

SCTA Sonoma County Transportation Authority

Keeping Sonoma County Moving

Citizens Advisory Committee

AGENDA

**February 7, 2005
4:00 to 5:00 p.m.**

Sonoma County Transportation Authority
520 Mendocino Avenue, Suite 240A,
Santa Rosa, California

Directors

Paul Kelley, Chair
Sonoma County

Robert Jehn, V. Chair
Cloverdale

Steve Allen
Windsor

Bob Blanchard
Santa Rosa

Stanley Cohen
Sonoma

Patricia Gilardi
Cotati

Mike Healy
Petaluma

Linda Kelley
Sebastopol

Mike Kerns
Sonoma County

Jake Mackenzie
Rohnert Park

Lisa Schaffner
Healdsburg

Tim Smith
Sonoma County

ITEM

- I. Public Comment
- II. Reports – **INFORMATION/DISCUSSION**
- III. Measure M Strategic Plan Policy Questions - **DISCUSSION/ACTION**
- IV. Other Business/Comments/Announcements
- V. Adjourn – **ACTION**

SCTA Staff

Suzanne Wilford
Executive Director

Janet Spilman
Sr. Transportation Planner

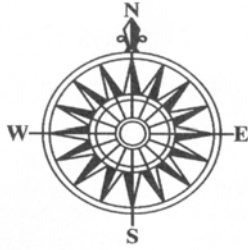
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The next **S C T A** meeting will be held **February 14, 2005**
The next **C A C** meeting will be held **February 28, 2005**

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.



Measure M Implementation and Policy Questions

Project Delivery

1. Should the SCTA create project information sheets to facilitate the gathering of project information? How will the more conceptual projects be scoped?
2. How will projects be ranked for programming in the Strategic Plan? What criteria should be considered?
3. How will road maintenance and bus transit funding be allocated? What will the reporting requirements be for each jurisdiction and each transit operator?
4. What is the mechanism for adding, amending or deleting projects?
5. What is the mechanism for further defining the scope of the projects listed in Measure M?
6. Who is responsible for regional roads/intersections/projects inside and outside city limits (i.e., Penngrove, Mark Springs Rd, Airport Blvd., Fulton/Hwy 12 intersection, etc.)? Should there be cooperative agreements or MOUs for projects that impact more than one jurisdiction? Who should take the lead on such an arrangement?
7. Should there be penalties for missed deadlines or non-performance?
8. Should there be a "hire local" or local contractor preference provision required for the use of Measure M funds?
9. Should there be a public/private project review team to evaluate capital projects at 30%, 60% and 90% design? Who should sit on such a review team?
10. How should the strategic plan differentiate between projects and programs?
11. Should there be a MOU between SCTA and Caltrans to clarify roles and responsibilities as it relates to Highway 101 projects and Measure M?
12. How will the relationship between Measure M projects and the TPLUS program be coordinated?
13. How will the SMART project needs be handled in the first three years? How will priorities be established? What will the reporting requirements include?

Financial

14. How will cash flow be managed? Will there be debt financing? If so, for what types of projects and how are bonding costs allocated?
15. Will borrowing between fund categories be allowed? What will the conditions be?
16. Are the dollar amounts included in Measure M fixed for each project?
17. If there is an increase in sales tax revenues, can those funds be used for identified projects that have additional needs? How will new projects be brought in to the program if funding is available?
18. If there is a decrease in sales tax revenues, how will funding be effected for projects listed in the Measure?
19. How will matching funds be regulated? Can Measure M funding be used up front? Will there be a dollar for dollar match?
20. Will money spent on projects before Measure M was approved count toward local match?
21. Will all project related funding be on a reimbursement basis? What will the invoicing requirements include?
22. Should there be an increase to the local contribution for SCTA administration? How much?
23. How will program oversight and administrative costs be handled?
24. Should funding swaps be employed to maximize the use of Measure M funds?
25. Should other fund sources controlled by SCTA (i.e., STIP, TDA3, STP, CMAQ, TFCA, etc.) be directed toward the completion of Measure M projects as the highest priority?
26. What financial assumptions should be made in developing the cash flow model?

Administrative

27. What will the reporting requirements be for local road and bicycle projects?
28. Should the SCTA create project application sheets to facilitate allocation requests?
29. What project management reporting will be required? How frequently? What format? What information should be included?
30. What audits should be required?
31. What will the timing for updates to the strategic plan be?