

Technical Advisory Committee

MEETING AGENDA

June 26, 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, May 22, 2014* – **DISCUSSION / ACTION**
4. Ramp Metering Update - **DISCUSSION**
5. 2015 Comprehensive Transportation Plan Performance Update* – **DISCUSSION**
6. Update on SB 743 - **DISCUSSION**
7. Measure M **DISCUSSION**
 - 7.1 Measure M Project Update Schedule to Citizens Advisory Committee*
 - 7.2 Measure M Invoicing Status*
 - 7.3 Measure M Reminder: Fiscal Year Close and Estimates for Billing Due*
8. DRAFT Upcoming SCTA Agenda for July 14, 2014 - **DISCUSSION**
9. Other Business / Comments / Announcements - **DISCUSSION**
10. Adjourn – **ACTION**

*Materials attached.

**Handout at meeting

Page 1 of 2

The next **SCTA** meeting will be held July 14, 2014
The next **TAC** meeting will be held on July 24, 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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TAC Voting member attendance – (6 Month rolling 2013-2014)

Jurisdiction	Dec	Jan	Feb	Mar	Apr	May	June
Cloverdale Public Works							
Cotati Public Works	√	√	√	√	√	√	
County of Sonoma DHS			√	√			
County of Sonoma PRMD		√					
County of Sonoma Reg. Parks	√		√	√	√	√	
County of Sonoma TPW	√	√	√	√	√	√	
Healdsburg Public Works		√		√	√		
Petaluma Public Works & Transit	√	√	√	√	√	√	
Rohnert Park Public Works	√	√	√	√	√	√	
Santa Rosa Public Works	√	√	√	√	√	√	
Santa Rosa Transit							
Sebastopol Public Works	√	√	√	√	√	√	
SMART	√	√	√	√			
Sonoma County Transit	√	√		√		√	
Sonoma Public Works	√	√	√	√	√	√	
Windsor Public Works	√	√	√	√	√		

SCTA TECHNICAL ADVISORY COMMITTEE

Meeting Minutes of May 22, 2014

1. Call to Order/Introductions

The meeting was called to order by Chair Kelly.

Members: Nancy Adams, Santa Rosa, Rob Bregoff, Caltrans, Sue Kelly, Sebastopol, Damien O'Bid, Cotati, Steven Schmitz, Sonoma County Transit, Eydie Tacata, Rohnert Park, Dan Takasugi, Sonoma, Elizabeth Tyree, Sonoma County Regional Parks, Steve Urbanek, Sonoma County TPW, Larry Zimmer, Petaluma.

Staff: Chris Barney, James Cameron, Marge Fernandez, Seana Gause, Suzanne Smith, Janet Spilman.

2. Public Comment

There was no public comment.

3. Approval of Minutes, April 24, 2014

The minutes were approved as submitted.

4. 2015 Comprehensive Transportation Plan Performance Update

Staff provided a PowerPoint presentation on performance measurement, project level performance assessment, and project list update.

The TAC provided feedback that they preferred a weight performance scoring.

A link to the adopted list will be emailed to project sponsors.

Information is needed for every project that is not in the 2013 RTP or Measure M. SCTA will provide a project information form to be filled out for CTP projects.

5. Regional Update

5.1. Caltrans E-76 tracking report

The E-76 tracking report is available on the Local Assistance web page <http://www.dot.ca.gov/hq/LocalPrograms/E-76-status.php>. The web page does not provide the Federal ID number.

Staff recommends that the TAC visit the web site to use as a tool. If there are problems with the site or data notify SCTA staff know to inform Caltrans.

5.2. Inactive Federal Obligations

State ATP applications were due yesterday, May 21, 2014.

A construction invoicing workshop was held by Caltrans at Transportation Authority of Marin. The workshop covered Chapter 16.8 of the Local Assistance Procedures Manual, which suggested a record keeping system format to follow. Additionally preliminary review is now required.

6. Measure M

6.1. Measure M Invoicing Status

The invoice status report is included in the agenda packet.

6.2. Measure M Strategic Plan

The Strategic Plan is now completed and will be handed out at the end of this meeting. The Strategic plan is also available online. If additional hard copies are needed contact SCTA staff.

7. DRAFT Upcoming SCTA Agenda for June 9, 2014



The SCTA-RCPA Board of Directors meeting may be cancelled in June.

8. Other Business / Comments / Announcements

SCTA Staff announced that SB743 is planning on going with a Vehicle Miles Traveled measurement base statewide. July 1, 2014 is when the Draft is anticipated to be released.

9. Adjourn

The meeting adjourned at 2:35 pm.

Staff Report

To: Technical Advisory Committee

From: Chris Barney, Senior Transportation Planner

Item: CTP Performance Assessment, Project Performance Assessment.

Date: 6/26/2014

Issue

SCTA has directed staff to assess project performance as part of the 2015 CTP. The project performance assessment is intended to help determine how effectively transportation projects or transportation project types support the CTP's goals and objectives. The project performance approach has been revised based on feedback from the TAC, updated information on regional CTP requirements, and review of other Bay Area CMA performance assessment activities.

Project Performance Assessment

The SCTA Project Performance Assessment will provide information on how effective groups of potential transportation projects are at supporting CTP goals. CTP projects have been submitted by agencies through Regional or Countywide calls for transportation projects or are found in local Capital Improvement Plans, General Plans, or Area Specific Plans. Projects or project groups will be analyzed to assess how they support SCTA's five major CTP goals shown below:

- Reduce GHG Emissions
- Relieve Traffic Congestion
- Maintain the System
- Plan for Safety and Health
- Promote Economic Vitality – **NEW FOR 2015 CTP**

Each project will be classified as a "financially constrained" project, or a "Vision" project based on the level of funding that has been identified for the project. Projects that were included in the Bay Area Regional Transportation Plan (RTP) or Measure M strategic plan were considered "financially constrained" projects in the 2009 CTP, but the list of financially constrained projects for the 2015 CTP update is still being developed.

Regional CTP guidelines are being updated, and it is anticipated that some kind of performance assessment will be required by this update. The revised guidelines will not go into effect by 2017, providing some flexibility in how SCTA analyzes projects as part of this CTP update. Currently only SFCTA and ACCTA have attempted to analyze project performance at the county level with varying levels of success. Based on feedback from SFCTA and ACCTA and the fact that this CTP update will not be subject to updated regional CTP guidelines, staff is recommending a simplified performance assessment approach.

Projects will be analyzed as part of project groups or categories. Project groupings will be based on project type and status. Staff recommends that the following proposed financially constrained project groups be analyzed together as part of the CTP performance assessment:

- Bicycle/Pedestrian Projects
- Local Road Maintenance
- Local Streets/Roads Projects (operational improvements or capacity expansion)
- Highway 101 Interchange Improvements
- Highway 101 Intelligent Transportation Systems Projects
- Highway 101 Marin-Sonoma Narrows
- State Highway Projects (not HWY 101)
- Transit – Bus Rapid Transit
- Transit – Bus
- Transit – Rail
- Transportation Programs

Vision projects, or projects that do not have identified costs or funding sources will be included in the CTP, and will be analyzed collectively as part of broad “vision” project categories. Proposed vision categories include:

- Vision – Transit
- Vision – Highway
- Vision – Local Roads
- Vision – Bicycle/Pedestrian
- Vision – Maintenance
- Vision – Programs
- Vision – Pricing Policy
- Vision – Land Use Policy
- Vision – General Plan Build-out

Staff is currently reviewing the 2009 project list and updating information collected during the OBAG and Plan Bay Area/RTP process, and assigning existing projects to the proposed project categories.

Scoring

Project groups or categories will be scored in five performance areas that correspond with SCTA’s five major CTP goals using the following criteria, tools, and methods:

- Greenhouse Gas Emission Reduction: Does the project group help SCTA meet its GHG reduction goals? GHG emissions will be calculated using the Sonoma County Travel Model and EMFAC 2011.

- Congestion Reduction: Does the project group help SCTA meet its congestion reduction goals? Person Hours of Delay (PHD) will be calculated using the Sonoma County Travel Model and will be used to measure congestion.
- Transportation System Condition: Does the project or program help SCTA maintain or improve the condition of the countywide transportation system? Projects or project groupings dedicated entirely to system improvement and maintenance will receive credit in this category. Other project types will not be scored in this category because of the difficulty in assessing positive or negative impacts in this area.
- Safety and Health: Safety and health will be evaluated using two metrics. Safety impacts and health impacts will be evaluated separately and averaged to determine an overall Safety and Health performance score.
 - Safety: Will the project or program decrease traffic related injuries/fatalities? SCTM and safety analysis post-processing will be used to assess a project categories impact on traffic accident rates.
 - Health: Will the project or program increase active transportation and decrease obesity, or improve neighborhood air quality conditions? Mode shift to active transportation modes (calculated using the Sonoma County Travel Model) will be used to estimate a project's positive or negative impact on countywide health.
- Economic Vitality: Will the project or program help improve the economic vitality of the county by encouraging economic development and job creation, tourism, commerce, and other positive economic impacts? Performance in this area will be evaluated using two metrics.
 - Goods Movement, Jobs Creation, and Tourism: Travel times and congestion have a negative impact on goods movement, job creation, and tourism. Average Peak Period Motorized Travel Time will be used to assess a project categories ability to help improve or degrade performance in this area.
 - Economic Equity: Will the project or program have a negative or positive impact on disadvantaged populations? Projects or project groups that serve Community's of Concern¹ will receive credit in this area.

Each project will receive a score in each category using the following scale:

- | | |
|-------|---------------------------------------|
| +1.0 | Supports progress in performance area |
| 0.0 | Neither supportive or detrimental |
| - 1.0 | Detrimental |

Scores for each performance area will be added together to produce a cumulative performance score for each project grouping. Cumulative scores will range from -5.0 for a project grouping that negatively impacts all CTP performance areas to +5.0 for a project grouping that supports progress in all performance areas. Project categories may then be ranked or grouped into tiers using final cumulative scores.

¹ A Community of Concern have been identified as areas (US Census Bureau Census Tracts) in which 30% or more of families have incomes between 0 – 200% of the federal poverty level (\$21,660 - \$74,020 total household income depending on family size).

CTP GOAL	Performance Measure	Method	Score Range
Reduce GHG Emissions	Greenhouse Gas Emissions	SCTM, EMFAC	"-1 to +1"
Relieve Traffic Congestion	Person Hours of Delay	SCTM	"-1 to +1"
Maintain the System	PCI, Transit System Condition	Credit assigned for Maintenance Projects only.	"0 or 1"
Plan for Safety and Health	a. Share of trips made by walking, bicycling, and transit (50%)	SCTM	"-0.5 to +0.5"
	b. Accident Rates (50%)	SCTM, SMARTGAP	"-0.5 to +0.5"
Promote Economic Vitality	a. Average Peak Period Motorized Travel Time (per trip)	SCTM	"-0.5 to +0.5"
	b. Economic Equity - Does the project serve a Community of Concern?	Communities of Concern Map	"0 or +0.5"

Figure 1. 2015 CTP Goals and Associated Performance Measures.

A project group's cumulative performance score may not capture all of the benefits of certain projects or project categories. Additional information may be reported as part of the performance assessment for informational purposes, but will not be included in the project scoring exercise. Possible additional data points could include:

- Vehicle Miles Traveled: VMT will be calculated using the Sonoma County Travel Model. VMT is highly correlated to GHG emissions and will not be scored separately from GHG emissions.
- Land Use: Does the project grouping or individual project serve one of the areas identified in the in the PDA Investment and Growth Strategy?
- Local Operations: Does the project grouping or individual project address local operational issues?

Scoring Test

The TAC requested that staff test a few projects to illustrate how the CTP performance assessment scoring criteria could be applied. Staff developed two example projects that could be easily defined and analyzed using the Sonoma County Travel Model (SCTM) and post-processors. These projects are provided for illustrative purposes only and are not intended to represent real project proposals:

- Performance Assessment Test Project 1: Add 1 additional mixed flow lane to HWY 101 from River Rd. to Rohnert Park Expressway. 2040 population and housing growth consistent with the Bay Area Sustainable Strategy.
- Performance Assessment Test Project 2: Implement 10 minute headways and free fares for all transit service in Sonoma County. 2040 population and housing growth consistent with the Bay Area Sustainable Strategy.

These projects will be analyzed using the SCTM and post-processing tools and will be compared to a no-build 2040 scenario. Results of the scoring test analysis will be available at the June 26 TAC meeting.

Policy Impacts: Project level performance may be used to generate a ranked list of CTP projects or project tiers.

Fiscal Impacts: None at this time

Staff Recommendation: Consider providing feedback on the proposed project level performance approach.

Staff Report

To: Sonoma County Transportation Authority – TAC and CAC
From: Seana L. S. Gause, Senior, Programming and Projects
Item: Measure M Project Update Schedule for FY 14/15
Date: June 26 & 30, 2014

Issue:

On what schedule will the Measure M LSP, Rail, and Bike/Ped Projects be presented to the Citizens Advisory Committee (CAC)?

Background:

The CAC is tasked with public oversight of the implementation of Measure M. The CAC review is meant to provide transparency of the project delivery process for the general public. As such, each fiscal year Measure M project sponsors programmed to receive Measure M funds are scheduled to come before the CAC and discuss the status of their projects. Specifically, how Measure M funds have been used on the project to date, how many dollars will be used in the future and for what purpose. Sponsors generally come before the CAC with a project status sheet, showing scope, schedule and cost of the project, matching funds being used (if any) and location of the proposed project.

Below is a proposed schedule for the Measure M projects to be brought before the CAC for review:

Project Name	Project Sponsor	Meeting Date
Hearn Avenue I/C	Santa Rosa	July 28
Fulton Road	Santa Rosa	July 28
Santa Rosa Creek Tr	Santa Rosa	July 28
Access Across 101	Santa Rosa	July 28
--Open--		August 26
SMART	SMART	September 29
NWPRR Tr	SMART	September 29
Old Redwood Highway I/C	SCTA	October 27
116/121 Interchange	SCTA	October 27
Airport Blvd I/C	SCTA	October 27
Bicycle Safety and Education	SCBC	November 24
Bicycle Safety and Education	SC DHS	November 24
--No Meeting--	-----	December 26
Foss Creek Tr	Healdsburg	January 26
Petaluma River Trail	Petaluma	February 23
Arnold Drive	TPW	March 30
Forestville Bypass (Roundabout)	TPW	March 30
Bodega Bay Tr	SC RP/TPW	April 27
Central Sonoma Valley Tr.	SC RP/TPW	April 27
Sonoma Schellville Tr	SCRIP	April 27

There are no meetings scheduled in December.

Policy Impacts:

None, this action is consistent with policy 4.11 in the 2014 Measure M Strategic Plan.

Fiscal Impacts:

None

Staff Recommendation:

Staff recommends that the TAC and CAC review and consider approving the above listed schedule.

Sonoma County Transportation Authority
 Measure M Appropriation/Invoice Status Report
 FY 13/14

Project Sponsor	Project Name	Measure M Program	Prior Apprp Balance	13/14 Amt Prog'd	13/14 Amount Apprp	Appropriation Date	Last Invoice Date	Balance Remaining	Notes
Santa Rosa	Hearn Avenue (Phase 1)	LSP	\$530,640	\$0	\$0	6/14/10	1/3/14	\$528,683	
Santa Rosa	Santa Rosa Creek Trail - Stmsd to Mission	Bike/Ped	\$0	\$0	\$375,000	12/9/13			
Santa Rosa	Access Across 101 Comm Conn	Bike/Ped	\$159,056	\$0		9/12/11	3/18/14	\$121,741	
	SRTS (DHS)	Bike/Ped	\$0	\$52,000	\$36,000	10/14/13		\$36,000	
SCBC	SRTS (SCBC)	Bike/Ped	\$15,463	\$19,000	\$19,000	4/14/14	6/6/14	\$11,326	
SCBC	BTW (SCBC)	Bike/Ped	\$5,174	\$15,000	\$15,000	4/14/14	4/17/14	\$15,053	
SoCo Regional Pks	Sonoma Schellville	Bike/Ped	\$57,262	\$0	\$0		12/29/13	\$54,426	
Petaluma	Petaluma River Tr	Bike/Ped	-\$45,956	\$0	\$0	5/14/12	3/12/14	-\$821,111	Advanced Funding Apprvd
SMART	NWPRR	Bike/Ped	\$0	\$0	\$0		4/24/14	\$249,933	Authorized for Advanced Funding (bal estimate)
SMART	IOS Construction (Bond)	Rail	\$721,639	\$34,000		10/10/11	4/17/14	\$0	

June 11, 2014

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Re: Measure M Reporting and Invoicing Requirements

Dear Measure M Recipients,

The current fiscal year is nearing completion and July 1, 2014 begins the next fiscal year (FY14/15). It also begins the reporting cycle for **the Local Streets Rehabilitation, Local Bus Transit, Local Street Projects, Bicycle and Pedestrian Projects, and Rail Programs** in Measure M. These programs all require completion of reporting letters to be submitted no later than September 15, 2014 (See Measure M Strategic Plan Policy 4.12).

If your jurisdiction is banking **Local Streets Rehabilitation** funds, please be advised that these funds can only be banked for three consecutive years before draw down must occur (See Measure M Strategic Plan Policy 4.1). If, for some reason draw down cannot be achieved, please provide a justification for why not, and a schedule for draw down of funds. Failure to provide justification will result in a withholding of LSR funds at the next quarterly payment cycle.

If your agency is receiving **Local Bus Transit** funds through Measure M, an annual audit is also required to be submitted showing how Measure M funds were expended (Measure M Strategic Plan Policy 4.15). Most transit agencies have this requirement for Transportation Development Act, Article 3 (TDA3) funding as well, thus the audit produced to comply with said requirement will also fulfill the Measure M policy, provided the audit shows expenditure of Measure M funds.

Finally, I would also like to remind you that as the fiscal year draws to a close, Measure M invoices for FY13/14 related to **Local Streets Projects, Rail Projects, or Bicycle Pedestrian Projects** Programs must be received or estimated before July 7, 2014. If preparing an invoice for the close of the fiscal year is infeasible, your jurisdiction can provide an invoicing estimate to your Project Development Manager (PDM) at the SCTA by the above deadline for estimating purposes. SCTA very much appreciates your cooperation with this requirement. Please do not hesitate to contact me at (707) 565-5372 if you have questions regarding the above listed requirements or policies.

Thank you again for your continued cooperation.

Sincerely,

Seana L. S. Gause
Project Delivery Manager
Measure M Coordinator
Sonoma County Transportation Authority
cc:



BOARD OF DIRECTORS AGENDA

July 14, 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 – Hwy 101 Central C Old Redwood Highway 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 #1 with Caltrans (ACTION)*
 - B. **RCPA Consent**
 - 3.3. BayREN – contract amendment with ABAG for Energy Upgrade California 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 related to professional development (ACTION)*
 - 3.6. Admin – Minutes of the May 12, 2014 meeting (ACTION)*
4. **Regular Calendar**
 - A. **SCTA**
 - 4.1. SCTA Planning
 - 4.1.1. Conservation – update on Priority Conservation Areas (REPORT)*
 - 4.1.2. Planning – Comprehensive Transportation Plan update (ACTION)*
 - Telephone poll as part of public engagement strategy
 - 4.1.3. Planning – update on SB743 related to CEQA and level of service (REPORT)*
 - 4.1.4. State Budget – cap and trade funding (ACTION)*
 - 4.2. SCTA Projects and Programming
 - 4.2.1. Measure M – Route 116/121 intersection (ACTION)*
 - contract with Parsons Transportation Group Inc. for the project environmental document (PA/ED)
 - Measure M appropriation to SCTA
 - 4.2.2. Local Roads – County of Sonoma Long Term Road Plan June 2014 (ACTION)*
 - 4.2.3. Highways – update on ramp metering in the Hwy 101 corridor (REPORT)*
 - 4.2.4. Highways – update on State Highway projects (REPORT)



B. RCPA

4.3. RCPA Planning

4.3.1. Climate Action 2020 (REPORT)*

- Adaptation presentation from North Bay Climate Adaptation Initiative
- Final inventories

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

4.3.3. Health – Portrait of Sonoma County – pledge of support (ACTION)* <http://www.measureofamerica.org/sonoma/>

4.4. RCPA Projects and Programs

4.4.1. Energy Efficiency – update on the PACE Marketplace, financing tools for homeowners and commercial properties (REPORT)*

4.4.2. RCPA activities report (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.

There will be a special **SCTA/RCPA** workshop on **August 25, 2014**

The next **SCTA/RCPA** meetings will be held **September 8, 2014**

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