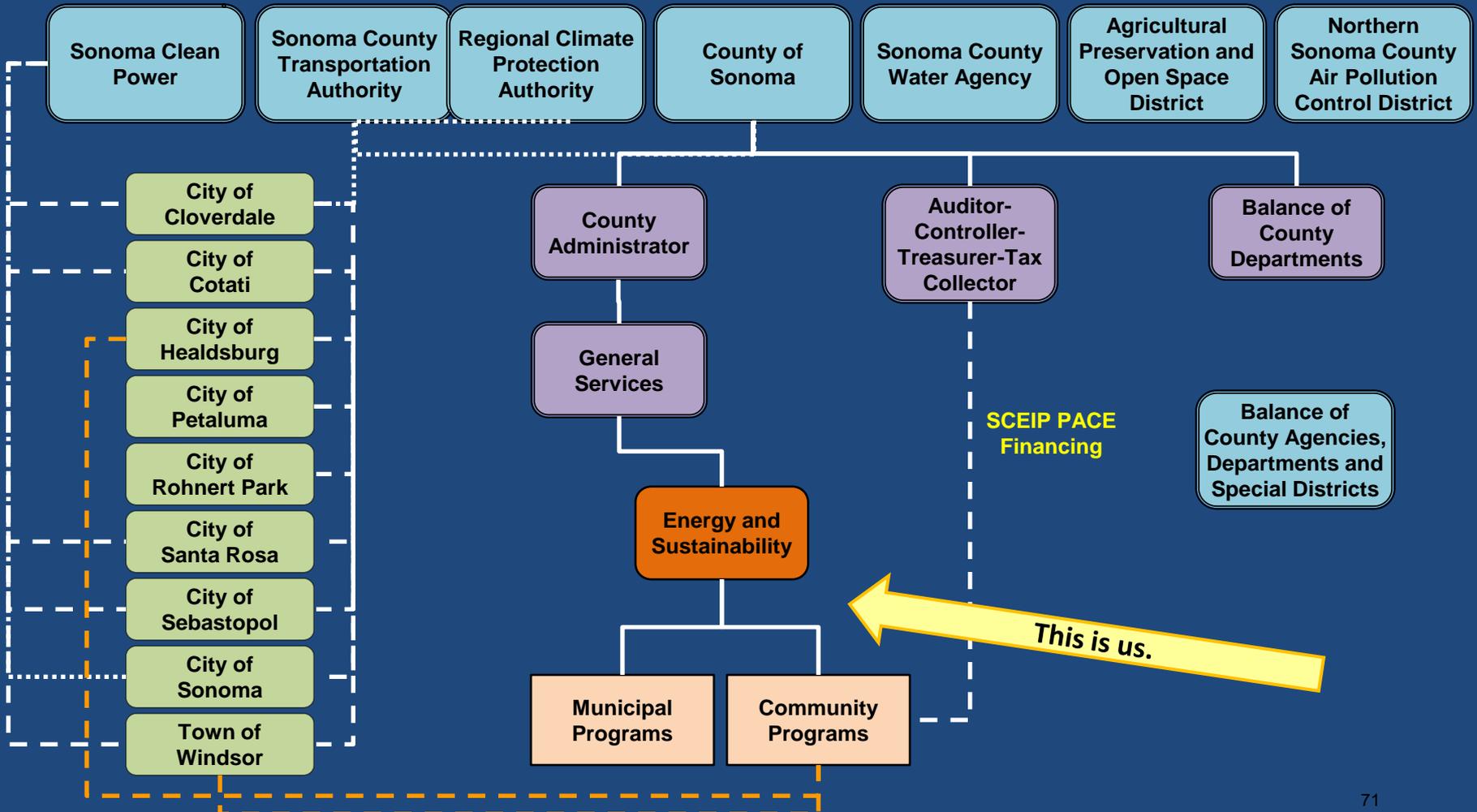
Date: _____

ATTEST:

Clerk of the Board of Supervisors

Sonoma County

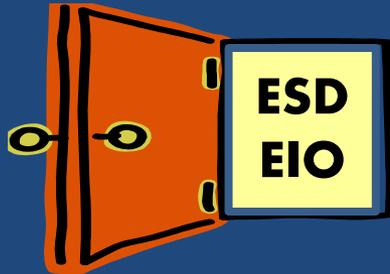
Sustainability Program Relationships



Customer Services

Energy and Sustainability Division / Energy Independence Office

Municipal Programs



Community Programs



Consulting and Technical Support



Rebate and Incentive Support

Non-fleet EV Charging Administration

Energy Evaluations

Financing Options

Tool Lending Library

Contractor Resources

Regional Coordination

**Emission and Savings Tracking and Reporting
Education and Outreach on Upgrade Benefits
Best Practices and Policy Development**

Workforce Development



Utility Bill Payment

Internal Projects



Community Programs

Energy Independence Office



Consulting and
Technical Support

Rebate and
Incentive Support



Energy
Evaluations

Contractor
Resources

Education and
Outreach

Tool Lending
Library

Reporting
Results

Workforce
Development

Financing Marketplace Benefits

- Expand availability of project financing
- Consumer choice of PACE provider
- Contractor support and resources for workforce development and creating local jobs
- Consumer assurances and impartial assistance
- Data and information on results and progress toward community goals

PACE Financing Marketplace (conceptual)

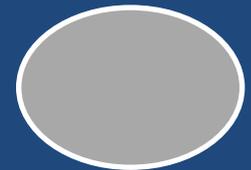
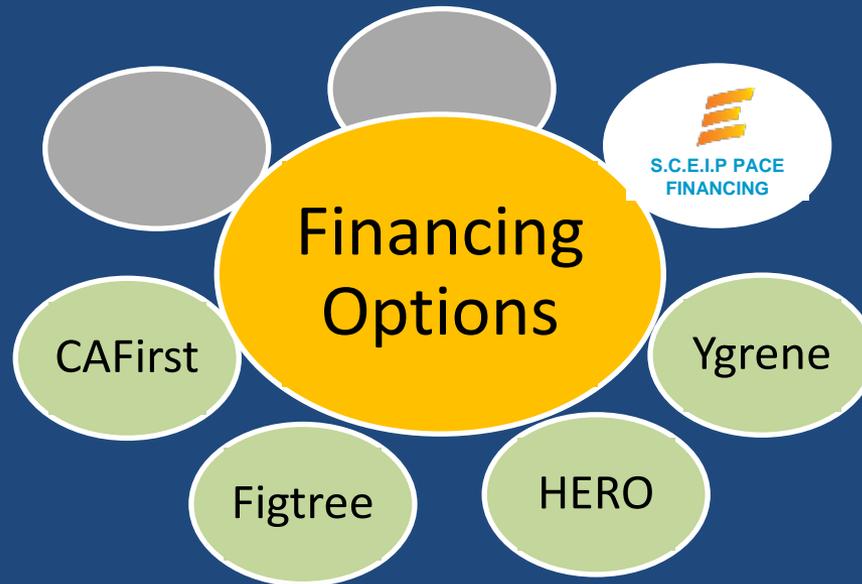
Energy Independence Office



Consulting and
Technical Support

Rebate and
Incentive Support

Energy
Evaluations



Contractor
Resources

Education and
Outreach

Tool Lending
Library

Reporting
Results

Workforce
Development

“Mockup” of the Marketplace

Your Project Type:



Residential or



Commercial

Requested Amount:

Preferred Term:



5 yr



10 yr



15 yr



20 yr

	<u>California FIRST</u>	<u>Figtree Financing</u>	<u>HERO</u>	<u>SCEIP</u>	<u>Ygrene Energy Fund</u>
Interest Rate				7.00%	
APR				7.273%	
Fees *				\$277.00	
Annual Assessment				\$2774.77	

Thank you!

Contact information:

County of Sonoma

Energy and Sustainability Division

2300 County Center Drive

Santa Rosa, CA 95403

707.565.6470

Liz Yager

Division Manager

liz.yager@sonoma-county.org

Jane Elias

Community Programs Manager

jane.elias@sonoma-county.org

Staff Report

To: RCPA Board of Directors
From: Lauren Casey, Program Manager
Item: 4.2.2 – RCPA Activities Report
Date: September 8, 2014

Issue:

Information Only

Background:

CLIMATE ACTION PLANNING

Climate Action 2020

RCPA staff is implementing Board Direction from the August special session to work with the Staff Working Group (SWG), Stakeholder Advisory Group (SAG), and other stakeholders to identify and evaluate greenhouse gas (GHG) reduction strategies to help Sonoma County achieve its adopted GHG target and to evaluate new GHG reduction target options. Several SWG and SAG meetings will be held in September and October; input from these meetings will be brought back to the Board in November.

Staff is also working with the North Bay Climate Adaptation Initiative to finalize a draft vulnerability assessment that will be presented to the Staff Working Group, Stakeholder Advisory Group, and Board later this fall.

Climate Ready North Bay

The Climate Ready North Bay project will build from the vulnerability analysis being developed as part of CA2020 to refine a set of future climate scenarios for multiple watersheds in Sonoma, Marin, Napa, and Mendocino counties. The data products being developed by the North Bay Climate Adaptation Initiative (NBCAI) through the Climate Ready project will allow decision makers to access a set of projections for inland climate change impacts (such as maximum and minimum temperatures, precipitation, daily and monthly stream flows, runoff and groundwater recharge, and soil moisture (aridity)). These scenarios can help inform a wide spectrum of planning including the Water Agency's Adaptation Plan, other municipal water utility supply planning, hazard mitigation plan updates, general and specific plans, and project planning in the modeled watersheds.

The RCPA and NBCAI are inviting natural resource agencies and RCPA member staff to direct the development of data products by identifying the impacts and geographies of most concern. RCPA staff will be working with member staff through the Planning Advisory Committee and Technical Advisory Committee to identify upcoming projects on which the projections from Climate Ready scenarios can be used to inform decision making.

California Adaptation Forum

The first ever California Adaptation Forum was hosted by the Local Government Commission (LGC) in Sacramento in August. It was the first state forum to spring from the National Adaptation Forum held in 2013. Over 800 attendees from government, academia, NGOs, and business were in attendance to discuss the comprehensive and cross cutting challenges related to climate adaptation.

The RCPA led a panel on efforts in Sonoma County to build multi-jurisdictional, multi-agency capacity to respond to climate change that was facilitated by Suzanne Smith and included Sandi Potter from PRMD, Karen Gaffney from the Agricultural Preservation and Open Space District, Geof Syphers from Sonoma Clean Power, and Caitlin Cornwall from the Sonoma Ecology Center/North Bay Climate Adaptation Initiative. The group shared individual project and program examples, but also tried to focus on the key strategies and lessons learned in building a coordinated response to climate change.

Presentations and audio recordings from the entire conference are available online:

<http://www.californiaadaptationforum.org/>

Lastly, the LGC has expressed interest in piloting a regional adaptation forum focused on Sonoma County or the North Bay. Staff is working with LGC staff and other local partners to explore and further develop this concept.

Rockefeller Resilient Cities Challenge

100 Resilient Cities - Pioneered by the Rockefeller Foundation (100RC) – is “dedicated to helping cities around the world become more resilient to the physical, social and economic challenges that are a growing part of the 21st century. 100RC supports the adoption and incorporation of a view of resilience that includes not just the shocks – earthquakes, fires, floods, etc. – but also the stresses that weaken the fabric of a city on a day to day or cyclical basis. Examples of these stresses include high unemployment; an overtaxed or inefficient public transportation system; endemic violence; or chronic food and water shortages. By addressing both the shocks and the stresses, a city becomes more able to respond to adverse events, and is overall better able to deliver basic functions in both good times and bad, to all populations.”

Rockefeller is currently soliciting applications for new cities to join the Resilient Cities Challenge, and to become part of the network of international communities working to build a global practice of increased resilience. Participating cities are provided with the resources to develop a roadmap to resilience in the form of:

1. “Financial and logistical guidance for establishing an innovative new position in city government, a Chief Resilience Officer, who will lead the city’s resilience efforts;
2. Expert support for development of a robust resilience strategy;
3. Access to solutions, service providers, and partners from the private, public and NGO sectors who can help them develop and implement their resilience strategies; and
4. Membership of a global network of member cities who can learn from and help each other.”

Eligible entities must be or represent a legal government entity with a population of 50,000 or more.

RCPA staff sees this an opportunity to pursue a full time position and an incredible network of resources to advance the adaptation and resilience concepts under development through Climate Action 2020 on behalf of the county and all local cities. Staff also sees this as an opportunity for Sonoma County to join internationally leading edge communities, as potentially the first countywide effort, in defining local roadmaps for navigating 21st century challenges including climate change.

Staff will submit an application for participation pending Board direction.

ENERGY EFFICIENCY

Bay Area Regional Energy Network (BayREN)

The RCPA continues to administer and implement Bay Area Regional Energy Network (BayREN) programs on behalf of the jurisdictions of Sonoma County across single family Energy Upgrade California, Multifamily Energy Upgrade California, Pay As You Save (PAYS[®]) on bill repayment, and Codes and Standards. Staff continues to coordinate with the Sonoma County Energy Independence Program (SCEIP) and Sonoma Clean Power (SCP) regarding program updates, outreach to building owners and contractors, event planning, and other issues related to energy efficiency.

The following sections summarize key program activities across BayREN programs.

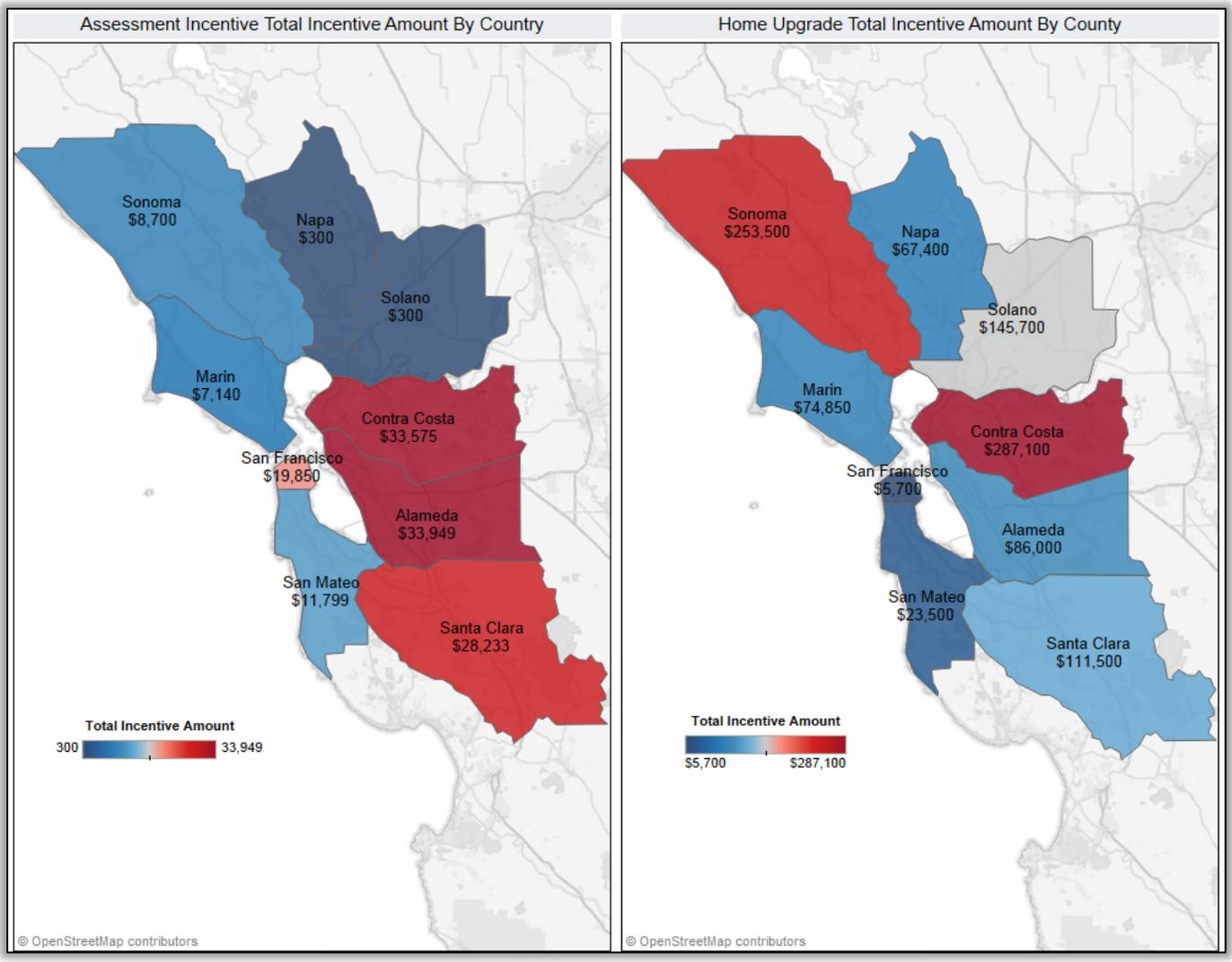
Single Family Energy Upgrade California

The RCPA continues to work with the regional leads to conduct marketing, education, and outreach related to Energy Upgrade California™ Home Upgrade, a program through which homeowners can install a set of measures to improve the performance of their home as a system.

Changes were approved by the CPUC this summer to both Home Upgrade and Advanced Home Upgrade, most notably adding several eligible measures and increasing the total amount a homeowner can receive to **\$6,500**.

Regionally, BayREN has seen good success, with over 1,000 retrofit projects complete or underway and over \$1.2 million in incentives going to homeowners. Locally, Sonoma County continues to see solid participation numbers, with \$260,000 paid or reserved since September, 2013 to support residential retrofits:

BayREN Incentives through July 2014										
County	Home Upgrade					Advanced Home Upgrade				
	# Reserved (not paid)	\$ Reserved	# Completed	\$ Paid	Total	# Reserved (not paid)	\$ Reserved	# Completed	\$ Paid	Total
Alameda	20	\$37,300.00	28	\$50,350.00	\$87,650.00	22	\$6,600.00	93	\$27,049.00	\$33,649.00
Contra Costa	53	\$108,300.00	87	\$178,800.00	\$287,100.00	25	\$7,500.00	89	\$26,075.00	\$33,575.00
Marin	12	\$23,600.00	26	\$51,250.00	\$74,850.00	6	\$1,800.00	18	\$5,340.00	\$7,140.00
Napa	15	\$30,800.00	16	\$36,600.00	\$67,400.00	1	\$300.00	0	\$0.00	\$300.00
San Francisco	1	\$1,400.00	3	\$4,300.00	\$5,700.00	19	\$6,300.00	46	\$13,550.00	\$19,850.00
San Mateo	5	\$9,950.00	8	\$13,550.00	\$23,500.00	13	\$3,900.00	27	\$7,899.00	\$11,799.00
Santa Clara	30	\$59,550.00	27	\$51,950.00	\$111,500.00	18	\$5,400.00	76	\$22,533.00	\$27,933.00
Solano	36	\$76,000.00	31	\$71,350.00	\$147,350.00	0	\$0.00	1	\$300.00	\$300.00
Sonoma	26	\$43,550.00	103	\$209,950.00	\$253,500.00	6	\$1,800.00	23	\$6,900.00	\$8,700.00
TOTAL	198	\$390,450.00	329	\$668,100.00	\$1,058,550.00	110	\$33,600.00	373	\$109,646.00	\$143,246.00



Multifamily Energy Upgrade California

The BayREN multi-family program – the Bay Area Multifamily Building Enhancements (BAMBE) – has been very successful, with properties in the pipeline amounting to almost five times the number of units that could be served by the original incentive allocation. Due to this success BayREN transferred \$1.4 million from the underutilized single family program to BAMBE rebates and received an additional \$3.3 million that was transferred from PG&E to BayREN for use by the BAMBE program in 2014.

These reallocations have allowed BayREN to provide incentives to an additional 1,340 units that have went through technical assistance and were sitting on a waitlist, including two properties (58 units) in Sonoma County. Additional properties going through technical assistance including five properties in Sonoma County (173 units) will not be able to receive incentives until the 2015 funding proposal is approved by the CPUC. Outreach to recruit additional properties in Sonoma County will begin again once that approval is received.

In total, seven projects in Sonoma County have received technical assistance to date, accounting for 233 units, or 1% of the regional total. Sonoma County has 3% of the region's multifamily housing units.

Summary of BayREN BAMBE projects by phase (as of 8/21/14)

County	Technical Assistance		Reserved, in Construction		Completed		Referred Out		Inactive/Ineligible		Drop-off After Reservation		Total	
	Units	Projects	Units	Projects	Units	Projects	Units	Projects	Units	Projects	Units	Projects	Units	Projects
Alameda	1,325	29	768	8	157	6	555	10	3,476	27			6,281	80
Contra Costa	305	4	1,535	9	28	2	300	5	943	8			3,111	28
Marin	0	0	0	0	0	0	95	2	0	0			95	2
Napa	254	3	121	3	0	0	252	7	258	3			885	16
San Francisco	578	16	1,359	21	289	7	2,005	16	2,522	34	68	2	6,821	96
San Mateo	1,015	8	1,251	12	91	9	94	5	2,117	31			4,568	65
Santa Clara	2,811	26	1,766	26	355	10	2,292	19	1,583	20			8,807	101
Solano	44	2	0	0	0	0	0	0	62	1			106	3
Sonoma	276	6	68	3	12	1	20	1	186	1			562	12
Grand Total	6,608	94	6,868	82	932	35	5,613	65	11,147	125	68	2	31,236	403

Codes and Standards

BayREN is offering a series of free trainings to help building departments and other building industry professionals navigate changes to the California Energy Code (Title 24, Part 6) which went live on July 1. The RCPA is working with local partners including the Redwood Empire Association of Code Officers (REACO) to bring some of these trainings to Sonoma County. More information about BayREN and other free codes trainings can be found at: <https://www.bayren.org/codes>

Pay As You Save (PAYS)

BayREN continues to support the development and implementation of PAYS programs with Windsor (commercial expansion), Hayward (multifamily focused), and EBMUD (test projects in multiple sectors).

COMMUNITY ENGAGEMENT

Staff presented an outreach campaign for 2014 at the April meeting that described the plan for engaging the community on both Climate Action 2020 and on the various programs available to help residents harness the benefits of energy efficiency and renewable energy.

Outreach strategies include tabling and markets and seasonal festivals, and presentations to community groups including those identified by our Board.

Staff has invited all of the organizations listed in the April report plus those identified by the Board to receive a presentation from our staff or more information about our programs. So far, staff has presented to the Santa Rosa Kiwanis Club,, Santa Rosa Host Lions Club, the Sebastopol Gravenstein Lions Club, the Healdsburg Kiwanis Club, the Sonoma Plaza Kiwanis Club, and the Petaluma Chamber of Commerce. These groups have active audiences of 20-60 members, and have provided for lively discussion forums.

The seasonal market campaign led by Climate Corps Fellow Adriana Stagnaro was successful in driving over 400 documented conversations about Climate Action 2020, Energy Upgrade California, and other climate and energy issues and far more impressions on community members throughout Sonoma County about the presence of regional programs related to climate change.

RCPA Staff were present at the following events in 2014:

<u>Date</u>	<u>Event Name</u>
4/19/2014	Santa Rosa Earth Day Festival
4/26/2014	Bodega Fishermans Festival
4/27/2014	Windsor Earth Day Festival
4/30/2014	Sustainable Enterprise Conference
5/5/2014	Roseland Cinco de Mayo
5/17/2014	Petaluma Saturday Market
5/20/2014	Petaluma Tuesday Market
5/21/2014	Santa Rosa Wed Night Mkt
5/30/2014	Sonoma Valley Market
5/30/2014	Cloverdale Market
6/5/2014	Cotati Market
6/6/2014	Occidental Market
6/11/2014	Santa Rosa Wed Night Mkt
6/25/2014	Santa Rosa Wed Night Mkt
6/29/2014	Bodega Market
7/10/2014	Windsor Market
7/11/2014	Rohnert Park Market
7/15/2014	Valley of the Moon Market
7/23/2014	Petaluma Wednesday Market
7/25/2014	Cloverdale Farmer's Market
8/1/2014	Sonoma Valley Market
8/9/2014	Gravenstein Apple Fair Day 1
8/10/2014	Gravenstein Apple Fair Day 2

One additional community event is scheduled for September 10th – the Community Resources Fair and Business Showcase in Healdsburg. Pending participation in that event, staff will have been able to achieve outreach in all nine cities and many parts of the county. An on ongoing basis staff will continue to participate in issue specific events as the RCPA and with our partners, such as joining the SCEIP booth at the Fall Home Show to conduct outreach on Energy Upgrade California.

Policy Impacts:

None.

Fiscal Impacts:

None.

Staff Recommendation:

That the Board provide direction on a potential application to the Rockefeller 100 Resilient Cities Challenge.

Glossary of Acronyms

AB32 = Assembly Bill 32, Global Warming Solutions Act (2006)

ABAG = Association of Bay Area Governments

AR5 = Fifth Assessment Report (IPCC)

ARB = Air Resources Board

BayREN = Bay Area Regional Energy Network

BAMBE = Bay Area Multifamily Building Enhancements

C&S = Codes and Standards (BayREN)

CCBA = Climate Corps Bay Area

CPUC = California Public Utilities Commission

EBMUD = East Bay Municipal Utility District

EPA = Environmental Protection Agency

GHG = greenhouse gas

GIS = Geographic Information Systems

HUA = Home Upgrade Advisor (BayREN)

IPCC = Intergovernmental Panel on Climate Change

ME&O = marketing, education, and outreach

MFCAP = Multi Family Capital Advance Program

NBCAI = North Bay Climate Adaptation Initiative

NCDC = National Climate Data Center

NOAA = National Oceanic and Atmospheric Administration

NCBE = North Coast Builders Exchange

PACE = Property Assessed Clean Energy

PAYS[®] = Pay As You Save

PG&E = Pacific Gas and Electric

PROP = Permit Resource Opportunity Program (BayREN)

RCPA = Regional Climate Protection Authority

REACO = Redwood Empire Association of Code Officers

SCS = Sustainable Communities Strategy

SCEIP = Sonoma County Energy Independence Program

SCTA = Sonoma County Transportation Authority

SFLLR = Single Family Loan Loss Reserve

SFPUC = San Francisco Public Utilities Commission

Staff Report

To: Sonoma County Transportation Authority
From: Janet Spilman, Deputy Director, Planning & Public Outreach
Item: 4.3.1 - 2015 Comprehensive Transportation Plan update
Date: September 8, 2014

Issue:

What is the status of the Comprehensive Transportation Plan (CTP)?

Background:

The 2015 CTP is an update to the 2009 CTP, which was a highly researched plan that tackled emerging, as well as existing issues. Since then, there has been a robust engagement process for Plan Bay Area, the SCTA Master Plan for Bicycle & Pedestrians, Climate Action 2020 and numerous PDA and Station level planning in most communities in Sonoma County. All of these provide insight for drafting the CTP update. Completion of the 2015 CTP is estimated for late spring 2015.

What's new in the 2015 Update?

The 2015 CTP will include technical updates to the 2009 CTP and policy review to measure achievement of goals in the 2009 CTP. New information/topics in the 2015 CTP will include new and compelling transportation issues, and objectives and policies surrounding the new goal of Economic Vitality. New transportation issues and input on economic vitality objectives and policies will be identified through a public engagement process that includes Board and Committee actions and public hearings, stakeholder meetings, and a web based questionnaire.

Public Engagement Techniques

Board and Committee actions

Although the Board is kept apprised of the CTP regularly, staff will require Board action and a public hearing on the occasions of the preliminary draft, draft project list, and Plan adoption which is scheduled for late spring 2015. The Board has taken action on the Goals and will also be asked to approve the call for projects (that includes criteria for project assessment) and the model scenarios as we move through those stages. SCTAs advisory committees are crucial to the ongoing work product and are involved in every step.

Stakeholder meetings

Meetings with diverse stakeholder types will provide important feedback this autumn. Board input on potential stakeholders is appreciated.

Web Based outreach

The stakeholder meetings will help inform the subsequent web based questionnaire. Using one of the well-known online engagement tools we will ask a series of concise and relevant questions that will

hone in on priorities and provide insight into potential opportunities for positive change. The online questionnaire (in Spanish and English) will be live this winter.

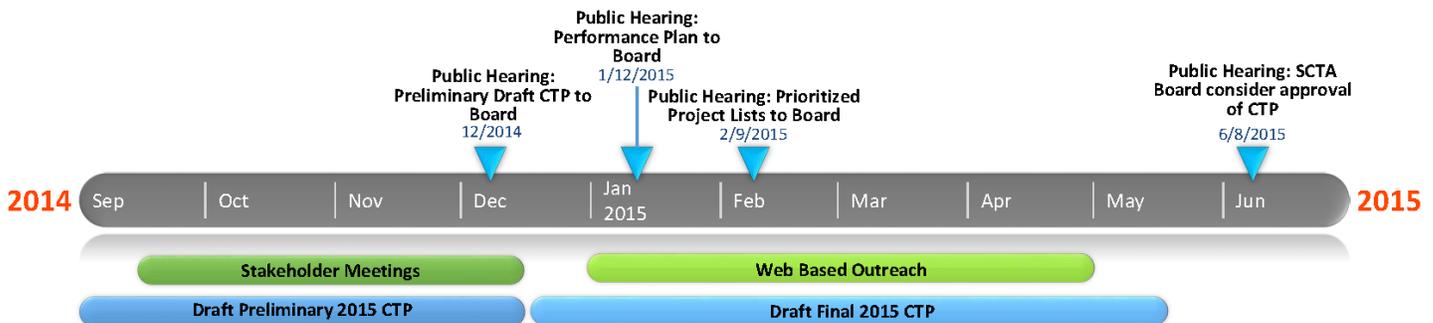
Poll

A telephone poll may be considered later in the process pending further discussion with the Board and assessment of thoroughness of the above mentioned approaches.

Key Milestones

Public Engagement Technique	Dates
Stakeholder Meetings	September – December 2014
Launch Web Based Questionnaire	January 2015
Public Hearings: SCTA Board	
Preliminary Draft CTP	December 2014
Performance Assessment	January 12, 2015
Prioritized Project Lists	February 9, 2015
Final 2015 CTP	June 9, 2015
SCTA Board and Advisory Committee Updates	Ongoing

Timeline Overview



Policy Impacts:

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

Fiscal Impacts:

Online web engagement will cost up to \$20,000. These costs and others relating to the website may be offset by grants (the Shift grant, in particular, addresses web based outreach).

Staff Recommendation:

Direct staff and advisory committees to review CTP planning process and provide assessment. Provide contact information for stakeholder meetings.

Staff Report

To: Sonoma County transportation Authority

From: Janet Spilman, Deputy Director, Planning & Public Outreach

Item: 4.3.2 - Priority Development Area Investment and Growth Strategy update

Date: September 8, 2014

Issue:

Update to the Priority Development Area (PDA) Investment and Growth Strategy.

Background:

MTC and ABAG adopted the One Bay Area Grant (OBAG) program in Resolution 4035 on May 17, 2012. OBAG provides guidance for the allocation of the Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds for four fiscal years (FY 2012-13 through FY 2015-16). The SCTA is responsible for distribution of these funds to local jurisdictions and other eligible project sponsors in Sonoma County. Resolution 4035 includes specific policy objectives and implementation requirements that SCTA and project sponsors must meet as a condition of the receipt of OBAG funds.

SCTA approved the PDA Investment and Growth Strategy in May 2013, which was developed to fulfill the regional requirement. This document describes PDAs and PCAs and gives an overview of policies in Sonoma County that support the goals of OBAG and Plan Bay Area. The original document can be found in its entirety on the SCTA website here [PDA Investment and Growth Strategy*](#). The SCTA has used the PDA Investment and Growth Strategy as a tool to describe PDA development and better integrate land use planning with transportation programming decisions in Sonoma County over time

The attached report is an update to include PDA planning activities since May 2013.

Policy Impacts:

The policies of OBAG already closely coincide with the goals of the SCTA and local jurisdictions. The Goals and Objectives of 2009 Comprehensive Transportation Plan for Sonoma County complement the goals of the OBAG program.

There remain areas of conflict, including:

- Local jurisdictions do not completely agree with ABAGs forecast of housing and jobs in the designated areas.
- The transit service requirements of becoming a PDA combined with underfunding transit operations has been a source of frustration.
- The unincorporated County urban service areas, now designated as Rural Community Investment Areas, are not PDAs and are no eligible for the funding they need to implement OBAG goals.

Fiscal Impacts:

The PDA Investment and Growth Strategy update is a requirement of receipt of OBAG funding. The SCTA programmed \$23 million in OBAG funding last year.

Staff Recommendation:

Review the attached report and consider approval of the PDA Investment and Growth Strategy update.

*The full url of this document is:

<http://sctainfo.org/reports/PDA-Investment-and-Growth-Strategy.pdf>

Priority Development Area Investment and Growth Strategy One Year Update - 2014

MTC and ABAG adopted the One Bay Area Grant (OBAG) program as Resolution 4035 on May 17, 2012. OBAG provides guidance for the allocation of the Cycle 2 Federal Surface Transportation Program (STP) and Congestion Mitigation and Air Quality (CMAQ) funds for the next four fiscal years (FY 2012-13 through FY 2015-16). The SCTA is responsible for distribution of these funds to local jurisdictions and other eligible project sponsors in Sonoma County. OBAG includes specific policy objectives and implementation requirements that SCTA must meet as a condition of the receipt of OBAG funds.

The SCTA/RCPA approved the Sonoma County Priority Development Area Investment and Growth Strategy April 8, 2013, and can be found here <http://sctainfo.org/reports/PDA-Investment-and-Growth-Strategy.pdf>. The Update demonstrates the related planning since then. This Update includes housing production data by affordability level and housing policies supporting housing production provided by ABAG.

Planning since May 2013

The SCTA is currently engaged in several important planning processes, including the Countywide Comprehensive Transportation Plan (CTP) update and, concurrently, Climate Action 2020. In the 2015 CTP SCTA will review the land use and transportation section with FOCUS Growth Areas and SB 375 as orientation. Concurrently, the Regional Climate Protection Authority (RCPA), sister agency to SCTA, is preparing a countywide climate action plan, making good use of RCPA's expert advisory panel, data and analysis tools.

SCTA 2015 CTP

With information from ABAG and the local jurisdictions SCTA will report on existing and planned policies and model impacts to determine the most effective scenarios. The SCTA approved the existing Goals and intent of the objectives. The numerical targets will be determined as the process continues. In addition, on May 12, 2014, the Board tentatively approved a 5th Goal – Promote Economic Vitality. Preliminary objectives and policies are:

DRAFT Goal 5. Promote Economic Vitality – NEW – Recommended by Board May 12, 2014

DRAFT - Objective: Support Economic Development through transportation improvements.

DRAFT -Policy: Provide more transportation access to jobs.

DRAFT -Policy: Provide more transportation access to goods and services.

DRAFT -Policy: Support improved goods movement.

DRAFT – Policy: Support projects that lower the percentage of income that is dedicated to transportation costs



CLIMATE ACTION 2020

Climate Action 2020 is a collaborative effort among all 9 cities and the County of Sonoma to take further actions in reducing GHG emissions community-wide and respond to the threats of climate change. RCPA is working with communities to develop a comprehensive and detailed plan for each jurisdiction that will identify measures to reduce GHGs from sources including building energy (electricity and natural gas), transportation, water use and transport, waste, wastewater and agriculture. This detailed plan is called a Community Climate Action Plan, and known locally as Climate Action 2020. http://sctainfo.org/climate_action_2020.htm

SCTA Countywide Bicycle and Pedestrian Master Plan

SCTA adopted the first Countywide Bicycle Plan in 2003. The plan that followed was adopted in 2008, and established a comprehensive, collaborative approach to countywide bicycle and pedestrian planning. In 2014, SCTA adopted an updated Master Plan. The County vision, goal and objectives were reviewed and remain the same with inclusion of discussion of “complete streets.” http://sctainfo.org/Bike_Main_files/index.htm

Strategic Growth Council - SHIFT grant

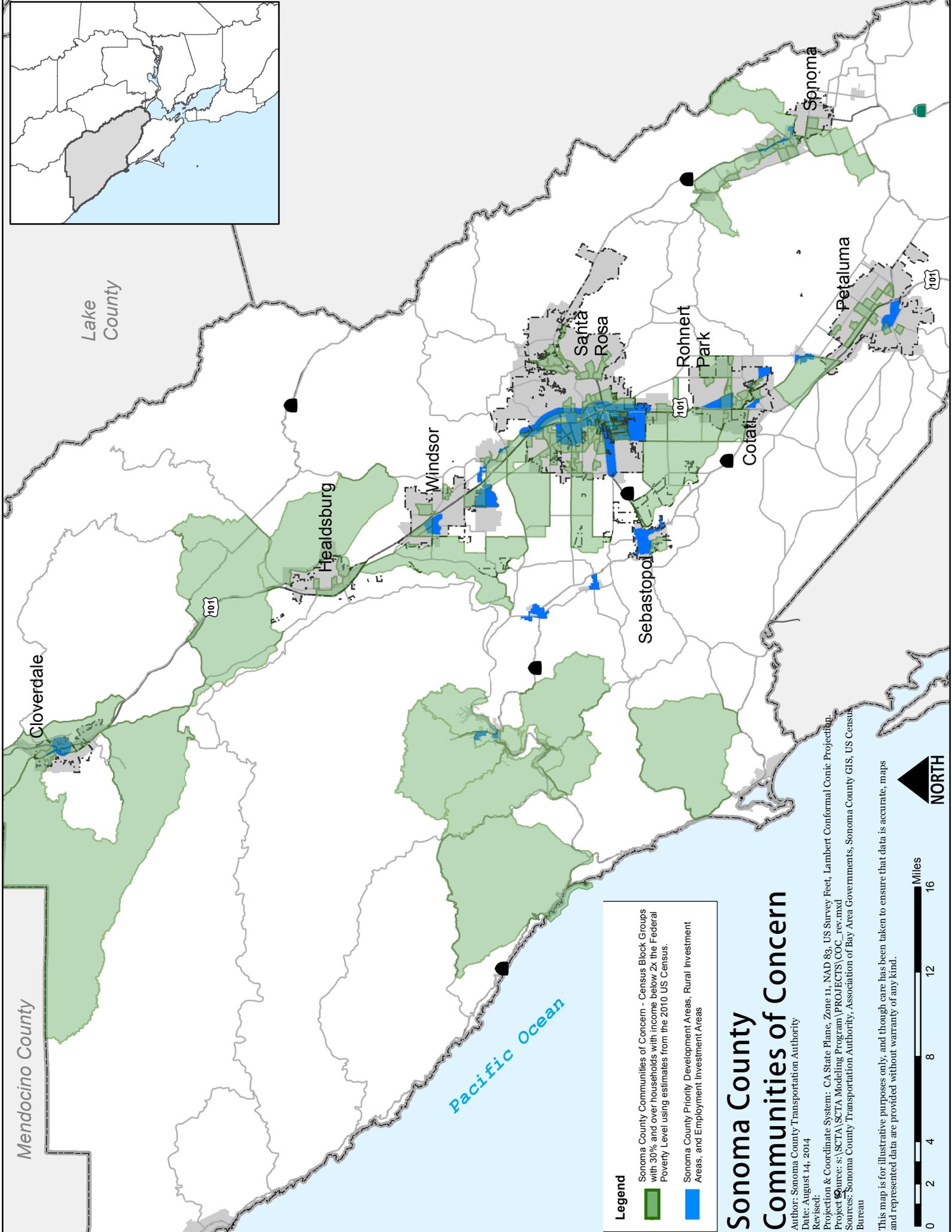
SCTA/RCPA has been awarded a grant from the Strategic Growth Council to promote and implement transportation projects that result in mode shift.

SHIFT promotes infill development by creating a framework for the SCTA to direct investment in transportation infrastructure to areas zoned for higher density and called out as Priority Development Areas or related place types as part of Plan Bay Area. SHIFT presents how to provide greater transportation options – bike-share, car-share, EV-charging in these areas – thereby increasing the attractiveness of urban living and the feasibility of shifting from GHG intensive transportation, specifically SOVs. Additionally, SHIFT will utilize the Portrait of Sonoma County project (measuring human development across census tracts) to focus on communities of concern to addresses equitable access to mobility options with targeted marketing and programs.

SHIFT will allow us to study bike-share opportunities, a natural complement to the SMART passenger rail service. Implementation of strategies planned within SHIFT Sonoma County will encourage resource efficient development by focusing transportation programs and infrastructure investment into existing transit oriented development (TOD) districts and Sonoma Marin Area Rail Transit (SMART) station areas and along bus transit corridors. This will allow for and incentivize development within higher density, existing urban areas, ultimately reducing transportation needs relative to lower density, suburban development.

Communities of Concern

Efforts to implement projects identified in the Community Based Transportation Plans continue. There are four such communities and projects benefitting them were given priority in the OBAG distribution of funds. Following is a map of the communities in which 30% or more of families have incomes between 0-200% of the Federal Poverty Level. For a family of three that was less than \$38,200. SCTA supports lowering the percentage of income that is dedicated to transportation costs, and may consider creating new policy in the CTP with that intent.



Mendocino County

Cloverdale

Lake County

Healdsburg

Windsor

Santa Rosa

Sebastopol

Rohnert Park

Cotati

Sonoma

Petaluma

Pacific Ocean

Legend

- Sonoma County Communities of Concern - Census Block Groups with 30% and over households with income below 2x the Federal Poverty Level using estimates from the 2010 US Census.
- Sonoma County Priority Development Areas, Rural Investment Areas, and Employment Investment Areas

Sonoma County Communities of Concern

Author: Sonoma County Transportation Authority
 Revised: Date: August 14, 2014
 Projection & Coordinate System: CA State Plane, Zone 11, NAD 83, US Survey Feet, Lambert Conformal Conic Projection
 Project Source: s:\SCTA\SCTA Modeling Program\PROJECTS\COC_rev.mxd
 Sources: Sonoma County Transportation Authority, Association of Bay Area Governments, Sonoma County GIS, US Census Bureau

This map is for illustrative purposes only, and though care has been taken to ensure that data is accurate, maps and represented data are provided without warranty of any kind.

0 2 4 8 12 16 Miles

NORTH

Since adoption of the Roseland CBTP, Santa Rosa has applied for and been allocated funds to study the Roseland/Sebastopol Road PDAs (they are adjacent). This is a critical study as the area is a county island within the City of Santa Rosa, and is in dire need of upgraded services. The PDA Plan will help inform the issue of annexation and bring much needed attention to the area.

The local jurisdictions, SCTA, and RCPA are all involved in planning projects that promote the goals of Plan Bay Area, with emphasis on in-fill development, enhanced multi-modal connectivity and more transportation options for our communities of concern.

Local Efforts to implementation

In Sonoma County six (6) Station Area/PDA Plans have been completed and four (4) are in progress. The Roseland/Sebastopol Road Plan; Springs Plan and Airport Investment Area Plan were programmed in 2014.

Status of PDA/RIA Plans in Sonoma County							
Jurisdiction	Station Area/PDARIA	Final Product	Grant Award	Status	Housing (new units) Max	Commercial (new dev. In sq. ft.)	Potential Jobs ¹
Cloverdale	Downtown	Precise Plan/EIR	\$140,000	Completed	761	340,000	1,000
Healdsburg	Healdsburg	Specific Plan/EIR	\$160,000	Completed	317	391,404 ²	1,113
Petaluma	Central Petaluma	Master Plan	\$240,000	Completed	1,596	1,022,000	5,223
Rohnert Park	Central Rohnert Park	Specific Plan/EIR	\$448,000	In progress			
Santa Rosa	Downtown	Specific Plan/EIR	\$450,000	Completed	3,409	493,500	1,316
Santa Rosa	Roseland/ Sebastopol Road	Specific Plan/EIR	\$647,000	In progress			
Santa Rosa	North Station Area	Specific Plan/EIR	\$400,000	Completed	2,941	1,650,000	5,923
Windsor	Windsor	Specific Plan/EIR	\$300,000	Completed	1,230	759,100	2,160
County of Sonoma	The Springs	Specific Plan/EIR	\$450,000	In progress			
County of Sonoma	Airport Investment Area	Specific Plan/EIR	\$350,000	In progress			
Total to date			\$3,585,00		8,341	3,242,600	10,399

¹ Potential jobs calculated at between 250-600 sq. ft per person, this estimate varies by use.

² The Healdsburg plan estimates the potential for commercial retail space to decrease by 170,731 and for hospitality square footage to increase by 391,404 SF.

The following capital projects and programs in or proximate to PDAs received OBAG funding.

OBAG funding distribution serving PDAs			
Responsible Agency	MTC Program	Project Name	PDA served
Cloverdale	TLC	Safe Routes to Schools PHASE 2	Cloverdale Downtown PDA & SMART Transit Station
Cotati	LSR	Old Redwood Highway South Rehabilitation and Connector	Downtown Cotati PDA
County	LSR	2015 Rehabilitation of Various Streets in Sonoma County	Many locations in Sonoma County, within or serving Santa Rosa Roseland, Petaluma Central, Windsor PDAs
Petaluma	LSR	Rehabilitation of Various Streets in Petaluma	Petaluma Central PDA
Rohnert Park	TLC	Street Smart Rohnert Park	Eight intersections and possibly other locations within the Central Rohnert Park PDA
Rohnert Park	LSR	Rehabilitation of Various Streets in Rohnert Park	Rohnert Park: Central Transit Town Center PDA
Santa Rosa	TLC	Downtown PDA Complete Streetscape Enhancement	Santa Rosa: Downtown Station Area PDA
Santa Rosa	LSR	Sustain Existing Transit Corridor Pavement Street Enhancements	Santa Rosa: Downtown Station Area and Mendocino/Santa Rosa Ave. Corridor PDAs
SMART	Bike/Ped	SMART Pathway	Smart Pathway from East Cotati Avenue in Cotati to Southwest Blvd in Rohnert Park
SMART	TLC	Purchase of Rail Cars	SMART Transit Stations
Windsor	Bike/Ped	Jaguar Lane/Windsor Road Traffic Signal Installation and Sidewalk Gap Closure	Windsor Redevelopment Area PDA
Windsor	Bike/Ped	Bell Road-Market Street/Windsor Road Traffic Signal Installation and Pedestrian Enhancements	Windsor Redevelopment Area PDA
Windsor	TLC	Conde Lane/Johnson Street Traffic Signal Installation and Pedestrian Enhancements	Windsor Redevelopment Area PDA

ABAG tracked thirty housing policy and program types that represent the most prevalent and important strategies for fostering development of both market rate and affordable housing units. ABAG Staff compiled a summary of policies adopted by each jurisdiction based on the jurisdiction's certified 2007-2014 housing element, and sent the summary to local staff for verification. They have indicated instances in which we were not able to verify or obtain information. Sonoma County Housing Policies for Jurisdictions with Priority Development Areas (PDAs)

Affordable Housing Policies and Programs Source: Local Jurisdictions, compiled by the Association of Bay Area Governments, July 2014	Cloverdale	Cotati	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Windsor	Unincorporated County
Reduced Parking Requirements	Y	Y	Y	N	Y	Y	Y	Y
Streamlined Permitting Process	Y	N	Y	N	Y	N	Y	Y
Graduated Density Bonus (parcel assembly)	N	N	N	N	N	N	N	N
Form-based codes	N	Y	Y	Y	N	N	N	N
Mixed Use Zoning	Y	Y	Y	Y	Y	Y	Y	Y
Housing Overlay Zone	N	N	N	N	N	Y	N	Y
Density Bonus Ordinances	Y	Y	UC	Y	Y	Y	Y	Y
Inclusionary/Below Market Rate Housing Policy	Y	Y	Y	Y	Y	Y	Y	Y
Condominium Conversion Ordinance	Y	Y	Y	Y	Y	Y	N	UC
Just Cause Evictions	N	N	N	N	N	N	N	N
Rent Stabilization	N	Y	Y	N	N	N	N	N
Acquisition/Rehabilitation/ Conversion Program	Y	N	N	N	Y	N	N	N
Preservation of Mobile Homes (Rent Stabilization ordinances)	N	Y	Y	Y	Y	Y	N	Y
SRO Preservation Ordinances	Y	N	N	N	Y	N	N	Y
Homeowner Rehabilitation program	N	Y	Y	N	N	N	N	Y
Other Anti-Displacement Strategies	N	N	N	N	N	N	N	N
Reduced Fees or Waivers	N	N	Y	N	N	N	N	Y
General Fund Allocation Incl. former RDA "Boomerang" Funds	N	N	N	N	N	N	N	Y
In-Lieu Fees (Inclusionary Zoning)	Y	Y	Y	Y	Y	Y	Y	Y
Housing Development Impact Fee	N	N	Y	N	N	N	N	N
Commercial Development Impact Fee	Y	Y	Y	N	N	Y	N	Y
Other taxes or fees dedicated to housing	N	N	N	N	N	N	N	N
Locally Funded Homebuyer Assistance Programs	N	N	Y	N	N	N	N	Y
Tenant-Based Assistance	N	N	N	N	N	N	N	N
Home sharing programs	N	N	N	N	N	N	N	N
Has Public Housing? (Y/N)	N	N	N	N	N	N	N	N
Has Group Homes? (Y/N)	Y	Y	Y	N	Y	Y	N	Y
Has a Second Unit Ordinance? (Y/N)	Y	Y	N	Y	Y	Y	Y	Y
Has Emergency Shelters? (Y/N)	Y	N	Y	N	Y	N	N	Y
Has Affordable Housing Complexes? (Y/N)	Y	Y	Y	N	Y	Y	N	Y

UC: The policy or program is currently under consideration by the jurisdiction.

Policy Definitions

Policies	Definition:
1. Reduced Parking Requirements	Reduced parking requirements to facilitate housing development (market or affordable).
2. Streamlined Permitting Process	One-stop permitting or priority processing for certain kinds of housing developments (market or affordable).
3. Graduated Density Bonus	Under the same zoning designation allow greater density with greater lot size to facilitate parcel assembly
4. Form-Based Code	Zoning codes that specify development requirements to an extent that development proposal meeting the requirements can be speedily entitled without conditional use permitting
5. Mixed Use Zoning	Allows for compatible non-residential use on a given parcel
6. Housing Overlay Zone	Housing overlay zones describe areas where jurisdictions provide incentives for housing development on sites that are not zoned for residential use.
7. Local Density Bonus Ordinance	A locally adopted density bonus ordinance that customizes state density bonus law to local priorities
8. Inclusionary/Below Market Rate Housing	When a jurisdiction requires a certain percentage of housing units in market-rate developments to be affordably priced to income-specified households
9. Condominium Conversion	An ordinance that regulates conversion of apartment buildings into condominiums and generally provides tenant protections.
10. Just Cause Eviction	An ordinance that allows evictions for legally delineated circumstances.
11. Rent Stabilization	Ordinances that regulate the percentage of annual rent increases, but allow rent to be “reset” at market-rate upon vacancy.
12. Acquisition/Rehabilitation/Conversion	Programs to purchase, rehabilitate, and then convert properties from a past non-residential (or dilapidated residential) use to affordable (income-restricted) residential
13. Preservation of Mobile Homes (Rent Stabilization Ordinance)	Typically rent stabilization ordinances applicable to mobile homes to preserve a source of affordable housing.
14. SRO Preservation Ordinance	Typically rent stabilization ordinances applicable to properties designated “single room occupancy.”
15. Homeowner Repair or Rehabilitation	Grant or low-cost loan programs targeted to home owners to make either minor or major repairs to their properties.
16. Other Anti-Displacement Strategies	Policies that discourage eviction or economic displacement of residents due to market pressures.
17. Reduced Fees or Waivers	Reduced fees or permit waivers for affordable housing development.
18. General Fund Allocation Incl. Former RDA “Boomerang” Funds	An allocation of local funds for affordable housing development and preservation, for instance residual RDA funds.
19. In-Lieu Fees (Inclusionary Zoning)	Fees charged to market rate developers “in-lieu” of the construction of income-restricted ownership or rental units in new developments.
20. Housing Development Impact Fee	A per square foot or per unit development fee levied on market rate residential development that is used to develop or preserve affordable housing.
21. Commercial Development Impact Fee	A per square foot development fee levied on non-residential development that is used to develop or preserve affordable housing.
22. Other Taxes or Fees dedicated to housing	A local tax or fee (not specified above) dedicated to affordable housing development or preservation.
23. Locally-Funded Homebuyer Assistance Programs	Locally-funded homebuyer assistance programs – typically down payment assistance for first time buyers.

24. Tenant-Based Assistance	Locally-funded monetary assistance to tenants on a one-time or ongoing basis.
25. Home Sharing Programs	Locally-funded programs that encourage homeowners with extra rooms to “share” or room with a pre-screened tenant.
26. Public Housing	Number of public housing properties in the jurisdiction
27. Group Homes	Number of group homes in the jurisdiction
28. Second Units	Number of second units in the jurisdiction
29. Emergency Shelters	Number of emergency in the jurisdiction
30. Affordable Housing Complexes	Number of affordable housing complexes in the jurisdiction

**Housing Permit Activity for Sonoma County Jurisdictions with Priority Development Areas
Calendar Year 2013**

ABAG gathered permit data for jurisdictions with locally-designated Priority Development Areas (PDAs) for the calendar year 2013. All data provided by local jurisdiction staff unless noted otherwise.

Jurisdiction	VLI	LI	Mod	Above Mod	Total Units	In PDAs	Outside PDAs	Unknown (PDA/
Non-PDA)								
Cloverdale	0	0	0	0	0	0%	0%	0%
Cotati	0	0	1	0	1	0%	100%	0%
Petaluma	65	0	0	89	154	0%	100%	0%
Rohnert Park	0	0	0	0	0	0%	0%	0%
Santa Rosa	0	140	160	188	488	57%	42%	1%
Sebastopol	0	0	4	8	12	0%	100%	0%
Windsor	0	0	0	1	1	0%	0%	100%
County Totals	65	140	161	277	644			

*Information obtained from annual housing element progress report filed with the California Department of Housing and Community Development.

Percentages may not add up to 100% due to rounding.

Legend:

VLI: Number of units permitted affordable to very low income households (making less than 50% of Area Median Income)

LI: Number of units permitted affordable to low income households (making between 50-80% of Area Median Income)

Mod: Number of units permitted affordable to moderate income households (making between 80-120% of Area Median Income)

Above Mod: Number of units permitted affordable to above moderate income households (making 120%+ of Area Median Income)

Total Units: The total number of housing units permitted for the jurisdiction

In PDAs: Number of housing units permitted within PDAs

Outside PDAs: Number of housing units permitted outside of PDAs

Unknown (PDA/Non-PDA): Unknown if permitted units were inside or outside of PDAs due to lack of location data

The regional agencies administering the One Bay Area Grant require that jurisdictions requesting grant OBAG funds report on the status of their Housing Elements and Complete Streets Ordinances. Local jurisdictions have 18 months to complete their housing elements once the Regional Housing Needs Assessment is approved. Communities must also certify that they meet the Complete Streets Ordinance requirement.

Status of Housing Elements and Complete Streets Ordinances		
Jurisdiction	Status of Housing Element	Status of Complete Streets Ordinances
Cloverdale	Currently in compliance; new Housing Element projected to be submitted to HCD in February 2015	Self certified on complete streets
Cotati	Housing Element is in process	Complete Streets ordinance is adopted
Healdsburg	HE has been submitted to the State	
Petaluma	HE has been submitted to the State	GP includes complete streets policies
Rohnert Park	HE update in progress for 2014-2022. The current HE for the prior cycle (2007-2014 has been certified by HCD).	GP includes various complete streets policies but is not a segregated section
Santa Rosa	HE has been reviewed by State and letter of conditional compliance received. Public hearing at Planning Commission scheduled June 12.	GP includes complete streets policies
Sebastopol	Current Element is certified; update underway, draft submittal to State by end of year	CSC committee established; GP update will comply with State law when completed
Sonoma	Update in process	In January 2013, the City self-certified that its circulation element adequately incorporates complete streets principles. The City is in the process of updating its Circulation and one of the objectives of the update is to ensure that the element fully embraces the complete streets philosophy.
Windsor	Currently in compliance; new Housing Element projected to be submitted to HCD in February 2015	Adopted Resolution 2976-13 approving Complete Streets. General Plan Update has just begun.
Unincorporated Sonoma County	Draft released in May, currently in public hearings, anticipated submittal to state in mid-Aug	Resolution and GP Policies adopted 8/24/2010

Staff Report

To: Sonoma County Transportation Authority
From: Janet Spilman
Item: 4.4.1 – Carma Rideshare program - Update
Date: September 8, 2014

Issue:

What is the status of the Dynamic Rideshare Grant pilot project?

Background:

In 2010 the SCTA received grant funding for the dynamic rideshare program through MTCs Climate Initiatives Program. MTC awarded the grant to SCTA and to Contra Costa Transportation Authority (CCTA) and Transportation Authority of Marin (TAM) with the direction to work jointly to produce a 3 county program. Based on the success of the program MTC recently awarded the three counties a supplemental grant of \$875,000 to extend the project. The three counties have implemented slightly different projects depending on their demographics and travel patterns. The pilot is now winding down in all three counties, first in Sonoma County, as we began implementation first.

Representatives from Carma will provide a presentation on the experience of the program.

Policy Impacts:

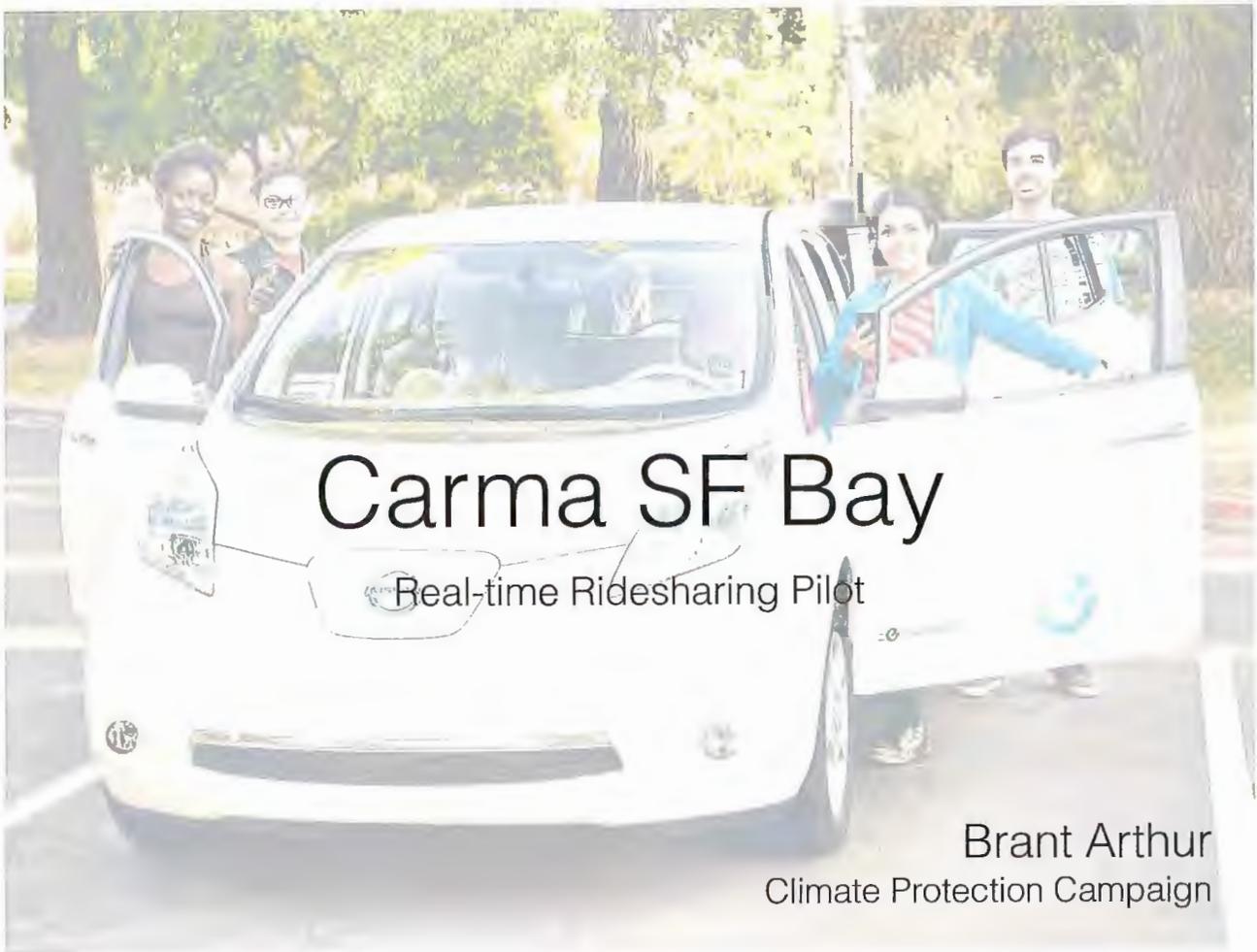
Implementing Carma represents an innovative step toward reducing the number of people traveling alone by car, thus reducing VMT and ultimately GHG. This is a goal of the Comprehensive Transportation Plan (CTP). Implementation of ridesharing was listed as a project on the Strategies Matrix in the CTP

Fiscal Impacts:

SCTA was initially awarded a grant of \$1.5M from MTC for implementation of a three county program. The Sonoma County share of the first grant was \$495,000. Avego, the company that developed Carma, has worked in tandem with SCTA and our partners to provide a good product and has provided additional resources to round out the program. MTC awarded a supplemental grant of \$875,000 for extension of the project, to be distributed to the counties on the percentage formula used in the initial round.

Staff Recommendation:

This item is for information only and does not require Board action.



Carma Carpooling App



1. Download the app
2. Create your profile
3. Ask for a ride!





Activity 2012-14

(Sonoma, Marin, Contra Costa)

- **5,339** Carma users in the 3-County program
- **25%** of users take rides
- **15,346** passenger trips (7,673 carpools)
- Average Distance = **15.2** Miles
- Total VMT reduced = **233,199** miles
- Total GHG reduced = **45.2** tons

Promoting Carma

- Keysight Technologies (Agilent)
- Jackson Family Wines
- Sonoma State University
- Santa Rosa Junior College
- Amy's Kitchen
- County of Sonoma
- City of Santa Rosa
- Sonoma County Water Agency

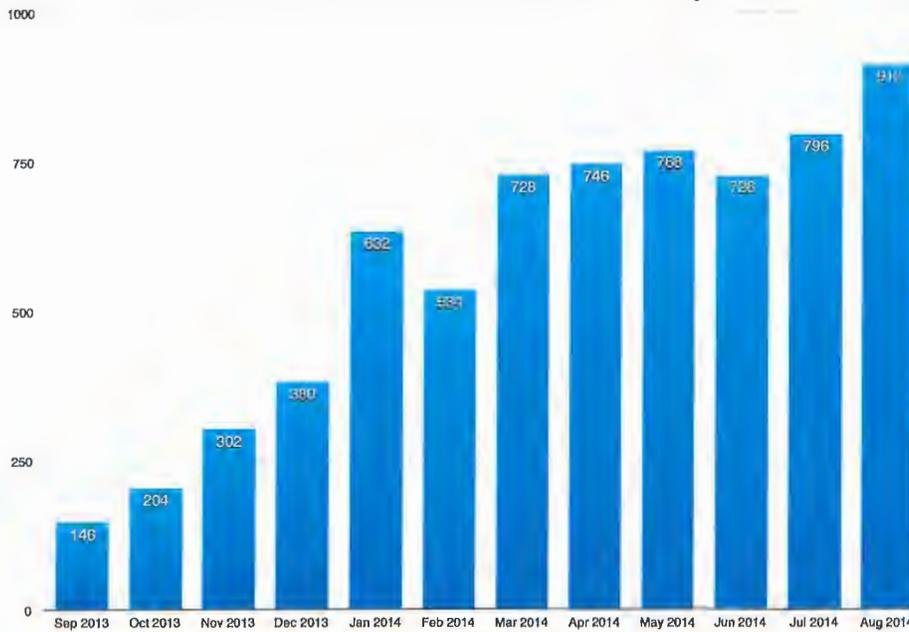


1,500 Users in Sonoma



User Trips / Month

Last 12 months, Sonoma County



Next stop...



RIDESHARE



Questions?
brant@climateprotection.org



County of Sonoma Agenda Item Summary Report

Clerk of the Board
575 Administration Drive
Santa Rosa, CA 95403

Agenda Item Number: 15
(This Section for use by Clerk of the Board Only.)

To: Board of Supervisors

Board Agenda Date: August 5, 2014

Vote Requirement: 4/5

Department or Agency Name(s): County Administrator and Transportation and Public Works

Staff Name and Phone Number:

Veronica Ferguson, 707-565-2431
Susan Klassen, 707-565-2231

Supervisorial District(s):

Title: Financing Plan for the Implementation of the Long-Term Roads Plan

Recommended Actions:

1. Adopt an Ordinance, the "Sonoma County 2014 Transactions and Use Tax Ordinance," imposing a general countywide transactions and use tax of one-quarter of one percent for a period not to exceed twenty years pursuant to the authority granted by Revenue and Taxation Code Section 7285. (Second Reading – Ready for Adoption) (4/5 vote required)
2. Approve the recommended Advisory Measure.
3. Adopt a Resolution calling a special election to submit to the voters of Sonoma County the proposed quarter-cent general sales tax measure entitled the Sonoma County 2014 Transactions and Use Tax Ordinance, and ordering that the special election be consolidated with the statewide general election to be conducted on November 4, 2014.
4. Adopt a Resolution calling for a special election to submit to the voters of Sonoma County an advisory measure on the proposed distribution of any new transactions and use tax funds raised by the Sonoma County 2014 Transactions and Use Tax Ordinance if the voters approve the measure.

Executive Summary:

This item provides the Board of Supervisors with the necessary actions to place a ¼ cent General sales tax with companion Advisory measure on the November 4, 2014 ballot. Through the County Administrator's presentation of a Roads financing plan on July 29, 2014, the Board of Supervisors directed staff to bring back these required actions, which would with approval of the voters, increase the County's annual investment in the Roads network to \$40 million.

Background

A well maintained road network is vital to economic development. In particular, investment in road infrastructure promotes a healthy economy by creating well-paying construction and engineering jobs, promoting and supporting tourism and recreation, and providing measures of support for agriculture

and the environment.

For several years, Sonoma County has prioritized transportation infrastructure, transit, enhancing safety for vehicles, pedestrians, and cyclists, fixing potholes, repairing local roads and streets, and improving the quality of life for County residents to achieve its strategic goal of economic and environmental stewardship. This prioritization stemmed from both recognition of the importance of a well maintained network and the decline of the County's roads.

The Board has invested in the County's road network more in the previous three years than any time in the prior 30 years. Even with this historic level of investment more resources are need to reach the goal of bringing up approximately 700 miles of road in the coming 10 years to "good" quality, and repairing all roads over the course of 20 years. Funding this ambitious plan requires increasing the County's current investment in its Road network to \$40 million annually primarily from increasing pavement preservation funding to an average of \$20 million per year (estimated current year dollars). The details of the financing plan and the Road Evaluation Framework, which will help guide investments, was provided to the Board on July 29, 2014.

During that presentation, your Board adopted a resolution introducing, reading the title of and waiving further reading of the proposed ordinance imposing a general sales tax and directed staff to draft an advisory measure allowing the voters to voice their opinion on the use of the proposed general tax revenue. Your Board directed the Advisory Measure to be based on the proposed expenditure plan for a Specific Tax Measure presented as an alternative to the General Measure, with the amendment to include 10% of the County's share of revenue to transit, including bus passes for students, connectivity, and enhanced transit resources.

General Sales Tax and Advisory Measures

With the adoption of the Ordinance and Resolution (Attachments A and C) calling a special election, your Board will move forward with placing a general sales tax measure entitled the Sonoma County 2014 Transactions and Use Tax Ordinance on the November 4, 2014 ballot. If approved by the voters, the ordinance will impose a general countywide transactions and use (sales) tax on one-quarter of one percent for a period not to exceed 20 years. The sales tax would generate approximately \$20 million on an annual basis, countywide. The County's share, based on the Advisory Measure allocation formula, would provide the County with approximately \$8.7 million on an annual basis. Cities in Sonoma County would also receive a significant amount of funding.

Attachment B provides the recommended language for the Advisory Measure based on the expenditure plan provided to the Board on July 29, and direction received during the hearing. The advisory measure proposes an allocation of the tax revenue among the County and all incorporated cities using the local appropriation formula for Measure M. This formula is 50% based on population and 50% based on road miles. Should the advisory measure pass, the County intends to enter into an agreement with SCTA to serve as the administrative and oversight body for the revenue generated through this measure, and receive up to 1% of the funds for administrative costs, which include conducting an annual audit, preparing an annual report, and preparing a Strategic Plan, and updating the Strategic Plan every five years. If the Board places the advisory measure on the ballot, staff will begin drafting the agreement with SCTA, but the agreement will only be approved if the sales tax measure and the advisory measure

are approved by the voters.

As part of the advisory measure, each jurisdiction has submitted language specifying what they will spend the proceeds on. Sonoma County will focus its share of funding on roadway improvements as defined in the Long-Term Roads Plan adopted by the Board of Supervisors. Each year the Board of Supervisors will commit additional General Funds to match their share of Sonoma County 2014 Transactions and Use Tax Ordinance funds to complete improvements per the Long-Term Roads Plan. An equitable distribution of improvements will be made throughout the County unincorporated area following a complete streets approach that includes where possible paving, striping, bike lanes, pedestrian access features, signals and timing, signage, and other related features per the County's adopted plans in order to improve mobility and safety for cars, trucks, bicyclists and pedestrians. 10% of the revenue received shall be used for transit-related services, including student pass programs, connectivity and service enhancements.

In response to direction from the Board, staff has incorporated language allocating 10% of the revenue received by the County for transit related services. Recommended improvements include (but are not limited to):

- Reducing the cost of student travel on Sonoma County Transit. To increase student use of Sonoma County Transit, reduce traffic congestion at local schools and to provide an affordable transportation option for parents, funds collected could be used to reduce the cost of existing student fares and passes.
- Expanding weekday commute period service on core intercity routes. Expanding commute period service on core intercity routes would provide for improved connections to local and regional transit services, which would include the east/west corridor of the County. Improvements would be designed to reduce passenger travel time and provide enhanced work and school commute options.
- Transit enhancements: Use of collected funds could assist with the timely replacement of transit coaches and provide improved bus stop amenities such as new transit shelters, benches and passenger information system improvements.

Prior Board Actions:

7/29/14 Board receives financing plan and adopts resolution introducing, reading the title of and waiving further reading of the proposed ordinance imposing a general transaction and use tax
6/17/14 Board adopts Long Term Roads Ad Hoc Report and allocates \$3.5 million in General Fund and \$4.5 million in Road Fund Balance to Pavement Preservation Program for FY 14/15
3/25/14: Board approves 2014 Pavement Preservation Program funded with \$9.8 million general fund allocation and receive 2013 Pavement Management Program Update
6/11/13: Board approves Road Ad-Hoc recommendation allocation \$8 million in one-time reserves
10/23/12: Board approves Road Ad Hoc recommendations
6/19/12: Board approves Road Ad Hoc recommendation allocating \$8 million in one-time reserves.

Strategic Plan Alignment Goal 2: Economic and Environmental Stewardship

A well maintained road network is vital to economic development in the areas of agriculture, recreation and tourism. Investing in transportation infrastructure improves the pavement quality and safety of the

County road system for vehicles, transit, and bicycles.

Fiscal Summary - FY 14-15

Expenditures		Funding Source(s)	
Budgeted Amount	\$		\$
Add Appropriations Req'd.	\$	State/Federal	\$
	\$	Fees/Other	\$
	\$	Use of Fund Balance	\$
	\$	Contingencies	\$
	\$		\$
Total Expenditure	\$	Total Sources	\$

Narrative Explanation of Fiscal Impacts (If Required):

Staffing Impacts

Position Title (Payroll Classification)	Monthly Salary Range (A – I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

Attachments:

Attachment A: Sonoma County 2014 Transactions and Use Tax Ordinance
 Attachment B: Advisory Measure
 Attachment C: Resolution calling a special election to submit to the voters of Sonoma County the proposed quarter-cent general sales tax measure entitled the Sonoma County 2014 Transactions and Use Tax Ordinance, and ordering that the special election be consolidated with the statewide general election to be conducted on November 4, 2014.
 Attachment D: Resolution calling for a special election to submit to the voters of Sonoma County an advisory measure on the proposed distribution of any new transactions and use tax funds raised by the Sonoma County 2014 Transactions and Use Tax Ordinance if the voters approve the measure.

Related Items "On File" with the Clerk of the Board:

ORDINANCE NO. _____

**AN ORDINANCE OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA
IMPOSING A GENERAL TRANSACTIONS AND USE TAX TO BE
ADMINISTERED BY THE STATE BOARD OF EQUALIZATION**

Section 1. TITLE. This Ordinance shall be known as the Sonoma County 2014 Transactions and Use Tax Ordinance. This ordinance shall be applicable in the incorporated and unincorporated territory of the County of Sonoma (the "County").

Section 2. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this Ordinance, the date of such adoption being as set forth below.

Section 3. PURPOSE. This Ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285 of Part 1.7 of Division 2 which authorizes the County to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefor that can be administered and collected by the State Board of Equalization in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the State Board of Equalization in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this Ordinance.

E. To raise the appropriations limit for the County.

ATTACHMENT A

Section 4. CONTRACT WITH STATE. Prior to the operative date, the County shall contract with the State Board of Equalization to perform all functions incident to the administration and operation of this Ordinance; provided, that if the County shall not have contracted with the State Board of Equalization prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated and unincorporated territory of the County at the rate of $\frac{1}{4}$ of 1 percent (0.25%) of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this Ordinance.

Section 6. PLACE OF SALE. For the purposes of this Ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the State Board of Equalization.

Section 7. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the County of tangible personal property purchased from any retailer on and after the operative date of this Ordinance for storage, use or other consumption in said territory at the rate $\frac{1}{4}$ of 1 percent (0.25%) of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 8. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this Ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this Ordinance as though fully set forth herein.

Section 9. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this County shall be substituted therefor. However, the substitution shall not be made when:

ATTACHMENT A

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Board of Control, State Board of Equalization, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this County or any agency, officer, or employee thereof rather than by or against the State Board of Equalization, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "County" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 10. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this Ordinance.

Section 11. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

ATTACHMENT A

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the County in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the County which is shipped to a point outside the County, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the County shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-County address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-County and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this Ordinance, the storage, use or other consumption in this County of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

ATTACHMENT A

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this Ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this Ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the County shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the County or participates within the County in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the County or through any representative, agent, canvasser, solicitor, subsidiary, or person in the County under the authority of the retailer.

7. "A retailer engaged in business in the County" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the County.

D. Any person subject to use tax under this Ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a County imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

ATTACHMENT A

Section 12. AMENDMENTS. All amendments subsequent to the effective date of this Ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this Ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this Ordinance.

Section 13. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the County, or against any officer of the State or the County, to prevent or enjoin the collection under this Ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 14. INCREASE OF APPROPRIATIONS LIMIT. The appropriations limit of the County shall be increased by the amount of revenue anticipated to be collected by the County from the transactions and use tax to allow spending of the tax revenue for the period allowed by law.

Section 15. SEVERABILITY. If any provision of this Ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the Ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 16. EFFECTIVE DATE. This Ordinance relates to the levying and collecting of the County transactions and use taxes and shall take effect immediately upon the close of the polls on November 4, 2014, if the measure is approved by a majority of the electors voting on the measure at the election held that day.

Section 17. GENERAL TAX. The tax imposed by this Ordinance is a general tax within the meaning of Article 13 C, Section 1(a) of the California Constitution. The revenue generated by this general tax is available for general governmental purposes. To that end, the Auditor-Controller is instructed to deposit the revenue from the tax into the County General Fund and to include his estimate of the revenue from this general tax, together with his estimates of other revenue sources, in the tabulation that he is annually required to prepare by Government Code Section 29060. The revenue from this general tax shall be available to the Board of Supervisors for annual appropriations in the County's budget for any lawful expenditure. Nothing in this Ordinance nor in any other ordinance, advisory measure, resolution, or policy shall be construed as limiting, in any way, the amount or the objects of the appropriations and expenditures that can be made from the revenue of the tax nor be construed as creating a continuing appropriation.

Section 18. COMPLIANCE WITH CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA). Pursuant to the State CEQA Guidelines section 15378(b)(4), adoption of this Ordinance is not a "project" subject to the requirements of CEQA.

ATTACHMENT A

Section 19. TERMINATION DATE. The authority to levy the tax imposed by this Ordinance shall expire twenty (20) years from the operative date of this Ordinance, unless extended by the voters in the manner set forth in Revenue and Taxation Code Section 7285.

PASSED AND ADOPTED by the Board of Supervisors, County of Sonoma, State of California, on _____, by the following vote:

Gorin: Zane: McGuire: Carrillo: Rabbitt:

Ayes: Noes: Absent: Abstain:

Chairperson

Attest:

(Signature)

Secretary

(Title)

Attachment B

THIS MEASURE IS NOT A TAX It is an advisory measure which states Sonoma County voters' intent that any new transactions and use tax funds raised by an increase in the transactions and use tax rate by the Sonoma County 2014 Transactions and Use Tax Ordinance be spent solely for the purposes of maintaining local streets and roads, filling potholes, supporting transit service, improving traffic flow, and enhancing driver, pedestrian, bicyclist, and public safety, with the goal of increasing pavement condition in all of the cities and the County, using where possible a complete streets approach.

The specific objective of this advisory measure is to recommend that any new transactions and use tax revenue raised from an increase in the transactions and use tax rate in Sonoma County by the Sonoma County 2014 Transactions and Use Tax Ordinance be used in the following manner:

Project Package.

- The Sonoma County Transportation Authority (SCTA) will administer and oversee the distribution and use of the revenue through a contract with the County.
- The funding will be distributed to each city and the County using the same local appropriation formula as SCTA's Measure M, based 50% on population and 50% on road miles. Each jurisdiction's share of the revenue under this formula is as follows:

Cloverdale	1.54%
Cotati	1.20%
Healdsburg	2.06%
Petaluma	9.50%
Rohnert Park	6.00%
Santa Rosa	27.41%
Sebastopol	1.25%
Sonoma	1.77%
Windsor	4.50%
County of Sonoma	43.77%
Admin/Citizen Oversight	1.00%

- Each city and the County will spend its share of the revenue in accordance with the general purposes of this advisory measure and with the following specific areas of focus:
 - **The County of Sonoma** will focus its share of funding on roadway improvements as defined in the Long-Term Roads Plan adopted by the Board of Supervisors. Each year the Board of Supervisors will commit additional General Funds to match their share of Sonoma County 2014 Transactions and Use Tax Ordinance funds to complete improvements per the Long-Term Roads Plan. An equitable distribution of improvements will be made throughout the County unincorporated area following a

- complete streets approach that includes where possible paving, striping, bike lanes, pedestrian access features, signals and timing, signage, and other related features per the County's adopted plans in order to improve mobility and safety for cars, trucks, bicyclists and pedestrians. 10% of the revenue received shall be used for transit-related services, including student pass programs, connectivity and service enhancements.
- **The City of Cloverdale** will focus its share of funding on Local Street and Road Maintenance, in the ongoing implementation of the City's Pavement Management Plan. Pavement maintenance projects will be done in accordance with adopted plans, safety considerations, and legal requirements. Bicycle and pedestrian needs will be taken into consideration and included in pavement maintenance projects where they are appropriate and consistent with the City's adopted Bicycle and Pedestrian Master Plan.
 - **The City of Cotati** will focus its share of funding on Local Street and Road Maintenance, in the ongoing implementation of the City's Pavement Management Plan. Projects shall accomplish one or more of the following goals: Improve pavement condition, enhance safety, or improve the flow of traffic. Bicycle and pedestrian needs will be taken into consideration and included in projects where they are appropriate and consistent with the City's adopted Bicycle and Pedestrian Master Plan.
 - **The City of Healdsburg** will focus its share of funding on local street maintenance, repair and reconstruction in accordance with the City's Pavement Management Plan. This funding will be used in combination with allocations of sales tax revenues generated through Measure V and State Gas Tax Funds. Street projects will be done in accordance with adopted plans, safety considerations, and legal requirements. Bicycle and pedestrian needs will be taken into consideration, including the construction of bicycle lanes and pathways as identified in the City's adopted Bicycle and Pedestrian Master Plan.
 - **City of Rohnert Park** will focus its share of funding on neighborhood street and road maintenance, in the ongoing implementation of the City's Pavement Management Plan. The funding shall be used in combination with the annual allocations from the 2004 Countywide Transportation Sales Tax (Measure M) Local Streets and Roads funds and local Road Refuse Impact Funds. Pavement maintenance projects will be made following a complete streets approach. Appropriate safety measures, including bicycle and pedestrian improvements, will be included in the pavement maintenance projects where they are appropriate and consistent with the City's adopted Bicycle and Pedestrian Master Plan. Examples of maintenance the City would undertake include work on Commerce Boulevard, Rohnert Park Expressway and Snyder Lane.
 - **The City of Petaluma** will focus its share of funding on completing un-built portions of the Marin Sonoma Narrows (MSN) Highway 101 High Occupancy Vehicle (HOV) Widening Project through Petaluma from the Hwy 116 connection to just north of the Corona Road Overcrossing. Proposed improvements include; widening in the median to accommodate carpool lanes, widening on- and off- ramps and installing sound walls. Funding will be used in combination with allocations from the other local and State funding sources that may become available to Caltrans and the SCTA to complete the project. The City of Petaluma will also focus any remaining share of funding on

circulation of traffic across Highway 101 and on traffic signal coordination, upgrade, and replacement, to reduce wait times.

- **The City of Santa Rosa** will focus its share of funding on Local Street and Road Maintenance, in the ongoing implementation of the City's Pavement Management Program. Street and road maintenance projects will be made in accordance with adopted plans, safety considerations and legal requirements. Projects may include asphalt overlays and street reconstruction as well as preventative maintenance treatments such as slurry seals and crack sealing to address pavement deterioration. Per General Plan policy, a complete streets approach will be used to include bicycle and pedestrian facilities in maintenance projects where appropriate and consistent with the City's adopted Bicycle and Pedestrian Master Plan. Examples of maintenance the City would undertake may include work on Fulton Road, Montgomery Drive, Pacific Avenue, Piner Road and local streets serving neighborhoods in every quadrant of the city. The City may also direct the use of not more than 10% of the annual funding for CityBus transit service and operations and other City projects to expand transportation alternatives that improve traffic flow and mobility.
- **The City of Sebastopol** will focus its share of funding on Local Street and Road Maintenance, in the ongoing implementation of the City's Pavement Management Plan. The funding will be used in combination with annual General Fund allocations to the City's Special Sales Tax Pavement Reserve, and annual allocations from the 2004 Countywide Transportation Sales Tax (Measure M) Local Streets and Roads funds. Pavement maintenance projects will be made following a complete streets approach. Bicycle and Pedestrian needs and safety measures will be taken into consideration and included in pavement maintenance projects where they are appropriate and consistent with the City's adopted Bicycle and Pedestrian Master Plan.
- **The City of Sonoma** will focus its share of funding on Local Street and Road Maintenance, in the ongoing implementation of the City's Pavement Management Plan. Pavement Maintenance projects will be accomplished in accordance with adopted plans, safety considerations, and legal requirements.
- **The Town of Windsor** will focus its share of funding, for transportation purposes, on local street and road maintenance, in the on-going implementation of the Town's Pavement Management Program. The funding will be invested in preserving and improving the existing street and road network in Windsor, in combination with the Town's annual General Fund allocations. Projects may include asphalt overlays and street reconstruction as well as preventative maintenance treatments such as slurry seals and crack sealing to address pavement deterioration. Bicycle and pedestrian needs and safety measures will be taken into consideration and included in the pavement maintenance projects where they are appropriate and consistent with the Town's adopted Bicycle and Pedestrian Master Plan.
- The tax proceeds may only be spent for the purposes of reimbursing the County for the cost of a successful election for the Sonoma County 2014 Transactions and Use Tax Ordinance and this advisory measure; the costs of contracting with the State Board of Equalization for collection

Attachment B

and distribution of the revenues; and funding the transportation purposes and County and City focus areas as allowed in this advisory measure and may be not used for other purposes.

Accountability Provisions.

- For any year that the Board decides to use the funds as described above, the SCTA will develop an annual budget and distribute the Sonoma County 2014 Transactions and Use Tax Ordinance funds to each jurisdiction.
- Should the Board decide to use the funds as described above, the SCTA will prepare a Strategic Plan, which will identify administrative policies and procedures to distribute the funds consistent with the goals and objectives of this advisory measure. The Strategic Plan will be updated at least every five years during the term of the Sonoma County 2014 Transactions and Use Tax Ordinance.
- The Citizens Advisory Committee established under the original ordinance that created the SCTA will serve as an independent oversight body that will advise the SCTA and the public on the administration of the Sonoma County 2014 Transactions and Use Tax Ordinance via annual audits and reports for each year that the Board decides to use the revenue for the purposes described above.
- The additional funds provided to governmental agencies by this advisory measure shall not supplant existing local revenues being used for transportation purposes. For each fiscal year that the Board decides to use the revenue as described above, the SCTA will require that local jurisdictions maintain their existing commitment of local funds for that fiscal year for transportation purposes or face penalties. A fiscal year is defined as July 1 through June 30. For this determination the existing commitment shall be the average of contributions from discretionary sources from FY11/12 through FY13/14 for transportation purposes. Documentation showing the contributions from discretionary sources for transportation purposes shall be provided to SCTA by each jurisdiction no later than February 15, starting in February 2016. This is to allow agency audits to be completed prior to submittal. After submittal the SCTA will report to the public how each jurisdiction has met the maintenance of effort requirement.

Resolution No.14-XXXX
County of Sonoma
Santa Rosa, CA
August 6, 2014

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, CALLING A SPECIAL ELECTION TO SUBMIT TO THE VOTERS OF SONOMA COUNTY A PROPOSED QUARTER-CENT SALES TAX MEASURE ENTITLED THE "SONOMA COUNTY 2014 TRANSACTIONS AND USE TAX ORDINANCE," AND ORDERING THAT THE SPECIAL ELECTION BE CONSOLIDATED WITH THE STATEWIDE GENERAL ELECTION TO BE CONDUCTED ON NOVEMBER 4, 2014

WHEREAS, this Board of Supervisors, by its Ordinance No. ____, has, by a two-thirds vote of its membership, adopted a retail and transaction use tax ordinance pursuant to Revenue and Taxation Code §7285; and

WHEREAS, Article 13 C, §2(b) of the California Constitution and Revenue and Taxation Code §7285 also require that the imposition of such tax be approved by a majority of the county electorate;

NOW, THEREFORE, BE IT RESOLVED that:

1. Pursuant to Elections Code Sections 12001, 10400, and 9140 and Revenue and Taxation Code Section 7285, the Board of Supervisors hereby calls a special election for November 4, 2014, on the proposed measure imposing a general tax, to be levied at a maximum rate of one-quarter of one percent (0.25%) for a period not to exceed twenty (20) years.

2. The Board of Supervisors hereby orders that said election of the measure shall be consolidated with the statewide general election to be held on that date.

3. The measure shall be submitted to the voters in the following form:

Shall the people of Sonoma County approve Measure X, the Sonoma County 2014 Transactions and Use Tax, enacting a quarter-cent sales tax for 20 years?	Yes
	No

Attachment C

4. As required by law, the full text of the measure shall be printed in the information pamphlet distributed to voters. The full text of the measure is entitled “An Ordinance of the County of Sonoma, State of California Imposing a General Transactions and Use Tax to be Administered by the State Board of Equalization,” and is attached hereto as Exhibit A.

5. The County Clerk is hereby authorized, instructed, and directed to provide and furnish any and all official ballots, notices, printed matter, and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct an election.

6. The County Clerk is hereby further directed to take the necessary and appropriate actions to provide the necessary election officers, polling places, and voting precincts.

7. In accordance with the provisions of the Elections Code, the County Counsel is authorized to prepare an impartial analysis of the measure, the Auditor is directed to prepare a fiscal analysis, and the Chair of the Board of Supervisors is authorized and directed to submit an argument in support of the measure and a response to any argument in opposition to the measure.

8. The polls for said election shall be open during the hours required by law and said election, with respect to the foregoing ballot measure, shall be held and conducted as provided by law for the holding of County initiative elections.

9. Notice of time and place of holding said election, together with any other notices required by law, shall be given by the County Clerk.

SUPERVISORS:

BROWN ___ **RABBITT** ___ **McGUIRE** ___ **CARRILLO**___ **ZANE** _____

Ayes _____ **Noes** _____ **Absent** _____ **Abstain** _____

SO ORDERED.

EXHIBIT A
FULL TEXT OF ORDINANCE

Resolution No.14-XXXX
County of Sonoma
Santa Rosa, CA
August 6, 2014

A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SONOMA, STATE OF CALIFORNIA, INTRODUCING AN ADVISORY MEASURE FOR CONSIDERATION BY THE PEOPLE AND RELATING TO THE USE OF ANY NEW VOTER-APPROVED GENERAL TRANSACTIONS AND USE TAX REVENUES FOR ROADWAY AND TRANSIT PROJECTS WITHIN THE NEXT TWENTY (20) YEARS AND CALLING A SPECIAL ELECTION TO BE CONSOLIDATED WITH THE NOVEMBER 4, 2014 GENERAL ELECTION ON AN ADVISORY MEASURE RELATING TO THE USE OF ANY NEW VOTER-APPROVED TRANSACTIONS AND USE TAX REVENUES FROM THE SONOMA COUNTY 2014 TRANSACTIONS AND USE TAX ORDINANCE FOR ROADWAY AND TRANSIT PROJECTS WITHIN THE NEXT TWENTY (20) YEARS

WHEREAS, Government Code Section 26227 authorizes the Board of Supervisors to expend County funds to support programs deemed by the Board of Supervisors to be necessary to meet the social needs of the population of the County, including but not limited to, the areas of health, law enforcement, public safety, rehabilitation, and welfare; and

WHEREAS, it is in the County's interest to ensure that both the County and its incorporated cities prioritize a well-maintained road and transit network, as such a network increases access to and for public safety, tourism, recreation, and agriculture, while also creating well-paying construction and engineering jobs and supporting the environment; and

WHEREAS, declining State and Federal transportation revenues, State funding allocation formulas that disadvantage rural and suburban counties, the recent great recession, and less than adequate local investment in road infrastructure have created a severe lack of funding for the County's and its cities' road network; and

WHEREAS, the Board of Supervisors has determined that sharing any new voter-approved transactions and use tax revenue from the Sonoma County 2014 Transactions and Use Tax Ordinance with the incorporated cities of the County for roadway and transit projects is necessary to meet the needs of the population of the County, as authorized by Government Code Section 26227; and

WHEREAS, Government Code Section 26227 authorizes the Board of Supervisors to contract with other public agencies to operate those programs that the Board determines will serve public purposes; and

WHEREAS, the Board of Supervisors intends to contract with the Sonoma County Transportation Authority (“SCTA”) to administer and oversee the distribution of any new voter-approved transactions and use tax revenue from the Sonoma County 2014 Transactions and Use Tax Ordinance to the County and its incorporated cities for roadway and transit projects.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Supervisors introduces an advisory measure, the full text of which is attached as Exhibit A to this Resolution, for consideration by the people and relating to the use of any new voter-approved transactions and use tax revenue from the Sonoma County 2014 Transactions and Use Tax Ordinance for roadway and transit projects within the next twenty (20) years.

2. Pursuant to Elections Code Sections 12001, 10400, and 9603, the Board of Supervisors hereby calls a special election for November 4, 2014 on that advisory measure relating to the use of any new voter-approved transactions and use tax revenue from the Sonoma County 2014 Transactions and Use Tax Ordinance for roadway and transit projects within the next twenty (20) years.

3. The Board of Supervisors hereby orders that said election of the measure shall be consolidated with the statewide general election to be held on that date.

4. The measure shall be submitted to the voters in the following form:

<p>ADVISORY VOTE ONLY</p> <p>This measure does not increase taxes. Should new voter-approved transactions and use tax revenue from the Sonoma County 2014 Transactions and Use Tax Ordinance fund only the following purposes: maintaining local streets and roads, filling potholes, supporting transit service, improving traffic flow, and enhancing safety, with the Sonoma County Transportation Authority distributing the revenue among the County and cities based on a population/road miles formula?</p>	<p>Yes</p> <hr/> <p>No</p>
--	----------------------------

5. As required by law, the full text of the measure shall be printed in the information pamphlet distributed to voters.

6. The County Clerk is hereby authorized, instructed, and directed to provide and furnish any and all official ballots, notices, printed matter, and all supplies,

Attachment D

equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct an election.

7. The County Clerk is hereby further directed to take the necessary and appropriate actions to provide the necessary election officers, polling places, and voting precincts.

8. In accordance with the provisions of the Elections Code, the County Counsel is authorized to prepare an impartial analysis of the measure, the Auditor is directed to prepare a fiscal analysis, and the Chair of the Board of Supervisors is authorized and directed to submit an argument in support of the measure and a response to any argument in opposition to the measure.

9. The polls for said election shall be open during the hours required by law and said election, with respect to the foregoing ballot measure, shall be held and conducted as provided by law for the holding of County initiative elections.

10. Notice of time and place of holding said election, together with any other notices required by law, shall be given by the County Clerk.

SUPERVISORS:

BROWN ___ **RABBITT** ___ **McGUIRE** ___ **CARRILLO** ___ **ZANE** ___

Ayes _____ **Noes** _____ **Absent** _____ **Abstain** _____

SO ORDERED.

EXHIBIT A
FULL TEXT OF MEASURE

Staff Report

To: Sonoma County Transportation Authority
From: James R. Cameron, Deputy Director of Projects & Programming
Item: 4.4.3 – Highway 101 – Ramp Metering Update
Date: September 8, 2014

Issue:

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

Background:

Ramp metering is a tool that helps ensure a freeway is able to carry all the traffic it should be able to carry by managing the rate at which vehicles enter the freeway through the use of traffic signals.

Ramp metering success stories have reduced travel times from 1 to 19 minutes and reduced the duration of peak traffic periods by 1 to 2 hours. Examples include:

San Mateo US 101 – 2007 – Reduced travel time by 19 minutes.

Alameda I-580 – 2008 – Reduced the peak traffic period by 2 hours.

See attached MTC Ramp Metering Status Map as of August 2014

In accordance with Caltrans and the Metropolitan Transportation Commission (MTC) Traffic Operation Systems (TOS) policy, the Highway 101 projects in Sonoma County have been installing ramp metering equipment since 2001. Ramp metering is one component aimed at improving freeway operations with technology. The use of technology to maximize operations is cost effective and necessary given high costs and other impacts of widening freeways once HOV lanes are in place.

In May 2013, MTC updated their 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.

Project Limits for initial Sonoma County implementation (Map Attached):

Southbound: Arata lane, Windsor to Pepper Road, ½ mile north of Petaluma

Northbound: Old Redwood Highway / 116, Cotati to Shiloh Road Windsor

To ensure the operating principles are met input was solicited with regard to locations of concern 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 and drafted an existing conditions report which will be utilized to compare conditions once ramp metering is activated. Existing traffic data collected includes freeway counts, ramp counts, freeway travel times, intersection turning movement counts, arterial counts and visual observations of freeway bottlenecks and ramp queues.

The locations of concern, which were surveyed include:

INTERSECTIONS:

- | | |
|---|----------------|
| 1. Industrial Dr and Cleveland Ave | (Santa Rosa) |
| 2. Mendocino Ave and Fountaingrove Pkwy | (Santa Rosa) |
| 3. College Ave and US 101 SB Ramps | (Santa Rosa) |
| 4. SR Ave and 101 NB Baker Ave / Colgan Ave | (Santa Rosa) |
| 5. Corby Ave and US 101 SB Hearn Ave Ramps | (Santa Rosa) |
| 6. Commerce Blvd and 101 NB Golf Course Dr | (Rohnert Park) |
| 7. Commerce Blvd and RPX | (Rohnert Park) |
| 8. Commerce Blvd and 101 NB ORH On-Ramp | (Cotati) |
| 9. Gravenstein Hwy (SR 116) and 101 SB | (Cotati) |

ARTERIALS:

- | | |
|---|--------------|
| 1. Cleveland Avenue south of College Avenue | (Santa Rosa) |
| 2. Santa Rosa Avenue north of Baker Avenue | (Santa Rosa) |

The existing conditions report found that when there is not an incident on the freeway, the on ramps from local streets do not have queues; with the exception of Baker Ave Northbound on ramp which has a 390' (13 vehicle) queue at the PM peak period.

➤ **ACTIONS TO DATE:**

- ✓ In early March 2013 MTC coordination with SCTA staff.
- ✓ March 25th – MTC presented to the SCTA Technical Advisory Committee and requested forming a Sonoma County Ramp Metering Technical Advisory Committee (RMTAC)
- ✓ April 25th – Kick off meeting for the Sonoma County RMTAC
 - Petaluma, Cotati, Rohnert Park, Santa Rosa, Windsor, the County of Sonoma, SCTA, MTC and Caltrans were all represented.
 - Areas of concern developed
 - 9 Intersections
 - 2 Arterials
- ✓ June 27th – RMTAC meeting about Existing Conditions Report Status Update.
- ✓ September 26th – RMTAC reviewed Existing Conditions Report.

2014

- ✓ April – Final Implementation Plan to RMTAC
- ✓ June 23 – Implementation Plan updated
- ✓ June-July – Outreach to SCTA TAC and California Highway Patrol

➤ **NEXT STEPS**

- | | |
|---------------------------|-----------------|
| ○ Activation – Southbound | September 2014* |
| ○ Activation – Northbound | October 2014* |
| ○ After Study | December 2014 |
| ○ Continued Monitoring | Ongoing |

*See attached schedule

Metering lights will be operational Monday through Friday, from 6 a.m. to 10 a.m. in the morning, and from 3 p.m. to 7 p.m. in the afternoon. Caltrans will continue to monitor and adjust the system as required in compliance with MTC's Operational Principles.

Project updates will be available at: <http://www.dot.ca.gov/dist4/101sonomametering/>

Policy Impacts:

None, the ramp metering project 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:

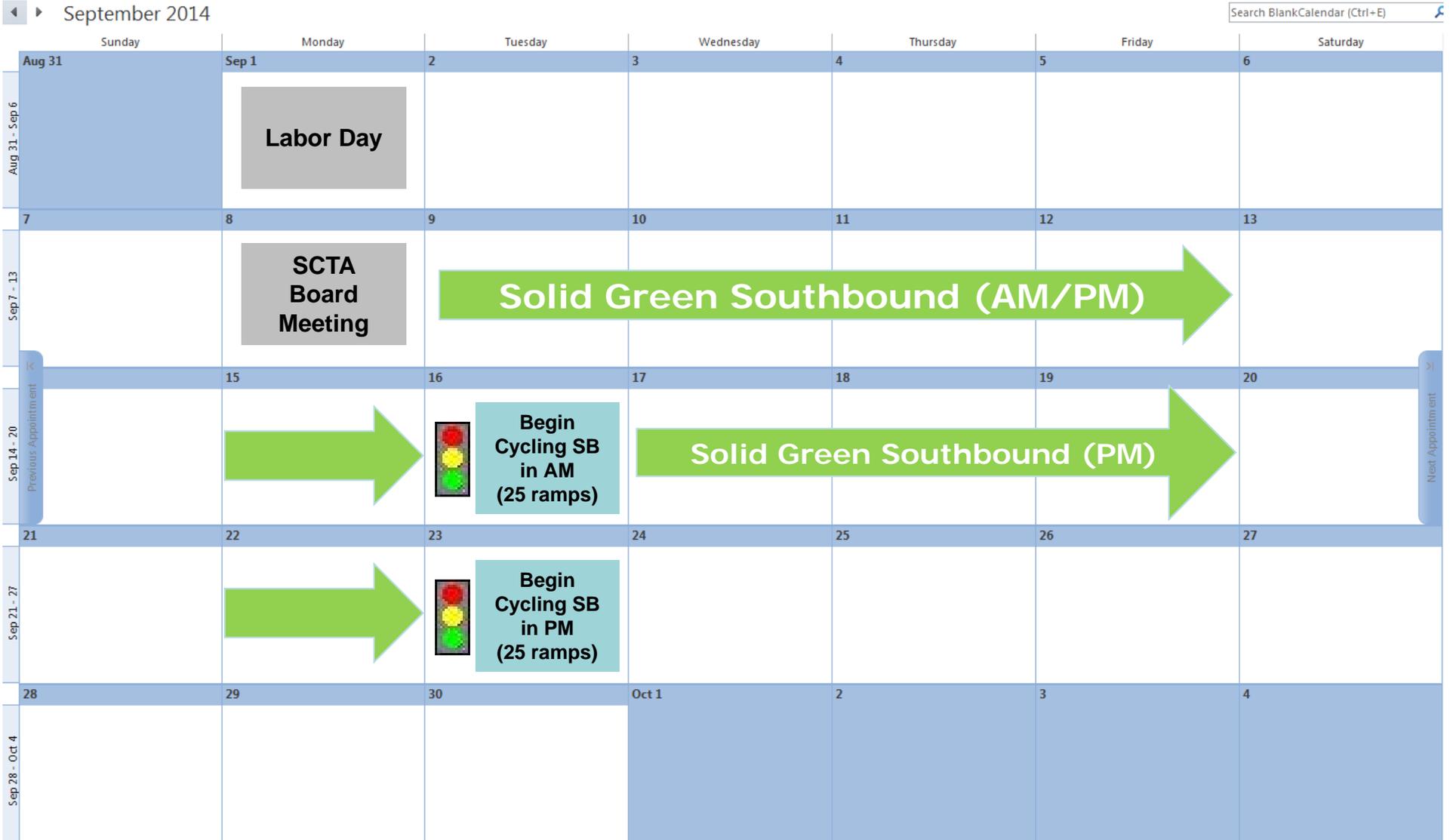
None, the Metropolitan Transportation Commission (MTC) is the project lead and Caltrans is the implementing agency.

Staff Recommendation:

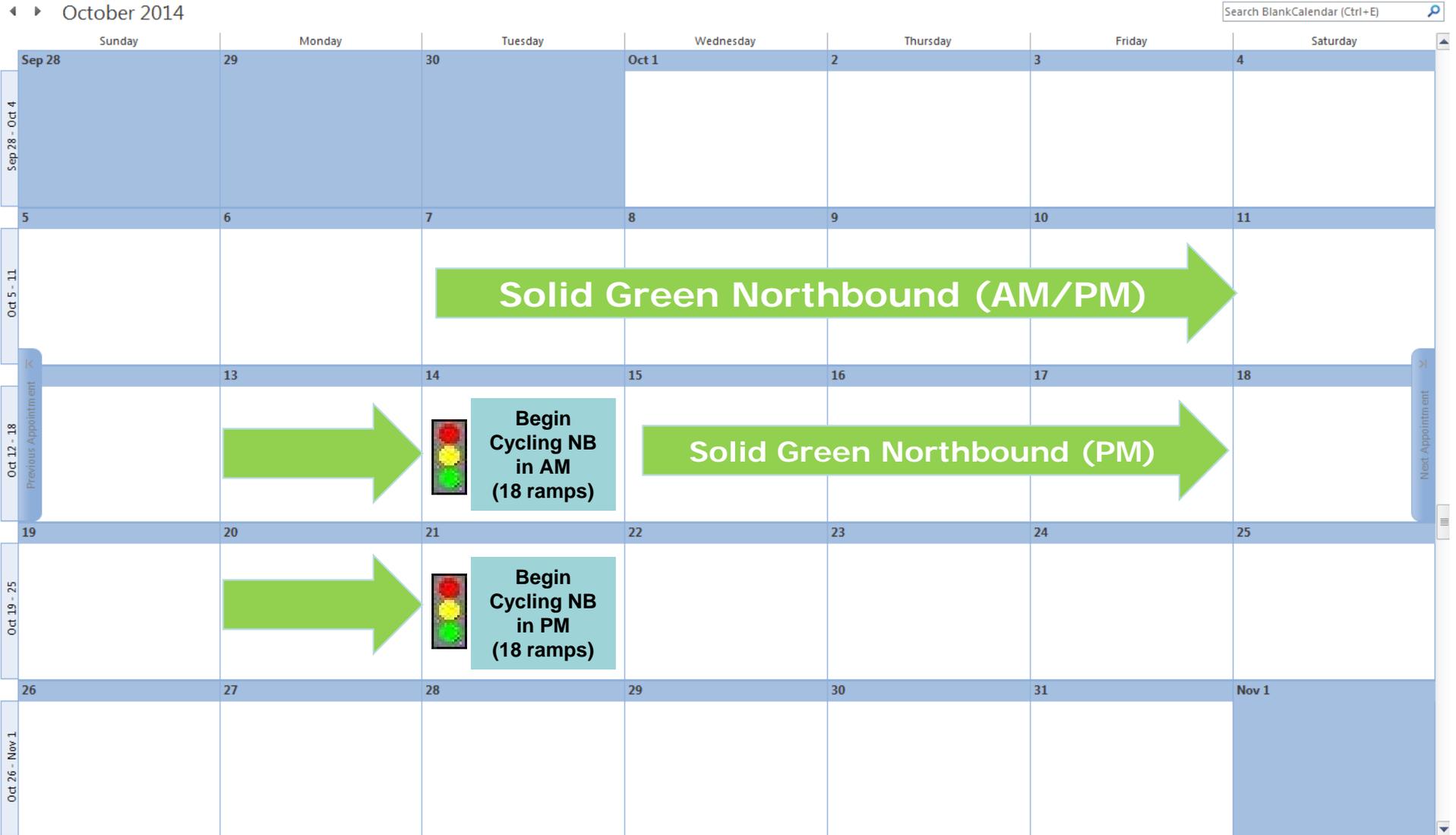
None, this is an informational item only.



Proposed Activation Schedule - Southbound



Proposed Activation Schedule - Northbound



Staff Report

To: SCTA Board of Directors

From: Suzanne Smith

Item: 5.2 – Regional Agency Reports: SMART, NCRA, MTC, ABAG, BAAQMD, CALCOG, Self Help Counties Coalition, Sonoma Clean Power

Date: September 8, 2014

Issue:

Recent updates from:

- North Coast Railroad Authority
- Metropolitan Transportation Authority (MTC)
- California Association of Councils of Government (CALCOG)
- Association of Bay Area Governments (ABAG)
- Bay Area Air Quality Management District (BAAQMD)
- Self Help Counties Coalition
- Sonoma Clean Power

Background:

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

- MTC Executive Director's Report
 - http://www.mtc.ca.gov/news/ed_report.htm
- California Association of Councils of Government (CALCOG)
 - <http://www.calcog.org/index.aspx?nid=92>
- Sonoma/Marin Area Rail Transit (SMART)
 - http://www2.sonomamarintrain.org/userfiles/file/July%202014%20GM%20Report%20to%20Board_Final.pdf

Staff Recommendation:

Informational item only.

Technical Advisory Committee

MEETING AGENDA

July 24, 2014 1:30 PM

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 Minutes, June 26, 2014* – **DISCUSSION / ACTION**
4. TFCA/TDA3 Quarterly Report* – **DISCUSSION / ACTION**
5. Update on SB 743 - **DISCUSSION**
6. Measure M **DISCUSSION**
 - 6.1 Measure M Programming and Appropriation Status (FY13/14 and FY14/15)*
 - 6.2 Measure M Invoicing Status*
7. Sonoma County Road Safety and Improvement Act - **DISCUSSION**
8. ADA Curb Ramp Requirements in relation to Microsurfacing vs. Slurry Seal (*Nancy Adams*) - **DISCUSSION**
9. Highway 101 Ramp Metering Schedule Update* – **DISCUSSION**
10. Regional Delivery Update - **DISCUSSION**
11. Rail Update - **DISCUSSION**
12. Other Business / Comments / Announcements - **DISCUSSION**
13. Adjourn – **ACTION**

*Materials attached.

**Handout at meeting

Page 1 of 2

The next **SCTA** meeting will be held September 8, 2014
The next **TAC** meeting will be held on August 28, 2014?

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

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

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

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Planning Directors/Planning Advisory Committee

MEETING AGENDA

Thursday, July 24, 2014, 9:30 a.m.

Sonoma County Transportation Authority
SCTA Large Conference Room

ITEM

1. Introductions
2. Public Comment
3. Approval of the agenda – changes, additional discussion items- ACTION
4. Review Meeting Notes from June 26, 2014 – ACTION*
5. Round table members discussion
6. Climate Action 2020 – update
7. Local Roads – County of Sonoma transportation sales tax measure *
8. Countywide Transportation Plan update
9. Legislative Updates
10. Other Business /Next agenda
11. Adjourn

*Attachment

The next **S C T A** meeting will be held **September 8, 2014**
The next **Planning Directors/PAC** meeting will be held **August 28, 2014**

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Planning Directors/Planning Advisory Committee

MEETING AGENDA

Thursday, August 28, 2014, 9:30 a.m.

Sonoma County Transportation Authority
SCTA Large Conference Room

ITEM

1. Introductions
2. Public Comment
3. Approval of the agenda – changes, additional discussion items- ACTION
4. Review Meeting Notes from July 24, 2014 – ACTION*
5. Round table members discussion
6. Climate Action 2020 – update
7. PDA Investment & Growth Strategy update – ACTION*
8. Countywide Transportation Plan update – Public Engagement revision*
9. Legislative Updates – SB 743 – the OPR releases updates to the CEQA guidelines*
10. Articles of Interest
11. Other Business /Next agenda
12. Adjourn

*Attachment

The next **S C T A** meeting will be held **September 8, 2014**
The next **Planning Directors/PAC** meeting will be held **September 25, 2014**

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Countywide Bicycle & Pedestrian Advisory Committee MEETING AGENDA

July 22, 2014 1:30 PM

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 Meeting Notes: May 27, 2014 – **DISCUSSION / ACTION***
4. Roundtable Updates
 - 4.1. Member Updates
 - 4.2. Other Entities' Updates
5. Safe Routes to School Report Update – Sonoma County DHS – Norine Doherty – PRESENTATION
6. Senate Resolution 17 – Bicycle and Pedestrian Safety - Bernie Album – PRESENTATION*
7. 2015 Comprehensive Transportation Plan Update – Janet Spilman – DISCUSSION
8. Local Roads – proposal for SCTA to administer a Sonoma County transportation sales tax measure*
9. Bicycle and Pedestrian Count Program
 - 9.1. Automated Counters – Chris Barney - DISCUSSION*
 - 9.2. Staff Report – Manual Count Locations – Dana Turrey – **DISCUSSION / ACTION***
10. Regional Competitive Active Transportation Program (ATP) Call for Projects – applications due July 24, 2014
11. Article of Interest – INFORMATION
 - 11.1. [NCHRP Report: Recommended Bicycle Lane Widths for Various Roadway Characteristics](#)
Transportation Research Board
 - 11.2. [Protected Bike Lanes Bill Passes CA Senate Transportation Committee](#)
StreetsBlog LA
12. Other Business / Comments / Announcements
13. Adjourn – **ACTION**

*Materials attached.

The next **SCTA** meeting will be held September 8, 2014

The next **CBPAC** meeting will be held September 23, 2014

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Transit Paratransit Coordinating Committee

MEETING AGENDA

July 15, 2014 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. Public Comment
3. Approval of Meeting Notes: May 20, 2014 – **DISCUSSION / ACTION***
4. Roundtable Updates
 - 4.1. Transit / Paratransit Operators
 - 4.2. Other Entities
5. New Members – **DISCUSSION**
6. Other Business / Comments / Announcements
7. Adjourn – **ACTION**

*Materials attached.

The next **SCTA** meeting will be held September 8, 2014
The next **TPCC** meeting will be held September 16, 2014

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Transit - Technical Advisory Committee

MEETING AGENDA

July 16, 2014 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: June 18, 2014 – **DISCUSSION / ACTION***
3. Updates: Transit Operators
4. Updates: Other Entities
5. Local Roads – proposal to place a ¼ cent sales tax measure for local roads on the November 2014 ballot*
6. Clipper – DISCUSSION
7. Transit Capital Priorities Call for Projects – MTC is soliciting transit projects from eligible federal grantees for programming the estimated \$793 million in regional apportionments of Federal Transit Administration (FTA) Section 5307 Urbanized Area, 5337 State of Good Repair, and 5339 Bus & Bus Facilities funds (together referred to as Transit Capital Priorities or TCP) and matching funds. Applications are due to MTC by **Monday, August 4, 2014**. Please visit the website for further information located at <http://mtc.ca.gov/funding/FTA/tcp.htm>
8. Other Business / Comments / Announcements
9. Adjourn – **ACTION**

*Materials attached.

The next **SCTA** meeting will be held September 8, 2014
The next **T-TAC** meeting will be held August 20, 2014

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