

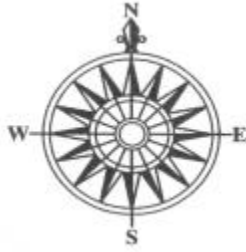
SCTA Sonoma
County
Transportation
Authority

Keeping Sonoma County Moving

SCTA MEETING AGENDA PACKET

**Monday, October 13, 2003
3:15 p.m.**

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



Directors

Jake Mackenzie, Chair
Rohnert Park

Paul Kelley, V. Chair
Sonoma County

Steve Allen
Windsor

Joe Costello
Sonoma

Patricia Gilardi
Cotati

Mike Healy
Petaluma

Robert Jehn
Cloverdale

Mike Kerns
Sonoma County

Lisa Schaffner
Healdsburg

Tim Smith
Sonoma County

Sam Spooner
Sebastopol

Sharon Wright
Santa Rosa

SCTA Staff

Suzanne Wilford
Executive Director

Janet Spilman
Transportation Planner

Marge Franco
Executive Assistant

520 Mendocino Avenue
Suite 240
Santa Rosa, CA 95401
PH: 707-565-5373
FAX: 707-565-5370

AGENDA

October 13, 2003 – 3:15 p.m.

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

ITEM

- I.** Public Comment
- II.** Consent Item – **ACTION**
 - A. Minutes of the September 8, 2003 Meeting
- III.** Reports – **INFORMATION/ACTION**
 - A. Metropolitan Transportation Commission (MTC) Report
 - B. SMART Report
 - C. SCTA Staff Report
 - 1. Bay Area Partnership Activities
 - a. Status of 2004 STIP
 - b. Toll Bridge Bill (SB916)
 - c. TEA-21 Reauthorization
 - 2. Joint Marin/Sonoma Activities
 - a. Federal Lobbyist for Hwy 101/Narrows
 - b. Highway 101 Funding Issue in Marin Co.
 - 3. SCTA Committee Reports
- IV.** Caltrans Report – **DISCUSSION/ACTION**
 - A. Status Report on Highway 101 Projects
 - B. Highway 101 Sound Walls – Wilfred to Hwy 12
 - C. Steele Lane I/C – Pedestrian Access & Sidewalks
 - D. Marin/Sonoma Narrows Funding Issue
 - E. Street Smart Sebastopol Project
 - F. Status of Highway 116 – Petaluma to Sonoma segment
 - G. Approve Disadvantaged Business Enterprise Program
 - H. Parsons Monthly Reports
- V.** Regional Transportation Plan Update – **DISCUSSION/ACTION**
 - A. Schedule and Policy Issues
 - B. Project Evaluation – List of Project to Submit to MTC
- VI.** Update on Proposed Casino and Traffic Issues – **DISCUSSION**

(Over)

SCTA Agenda
October 13, 2003

- VII. PUBLIC HEARING:** FY2003/04 SCTA Final Budget – **DISCUSSION/ACTION**
 - A. Staff Report
 - B. Resolution No. 2003-_____
 - C. SCTA Office Lease
- VIII.** Other Business/Director Announcements – **DISCUSSION**
- IX.** Adjourn – **ACTION**

The next **SCTA** meeting will be held on **November 10, 2003??**

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.

Copies of the full agenda packet are available at the SCTA web site:
<http://www.sonoma-county.org/scta> and click on “Agendas”

SONOMA COUNTY TRANSPORTATION AUTHORITY STAFF REPORT

DATE: October 13, 2003

TO: Sonoma County Transportation Authority (SCTA)

FROM: Suzanne Wilford, Executive Director

SUBJECT: ITEM III: Reports

A. Metropolitan Transportation Commission Report

Information will be provided at the SCTA meeting.

B. SMART Report

The next SMART Commission meeting will be held October 15 in Petaluma. Additional information will be provided at the SCTA meeting.

C. SCTA Staff Report

1. Bay Area Partnership Activities

Status of 2004 STIP – The CTC met in September and heard a report from Caltrans and CTC staff on the state of transportation finances. They are still awaiting news from the Federal government about the budget and will release the draft Fund Estimate on October 30. The schedule for the STIP process will require the SCTA to submit projects to MTC by December 19 in order for MTC to submit to the CTC by April 1, 2004. As it stands there will be no new programming but the SCTA may have to move projects out into later years because of the cash flow constraints at the state.

Toll Bridge Bill (SB916) – The legislation to increase the bridge tolls to \$3 has passed out of the Legislature and is on the Governor's desk. The final version includes \$35M for SMART to extend the line to a ferry terminal in Marin County.

TEA-21 Reauthorization – Congress has passed a five-month extension of TEA-21 in order to continue funding into FFY03/04. The bill authorizes \$14.7 billion for highway programs and \$3.04 billion for transit, consistent with funding levels in TEA-21. The extension sets up the need for Congress to enact a multi-year reauthorization bill by the end of February.

Tribal Consultation Process for RTP – MTC has set up a meeting on October 16 in Santa Rosa to introduce the federally recognized tribes to the regional transportation planning process, introduce key players on all sides, and kick-off the government-to-government consultation process. Staff will attend this meeting.

MTC Poll – MTC has conducted a regional poll related to the update of the Regional Transportation Plan. They anticipate releasing the results in late October.

2. Joint Marin/Sonoma Activities

Federal Lobbyist for Hwy 101 – The Sonoma County Board of Supervisors has interviewed candidates for federal lobbying services related to Highway 101 and TEA-21 reauthorization. A final selection has not yet been made.

Hwy 101 Funding Issue in Marin County – Marin County Congestion Management Agency is facing a shortfall on the Highway 101 Gap Closure project due to increased right of way costs and the state cash flow problem. They are presently trying to borrow funding to cover the \$17M shortfall.

3. Committee Reports

The Committees did not meet in September.

SONOMA COUNTY TRANSPORTATION AUTHORITY STAFF REPORT

DATE: October 13, 2003
TO: Sonoma County Transportation Authority (SCTA)
FROM: Suzanne Wilford, Executive Director
SUBJECT: **ITEM VI:** Caltrans & Highway 101 Report

ISSUE

- A. What is the status of various Caltrans projects on Highway 101?
- B. What is the status of Highway 101 sound walls between Wilfred Avenue and Route 12?
- C. What is the status of the pedestrian access and sidewalk issues at the Steele Lane interchange?
- D. What is the status of funding for the Marin/Sonoma Narrows?
- E. Shall the SCTA send a letter of support to Caltrans to expedite the Street Smart Sebastopol project funded through the Transportation for Livable Communities program?
- F. What is the status of the Highway 116 SHOPP project between Petaluma and Sonoma?
- G. Shall the SCTA adopt the Disadvantaged Business Enterprise (DBE) Program and Proposed Overall Annual Goal of 11% For Federal Fiscal Year 2003/04?
- H. What is the status of the environmental work being done by Parsons?

BACKGROUND

- A. An updated report will be provided at the SCTA meeting by Caltrans staff.
- B. Caltrans opened bids for the proposed sound walls between Wilfred Avenue and State Route 12 in late September. The lowest bid came in at \$4.363M which was \$1.081 over the Caltrans engineer's estimates. Given this significant difference in what was allocated and the lowest bid Caltrans either needs to access additional funds or re-package and re-bid the project. The ability to access additional funds is not likely at the state level. A more detailed report will be provided at the SCTA meeting.
- C. At the last SCTA meeting concerns were raised by the Directors about the width of sidewalks and limited pedestrian access that is being proposed on the Steele Lane interchange project. Staff will provide an update on this issue at the meeting.
- D. Caltrans is facing significant staffing reductions and its budget authority for hiring outside consultants has been eliminated. In order to keep work on the Marin/Sonoma Narrows project moving forward it may become necessary for the SCTA to enter into a cooperative agreement with Caltrans and become a co-sponsor for the TCRP funds allocated to the project. If the SCTA is able to do this, it frees up approximately \$4 million in funds that the SCTA can use to then hire consultants to help Caltrans. This is in the preliminary discussion phase but staff is seeking direction from the Board as to whether this approach should be pursued.

E. Sebastopol has been working on an element of a pedestrian project called Street Smart Sebastopol for the past three years. The project was funded through MTC's Transportation for Livable Communities (TLC) program and the funding is administered by Caltrans. There have been several stumbling blocks in this process and Sebastopol is seeking the support of SCTA to help move this through the Caltrans process before the funding is lost. Attached is a memo from Sebastopol with more detail.

F. Caltrans will provide a status report on the Highway 116 SHOPP project between Petaluma and Sonoma.

G. The Sonoma County Transportation Authority (SCTA) is required to develop and submit a Disadvantaged Business Enterprise Program and Overall Annual Goal for DBE participation on U.S. Department of Transportation (DOT)-assisted contracts, as a condition of federal financial assistance, pursuant to recently revised regulations set forth under Title 49 CFR Part 26; Participation by Disadvantaged Business Enterprises in Department of Transportation Programs. In accordance with these DBE regulations, SCTA has developed a DBE Program and Proposed Overall Annual DBE Goal for Federal Fiscal Year 2003/04, to ensure full compliance with relevant regulatory requirements.

The Disadvantaged Business Enterprise (DBE) Program and Proposed Overall Annual DBE Goal of 11% for FFY 2003/04 DOT-assisted contracts addresses critical components and fulfills specific requirements for narrow tailoring in accordance with Title 49 CFR Part 26. SCTA's Proposed Overall Annual DBE Goal was developed utilizing the federally prescribed two-step goal setting methodology. Step I included establishing a Base Figure utilizing quantifiable evidence to determine the relative availability of DBEs within specified industries identified as a part of SCTA's DOT assisted contracting projects anticipated to be awarded within FFY 2003/04. The SCTA utilized the Caltrans Directory of Certified DBE firms and the Census Bureau County Business Patterns database to complete this step. Upon establishing the Base Figure, other known relevant evidence was surveyed and assessed to determine what additional adjustments, if any, were needed to narrowly tailor the Base Figure to SCTA's market area. Factors considered in the adjustment of the Base Figure included the historical and current capacity of DBEs measured by actual attainments on similar projects. Following the Board's approval of the DBE Program and Proposed Overall Annual Goal for FFY 2003/04, staff will submit to Caltrans for their approval.

The Proposed Overall Annual Goal for Federal Fiscal Year 2003/04 will be updated annually, to maintain relevancy to local market conditions and factors impacting DBE availability.

H. A monthly report from Parson's will be distributed at the meeting.

REQUESTED ACTION

A. Consider the reports and provide direction as appropriate.

B. Consider the options available to deliver the sound wall project and provide direction to staff as appropriate.

C. Consider the status report and provide direction to staff as appropriate.

D. Consider the status report and provide direction to staff as appropriate.

E. Review the information on the Street Smart Sebastopol and consider submitting a letter of support to Caltrans.

F. Consider the status report and provide direction to staff as appropriate.

G. Review and consider adoption of Resolution No. 2003-007 approving the Disadvantaged Business Enterprise (DBE) Program and Proposed Overall Annual DBE Goal for Federal Fiscal Year 2003/04, and

authorize the Executive Director to execute such adoption, to facilitate timely submission to the California Department of Transportation (Caltrans) for funding authority approval, on behalf of SCTA.

H. Consider the status report and provide direction to staff as appropriate.

Resolution No. 2003-07

Sonoma County Transportation Authority
Santa Rosa, California

October 13, 2003

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA COUNTY
TRANSPORTATION AUTHORITY, COUNTY OF SONOMA, STATE OF
CALIFORNIA, AUTHORIZING APPROVAL AND ADOPTION OF THE
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND
PROPOSED OVERALL ANNUAL DBE GOAL OF 11% FOR FEDERAL FISCAL
YEAR 2003/04.**

WHEREAS, The Sonoma County Transportation Authority is required to develop and submit a Disadvantaged Business Enterprise (DBE) Program and Overall Annual Goal for DBE participation for DOT-assisted contracts, as a condition of federal financial assistance, pursuant to Title 49 CFR Part 26; Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation (DOT) Programs; and

WHEREAS, in accordance with new DBE regulations, the Sonoma County Transportation Authority has developed a narrowly tailored Disadvantaged Business Enterprise (DBE) Program and Proposed Overall Annual DBE Goal of 11% for Federal Fiscal Year 2003/04; and

WHEREAS, The Sonoma County Transportation Authority Board of Directors adoption is required to ensure compliance with Department of Transportation federal funding requirements, provisions and financial responsibilities.

NOW, THEREFORE, BE IT RESOLVED that the Sonoma County Transportation Authority does hereby authorize the approval and adoption of the Disadvantaged Business Enterprise (DBE) Program and Proposed Overall Annual Goal for Federal Fiscal Year 2003/04, and submission to the California Department of Transportation (Caltrans), on behalf of the Authority, for final approval.

THE FOREGOING RESOLUTION was introduced by _____, who moved its adoption, seconded by Director _____, and adopted by the following vote:

Director Allen
Director Costello
Director Gilardi
Director Healy
Director Jehn
Director Kelley

Director Kerns
Director Mackenzie
Director Schaffner
Director Smith
Director Spooner
Director Wright

Ayes:

Noes:

Absent:

Abstain:

SO ORDERED

I, the undersigned, certify that the foregoing resolution was duly adopted at a regular meeting of the Board of Directors of the Sonoma County Transportation Authority held on October 13, 2003.

Suzanne Wilford, Executive Director
Clerk, Sonoma County Transportation Authority

<p style="text-align: center;">SONOMA COUNTY TRANSPORTATION AUTHORITY S T A F F R E P O R T</p>

DATE: October 13, 2003

TO: Sonoma County Transportation Authority (SCTA)

FROM: Suzanne Wilford, Executive Director
Janet Spilman, Transportation Planner

SUBJECT: **ITEM V:** Regional Transportation Plan Update

ISSUE

- A. What is the status of MTC's planning document *Transportation 2030*? What policies and goals are being considered?
- B. Shall the SCTA approve the list of priority projects that will be submitted to MTC for evaluation and possible inclusion in *Transportation 2030*?

BACKGROUND

- A. MTC is in the process of finalizing the goals for *Transportation 2030* and will be taking them to the Commission later this year. A copy of the goals and some proposed changes from CMA Executive Directors are attached.
- B. At the last SCTA meeting staff provided a list of the number one projects in the Countywide Transportation Plan in each sub-area as potential candidates for inclusion in the project list for *Transportation 2030*. At the time, the Board indicated support for this approach but final approval was put over until October as the list was not available prior to the meeting. Once SCTA concurs this is the appropriate list of projects to submit to MTC for evaluation, project sponsors will fill out the required forms and provide information to MTC staff by October 17, 2003.

ACTION REQUESTED

- A. Review the proposed goals for *Transportation 2030* and consider providing comments on them.
- B. Review the final list of priority projects and consider approval for submittal to MTC for evaluation.

DRAFT
Revised Goals for Transportation 2030 Plan

Goal 1: Fix it First

Purpose: The public expects their transportation facilities to be maintained in a good state of repair. Future investments to improve transportation will not perform as intended if the rest of the system is poorly maintained. Maintaining the condition of the Bay Area infrastructure will enhance the region's economic growth potential and will help ensure the future viability of existing neighborhoods and downtowns.

Objectives: Protect existing investments in roads and transit; lower long term infrastructure repair costs through timely replacement of assets; save motorists and bus operators repair money by fixing potholes and replacing track, reduce transit fleet downtime and improve system reliability through timely replacement of older equipment and support facilities, maintain a balance between regional and local financial responsibility for maintaining transit and roads.

Current Programs: Pavement Management System and Transit Finance Plan (these programs determine long term maintenance expenditure needs)

New Initiatives: Regional gas tax initiative to provide adequate transit capital and operating funds as well as funds for pavement repair.

How are we doing? Look to the following measures.

- Improve average local road Pavement Condition Index (PCI) on regionwide basis
- Reduce transit operator average fleet age
- Reduce transit service delays per revenue service miles (major Bay Area operators)
- Maintain/improve farebox recovery ratios for transit operators

Goal 2: Making Connections

Purpose: Many of the building blocks for an effective multi-modal regional transportation system are already in place. The public perceives the need to fine tune the system at key locations, where people connect between modes. Good connections require a range of strategies from removing physical barriers, to better information, to having more services to connect to. Connectivity also extends to closing critical gaps in the continuity of the system and its services, and to making institutions “connect” for the benefit of the customer.

Objectives: Enable people to move about the system easily by creating good connections and closing critical gaps. Customers will benefit by reduced waiting and travel time and by having convenient locations and means for making connections.

Current programs: Transit Coordination Plan, 511(traveler information), TransLink®

New Initiatives: Transit Connectivity Study, real time transit arrival information

How are we doing? Look to the following:

- Develop transit connectivity program of projects and funding plan for existing transit system and future transit expansion
- Percent completion of HOV Master Plan
- Percent completion of Regional Bicycle Plan
- Percent of Phase 1 Regional Express Bus Plan in operation
- Usage rates for regional customer service programs (e.g. TransLink® Phase 2, 511, Rides, etc.)
- Percent completion of Resolution 3434

Goal 3: Reliable Travel Choices

Purpose: Every day people make choices about the easiest way to make trips to their jobs, shopping, school, or recreation. A well developed regional transportation system is one that provides a range of travel options for any particular trip, based on the customer's requirements for time, cost, convenience, and reliability. Over the years, extensive new transit, carpool, and bike facilities have been created to provide new choices to travelers. These expanded choices are a key strategy in the continuing challenge to manage congestion, and also offer travelers a certain amount of redundancy if a particular mode or segment of the transportation system experiences problems (tie ups, loss of service, etc.). For some travel markets, people may be willing to pay more for trips that get them to their destination in a faster or more reliable manner.

Objectives: Create options for travelers to get to their destination depending on their personal preferences for time, cost, convenience and trip reliability. Seek to maintain current mobility and control congestion levels in key corridors while accommodating future growth in travel.

Current programs: Resolution 3434, Regional Express Bus Program, HOV Master Plan, Regional Bike Plan, MTC signal re-timing program, Freeway Service Patrol

New Initiatives: Bay Bridge Congestion pricing proposal, I-680 Value Priced Lanes, bus pre-emption at signalized intersections

How are we doing? Look to the following

- Completion of major capacity enhancement projects (Resolution 3434, HOV Master Plan, Regional Express Bus Plan, etc.) in most congested corridors and their affect on travel time by mode
- Travel time variability in most congested corridors (improve system reliability)
- Improve transit on-time performance (major Bay Area operators)

Goal 4: Smart Growth

Purpose: Over the long term it is widely recognized that land use patterns will have a significant and measurable impact on the demand for transportation services, the locations where improvements in the transportation system will be needed, and the cost of providing these improvements. The regional agency Smart Growth initiative is the first comprehensive effort to grapple with altering current trends in land use while recognizing that such an effort will depend on cooperation from local governments who make the land use decisions. Ultimately Smart Growth boils down to the amount of housing that can be created in relation to the number of new jobs and the location of this housing in relation to job opportunities and to the transportation system. Reducing distance between jobs and housing will lower travel on the regional transportation system, and new mixed use developments could encourage more biking and walking. Another aspect of the Smart Growth effort is to maintain vibrant neighborhoods and preserve open space.

Objectives: Reduce long distance commuting, support infill development, create more housing near regional transit services, encourage mixed use developments in areas not served by transit, encourage zoning practices that support local goods movement-related activities, make communities more bike and walk friendly

Current MTC Programs: Smart Growth initiative, expanded funding for TLC/HIP, Resolution 3434 focus on supportive land use policies

New Initiatives: T-PLUS-- partnering with CMAs to make local land use decisions relevant to the Smart Growth objectives; specific plans for Resolution 3434 transit expansions

How are we doing? Look to the following:

- Increase residential housing in transit oriented development (TOD) sheds around Resolution 3434 transit facilities
- Increase mixed use zoning in other locations
- Number of projects funded with TLC/HIP and other sources that increase neighborhood mobility for bicyclists and pedestrians
- Number of specific plans supporting TODs funded with TLC/HIP and other sources
- Implement Smart Growth legislative package

Goal 5: Clean Air

Purpose: Federal and state governments have set standards to maintain healthy air. State and regional air quality agencies have achieved major reductions in pollution from all sources over the last two decades. In addition to the continuing, dramatic decline in motor vehicle emissions (due to state controls on vehicle engines and fuels), MTC has adopted a set of transportation control measures that supplement the larger technology-based auto emission reductions. TCMs can mitigate the need for some types of vehicle trips and promote more efficient traffic flows on freeways and local streets.

Objectives: Focus on strategies to reduce emissions on particular days that could exceed federal ozone

standards; anticipate future needs to control other pollutants, such as small particulate matter, that has been identified as a health concern; develop control strategies to reduce downwind pollution transport to the Central Valley.

Current programs: Ongoing implementation of Transportation Control Measures adopted in federal and state air quality plans

New Initiatives: Urban bus retrofit programs to reduce ozone and particulate matter; episodic controls for Spare the Air Days; possible new TCMs for inclusion in updated federal and state air quality plans

How are we doing? Look to the following:

- Air quality attainment status
- Progress in defining and implementing new episodic control strategies for Spare the Air Days

Goal 6. Lifeline Mobility

Purpose: Certain segments of the population have reduced mobility options and therefore require special attention in transportation planning: households without a car, school children, older adults, and the disabled. While not the only solution to the mobility needs of these individuals, transit will play a key role in many of the desired trips. The cost of transportation can also be a barrier to travel to work, school, medical services, or basic shopping.

Objectives: Identify populations that may be at a disadvantage in terms of existing mobility options (low income, minority, disabled, older adults); identify effective responses to their transportation needs; protect existing services and implement new services as required

Current Programs: Lifeline Transportation Network definition; Low Income Flexible Transportation (LIFT) program; AC Transit student bus pass pilot program, community based transportation plans, Older Adults Transportation Study.

New Initiatives: Transportation Affordability Study

How are we doing?

- Number of new trips and hours of service provided by LIFT
- Implement recommendations of Older Adults Transportation Study
- Implement findings of Transportation Affordability Study
- Implement recommendations of community based transportation plans

Goal 7. A Safe System

Purpose: Ensuring the safety of travelers is a priority for all government agencies engaged in transportation, whether the trip is by car, transit, bike or walking. Safety programs range from basic driver education to more extensive efforts, such as retrofitting bridges and transit guideways to withstand a major earthquake. Protecting transportation facilities from terrorism is also a new safety area for federal, state, and local law

enforcement officials and requires the cooperation of the Bay Area transportation agencies.

Objectives: Protect passengers from injury and theft, strengthen key transportation facilities to withstand earthquakes; help ensure transportation agencies can function effectively after an earthquake; raise awareness of bicycle and pedestrian safety issues; identify new or emerging safety and security issues and identify appropriate responses

Current Programs: coordinate annual emergency preparedness exercise and serve as the regional clearinghouse for dispensing information after an earthquake; roving tow trucks to assist motorists on freeways (Freeway Service Patrol- FSP, in partnership with Caltrans and CHP), freeway call boxes for motorist assistance, technical assistance to cities and counties to analyze safety issues (TETAP), Pedestrian Safety Task Force

New Initiatives: annual emergency exercise focusing on terrorism; safety and security programs coming out of SAFETEA

How are we doing? Look to the following:

- Reduce rate of fatal and injury collisions involving autos and reduce the number of fatal and injury collisions involving bicyclists and pedestrians.
- Increase the level of investment in safety programs/projects, including enforcement and education programs
- Progress in allocating funding to the worst 10% of freeway segments and intersections based on CHP collision data
- Percent completion of bridge and transit seismic safety programs
- Reduce FSP and emergency (CHP and local) response times

Bay Area Congestion Management Agency Association

September 30, 2003

Chris Brittle
Planning Manager MTC
101 Eighth Street
Oakland, CA 94607-4700



RE: Transportation 2030 Goals

Dear Chris:

Thank you for participating in our CMA meeting of September 26th and reviewing the Draft Transportation 2030 Goals. After reviewing the Goals the Directors recommend the following changes:

1. Modify the title "Fix it First" to "Keep it working". Directors felt the name implies a priority that may not be achievable. Directors support the goal but feel the emphasis should be on "keeping the system working" as opposed to a first priority commitment to maintenance without support for transportation management and expansion.
2. Modify Lifeline Mobility to "Mobility for All". Directors support the equity considerations inherent in a mobility goal but feel the goal needs to be expanded to conceptually improve the quality of transportation for all.
3. Add a goal on "Congestion Relief" or perhaps "Congestion Management". Directors feel that the public can relate to a goal addressing congestion and ways to mitigate its impacts through increase mode choices and expansion of the system. Specific actions need to be taken as part of the RTP process directly related to trying to achieve some success in this area.

Again, thanks for soliciting comments from the CMA's. Please call me at 707 259-8634 if we can provide any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Zdon".

Mike Zdon
CMA Moderator

cc: Steve Heminger, MTC
CMA Directors

SONOMA COUNTY TRANSPORTATION AUTHORITY S T A F F R E P O R T

DATE: October 13, 2003
TO: Sonoma County Transportation Authority (SCTA)
FROM: Suzanne Wilford, Executive Director
SUBJECT: **ITEM VI:** Update on Proposed Casino and Traffic Issues

ISSUE

What is the status of a proposed casino in Rohnert Park? What impacts will the proposed project have on traffic?

BACKGROUND

The Federated Indians of the Graton Rancheria have proposed to locate a casino and hotel on the western outskirts of Rohnert Park between Wilfred Avenue and Rohnert Park Expressway. The SCTA directed staff to become involved in any discussions related to traffic impacts, particularly related to Highway 101. To that end, staff has met with a representative from the tribe who is developing a preliminary assessment of traffic issues, Caltrans management, and city and county staff.

The most recent development includes the “Non-Binding Preliminary Term Sheet” between Rohnert Park and the Tribe. Included in this set of terms is a provision that states, “with respect to transportation and traffic mitigation, the Tribe will... (iv) assist and coordinate with the SCTA and Caltrans to fast track the Wilfred Avenue/Golf Course interchange construction and Highway 101 widening from Wilfred Avenue to Old Redwood Highway...” There is no dollar amount attached to this item.

Updated information will be provided at the SCTA meeting should it become available.

REQUESTED ACTION

Consider the staff report and provide direction to staff as appropriate.

SONOMA COUNTY TRANSPORTATION AUTHORITY STAFF REPORT

DATE: October 13, 2003
TO: Sonoma County Transportation Authority (SCTA)
FROM: Suzanne Wilford, Executive Director
SUBJECT: ITEM VII: PUBLIC HEARING: FY2003/04 SCTA Final Budget

ISSUE

Shall the SCTA adopt the final budget for FY2003/04? Shall the SCTA authorize the Chair to amend its lease agreement for office space?

BACKGROUND

By October of each year the SCTA must adopt a final budget in order for operations to continue. As is customary, the budget includes all revenues from local, regional and state sources. A breakdown of the costs to each jurisdiction is provided. Additionally, all anticipated expenditures are listed. Prior year actuals are included for FY2002/03.

SCTA & TFCA BUDGET SUMMARY

A table summarizing all projected expenses and revenues for FY2003/04 is attached.

REVENUES IN THE SCTA FY2002/03 FINAL BUDGET INCLUDE:

- Interest on Pooled Cash
The SCTA directed staff to budget for interest by passing Resolution No. 98-002, on January 12, 1998. Because of the cash flow issues the SCTA now faces with the reimbursement process with Caltrans, interest is no longer being earned. Therefore, there is no interest budgeted for FY03/04.
- State – 2000 STIP
The SCTA has programmed \$600,000 in STIP funds for planning, programming and monitoring purposes over the next three fiscal years. For FY03/04 we anticipate using \$165,000. These funds help pay for staffing and consultant costs associated with monitoring and delivering STIP projects.
- State – STIP 2002 N
The SCTA receives STIP funding on a reimbursement basis for environmental work being done for the Steele Lane to Windsor River Road project on Highway 101. These funds are used to pay for costs associated with the environmental work including consultants, legal fees, and staff time.
- State – STIP 2002 S
The SCTA receives STIP funding on a reimbursement basis for environmental work being done for the Old Redwood Highway to Rohnert Park Expressway project on Highway 101. These funds are used to pay for costs associated with the environmental work including consultants, legal fees, and staff time.
- SMART Project
SCTA staff provides a minimal amount of reimbursable services to the Sonoma/Marin Area Rail Transit Commission (i.e., accounting services, administrative support). This line item assumes \$5,000 in revenues

from SMART for the SCTA.

- **City and County Contributions**

The City and County contributions to the SCTA are based on a population and centerline road mile formula. Population numbers were updated based on Department of Finance figures for 2002. The total contribution from local jurisdictions is \$165,000. This is a slight increase from last year, which totaled \$162,000 but it also includes a \$5,000 city/county contribution that will go to SMART.

- **MTC Contribution**

The SCTA is eligible to receive federal Surface Transportation Program (STP) funds through MTC based on a population formula. Through the reauthorization of TEA-21, MTC has agreed to increase the minimum amount given to counties from \$140,000 annually to \$240,000. The SCTA remains eligible for the funds as long as it maintains a planning and programming function.

- **MTC Contribution TLC/HIP**

MTC and the Congestion Management Agencies have agreed to amend the scope of work currently in place to include tasks related to managing the Transportation for Livable Communities program and the Housing Incentive Program as well as other tasks related to transportation and land use planning. In return for performing these additional tasks MTC will provide \$150,000 annually to each agency.

- **Transportation Fund for Clean Air (TFCA) Funds**

The SCTA is eligible to receive 5% of the TFCA funds to serve as the Program Manager for the TFCA program of projects based on the hours spent managing the program. The SCTA anticipates receiving \$20,000 to administer the program for FY2003/04. This item is reflected as a negative expenditure due to the budgeting systems' handling of payment transfers within an agency.

EXPENDITURES IN THE SCTA FY2003/04 FINAL BUDGET INCLUDE:

- **Staff Salaries/Benefits**

The FY03/04 budget reflects the salary and benefits for the current three positions and adds salary and benefits for two new positions: Deputy of Projects and Programming and a Senior Planner. Benefits provided include health, dental, and retirement. These benefits are provided through the County of Sonoma and paid for by the SCTA. The Final Budget reflects a salary savings of \$66,000 as a result of the two new positions being vacant for several months.

- **Audit/Accounting**

The cost of the FY02/03 Single Year Audit will be \$9,000.

- **Fiscal Accounting Services**

The Auditor-Controller's Office provides financial management for the Transportation Fund for Clean Air (TFCA) Program, the SMART Commission and processes all financial items affiliated with the SCTA operations. This includes payroll services.

- **Consultant Services**

This item includes work related to the EIR/EIS work, project management, modeling, facilitation for the Countywide Plan update and possible corridor planning efforts.

- **Legal Services**

This item includes legal work done on environmental documents as well as any routine legal services required by the SCTA.

- **Operational Expenses**

Items considered operational expenses include computer hardware and software, office supplies, office

lease, printing, postage, travel, and other relates categories. The total amount requested in the Final Budget for these items in FY03/04 is \$144,838. This is an increase from the Preliminary Budget of \$37,000. The increase is a result of \$5,500 in additional costs for publishing job advertisements, \$11,500 in additional lease costs for increasing SCTA office space, and \$20,000 one-time costs for relocating and furnishing the additional office space. These increases are directly related to the two new positions.

TRANSPORTATION FUND FOR CLEAN AIR (TFCA) BUDGET

The TFCA program budget, like the SCTA budget, is now in its final form and mirrors the TFCA program of projects adopted by the SCTA in April.

As part of the budget approval process staff is seeking direction from the Board to allow the Chair to sign an amendment to the lease agreement for the SCTA office space. The amendment will cover an additional 970 square feet. The cost per square foot will remain the same as our current lease for the first 12 months of the 5 year lease. After that the SCTA will pay a 4% increase each year. This is similar to the existing lease. Additionally the square footage costs will cover tenant improvements including new carpet, paint, new doorways that meet ADA requirements, and reconfiguration of the front entrance.

REQUESTED ACTION

A. Consider the proposed final budget and, if it meets with the Board's approval, adopt Resolution No. 2003-008. Adoption of this resolution requires a 2/3-majority vote. Therefore, the budget must receive eight affirmative votes to pass. The SCTA must adopt a final budget by October 31, 2003 in order to continue operations.

B. Authorize the Chair to execute an amendment to the SCTA office lease.

Resolution No. 2003-008

Sonoma County Transportation Authority
Santa Rosa, California
October 13, 2002

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SONOMA
COUNTY TRANSPORTATION AUTHORITY, COUNTY OF SONOMA,
STATE OF CALIFORNIA, ADOPTING A FINAL BUDGET FOR FISCAL
YEAR 2003/2004**

WHEREAS, a Final Budget for Fiscal Year 2003/04 has been prepared by the Executive Director and reviewed by the Sonoma County Transportation Authority.

WHEREAS, the Final Budget includes funding for a 3% cost of living adjustment for SCTA employees for Fiscal Year 2003/04

NOW, THEREFORE, BE IT RESOLVED that the Fiscal Year 2003/04 Final Budget for the Sonoma County Transportation Authority, attached hereto and marked "Exhibit A," is hereby adopted.

BE IT FURTHER RESOLVED that the Cities and County of Sonoma will contribute revenue as described in "Exhibit A" payable by the end of the first quarter of Fiscal Year 2003/04 to the Sonoma County Transportation Authority.

BE IT FURTHER RESOLVED that the Executive Director, acting as Clerk of the Authority, shall deliver a certified copy of this resolution to the Sonoma County Auditor-Controller.

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

Director Allen
Director Costello
Director Gilardi
Director Healy
Director Jehn
Director Kelley

Director Kerns
Director Mackenzie
Director Schaffner
Director Smith
Director Spooner
Director Wright

Ayes:

Noes:

Absent:

Abstain:

SO ORDERED

I, the undersigned, certify that the foregoing resolution was duly adopted at a regular meeting of the Board of Directors of the Sonoma County Transportation Authority held on October 13, 2003.

Suzanne Wilford, Executive Director
Clerk, Sonoma County Transportation Authority

Sonoma County Transportation Authority

FY 03-04

Budget Index # 798017

Sub-Object #	Actual 2001-02	Budgeted 2001-02	Actual 2002-03	Budgeted 2002-03	Requested 2003-04	Amount of Change	Percent Change
Revenues							
1700	1,619	5,000	(2,563)	3,000	0	(3,000)	-100.00%
2500	137,500	235,000	49,440	235,000	165,000	(70,000)	0.00%
2500	0	200,000	478,716	2,227,000	1,225,000	(1,002,000)	-44.99%
2500	0	0	432,116	0	1,225,000	1,225,000	N/A
2900	5,136	5,000	0	0	0	0	0.00%
2900	0	0	27,804	7,000	5,000	(2,000)	N/A
2901	71,635	71,636	77,370	77,370	77,486	116	0.15%
2910	78,365	78,364	84,630	84,630	87,514	2,884	3.41%
2920	140,000	140,000	140,000	140,000	240,000	100,000	71.43%
2920	0	0	0	0	150,000	150,000	N/A
3980	30,623	0	500	0	0	0	0.00%
4040	520	0	0	0	0	0	0.00%
4109	0	0	0	0	0	0	0.00%
4620	21,672	30,000	0	0	0	N/A	0.00%
TOTAL	487,070	765,000	1,288,012	2,774,000	3,175,000	401,000	14.46%
Expenditures							
Salaries and Benefits							
5100	173,190	188,533	189,476	188,856	350,000	161,144	85.33%
5110-5400	49,791	59,750	59,428	72,283	138,100	65,817	91.05%
5190	0	0	0	0	0	0	0.00%
5900	0	182	0	0	(66,000)	(66,000)	0.00%
5903	0	0	0	8,861	0	(8,861)	0.00%
5904	0	(1,465)	0	0	0	0	0.00%
SUBTOTAL	222,981	247,000	248,904	270,000	422,100	152,100	56.33%
Outside Contracts/Services							
6630	8,700	8,700	8,700	9,500	9,000	(500)	-5.26%
6629	18,154	9,000	30,976	25,000	25,000	0	0.00%
6570	294,612	475,000	930,624	2,300,000	2,525,000	225,000	9.78%
6573	0	0	90	0	0	0	0.00%
6519/6540	600	0	0	0	0	0	0.00%
6521	153	0	168	0	185	185	0.00%
6610	10,338	7,500	10,450	30,000	30,000	0	0.00%
SUBTOTAL	332,557	500,200	981,008	2,364,500	2,589,185	224,685	9.50%
Operational Expenditures							
6889/6890/7402/7450	11,403	8,000	11,564	10,000	15,000	5,000	50.00%

Sonoma County Transportation Authority

FY 03-04

Budget Index # 798017

Sub-Object #	Actual 2001-02	Budgeted 2001-02	Actual 2002-03	Budgeted 2002-03	Requested 2003-04	Amount of Change	Percent Change
7400	6,259	5,000	13,663	8,000	16,915	8,915	111.44%
6400	3,414	4,000	3,236	5,000	7,500	2,500	50.00%
6410	5,795	6,000	3,848	6,000	6,000	0	0.00%
6430/6820	12,554	10,000	9,964	12,000	14,815	2,815	23.46%
6800	116	500	615	500	6,000	5,500	1100.00%
6840	19,102	19,500	19,828	20,475	33,608	13,133	64.14%
6415	616	750	618	1,000	1,000	0	0.00%
6103	0	0	3,623	5,000	5,000	0	0.00%
6040/6049	2,253	3,000	2,107	3,500	4,000	500	14.29%
7302/7303	13,676	12,500	15,423	15,000	15,000	0	0.00%
7038	0	0	0	0	20,000	20,000	N/A
SUBTOTAL	75,188	69,250	84,489	86,475	144,838	58,363	67.49%
Other Charges							
8010	0	0	0	0	5,000	5,000	N/A
SUBTOTAL	0	0	0	0	5,000	5,000	N/A
Reimbursements							
8700	0	0	(15,123)	(20,000)	(20,000)	0	0.00%
SUBTOTAL	0	0	(15,123)	(20,000)	(20,000)	0	0.00%
TOTAL	630,726	816,450	1,299,278	2,700,975	3,141,123	440,148	16.30%
Total Revenue	487,070	765,000	1,288,012	2,774,000	3,175,000	401,000	14.46%
Total Expenditures	630,726	816,450	1,299,278	2,700,975	3,141,123	440,148	16.30%
Change in Fund Balance	(143,656)	(51,450)	(11,266)	73,025	33,877	(39,148)	
FUND BALANCE	18,575		7,309		41,186		