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**Robert Jehn, Chair**  
Cloverdale

**Mike Kerns, V. Chair**  
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Sonoma County

**Jake Mackenzie**  
Rohnert Park

**Mike Reilly**  
Sonoma County

**Lisa Schaffner**  
Healdsburg

**Technical Advisory Committee**

**AGENDA**

**March 23, 2006**

**1:30 P.M.**

Santa Rosa Public Works, Conference Room 5  
69 Stony Circle, Santa Rosa, California

**ITEM**

- I. Public Comment
- II. Approval of Minutes, January 26, 2006 Meeting\* – **DISCUSSION/ACTION**
- III. Reports – **INFORMATION/DISCUSSION**
  - A. SCTA Staff Report
    - i) Modeling Sub-committee
    - ii) DBE Update\*
  - B. MTC Report
    - i) Cycle 3 Update
  - C. Local Streets & Roads Update
- IV. TFCA – Call for Projects - **INFORMATION**
- V. Bike Routine Accommodation\* - **DISCUSSION/ACTION**
- VI. TDA(3) – Proposal to Fund Countywide Bicycle/Pedestrian Plan - **ACTION**
- VII. Measure M – **DISCUSSION/ACTION**
  - A. Funding Agreements & Revenue Report\*
  - B. Pengrove Coop Agreement – Form Subcommittee
  - C. Bike/Ped Coop Agreement – (Petaluma River Trail Retaining Wall)
- VIII. Update on Caltrans' Projects – **DISCUSSION/ACTION**
  - A. Route 116 Projects – Traffic Mgt. for Stage Gulch Project
  - B. Hwy 101 Projects – Parson's Update on Central Proj. Env. Doc.
- IX. Other Business/Comments/Announcements
- X. Adjourn – **ACTION**

**Suzanne Wilford**  
Executive Director

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The next **S C T A** meeting will be held **April 10, 2006**  
The next **T A C** meeting will be held **April 27, 2006**

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.

# TECHNICAL ADVISORY COMMITTEE

## MINUTES January 26, 2006

### ATTENDEES

Acorda, Lillian, Caltrans	Kelly, Sue, City of Sebastopol
Adams, Nancy, City of Santa Rosa	Lackie, Susan, City of Petaluma
Anderson, Bob, Chair CAC	Landeros, Mario, City of Healdsburg
Babauta, Mona, City of Santa Rosa	Lee, Anthony, Caltrans
Baker, Ed, City of Santa Rosa	Penry, Frank, City of Petaluma
Barney, Chris, SCTA	Preston, Guy, SCTA
Bonnoitt, John, City of Sonoma	Rea, Michael, West County Transportation Agency
Burt, Richard, Town of Windsor	Robertson, David, SoCo Transportation & PW
Gause, Seana, SCTA	Schmitz, Steven, Sonoma County Transit
Gipsone, Joy, City of Santa Rosa	Silva, Bill, City of Cotati
Jenkins, Darrin, City of Rohnert Park	Wilford, Suzanne, SCTA

### ITEM

#### I. Public Comment

There were no public comments made.

#### II. Approval of Minutes, November 17, 2005 Meeting – **DISCUSSION/ACTION**

The minutes were approved unanimously.

#### III. Reports – **INFORMATION/DISCUSSION**

##### A. SCTA Staff Report

Ms. Wilford commented that the meeting location change is due to limitations in the current office space limitations. Staff is working on relocation plans for the SCTA office.

##### B. MTC Report – Cycle 3 WebFMS update, Parking Study

Ms. Gause referred to the Cycle 3 Summary Sheet in the agenda packet as she reported on the status of the Web FMS updates and reviewed the priority list of projects for the Cycle 3 funding shortfall. Ms. Gause also reviewed the time line for projects.

Ms. Wilford reported that included in the agenda packet is a flyer from MTC. MTC is very interested in getting case studies of jurisdictions throughout the Bay Area looking at parking alternatives, or parking policies related to SMART growth and downtown areas. This is an opportunity to get parking analysis done within jurisdictions. MTC would like to hear from interested jurisdictions by the end of this month.

##### C. Local Streets & Roads Update

Ms. Wilford reported that Mr. Moshier requested a draft of the Local Streets & Roads Strategic Plan be included in the agenda packet. This is clearly a draft and the idea was that this be a building block for the RTP. All comments can be submitted to Rick Moshier, Steve Urbanek

IV. "Inactive Projects" with Federal Funding – **DISCUSSION/ACTION**

Ms. Gause reported that Caltrans put together a list for FHWA of inactive projects. FHWA determined that there was federal funding tied up in projects that were not moving forward. MTC also created a list; and, at one point, there were several lists floating around, which caused confusion.

Staff met with Caltrans and FHWA to review the inactive projects. All of the inactive projects for Sonoma County were resolved; they either were invoiced, explained to the satisfaction of the FHWA, or de-obligated. The amount of \$1,193,465.84 in federal funds was de-obligated for inactive projects in Sonoma County. FHWA and Caltrans have issued a policy for currently active and future projects requiring projects be invoiced a minimum of every six months.

V. TFCA – 2006/2007 Program Changes – **DISCUSSION/ACTION**

A. New legal requirements

Ms. Wilford reported that staff received a letter from the Bay Area Air Quality Management District last month indicating that changes to legislation governing TFCA went into effect January 1, 2006. The letter went on to summarize the changes. The last item in the summary indicated that the TFCA Program Manager funds would need to be fully programmed and expended each year. This is a significantly different approach than how we have been administering the program. Eligible jurisdictions were assigned on a population basis, a dollar amount based on whatever the TFCA revenues were each year. If a jurisdiction had enough money to do a project they applied, met the criteria, and did the project. If they did not have enough money to do a project they could bank the money. The clock would not start until on those projects were actually programmed, and the project moved forward.

The bottom line is that we have an un-programmed balance. This coming year if we don't fully program the new revenues and also the unpaid balance, it will go back to the Air District.

Discussion ensued about changes to the programming process and how the change would affect this coming year's round of funding.

B. Proposal to revise programming process

SCTA staff proposed that beginning with the FY06/07 year the TFCA program be made competitive to local jurisdictions in order to conform to the new legal requirements and prevent the loss of funds in Sonoma County.

There was a lot of discussion on how changing the funding formula would affect the eligible jurisdictions. Several ideas were discussed.

Ms. Wilford recommended that Rohnert Park, Santa Rosa, and the County of Sonoma, get their share based on the chart for this year. The remaining funds total about \$200,00. That \$200,000 would be competitive among the 5

jurisdictions of Cotati, Sebastopol, Sonoma, Windsor, and Petaluma. Any of the jurisdictions can apply for it, however Rohnert Park, Santa Rosa, and the County would get last call. Santa Rosa and the County of Sonoma have ongoing Trip Reduction programs, and the concern is losing those programs. Both the County and Santa Rosa would compete well and score high. This would exclude them from the competition by giving them what is only due based on historic distribution. Whatever is left is competitive. This is the transition year and Rohnert Park, Santa Rosa, and the County get to do a project. The rest of the jurisdictions would be eligible to compete for the balance of funds.

After much discussion the TAC agreed on this short-term plan.

VI. DBE Program – New Requirements – **DISCUSSION**

Ms. Gause reported that SCTA staff received a letter about the DBE program. There was a court appeals ruling against the DOT in Washington. Caltrans is proposing changing their program from a percentage of racially conscious and racially neutral application to just a racially neutral program.

We are in the middle of 45-day public comment period that started on December 21, 2005. On January 10, 2006, Caltrans District-4 held a public forum to accept comments on this proposal to change the program. It was held in the middle of the day and was not convenient for the Disadvantaged Business Enterprise owners. Therefore, it was rescheduled and held again last night. They are holding meetings around the State to accept comments.

VII. Measure M – **DISCUSSION/ACTION**

A. Funding Agreements, Revenue Report, Payment Timing

Mr. Preston reviewed the status of Cooperative Funding Agreements to date and the revenue cash flow report.

B. Revised Forecast and Local Road Funding Formula

Mr. Preston handed out a staff report and reported that the purpose was to discuss the status of Measure M revenues and expenditures to date. The staff report also addresses the estimated appropriation of Local Streets and Road maintenance for fiscal year 2006/07 and policy issues that developed in allocating the funding to Local Streets and Roads and Transit programs for future years.

Mr. Preston reviewed the spreadsheets that detail the FY06/07 estimated appropriation of LSR Maintenance and Transit for each jurisdiction.

Mr. Preston reported that the Measure M Strategic Plan was designed as a pay-as-you-go program for LSR Maintenance and Transit allocations. It provides direction for distribution by formula and direction as to when allocations are to be made, however, it does not specify how and when percentages will be updated and implemented. In the case of LSR Maintenance, each jurisdiction is required to update its total road miles as part of their annual reporting letter, but there is no set policy as to when the combined population/ road mile formula will be updated for future year's allocations. The Strategic Plan does not address whether the full balance of

each account should be disbursed at each appropriation period. The estimates provided assume that the full balances will be paid.

SCTA staff is seeking direction from the TAC on when allocation percentages are updated for future years, and whether the full balance of each account be disbursed at each appropriation period.

The TAC agreed to update the Road Miles on the Annual Project Sponsor Reporting Letter when required to submit in September for February projections. The TAC concurred that staff use the most current data available that is reported once a year to make the February projections and to update the allocation percentages.

The TAC also agreed that the LSR and Transit revenues will not be banked for the purpose of a float and will be fully disbursed each allocation period (quarterly for Transit, annually for LSR, with the exception of the County that receives their LSR allocation on a quarterly basis).

C. Penngrove Cooperative Agreement

Mr. Preston reported that the County submitted the Penngrove Cooperative Funding Agreement, which does not provide a matching fund. It doesn't state how the money is to be spent or how a program is to be developed to decide on what improvements are going to be done. The jurisdictions that are affected are Cotati, Rohnert Park, Petaluma, Santa Rosa, and County of Sonoma.

Mr. Robertson that the County of Sonoma would like to develop projects in between Cotati and Petaluma that would serve the cities needs and the collective transportation needs that go back and forth between the cities.

Mr. Robertson suggested that a subcommittee be developed that involves the jurisdictions that are affected.

Ms. Wilford agreed that SCTA staff would want to recommend to the Board that there be a subcommittee with the County of Sonoma and Cotati, Rohnert Park, Petaluma, Santa Rosa, and the SCTA, and it be a collaborative process.

There was discussion about this project and matching funds.

The TAC agreed that SCTA staff recommend to the Board approval of the document as is; without funds identified by the County to match the \$200,000 in Measure M money for phase 1, and request the Board to direct the TAC to create a subcommittee involving the affected jurisdictions and SCTA.

VIII. Update on Caltrans Projects – **DISCUSSION/ACTION**

A. Route 116 Projects

Ms. Acorda reported that the Sonoma 101 to Cotati project is back on track. Caltrans has found a way to continue working on it. The project is now on the 2006 SHOPP as a long lead project. The environmental document is moving along. Caltrans has also resolved a lot of issues on

the some of the geometrics and widening based on the recommendations from biologists and archaeologists. Caltrans is finalizing the environmental footprint.

B. Hwy 101 Projects

Ms. Gause reported that Stage Gulch is on track and Caltrans will hold a PDT meeting on February 8, 2006 that she will be attending.

Mr. Robertson reported that County of Sonoma held meetings on Stage Gulch with Caltrans this week and some of the design possibilities were staging changes. The primary issue from the County's perspective is full operation of the Refuge Transfer Station, which is one-half way in the middle of a project.

Mr. Robertson stated that he suggested at the Caltrans meeting that Caltrans build the eastern portion fully functional two directional and the western portion fully functional two directional as two phases, so that there is always two directional traffic out at the Refuge section. The original concept has four phases. The current phasing requires approximately two-year western only movement through the Gulch from Sonoma towards Petaluma during the construction. It provides for a traffic control detour using Lakeville Highway 37 and 121. It adds about 17 miles. The County of Sonoma is investigating options especially in light of the out movement of all the garbage in Sonoma County out of the County now since we don't have a refuge disposal site. We are moving garbage through the Sonoma Refuge Transfer Station to get there. There will be another meeting in the next two weeks.

Ms. Wilford reported that the Steele Lane contract was awarded. The preconstruction meeting will be held February 2, 2005.

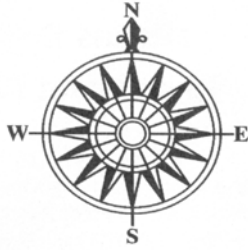
Mr. Preston reported that there has been significant progress working with Caltrans in preparing public information campaign for the construction phase of the two projects.

IX. Other Business/Comments/Announcements

Ms. Acorda announced that Caltrans maintenance crews have begun cutting the trees down along Highway 101 due to the bird issue.

X. Adjourn – **ACTION**

The meeting adjourned at 4:00 p.m.



**Directors**

February 16, 2006

**Robert Jehn, Chair**  
Cloverdale

**Mike Kerns, V. Chair**  
Sonoma County

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Rohnert Park

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Windsor

**Mike Reilly**  
Sonoma County

**Lisa Schaffner**  
Healdsburg

TO: SCTA TAC

FROM: Seana L. S. Gause  
Program/Project Analyst, DBE Coordinator

**RE: Summary of DBE informational meeting held at Caltrans District Office, February 15, 2006**

A letter sent out by the Caltrans Local Assistance Office dated February 8, 2006 contains important information regarding proposed changes to the DBE program. SCTA staff forwarded said letter via email to TAC members. **Please keep that letter as reference**, as it contains several important dates.

Caltrans had previously established a 45 day comment period for interested parties to provide comments and evidence in support of a race-conscious program, based on new evidentiary standards established by the Ninth Circuit Court of Appeals ruling in Western States Paving Co., Inc v. Washington Department of Transportation et al. Caltrans received requests for additional time and subsequently extended the comment period another 45 days. The new deadline for submitting comments or evidence supporting the use of race conscious goals is March 20, 2006.

Caltrans anticipates the possibility of changing from a race-conscious DBE program to a race-neutral program. If such a change were to be implemented, here is what you would need to know:

Under a race-neutral DBE program there would be no contract goals. Race Neutral language would need to be inserted into specifications for all contracts **awarded after May 1, 2006**. There will be no grace period. The Federal Highway Administration (FHWA) has stated that contracts let with race conscious specifications after May 1, 2006 would be ineligible for federal aid.

Possible impacts to agencies if a race neutral program is adopted are as follows:

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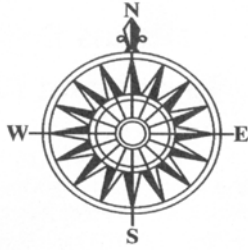
- If a contract is awarded and executed before May 1<sup>st</sup> there will be no impact.
- If a project is advertised, but bid not open, an amendment to the ad will be necessary
- Projects that are advertised and bids opened but have not yet been awarded will need to be readvertised. If projects are awarded after May 1, 2006 they will need to be Terminated for Convenience and readvertised. (AVOID THIS SITUATION, there can be significant cost associated with this option).

If Caltrans moves to a race neutral program your existing percentage goals will not go to waste. They will become your “availability list.” Agencies will be expected to *encourage* contractors to use DBEs from the availability list, however there will no longer be percentage requirements or good faith effort requirements of contractors (read: there is no way to force contractors to use DBEs). Availability goals are voluntary. Contract awards will not be contingent upon goals or good faith efforts. There will be no change in prompt pay, monitoring CUF reporting award commitments/final utilization, calculating contract/annual goals (except it’s all race neutral with availability goals).

Caltrans provided the following FAQs and answers:

1. Should Local Agencies continue with their existing DBE program/Contract Goals?  
Answer: Yes, until the Department says otherwise.
2. Can the Local Agency go to a race neutral program now or contracts with zero goals?  
Answer: No, New contract provisions need to be used if the change to race-neutral program takes effect.
3. What changes will the Local Agencies have to make if Caltrans goes to a race neutral program?  
Answer: Please refer to the Department’s February 8, 2006 letter sent out to all local agencies.
4. What actions will be needed by Local Agency’s board/council for approval?  
Answer: This decision will be determined by the Local Agency.

If you have additional questions regarding the proposed changes, please call me (707) 565-5372 and I will endeavor to answer your question or I will get the answer for you.



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**Memorandum**

March 10, 2006

TO: Eligible applicants

FROM: Janet Spilman, SCTA, 565-5371

SUBJECT: Solicitation of Interest – Year 2006/2007 **TFCA**

**The 2006/2007 TFCA Program**

All eligible jurisdictions (within the BAAQMD Air Basin – north to and including Windsor) are invited to submit projects for the 2006/2007 TFCA Program. TFCA funding is derived from DMV revenues on vehicle license fees.

As per recent legislation and consequent SCTA Board action, for the 06/07 funding cycle Sonoma County, and the cities of Rohnert Park and Santa Rosa will receive their population share of the Program Manager fund. The balance will be available to the remaining jurisdictions on a competitive basis.

Please base your application on the following estimates:

**Guaranteed Funds**

Rohnert Park - \$257,853

Santa Rosa - \$229,662

Sonoma County – \$122,177

**Competitive Funds**

\$225,018

Available funding is based on current year revenue estimates; balance forward from unused previous year revenue, interest, and the adjustment between last year's estimate and actual revenue. The available funding will vary slightly before this process is complete. **Please anticipate making an adjustment in the near future.** I will let you know the amount of that adjustment as soon as I learn it.

Attached are four (4) worksheets. One of them is the estimated fund distribution for this year. The others are cost effectiveness worksheets that are **required** by BAAQMD. One of them should be appropriate for your project. Also attached is the BAAQMD project application.

**ENCLOSURES:**

- wstr06.xlt Trip Reduction Worksheet
- wsam06.xlt Arterial Management Worksheet
- wshdv06.xlt New Heavy Duty Clean Air Vehicle Worksheet

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- wsreed06.xlt Existing Diesel Engines Worksheet
- 2006 Program Manager Fund Expenditure Program Guidance

**A project application and worksheet must be returned via email for every project.**

The entire list of projects must have an aggregate cost-effectiveness of \$90,000 or less per ton of emissions reduced based upon the TFCA funds allocated. I will report on the aggregate cost effectiveness at the TAC meeting.

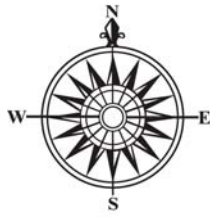
Please note also that every project sponsor will be required to report on the status of approved projects for two years after they are funded.

The following is FY 2006/2007 TFCA schedule.

April 7, 2006	Complete applications due to SCTA electronically (jspilman@sctainfo.org)
April 27, 2006	TAC reviews list
May 8, 2006	SCTA considers TFCA expenditure plan
May 31, 2006	TFCA expenditure plan due to BAAQMD
July, 2006	Contracts signed by BAAQMD/SCTA/Project Sponsors
Autumn 2006	Funds available for approved projects, funds need to be spent in 2 years

Please email your complete project description (with costs) by **April 7** to [jspilman@sctainfo.org](mailto:jspilman@sctainfo.org)

Additional project materials can be mailed or faxed to the SCTA



## Staff Report

**To:** Technical Advisory Committee  
**From:** Janet Spilman  
**Re:** **ITEM VII: MTC Report – Routine Accommodation**  
**Date:** March 24, 2006

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### **Issue:**

How would MTC's approval of the report *Routine Accommodation of Bicyclists and Pedestrians in the Bay Area* affect the ability to plan, program and construct projects in Sonoma County? The CBPAC has requested that the TAC address the issue.

### **Background:**

MTC has produced the draft report titled *Routine Accommodations for Bicyclists and Pedestrians in the Bay Area: Results from Interviews with Transportation Professionals and Recommendations to Encourage Routine Accommodation* in response to the "call for action in the last RTP. That call for action stated

*Bicyclist, pedestrians and wheelchair users must be full partners in the planning process, and bicycle facilities and walkways must be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities. Project sponsors must also consider safety and contiguous routes for bicycles and pedestrians. ....MTC will monitor routine accommodation of non-motorized transportation needs in its programming processes.*

The resulting study, based on interviews with a number of the managers of transportation projects was intended to investigate the level of consideration given to non-motorized travel in the planning and design of transportation projects. Over time, recommendations were added.

The draft Report will be presented to the Planning Committee of MTC on April 14. It is anticipated (though not certain) that it will be presented as an action item, then moved to the full Commission.

## **Existing Policies**

In addition to MTC's last RTP (*Transportation 2030*) and MTC RTIP policy requiring consideration of bicyclist and pedestrian needs in all project design, other policies supporting the routine accommodation of non-motorized transportation users are found at all levels of government.

Federal support began with TEA-21, followed by Caltrans Deputy Directive 64, SCTA Comprehensive Transportation Plan and Measure M.

## **Interviews, Findings, Case Studies**

MTC staff interviewed managers of roads, highways, and transit projects listed in the TIP to determine how existing policies affect the decision to include accommodations for bikes and pedestrians in the planning, design and construction process. Over half of the respondents indicated that projects included routine accommodations for bike/ped.

There was a strong correlation between a project manager reviewing a non-motorized plan and including non-motorized accommodations. The primary reasons given for not including bike/ped accommodations were 1) lack of understanding of policies or need 2) lack of resources

Three projects were selected for Case Studies, two in Sonoma County. They were Highway 101 – Marin –Sonoma Narrows and Golf Course Drive Overlay. Both projects were highlighted for their positive approach to routine accommodation of bicycle and pedestrian needs.

## **Report Recommendations**

Most discussion has centered on the list of Recommendations contained in the Report. An excerpt of the draft report is attached.

Most comments back, from CMAs, project sponsors and advocates have been directed at one or more of the Recommendations.

1. *Recommendation:* Caltrans and MTC will make available routine accommodations reports, publications available on their respective websites.
2. *Recommendation:* Caltrans District 4 will maintain a database and share a list of ongoing Caltrans and local agency PIDs and PSRs either quarterly or semi-annually at the District 4 Bicycle Advisory Committee to promote local non-motorized involvement in projects on the state highway system.
3. *Recommendation:* MTC will continue to support the use of TDA funds for bicycle and pedestrian planning, with special focus on the development of new plans.
4. *Recommendation:* MTC's regional discretionary fund programming policies shall ensure project sponsors consider the accommodation of non-motorized travelers consistent with Caltrans' Deputy Directive 64. Projects funded all or in part with regionally discretionary-funds must include bicycle and pedestrian facilities at those locations called for in applicable plans and standards unless those facilities exceed 15% of the total project cost.
5. *Recommendation:* TDA Article 3, Regional Bike/Ped, and TLC funds shall be reserved for improvements to existing sub-standard facilities that are not part of a roadway rehabilitation project, or in cases where the non-motorized costs exceed 15%

in #4 above. Further, TDA Article 3, Regional Bike/Ped, and TLC funds shall not be used to fund new non-motorized facilities that need to be built to mitigate roadway construction activities.

6. *Recommendation:* MTC will monitor how the needs of non-motorized users of the transportation system are being considered and accommodated in the design and construction of transportation projects by auditing candidate TIP projects.

7. *Recommendation:* Caltrans shall develop an online form to serve as a checklist review for state highway and interchange projects at system planning or project initiation phase. Caltrans shall monitor select projects based on their online forms and the proposed checklist.

8. *Recommendation:* Caltrans, CMAs and local agencies shall have BPACs review projects during the design stage to provide input on appropriate bicycle and/or pedestrian facilities for proposed projects. BPACs shall include members that understand the range of transportation needs of bicyclists, pedestrians and the disabled.

9. *Recommendation:* Caltrans and MTC will continue to host project manager and designer training sessions to staff and local agencies to promote routine accommodation Deputy Directive 64.

### What Others Say

The **Bay Area Bicycle Coalition** comments on all of the recommendations and provides 5 additional recommendations. In summary the BABC seeks better adherence to current policies, better training, and more organization about project development.

### **Bay Area CMA Directors**

*Draft recommendations would restrict the ability of counties and cities to implement the projects identified as key in their respective adopted bike plans rather than encourage them. Many of the recommendations from the study limit countywide flexibility in the use of TDA funding, require expenditures on projects not identified in local bike plans, recommend percentages on the allocation of sales tax expenditures county to local ordinances, and define a prescriptive review process for local Bike Advisory Committees and project review, Therefore, these should not be included in the policy.*

The **Contra Costa Transportation Authority** makes the following points:

- ❑ “Consideration and Appropriateness. In most policies on routine accommodation, the concepts of consideration and appropriateness are essential, including MTC’s own call to action, In fact, the impetus of all of these policies that the needs of all modes of travel need to be considered when planning and designing any transportation facility. .... The intent of ‘where appropriate’ is that separate facilities for non-motorized travelers are not always feasible or needed and that agencies will need to define when including those facilities are appropriate and when they are not.”
- ❑ Balancing Various Needs with Limited Dollars.

- ❑ Under-accentuating the Positive. The details of the report demonstrate a better planning situation than the analysis would indicate.
- ❑ MTC's recommendations are overly prescriptive and add significantly to the Review Process.

### **SCTA staff analysis**

To begin with – MTC used Sonoma County projects in 2 of its 3 case studies to demonstrate how routine accommodation is working already. In discussion with MTC staff there was acknowledgement that this county already has a better understanding of the needs and policies surrounding bike/ped needs. Sonoma County has communication, with and organization of advisory and advocacy organizations.

Many, if not most of the Recommendations listed are already ...routine or would have little impact on projects in Sonoma County.

That said, incorporating these recommendations into yet another policy document is overly prescriptive and may count as yet another hurdle of bureaucracy rather than as support and incentive.

Also of concern are numbers 4, 5 and 8.

The recommendations do not take into account the purpose and need of projects and how those factors should relate to the concept of appropriateness of bicycle and pedestrian facilities. Recommendation number 4, in its requirement that all projects must fund bike/ped accommodation up to 15% of the overall cost within the project budget may be inappropriate and infeasible.

#5 is dangerously unclear, leaving the interpretation of this open to its proponents and opponents. Discussion with MTC indicated that number 5 is the balance to number 4, for those projects on a roadway that is not being rehabilitated or for non-motorized costs above 15% in #4.

MTC has promised clarification to this item quickly.

Recommendation #8, requirement of BPAC review of projects - may also create such a burden for project managers as to actually discourage projects or create an unworkable situation.

### **Recommended Action**

Review the policies recommended by the MTC report *Routine Accommodation of Bicyclists and Pedestrians in the Bay Area*, staff analysis and determine if the TAC has comments to forward on to the SCTA.



## Staff Report

**To:** Sonoma County Transportation Authority (SCTA)

**From:** Janet Spilman

**Re:** **ITEM VII: TDA3** Proposal to fund Countywide Bicycle/Pedestrian Plan update

**Date:** March 13, 2006

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**Issue:**

Will the SCTA approve an application by SCTA for TDA Article 3 funds for production of SCTA Bicycle & Pedestrian planning products?

**Background:**

Transportation Development Act (TDA) funds are derived from a statewide ¼ cent sales tax and are directed primarily toward Transit operations. TDA Article 3 funds are approximately 2% of those funds and are set aside for bicycle and pedestrian projects, including bicycle lanes, pedestrian paths and planning and marketing efforts. The SCTA approves an expenditure program and tracks projects, while MTC administers the funds.

**Creating a New Bike/Pedestrian Vision & Plan**

The Countywide Bicycle & Pedestrian Advisory Committee is responsible, with SCTA staff, for updates to the Countywide Bicycle Plan (last updated in 2003). The major components of the Plan are maps of existing and proposed bike facilities, a list of proposed projects, overview of bicycling conditions and a brief description of the Vision and Goals. Input from each jurisdiction is vital, as each Bicycle Advisory Committee works in their community to determine a list of goals and priorities. As the public grows more interested in non-motorized transportation there is a greater need to invest resources into the overall planning process.

There is also an increasing need to include a pedestrian element in the plan. Most jurisdictions do not currently have a Pedestrian plan as a stand-alone document or as part of the Bicycle and Pedestrian Plan. This effort is, essentially starting from scratch, and will require a significant effort by CBPAC to determine the needs and priorities of pedestrians.

Bicycle Plans are also becoming more complicated as fund sources require more technical information to be included. The Bicycle Transportation Account (BTA), a funding program administered by Caltrans requires technical performance measures that not many jurisdictions have the time or resources to include.

### **SCTA Proposal**

Staff proposes to launch a more significant Bicycle and Pedestrian Planning process than we have previously embarked upon. We propose that CBPAC oversee a consultant contract that would provide each jurisdiction a comprehensive document that will address their own local concerns as well as provide the technical expertise that would make each community eligible for a greater number of funding sources. A centralized planning process would assure connectivity, timeliness and would make efficient use of a specialized consultant. In addition, this will allow SCTA to provide comprehensive and flexible GIS services to each community.

We propose to provide the following for each jurisdiction:

- Electronic and paper GIS maps detailing existing and proposed bicycle and pedestrian projects in a variety of sizes;
- An inventory of existing and proposed bikeways in a central database maintained by the SCTA that will be linked to the GIS master map;
- Public outreach appropriate for each jurisdiction;
- Update of goals and objectives;
- Technical performance standards, as required by Caltrans and other funding sources;
- A Bicycle and Pedestrian Plan for every jurisdiction, in electronic and printed formats.
- A Countywide Bicycle and Pedestrian Plan that will serve as an appendix to our upcoming Sonoma County Comprehensive Transportation Plan update.

### **06/07 TDA 3 Funding Information:**

- Current funding available to spend is over \$1.1 million
- Interest and adjustments from MTC total over \$145,000
- The CBPAC has received only three TDA3 applications totaling \$348,934
- Revenue has increased from last year by 11%
- 05/06 actuals exceeded the fund estimate
- Substantial carryover balance
- In short, there is more TDA Article 3 funding available this year than we had anticipated. These factors create a unique opportunity to produce plans for the SCTA and each jurisdiction that would involve mapping, public outreach and technical performance information.

### **Funding Request**

- Consultant costs - up to \$180,000
  - Collection of available data and published materials
  - Extensive interaction with individual Bicycle Advisory Committees and public
  - Development of Pedestrian element
  - Technical performance standards
  - Assistance with development of the database
  - Production of documents
  - Presentation of Plan
  
- SCTA GIS services – up to \$20,000
  - Printer Plotter, equipment and supplies
  - GIS software licensing

### **Recommendation**

Consider approving SCTA funding application for TDA Article 3 funding for Bicycle & Pedestrian Plan update.

**SCTA Measure M Cooperative Funding Agreements To Date  
March 14, 2006**

SCTA M Index Code	SCTA M Project #	Coop Funding Agreement #	Jurisdiction	Category	Description	Submittal Date	Board Mtg Date	Board Approval	Allocation Date	Frequency	Comments
793406	M403A5	4-2018 SON 101 HOV Lane Project	SCTA	Hwy 101	Steele Ln to Windsor River Rd - Construction	05/09/05	05/09/05	05/09/05	8/25/2005	Rimbursement	Approved. <a href="#">Doc fully executed.</a> 1st pymt 8/2005
793208	M20007	M20007	City of Sebastopol	LSR	Road Maintenance Funding	08/08/05	09/12/05	09/12/05	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20006	M20006	City of Santa Rosa	LSR	Road Maintenance Funding	09/06/05	10/10/05	10/10/05	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793505	M50012	M50012-05	City of Santa Rosa	Transit	Bus Transit Funding	09/09/05	10/10/05	10/10/05	Apr-06	Quarterly	Approved. <a href="#">Doc fully executed.</a> Due for 3rd Allocation in Apr-06.
793505	M50014	M50013-0	City of Healdsburg	Transit	Bus Transit Funding	09/12/05	10/10/05	10/10/05	Apr-06	Quarterly	Approved. <a href="#">Doc fully executed.</a> Due for 3rd Allocation in Apr-06.
793307	M30706	M30706-05	City of Santa Rosa	LSP	Hearn Avenue Interchange	09/06/05	11/14/05	11/14/05	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793307	M30806	M30806-05	City of Santa Rosa	LSP	Farmers Lane Extension	09/06/05	11/14/05	11/14/05	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793703	M70106	M70106-05	City of Santa Rosa	BikePed	Santa Rosa Creek Trail	09/06/05	11/14/05	11/14/05	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793703	M71203	M71203-A5-05	City of Healdsburg	BikePed	Foss Creek Trail in Healdsburg	10/06/05	11/14/05	11/14/05	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793208	M20005	M20005	City of Rohnert Park	LSR	Road Maintenance Funding	11/15/05	12/12/05	12/12/05	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793505	M50011	M50011-05	County of Sonoma	Transit	Bus Transit Funding	11/15/05	12/12/05	12/12/05	Apr-06	Quarterly	Approved. <a href="#">Doc fully executed.</a> Due for 3rd Allocation in Apr-06.
793208	M20008	M20008	City of Sonoma	LSR	Road Maintenance Funding	11/17/05	12/12/05	12/12/05	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20009	M20009	Town of Windsor	LSR	Road Maintenance Funding	11/17/05	12/12/05	12/12/05	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20010	M20010	County of Sonoma	LSR	Road Maintenance Funding	11/28/05	12/12/05	12/12/05	Apr-06	Quarterly	Approved. <a href="#">Doc fully executed.</a> Due for 3rd Qtrly LSR Allocation Pymt in Apr 2006.
793307	M30210	M30210-05	County of Sonoma	LSP	Airport Blvd Improvements	11/28/05	01/09/06	01/09/06	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793307	M30110	M30110-A3-05	County of Sonoma	LSP	Penngrove/Railroad Ave Area Improvements	11/28/05	02/06/06	02/06/06	As Invoiced & Programmed	Reimbursement	Approved. <a href="#">Doc fully executed.</a>
793505	M50013	M50013-05	City of Petaluma	Transit	Bus Transit Funding	12/15/05	02/06/06	02/06/06	Apr-06	Quarterly	Approved. <a href="#">Doc fully executed.</a> Due for 3rd Allocation in Apr-06.
793208	M20004	M20004	City of Petaluma	LSR	Road Maintenance Funding	12/15/05	02/06/06	02/06/06	31-Mar-06	Annually	Approved. <a href="#">Doc fully executed.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20001	M20001	City of Cloverdale	LSR	Road Maintenance Funding	12/21/05	02/06/06	02/06/06	31-Mar-06	Annually	<a href="#">Doc Approved.</a> <a href="#">Circulating for signatures.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20003	M20003	City of Healdsburg	LSR	Road Maintenance Funding	01/30/06	03/13/06	03/13/06	31-Mar-06	Annually	<a href="#">Doc Approved.</a> <a href="#">Circulating for signatures.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.
793208	M20003	M20002	City of Cotati	LSR	Road Maintenance Funding	02/28/06	03/13/06	03/13/06	31-Mar-06	Annually	<a href="#">Doc Approved.</a> <a href="#">Circulating for signatures.</a> Schedule for 1st Annual Pymt during 3rd Qtr in Mar 2006.

**Measure M Cash Flow**  
**Total Program to Date as of February 28, 2006**

<u>Description</u>	<u>Admin</u> 793109	<u>LSR</u> 793208	<u>LSP</u> 793307	<u>Hwy 101</u> 793406	<u>Transit</u> 793505	<u>Rail</u> 793604	<u>Bike &amp; Ped</u> 793703	<u>Total</u>
BEGINNING CASH BALANCE	-	-	-	-	-	-	-	-
<b>Revenue:</b>								
1140 Sales/Use Tax	127,056	2,541,135	2,541,135	5,082,269	1,270,567	635,284	508,227	12,705,673
1700 Interest on Pooled Cash	(151)	15,016	15,016	29,191	6,573	3,754	3,003	72,401
<b>TOTAL REVENUE</b>	<b>126,905</b>	<b>2,556,150</b>	<b>2,556,150</b>	<b>5,111,461</b>	<b>1,277,140</b>	<b>639,038</b>	<b>511,230</b>	<b>12,778,075</b>
<b>Expenses:</b>								
6300 November 2004 Election Costs	2,738	54,757	54,757	109,515	27,379	13,689	10,951	273,787
6300 Misc. Expense	84	1,686	1,686	3,372	843	422	337	8,430
6500 Professional/Special Services	4,840	-	-	1,550	-	-	-	6,390
6570 Consultant Services	-	-	-	-	-	-	-	-
6573 Administration Costs	66,478	-	-	-	-	-	-	66,478
6629 Fiscal Accounting	3,617	-	-	-	-	-	-	3,617
8010 Contributions to Other Govt's:	-	-	-	-	-	-	-	-
Cloverdale	-	-	-	-	-	-	-	-
Cotati	-	-	-	-	-	-	-	-
Healdsburg	-	-	-	-	-	-	-	-
Petaluma	-	-	-	-	-	-	-	-
Rohnert Park	-	-	-	-	-	-	-	-
Santa Rosa	-	-	-	-	-	-	-	-
Sebastopol	-	-	-	-	-	-	-	-
Sonoma	-	-	-	-	-	-	-	-
Windsor	-	-	-	-	-	-	-	-
Sonoma County Public Works	-	792,129	-	-	-	-	-	792,129
Sonoma County Regional Parks	-	-	-	-	-	-	-	-
Cal-Trans	-	-	-	70,000	-	-	-	70,000
Sonoma County Transit	-	-	-	-	463,373	-	-	463,373
Santa Rosa Citybus	-	-	-	-	285,124	-	-	285,124
Petaluma Transit	-	-	-	-	103,228	-	-	103,228
Healdsburg Transit	-	-	-	-	21,421	-	-	21,421
<b>TOTAL EXPENSES</b>	<b>77,757</b>	<b>848,572</b>	<b>56,443</b>	<b>184,437</b>	<b>901,368</b>	<b>14,111</b>	<b>11,288</b>	<b>2,093,977</b>
TOTAL ADJUSTMENTS	-	-	-	-	-	-	-	-
<b>ENDING CASH BALANCE</b>	<b>49,148</b>	<b>1,707,578</b>	<b>2,499,707</b>	<b>4,927,024</b>	<b>375,772</b>	<b>624,926</b>	<b>499,942</b>	<b>10,684,097</b>
<b>ANTICIPATED EXPENSES:</b>								
	-	-	-	-	-	-	-	-
<b>TOTAL ANTICIPATED EXPENSES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ENDING CASH BALANCE</b>	<b>49,148</b>	<b>1,707,578</b>	<b>2,499,707</b>	<b>4,927,024</b>	<b>375,772</b>	<b>624,926</b>	<b>499,942</b>	<b>10,684,097</b>