Santa Cruz County Regional Transportation Commission
SPECIAL MEETING

AGENDA

Thursday, June 14, 2012

9:00 a.m.

NOTE LOCATION THIS MONTH
City of Watsonville
275 Main Street, 4th Floor
Watsonville, CA 95076

NOTE
See the last page for details about access for people with disabilities and meeting broadcasts.

En Español
Para información sobre servicios de traducción al español, diríjase a la última página.

AGENDAS ONLINE
To receive email notification when the RTC meeting agenda packet is posted on our website, please call (831) 460-3200 or email info@sccrtc.org to subscribe.

COMMISSION MEMBERSHIP

Caltrans (ex-officio)	Rachel Falsetti
City of Capitola	Kirby Nicol
City of Santa Cruz	Don Lane
City of Scotts Valley	Randy Johnson
City of Watsonville	Eduardo Montesino
County of Santa Cruz	Ellen Pirie
County of Santa Cruz	John Leopold
County of Santa Cruz	Mark Stone
County of Santa Cruz	Neal Coonerty
County of Santa Cruz	Greg Caput
Santa Cruz Metropolitan Transit District	Dene Bustichi
Santa Cruz Metropolitan Transit District	Lynn Robinson
Santa Cruz Metropolitan Transit District	Ron Graves

The majority of the Commission constitutes a quorum for the transaction of business.
Article 8 Transportation Development Act Claims – only City and County representatives vote
Article 4 Transportation Development Act Claims, Policy Issues, and SAFE – all 12 members vote

1. Roll call

2. Oral communications

Any member of the public may address the Commission for a period not to exceed three minutes on any item within the jurisdiction of the Commission that is not already on the agenda. The Commission will listen to all communication, but in compliance with State law, may not take action on items that are not on the agenda.

Speakers are requested to sign the sign-in sheet so that their names can be accurately recorded in the minutes of the meeting.

3. Additions or deletions to consent and regular agendas

CONSENT AGENDA

All items appearing on the consent agenda are considered to be minor or non-controversial and will be acted upon in one motion if no member of the RTC or public wishes an item be removed and discussed on the regular agenda. Members of the Commission may raise questions, seek clarification or add directions to Consent Agenda items without removing the item from the Consent Agenda as long as no other Commissioner objects to the change.

MINUTES

4. Approve draft minutes of the May 3, 2012 Regional Transportation Commission meeting

5. Approve draft minutes of the May 17, 2012 Transportation Policy Workshop meeting

6. Accept draft minutes of the May 3, 2012 Service Authority for Freeway Emergencies (SAFE) meeting

7. Accept draft minutes of the May 15, 2012 Bicycle Committee meeting

8. Accept draft minutes of the April 10, 2012 Elderly & Disabled Transportation Advisory Committee

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

No consent items

BUDGET AND EXPENDITURES ITEMS

9. Accept status report on Transportation Development Act (TDA) revenues

ADMINISTRATION ITEMS

No consent items

INFORMATION/OTHER ITEMS

10. Accept monthly meeting schedule

11. Accept correspondence log

12. Accept letters from RTC committees and staff to other agencies

    a. Letter to Steve Price, Caltrans Deputy Director regarding the rumble strip project in Santa Cruz County
    b. Letter to Senator Barbara Boxer regarding the Transportation Reauthorization Bill, MAP-21
    c. Letter to Steve Ando, City of Scotts Valley, City Manager regarding support for the City of Scotts Valley's BTA grant funding application
    d. Letter to Assemblymember Henry Perea regarding support of Local government transportation projects: special taxes: voter approval, ACA 23 (Perea)

13. Accept miscellaneous written comments from the public on RTC projects and transportation issues

14. Accept information items

    a. Local Revenue Measures in California-June 2012 Preliminary Results-CaliforniaCityFinance.com
    b. Fact Sheet-National Dump the Pump Day-Thursday, June 21, 2012

REGULAR AGENDA

15. Commissioner reports – oral reports

16. Director's report – oral report
    (George Dondero, Executive Director)

17. Caltrans report and consider action items

    a. Construction projects update
    b. District Director's report

18. Highway 1 Soquel/Morrissey Auxiliary Lane Project update
(Kim Shultz, Senior Transportation Planner)

    a. Staff report
    b. Resolution approving Cooperative Agreement with Caltrans and the City of Watsonville providing habitat mitigation funding

19. FY 12-13 Transportation Development Act (TDA) Article 8 claim from the Community Traffic Safety Coalition, the Ride 'n Stride program, and the Bike to Work program
(*Cory Caletti, Senior Transportation Planner*)

    a. Staff report
    b. Community Traffic Safety Coalition and Ride 'n Stride program resolution with exhibits
    c. Bike to Work program resolution with exhibits

20. Local Transportation Funding Ballot Measure
(*Rachel Moriconi, Senior Transportation Planner*)

    a. Staff report
    b. Summary of Recommended Components Expenditure Plan
    c. Potential ballot language
    d. Article: Exploring the Challenge of Convincing Public to Fund Road Preservation, May 18, 2012, transportationissuesdaily.com
    e. Fact Sheet on Proposed $10 VRF
    f. May 2012 Expenditure Plan Workshop Flyer
    g. Expenditure Plan Development Participants

21. Congestion Management Agency (CMA) re-designation
(*Rachel Moriconi, Senior Transportation Planner*)

    a. Staff report
    b. Sample resolution for local jurisdictions
    c. Congestion Management Agency (CMA) Roles and Responsibilities (California Government Codes Sections 65088-65089.10)

22. Amendments to the Fiscal Year (FY) 2011-12 Budget & Work Program
(*Luis Mendez, Deputy Director*)

    a. Staff report
    b. Resolution amending the FY 11-12 budget and work program as shown on Exhibit A

23. Continuing Cooperative Agreement (CCA) with the Association of Monterey Bay Area Governments (AMBAG)
(*Luis Mendez, Deputy Director*)

    a. Staff report
    b. Continuing Cooperative Agreement with AMBAG

24. Rail Operator Administration Coordination and Licenses Agreement (Materials to follow) (*Luis Mendez, Deputy Director*)

25. Adjourn to special meeting of the Service Authority for Freeway Emergencies

    No agenda this month

26. Next Meetings

    The next RTC meeting is scheduled for Thursday, August 2, 2012 at 9:00 a.m. at the Scotts Valley City Council Chambers, 1 Civic Center Dr, Scotts Valley, CA.

    The next Transportation Policy Workshop meeting is scheduled for Thursday, August 16, 2012 at 9:00 a.m. at the RTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

HOW TO REACH US

Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue, Santa Cruz, CA 95060
phone: (831) 460-3200 / fax (831) 460-3215

Watsonville Office
275 Main Street, Suite 450, Watsonville, CA 95076
(831) 768-8012
email: info@sccrtc.org / website: www.sccrtc.org

HOW TO STAY INFORMED ABOUT RTC MEETINGS, AGENDAS & NEWS

Broadcasts: *Many of the meetings are broadcast live. Meetings are cablecast by Community Television of Santa Cruz. Community TV's channels and schedule can be found online (www.communitytv.org) or by calling (831) 425-8848.*

Agenda packets: *Complete agenda packets are available at the RTC office, on the RTC website (www.sccrtc.org), and at the following public libraries:*

- *Aptos Branch Library*
- *Central Branch Library*
- *Watsonville Library*
- *Branciforte Library*
- *Scotts Valley Library*

For information regarding library locations and hours, please check online at www.santacruzpl.org or www.watsonville.lib.ca.us.

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***Newsletters:** To sign up for E-News updates on specific SCCRTC projects, go to www.sccrtc.org/enews.*

HOW TO REQUEST

❖ *ACCOMMODATIONS FOR PEOPLE WITH DISABILITIES*

The Santa Cruz County Regional Transportation Commission does not discriminate on the basis of disability and no person shall, by reason of a disability, be denied the benefits of its services, programs, or activities. This meeting location is an accessible facility. If you wish to attend this meeting and require special assistance in order to participate, please contact RTC staff at 460-3200 (CRS 800/735-2929) at least three working days in advance of this meeting to make arrangements. People with disabilities may request a copy of the agenda in an alternative format. As a courtesy to those person affected, Please attend the meeting smoke and scent-free.

❖ *SERVICIOS DE TRADUCCIÓN / TRANSLATION SERVICES*

Si gusta estar presente o participar en esta junta de la Comisión Regional de Transporte del Condado de Santa Cruz y necesita información o servicios de traducción al español por favor llame por lo menos con tres días laborables de anticipo al (831) 460-3200 para hacer los arreglos necesarios. (Spanish language translation is available on an as needed basis.) Please make advance arrangements (at least three days in advance) by calling (831) 460-3200.

Santa Cruz County Regional Transportation Commission

MINUTES

Thursday, May 3, 2012
9:00 a.m.

1. Roll call

The meeting was called to order at 9:01 a.m.

Members present:

Aileen Loe	Andy Schiffrin (Alt.)
Kirby Nicol	Mark Stone
Don Lane	Ron Graves
Randy Johnson	Lynn Robinson
Eduardo Montesino	Dene Bustichi
Ellen Pirie	Greg Caput
John Leopold	

Staff present:

George Dondero	Luis Mendez
Yesenia Parra	Karena Pushnik
Jason Laning	Kim Shultz
Ginger Dykaar	

2. Oral communications

Jack Nelson suggested that instead of working on a regional transportation plan that plans for growth to double in the next 25 years, it is better to plan for vitality.

Nick Mucha, Ecology Action, thanked the RTC for their support of the Bike to Work Program. The May 2012 bike to work and school day will have 46 breakfast sites and anticipates 7,000 participants in Santa Cruz County for this its 25th year. He said that Bike to Work has served 12,500 participants across the county and has grown 30% in the past 25 years. Bike to Work has also taken on and sustained 9 new bike to school sites. He noted that they now have a year round campaign, not just the two bike to work and school events per year.

3. Additions or deletions to consent and regular agendas

A replacement page for item 10 and a hand out for item 19 were distributed.

CONSENT AGENDA
(Schiffrin, Leopold) unanimous

MINUTES

4. Approved draft minutes of the April 5, 2012 Regional Transportation Commission meeting

5. Approved draft minutes of the April 19, 2012 Transportation Police Workshop meeting

6. Accepted draft minutes of the April 9, 2012 Bicycle Committee meeting

POLICY ITEMS

No consent items

PROJECTS and PLANNING ITEMS

7. Accepted third quarter FY 11-12 Regional Transportation Commission (RTC) work program progress report

BUDGET AND EXPENDITURES ITEMS

8. Accepted status report on Transportation Development Act (TDA) revenues

ADMINISTRATION ITEMS

9. Approved extension of the Watsonville satellite office lease contract (Resolution 18-12)

INFORMATION/OTHER ITEMS

10. Accepted monthly meeting schedule

11. Accepted correspondence log

12. Accepted letters from RTC committees and staff to other agencies

    a. Letter to Ken Anderson, City of Scotts Valley Public Works Director, regarding the 2012 City of Scotts Valley Bicycle Transportation Plan

b. Letter to Penny Gray, Bicycle Program Manager, California Department of Transportation Division of Local Assistance, regarding certification of the 2012 City of Scotts Valley Bicycle Transportation Plan

13. Accepted miscellaneous written comments from the public on RTC projects and transportation issues

14. Accepted information items

No consent items

REGULAR AGENDA

15. Commissioner reports – oral reports

Commissioner Leopold thanked CHP Commander Matt Olsen for his assistance with traffic control for the dedication of Santa Cruz as a World Surfing Reserve

16. Director's report – oral report

Executive Director George Dondero reported that the rail operator interview committee concluded the interviews and that staff met with the Rail Ad-Hoc Committee and will make a recommendation at the May 17 Transportation Policy Workshop meeting. He noted that Iowa Pacific Holdings will be recommended as the rail line operator.

17. Caltrans report and consider action items

Aileen Loe reported the following:

- A Caltrans worker memorial event will be held onTuesday, May 8 to commemorate the 175 Caltrans on-duty employees who have lost their lives since 1975. Everyone should slow down for the cone zone and always move over if it is safe to do so.
- The California Transportation Commission (CTC) allocated $30.8 million for the San Juan Road interchange project on Highway 101.
- A call for projects for the Highway Safety Improvement Program (HSIP) and High Risk Rural Road Program (HRRR) funds has been announced. With $100 to $150 million for local streets and roads, this is one of the largest calls for projects Caltrans has done.

Responding to a question, Ms. Loe thanked Commissioner Leopold and CHP Commander Matt Olson for their participation on April 18th at the community meeting regarding the closure of left turns into and out of Laurel Road from Highway 17. She said that Caltrans wants to work with residents on access management in the corridor.

Commissioner Leopold noted that the meeting was well attended and that Steve Price from Caltrans has committed to investing engineering time to review recommendations from residents. Mr. Price will also look at the possibility of opening the Laurel Road left turns during the dry season.

18. Highway 1 Soquel/Morrissey Auxiliary Lane project update

Senior Transportation Planner Kim Shultz and Bruce Schuchuck gave an update on the Highway 1 Soquel/Morrissey Auxiliary Lane construction project. Mr. Schuchuck noted that due to weather, the project schedule has been extended about 1 month. Mr. Shultz reported that authorization was given by the State Department of Fish and Game to allow project construction, and the RTC is implementing protective measures for wetland areas. He also reported that clearing and grubbing of the slopes outside of the protected area was completed, and privacy fencing installed near Harbor High School. Excavation for retaining and some sound wall segments will begin soon. The project team is working with the community to begin outreach in connection with the summer closing of the La Fonda Avenue Overcrossing.

Staff will work with Commissioners' schedules to schedule the next public meeting, which will be held in late May or early June.

Commissioners discussed concerns with weather related delays and impacts to the community when the La Fonda Avenue overcrossing is closed.

Commissioner Pirie moved and Commission Alternate Schiffrin seconded to authorize the Executive Director to release a request for proposals (RFP) from qualified providers to operate a shuttle for students during the period that the La Fonda Avenue Overcrossing will be out of service to pedestrians and bicyclists. The motion passed unanimously.

19. Article 4 Transportation Development Act (TDA) Allocation Claim from the Santa Cruz Metropolitan Transit District (METRO)

Senior Planner Karena Pushnik said that the METRO's claim for $5,413,319 of Transportation Development Act Article 4 funds and $2,879,175 of State Transit Assistance funds for regular fixed route and for ADA paratransit services is consistent with the RTC's adopted FY12-13 budget.

METRO General Manager Les White delivered the METRO annual report. Mr. White noted that METRO was able to restore some service reduction from 2011 in 2012. He noted that the Watsonville transit planning study is well on its way. He said additional service for the Highway 17 bus route has been added to provide better service to UCSC students during breaks and holidays.

Commissioner alternate Schiffrin moved and Commissioner Leopold seconded to approve by resolution (19-12) the Transportation Development Act Article 4 funding request from the Santa Cruz Metropolitan Transit District for

$5,413,319 and State Transit Assistance for $2,879,175.The motion passed unanimously.

20. Article 8 Transportation Development Act (TDA) Allocation Claim from the City of Santa Cruz on behalf of the Community Bridges

Senior Transportation Planner Karena Pushnik reportd that Community Bridges, as the Consolidated Transportation Services Agency for the Santa Cruz County area, receives Transportation Development Act (TDA) funds according to a formula allocation as stated in the RTC Rules and Regulations and consistent with the Public Utilities Code. She noted that the City of Santa Cruz acts as claimant for Community Bridges and approved the claim at its April 24, 2012 City Council meeting.

Sam Storey, CEO of Community Bridges, said that Community Bridges operates Lift Line, which provides rides for disabled persons and seniors. In addition to medical transportation services and rides for dialysis patients, it also administers the Taxi Scrip program. Mr. Storey noted that Taxi Scrip allocation will be increased this year. He also noted that Community Bridges has been awarded two New Freedom Grants: one grant for $200,000 to increase out of county transportation and focus on disabled veterans, and another $200,000 grant to offer same day medical appointment rides.

Commissioner Pirie moved and Commissioner Leopold seconded to approve a $531,835 FY12-13 Transportation Development Act (TDA) Article 8 fund claim from the City of Santa Cruz on behalf of Community Bridges to provide transportation for seniors and people with disabilities.

The motion (Resolution 20-12) passed unanimously with Commissioners Caput, Johnson, Lane, Leopold, Nicol, Pirie, Montesino, Schiffrin and Stone voting “aye”.

21. Article 8 Transportation Development Act (TDA) Allocation Claim from the City of Santa Cruz on behalf of the Volunteer Center

Senior Transportation Planner Karena Pushnik reported that the City of Santa Cruz acts as claimant for the Volunteer Center. The TDA allocation will fund mileage reimbursement, insurance and administrative costs. She said the City of Santa Cruz approved the claim request at its April 24, 2012 City Council meeting. Ms. Pushnik noted that the Volunteer Center drivers are all volunteers and use their own vehicles to provide these rides.

Debbie Brooks from the Volunteer Center thanked the RTC for their support and said that these volunteer drivers make a huge difference to elderly people who, for the most part, have no other support.

Commissioner Leopold moved and Commissioner Lane seconded to approve a $63,314 FY12-13 Transportation Development Act (TDA) Article fund claim

from the City of Santa Cruz on behalf of the Volunteer Center to administer the volunteer driver transportation program primarily serving seniors.

The motion (Resolution21-12) passed unanimously with Commissioners Caput, Johnson, Lane, Leopold, Nicol, Pirie, Montesino, Schiffrin and Stone voting "aye".

22. 2012 Regional Transportation Improvement Program (RTIP) amendments

Deputy Director Luis Mendez reported that the RTC was previously informed that the California Transportation Commission (CTC) approved $8.9 million for RTC projects with some timeline changes to accommodate the availability fo funds. RTC staff has worked with project sponsors and all have agreed to the required project timeline changes.

Commissioner Leopold thanked staff for advocating for the work of the RTC.

Commissioner Robinson moved and Commissioner Pirie seconded approval to amend the 2012 Regional Transportation Improvement Program (RTIP) to reflect the 2012 State Transportation Improvement Program (STIP), as approved by the California Transportation commission (CTC), and to reflect updates to other RTC-funded projects, as requested by project sponsors. The motion (Resolution 22-12) passed unanimously.

23. Adjourned to special meeting of the Service Authority for Freeway Emergencies at 10:27 am.

Service Authority for Freeway Emergencies meeting adjourned at 10:40 am.

24. Next Meetings

The next RTC meeting is scheduled for Thursday, June 7, 2012 at 9:00 a.m. at the Watsonville City Council Chambers, 475 Main St, Watsonville, CA.

The next Transportation Policy Workshop meeting is scheduled for Thursday, May 17, 2012 at 9:00 a.m. at the RTC Offices, 1523 Pacific Avenue, Santa Cruz, CA.

Respectfully submitted,

Yesenia Parra, Staff

ATTENDEES

Les White SC METRO

Bruce Shewchuk	Parsons Brinckerhoff
Jack Nelson	Resident
Nick Mucha	Ecology Action
Sam Storey	Community Bridges
Debbie Brook	Volunteer Center
Kirk Ance	Community Bridges
Matt Olson	CHP Commander
Felipe Hernandez	City of Watsonville

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Santa Cruz County Regional Transportation Commission
Transportation Policy Workshop

MINUTES

Thursday, May 17, 2012
9:00 a.m.

NOTE LOCATION THIS MONTH
SCCRTC Conference Room
1523 Pacific Ave
Santa Cruz, Ca

1. Introductions

Chair Coonerty called the meeting to order at 9:03 am

Members present:

Kirby Nicol	Mark Stone
Don Lane	Neal Coonerty
Greg Caput	Dene Bustichi
Ellen Pirie	Lynn Robinson
Ron Graves	

Staff present

George Dondero	Luis Mendez
Yesenia Parra	Jason Laning
Ginger Dykaar	Grace Blakeslee
Rachel Moriconi	Cory Caletti

2. Oral communications

Executive Director George Dondero reported that the June 21, 2012 Transportation Policy Workshop meeting will be rescheduled due to the conflict with the County of Santa Cruz scheduled budget hearings.

CONSENT AGENDA
(Pirie/Lane) Unanimous

3. Approved amendments to the FY11-12 Budget and Work Program (Resolution)

REGULAR AGENDA

4. Santa Cruz Branch Rail Line Acquisition Project-Operator

Deputy Director Luis Mendez said that the RTC received several proposals in response to the rail operator request for proposals released in February. Five firms were interviewed and Iowa Pacific Holdings is being recommended as the rail operator because they offer the most balanced experience in freight and passenger service.

Mr. Mendez noted that several activities will follow approval of a rail operator which, include, the modification of the administration coordination and license agreement, execution of the modified license agreement and submittal to the Surface Transportation Board. Iowa Pacific Holdings (IPH) will then draft an operating plan for passenger operations that will come to the Commission for approval.

Mr. Kevin W. Busath, Vice President, Strategic Planning for Iowa Pacific Holdings (IPH) introduced some of the IPH team members: Mark Westerfield, General Manager for Santa Cruz; and Debra Goodman, Director of Special Events. Mr. Busath reviewed several of the current freight and passenger operations of Iowa Pacific Holdings. He also talked about the proposal to run "Polar Express" trains, which are estimated to bring about 21,000 passengers in the months of November and December 2012. He noted that IPH is looking forward to offering refrigerated cars to Santa Cruz County and plans to look at trans-load traffic, which comes by truck and is then transferred onto a train or vice-versa.

Deputy Director Mendez noted that the Santa Cruz Seaside Company (Boardwalk) distributed a letter noting concerns on the impacts of parking, public safety and traffic. Mr. Busath said that IPH will work with the Seaside Company and other stakeholders to address concerns.

Responding to Commissioner questions, Mr. Busath said that IPH is working collaboratively with Big Trees and that the "Polar Express" is an event geared toward children, which should not impact the holiday train offered by Big Trees. Mr. Busath also noted that passenger service will not be offered in South County at this time, due to the condition of the rail line.

Rosemary Sarka, Big Trees Railroad, said they are in favor of the purchase and are looking forward to working with Iowa Pacific Holdings.

Responding to a question, Paul Chrisman, RTC rail negotiator, said that only minor changes would be made to the agreement to address some of the Seaside Company's concerns before it is submitted to the Surface Transportation Board.

Commissioner Pirie moved and Commissioner Stone seconded to approve Iowa Pacific Holdings as the Santa Cruz Branch Rail Line (Branch Line) operator and to authorize the Executive Director to:

1. Enter into an administration, coordination and license agreement with Iowa Pacific Holdings similar to that entered into with Sierra Northern Railway to operate freight and passenger rail service on the Branch Line;

2. Submit the required filings with the Surface Transportation Board (STB) to obtain approval of the Branch Line purchase with the new operator; and

3. Complete the purchase of the Santa Cruz Branch Rail Line as previously approved by the RTC on October 14, 2010 by Resolution No. 11-11.

Staff was also directed to respond to the letter submitted by the Santa Cruz Seaside Company. The motion passed unanimously.

5. Revised Draft Regional Transportation Plan (RTP) goals, targets and policies Santa Cruz County components of the Metropolitan Transportation Plan

Transportation Planner Grace Blakeslee reported that 400 people completed the RTP survey and that staff has received and considered input from RTC advisory committee members, partner agencies, and Commissioners. She noted that a summary of the survey responses will be posted on the RTC website soon. She also noted that the draft transportation goals, targets, policies and strategies will remain draft until the final Regional Transportation Plan/Metropolitan Transportation Plan is adopted in 2014.

Commissioner Lane moved and Commissioner Caput seconded to approve the draft transportation plan goals, targets, policies, and strategies. The motion passed unanimously.

6. Transportation Funding Strategy update-Potential Ballot Measures

Senior Transportation Planner Rachel Moriconi reported that a $10 Vehicle Registration Fee would generate $2.3 million annually and that even though it is not enough to cover the entire backlog of needs for local streets and roads, it could help reduce the growing backlog of local road maintenance.

Commissioners discussed several concerns, including: funding for a campaign; how using money for a campaign will affect other projects; allocation to smaller jurisdictions; the effect on future tax measures if the measure fails; and the effect other ballot measures already slated for the November ballot will have on the VRF proposal.

Ms. Moriconi noted that without a campaign and unanimous Commissioner support, the likelihood that the measure would pass is minimal.

Commissioner Bustichi moved and Commissioner Robinson seconded to direct staff to:

1. Continue to take steps towards placing a ballot measure on the November 2012 ballot;
2. Seek input on potential ballot language;
3. Identify members for an ad-hoc expenditure plan development group;
4. Schedule a public workshop on transportation funding strategies and potential expenditure plan.

The motion passed unanimously.

7. Fiscal Year (FY) 12-13 Work Program

Deputy Director Luis Mendez said that at its March 1, 2012 RTC meeting, the FY 12-13 proposed budget was approved. However, the approval did not include the FY 12-13 work program. Mr. Mendez noted that staff has been working with AMBAG to ensure that the work program is in the format that AMBAG has requested.

Commissioner Pirie motioned and Commissioner Stone seconded to adopt a resolution (23-12) approving the proposed FY12-13 work program. The motion passed unanimously.

8. Next meetings

The next SCCRTC meeting is scheduled for Thursday, June 7, 2012 at 9:00 a.m. at the City of Watsonville Council Chambers, 475 Main St, Watsonville, CA.

The next Transportation Policy Workshop scheduled for Thursday, June 21, 2012 at 9:00 am will be rescheduled due to a conflict with the Santa Cruz County budget hearings schedule.

Respectfully Submitted,

Yesenia Parra
Administrative Services Officer

Attendees

Cliff Walters	Community member
Rahn Garcia	County Counsel
Bruce Sawhill	FORT

Howard Cohen	Resident
Anais Schenk	AMBAG
Chris Reyes	SC Seaside Company
Rosemary Sarka	Big Trees
Debra Goodman	Iowa Pacific Holdings
Mark Westerfield	Iowa Pacific Holdings
Christina Watson	TAMC
David Hensarling	GGRM
Jack Nelson	Resident

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Santa Cruz County Regional Transportation Commission
Service Authority for Freeway Emergencies

MINUTES

Thursday, May 3, 2012

The meeting convened at 10:27 am immediately following the completion of the regular RTC meeting.

City of Capitola
420 Capitola Ave
Capitola CA 95010

1. Oral communications - none

2. Additions or deletions to consent and regular agendas - none

CONSENT AGENDA

(Leopold/Pirie) unanimous

3. Accepted draft minutes of the March 7, 2012 Joint Meeting of Santa Cruz County Traffic Operations Systems Oversight Committee and Safe on 17 Task Force

REGULAR AGENDA

4. Safe on 17 Safety Corridor Project – 2011 Annual Report

   Transportation Planner Ginger Dykaar presented highlights from the 2011Safety Corridor Annual Report. She noted that there were no fatal collisions in 2011 and that 2011 had the lowest number of injury collisions since the program began in 1999. She said that the RTC and the Metropolitan Transportation Commission each provide $50,000 to the California Highway Patrol (CHP) per year for extra enforcement on Highway 17.

   CHP Commander Matt Olson thanked the RTC for their continued funding support. He noted that the funding allows for more officers patrolling Highway 17.

Commissioners commented that this is a perfect example of how small amounts of funding can make a huge difference on improving safety and congestion on a heavily used highway. They also noted that this program is a model that takes coordination from several agencies to make it successful.

Commissioner Alternate Schiffrin moved and Commissioner Pirie seconded to accept the 2011 Annual Report for the Safe on 17 Safety Corridor Program. The motion passed unanimously.

5. Adjourned at 10:40 am

Respectfully submitted

Yesenia Parra
Administrative Services Officer

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Santa Cruz County Regional Transportation Commission's

BICYCLE COMMITTEE

Minutes - Draft

Tuesday, May 15, 2012

6:30 p.m. to 9 p.m.

NOTE SPECIAL DATE

RTC Office
1523 Pacific Ave
Santa Cruz CA 95060

1. Call to Order at 6:33 pm

2. Introductions

Members Present:
Piet Canin, Bike-to-Work
David Casterson, District 2, Chair
Bill Fieberling, City of Santa Cruz
Leo Jed, CTSC (Alt.)
Will Menchine, District 3 (Alt.)
Lex Rau, Scotts Valley (Alt.)
Peter Scott, District 3
Andy Ward, City of Capitola (Alt.)

Vacancies:
District 4 – Voting and Alternate
District 5 – Alternate
City of Watsonville – Voting and Alternate

Staff:
Cory Caletti, Senior Transportation Planner
Kim Shultz, Senior Transportation Planner

Unexcused Absences:
Kem Akol, District 1

Excused Absences:
Carlos Garza, City of Santa Cruz (Alt.)
Daniel Kostelec, City of Capitola, Chair
Gary Milburn, City of Scotts Valley
Nick Mucha, Ecology Action/Bike-to-Work
Eric Horton, District 2 (Alt.)
Rick Hyman, District 5
Jim Langley, CTSC
Holly Tyler, District 1 (Alt.)

Guests:
Katie LeBaron, Santa Cruz County HSA
Theresia Rogerson, HSA/CTSC

3. Announcements – Cory Caletti asked members to make note of Bicycle Committee meeting dates for the next fiscal year, identified on item #4. She also alerted members that because an additional meeting was held in April, the June Bicycle Committee meeting may be cancelled if no action items require Committee review.

4. Oral Communications - none

5. Additions or deletions to consent and regular agenda – Items 20 will be taken before items 19

CONSENT AGENDA

A motion (Ward/Fieberling) to approve the consent agenda passed unanimously.

6. Approved draft minutes of the April 9, 2012 Bicycle Committee meeting
7. Accepted Bicycle Committee Roster
8. Accepted Summary of Bicycle Hazard Reports
9. Accepted letter to Caltrans regarding certification of the City of Scotts Valley Bicycle Transportation Plan
10. Accepted letter to the City of Scotts Valley Public Works Director regarding the City of Scotts Valley Bicycle Transportation Plan
11. Accepted letter in support of the City of Scotts Valley's Bicycle Transportation Account funding application for Glen Canyon Road bicycle improvements
12. Accepted letter from the Bicycle Committee to Caltrans expressing concerns over plans to install rumble strips on Highway 1 from Shaffer Road to Swanton Road
13. Accepted flyer from the California Bicycle Coalition regarding Senate Bill 1464 which, if signed into law, will require motorists to give bicyclists at least 3 feet of space when passing
14. Approved FY 12/13 Bicycle Committee meeting schedule and frequency

REGULAR AGENDA

15. Highway 1 Auxiliary Lane Project and bicycle travel, during and post construction – Kim Shultz, Senior Transportation Planner, summarized the staff report and updated the Committee on the status of the Morrissey to Soquel auxiliary lane project, related bicycle travel improvements and accommodations. Highlights include discussion of the existing multi-use path between Park Way and La Fonda that will be rebuilt using environmentally friendly asphalt. The pathway construction is scheduled for completion by late August prior to Harbor High School's 2012 school year. He noted that some improvements recommended by the Bicycle Committee will be made to Brookwood Drive, although constrained right-of-way and sensitive habit areas makes accommodating two-way bicycle travel unfeasible at this point. Members asked for and received assurance that the path between Park Way and La Fonda will be accessible to bicycle as well as pedestrian travel. He thanked Committee members for their diligent field review, analysis, and recommendations and indicated that as much notice regarding construction detours as possible will be provided to the public in the coming months.

16. Transportation Development Act (TDA) Claim for Community Traffic Safety Coalition and the Ride 'n Stride program – Cory Caletti summarized the claim submitted by the Health Service Agency for both programs, the RTC's historic support and ongoing funding commitment, as well as the TDA allocation process. Katie LeBaron and Theresia Rogerson, Health Services Agency staff, summarized the goals and the numerous accomplishments of the programs, as well as the coordination between the two programs and the South County Bicycle and Pedestrian Work Group, another RTC funded program. A motion was made (Fieberling/Canin) to approve the staff recommendation to recommend that the RTC approve the requested TDA claims for each project according to the distribution amount

indicated. The motion passed unanimously. Finally, HSA staff requested volunteers for the annual Bicycle Observation Survey, which is now coordinated with the RTC to conduct collecting bicycle count data.

17. Transportation Development Act Claim for Bike to Work Week – Cory Caletti summarized the claim submitted for the Bike to Work program, the RTC's ongoing support over the event's 25 year history as well as the ongoing funding commitment. Staff indicated that the RTC budgeted for a $50,000 claim as part of the FY 12/13 budget. Piet Canin of Ecology Action provided the project summary, identifying Bike to Work's goals and accomplishments over the past year and over the past decade. Among the highlights is a 50% increase in Bike to Work participants over the past decade and 100% increase in Bike to School participants over the same period. A motion was made (Ward/Jed) to approve the staff recommendation to recommend to the RTC approval of the $50,000 allocation claim for this year and committing to the annual $50,000 apportionment. The motion passed with Piet Canin abstaining to avoid conflict of interest.

18. Subcommittee Structure and Brown Act considerations –Cory Caletti summarized the staff report indicating that the Brown Act treats subcommittees similarly as regular committee meetings requiring public noticing, agendas, staffing and minutes. The RTC does not have adequate resources to provide such support. Ad-hoc committees, however, may be formed to support members' work on projects of limited scope, of limited duration and with fewer members than would constitute a quorum. After discussion and agreement, the Chair designated the following ad-hoc committees with identified members expressing interest in participation:
    - Highway 1 Chanticleer Bicycle/Pedestrian Bridge – Will Menchine, Rick Hyman, Holly Tyler
    - Caltrans' Highway 1 Rumble Strip project - Leo Jed, Jim Langley, Andy Ward, Lex Rau, Will Menchine
    - Highway 1 bike safety improvements - Will Menchine, Bill Fieberling
    - Highway 1 Soquel to Morrissey Auxiliary lanes bicycle related improvements Bill Fieberling, Rick Hyman
    - El Rancho/Mt Hermon bicycle access - Lex Rau, Peter Scott, Will Menchine

    Additionally, an "Updates related to the Committee's functions" item will be added to the agenda where members may bring updates or other news regarding bicycling issues in Santa Cruz County. Should an action be needed related to an ad-hoc committee or another item, members would need to notify staff and the Chair three weeks prior to the meeting for agenda consideration. A written report should also be provided. Staff clarified that the Chair may write letters that are consistent with the Committee's goals and prior direction without action from the Committee unless there is ambiguity or potential controversy. In that case, the Committee would weigh in on the issue at the next available opportunity.

19. Bike access at El Rancho and Mt Hermon Roads in the City of Scotts Valley – Lex Rau, Bicycle Committee member, summarized the limited and precarious bicycle access from Mt Hermon Road over the Highway 17 overpass and onto El Rancho Road. Improvements would mostly fall within Caltrans right of way. Mr. Rau is working with City of Scotts Valley staff to consider what improvements may be feasible for recommendation to Caltrans that are within reasonable budgets and other constraints. Mr. Rau will report back to the Committee on his findings after further review and investigation.

20. Update on Caltrans' plan to install rumble strips on Highway 1 and appointment of a Bike Committee member to the project development team – Cory Caletti, Senior Transportation Planner, indicated that Caltrans is forming a project development team (PDT) and has requested participation from RTC staff and a Bicycle Committee member. Due to his familiarity with Caltrans procedures, the Chair designated Leo Jed to the Hwy 1 Rumble Strip PDT.

21. Project Tracking/Subcommittee Tasks: Oral Reports

    a. City of Santa Cruz Project Tracking: none
    b. City of Capitola Project Tracking: none
    c. City of Scotts Valley project Tracking: none
    d. City of Watsonville Project Tracking: none
    e. County of Santa Cruz Project Tracking: none
    f. Bike To Work Update: none
    g. CTSC and the South County Bike/Pedestrian Work Group Update: none
    h. UCSC: none
    i. Legislative Tracking: none
    j. Sanctuary Scenic Trail: none
    k. Technical Subcommittee: none
    l. Bicyclist/Motorist Safety Education: none
    m. RTC Packet Monitoring Subcommittee: none
    n. Safe Routes to School: none

22. Meeting adjourned at 9:05 p.m.

NEXT MEETING: The next Bicycle Committee meeting is cancelled. The following meeting of the Bicycle Committee is scheduled for Monday, June 11, 2012 at the **special meeting time** of 6:30 pm at the RTC office, 1523 Pacific Ave, Santa Cruz, CA.

Minutes respectfully prepared and submitted by:

Cory Caletti

Cory Caletti, Senior Transportation Planner

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Santa Cruz County Regional Transportation Commission's

Elderly & Disabled Transportation Advisory Committee

Minutes – Draft

Tuesday, April 10th, 2:30 p.m.
SPECIAL LOCATION AND TIME

Community Foundation, 7807 Soquel Dr, Aptos

1. Call to Order at 2:36 pm

2. Introductions

Members Present:
Kirk Ance, CTSA Lift Line
Hal Anjo, Social Service Provider-Seniors (County)
Sharon Barbour, 5th District
Debbi Brooks, Persons of Limited Means (Volunteer Cntr)
John Daugherty, Metro
Veronica Elsea, 3rd District
Sally French, Soc. Serv. Prov.-Disabled (Hope Services)
Clay Kempf, Social Services Provider
Patti Shevlin, 1st District

Alternates Present:
Bonnie McDonald, Community Bridges/Meals on Wheels

Excused Absences: (none)

Others Present:
Tove Beatty, SCMTD
Jenny Dole, Hope Services Client
Erich Friedrich, SCMTD
Rickie-Ann Kegley, SCMTD
Kristen Krebs, Companion w/Jenny Dole
Sam Storey, Community Bridges/Lift Line

RTC Staff Present:
Grace Blakeslee
Matt Leal
Amy Naranjo
David Pape
Karena Pushnik

3. Oral Communications

John Daugherty announced reinstatement of Santa Cruz METRO bus service recently cut and supplied the *Headways* guide.

Jenny Dolt requested reinstatement of route 54 service for the weekends.

Karena Pushnik supplied information about an open house at Easter Seals Camp Harmon, a recipient of Section 5310 specialized transportation grant funds, to take place on Sunday, April 22.

John Daugherty announced that Veronica Elsea, Chair of the Pedestrian Safety Work Group, received a Commission on Disabilities Kudos award acknowledging her hard work.

Veronica Elsea thanked chair John Daugherty and staff Karena Pushnik for the well-written letters on behalf of the E&D TAC for the Q'Pod Restraint Devices and the reinstatement of service to the La Posada/Frederick St/Gault St area.

4. Additions or deletions to consent and regular agenda - none

Action: The motion (Barbour/Daugherty) - - to approve the consent agenda - - carries unanimously.

CONSENT AGENDA

5. Approved Minutes from February 14, 2012 meeting

6. Received Transportation Development Act (TDA) Revenues Report as of Mar 2012

7. Received RTC Highlights through Mar 2012

8. Accepted letter from E&D TAC to Metro regarding Support of Q'Pod Restraint Devices

9. Accepted letter from E&D TAC to Metro regarding reinstatement of service to the La Posada/Frederick St/Gault St area

10. Accepted Priority Bus Stop Improvement recommendations from the Pedestrian Safety Work Group, a subcommittee of the E&D TAC

11. Received Street Smarts article about the Kudos Awards in 3/4/12 Santa Cruz Sentinel

12. Received letter from the Metro Advisory Committee (MAC) regarding the Q'Pod Mobility Securement System

13. Received Independent Transportation Network information from the Transportation Agency for Monterey County Highlights

14. Received 3/21/12 letter from Santa Cruz Metro to Michael Mallon regarding service to the Rio Del Mar area and sidewalk conditions, and Hazard Report filed by Mr. Mallon

15. Accepted Information Items (circulated at meeting)

16. Received Agency Updates

    a. Volunteer Center
       - FY 2011-12 TDA Quarter Report

    b. Community Bridges serving as the Consolidated Transportation Services Agency
       - 1st Quarter Fy2011-12 Transportation Development Act Report

    c. Santa Cruz Metropolitan Transit District (Metro)
       - ParaCruz Operations Status Report: through Mar 21012
       - Accessible Services Report: through Mar 2012

    d. Santa Cruz County Regional Transportation Commission

    e. Private Operators

REGULAR AGENDA

17. Elect Chair and Vice Chair

    Sally French nominated John Daugherty as Chair and members unanimously approved the nomination.

Hal Anjo nominated Veronica Elsea as Vice-chair and members unanimously approved the nomination.

18. Title VI Program Regulation and Complaint Procedure

Rickie-Ann Kegley, Metro staff, said that although the Metro is proposing changes to the policy based on an audit, this impetus provided a great opportunity to improve their Limited English Language options. She said that changes to the policy address the following:

- No Metro board meetings are held during the month of July
- Meetings can be cancelled
- Categorical exclusion checklist added to section 501
- Sections 604 and 606 were updated to include language in Spanish
- Bus cards let passengers know that language assistance is available in Spanish and English on fixed route buses
- ParaCruz Guide, including in Spanish version, available on Metro's website
- Removed requirement that customers file a complaint within 180 days

Veronica Elsea asked why customers only have 5 days to appeal a complaint and that it would be better if they had 10 days, as it would take a blind person several days to schedule a reader.

Rickey-Ann said Metro staff would take the E&D TAC comments under consideration and noted that 30% of the bus drivers are bi-lingual.

19. RTP Goals and Policies/Transportation Disadvantaged Populations

Grace Blakeslee, RTC staff, provided a detailed overview of the Regional Transportation Plan (RTP) Goals and Policies, emphasizing work done to assess impacts to Transportation Disadvantaged Populations.

Ms. Blakeslee requested members provide input on the top 25 destinations for senior and disabled community members of the 73 locations provided in Attachment 1 and the top 15 origins for senior and disabled origins of the 43 locations provided in Attachment 2. She requested that members provide her with the information via the checklist provided in the packet or emailed to Karena Pushnik.

Members mentioned or discussed the following:

- Existence of a "hidden" population of people, who for legal or financial reasons, do not have access to transportation
- Why the term senior adult within the definition of transportation disadvantaged begins at age 70, and not 62 or 65 or as recognized by AARP
- Pros and cons of changing the definition of seniors, for the purposes of this project to "frail elderly"
- Rurally isolated areas
- Reinstating Route 54 on weekends
- How priority targets are funded and an equal distribution
- Projects groups vs. specific projects
- How LiftLine fits into the analysis
- Effectiveness and cost of not providing a ride

Ms. Blakeslee told members that the goal of this project is to look at transportation investments and analyze how well they improve access and safety for the transportation-disadvantaged population to the areas identified when compared to the rest of the population. She said that the goal is for transportation investments to benefit the entire community equally.

Further, Ms. Blakeslee said that the plan will be evaluated as a whole with access to particular destinations from groups of project alternatives. She said that the analysis would look at how well access to specific locations is provided for the transportation-disadvantage individuals and that the

transit access piece would be the most logical component. She said that the term “group” refers to transportation projects as a whole that would include pedestrians and not just transit users.

20. Metro Transportation Development Act (TDA) Claim

Karena Pushnik gave an overview of the FY 2012-13 Transportation Development Act funds available from a ¼ cent sales tax and disbursed by the RTC per their Rules and Regulations for the Santa Cruz Metropolitan District, as well as Community Bridges, the Volunteer Center and other recipients.

Erich Freidrich, Metro staff, presented information for Metro’s TDA claim. Mr. Freidrich said that the TDA funds for Metro provide the following:

- 5.2 million fixed route trips in the coming fiscal year
- 93 thousand ParaCruz trips

Mr. Freidrich provided the following information of Metro’s accomplishments over the past fiscal year:

- Implemented Hastus software system to improve trip efficiency
- Completed a Watsonville Transit Study to re-align routes for optimal service
- Implemented a smart-card fare payment system
- Purchased 11 CNG replacement buses for local fixed-route service and five more replacements using FTA funding
- Maintained cost-savings by unfilled staff positions
- Adopted a formal Language Assistance Program for persons with Limited English Proficiency

Mr. Freidrich provided the following information of what Metro’s intended goals are for the upcoming fiscal year:

- Evaluate addition of new service
- Conduct an on-board survey to access and improve performance
- Incorporate recommendations of on board transit survey and Watsonville transit study

Mr. Freidrich mentioned that the contract for Les White, General Manager for Metro, has been extended through December 2014. He provided some additional statistics saying Metro provided 5.7 million rides, of which 440,000 were discounted fares and that Highway 17 service has increased ridership over the past 4 months.

John Daugherty asked about the cost disparity of the Fare box recovery ratio, urban versus rural, $7.00 and $6.93 respectively. Mr. Freidrich said that there is less service in the rural areas and more service in the urban areas including the Highway 17 Express service.

Karena Pushnik requested information about the process for determining future service enhancements. Mr. Freidrich said he would be happy to return to the E&D TAC with information.

Sharon Barbour questioned why the 17 Express does not always stop at Pasatiempo on the weekends and Mr. Freidrich said that he would look into it.

Action: The motion (Barbour/Shevlin) - - to recommend that the Regional Transportation Commission approve the TDA claim for METRO for $5.4 Million to provide fixed route and ParaCruz rides for FY 2012-13 - - carries with John Daugherty abstaining.

21. Community Bridges TDA Claim

Sam Storey, CEO for Community Bridges, gave an overview of the TDA claim by the City of Santa Cruz on behalf of Community Bridges for $531,835. Mr. Storey said that Community Bridges serves 700 people with 77,000 rides annually, however, he noted that projected rides will be down in the

next fiscal year to 68,000 due to funding loses and the cost for transportation. Mr. Storey announced Kirk Ance as the new Program Director for Lift Line.

Mr. Storey said that the TDA claim funds would provide:

- Taxi scrip (2,100 rides)
- Out of county medical (500 rides)
- In county medical (6,263 rides)
- Meals on wheels (7,508 rides)
- Elderday (3,953 rides)
- Winter shelter program (3,000 on-way rides)

Clay Kempf said he noticed that past budgets were presented differently and the current budget is presented with TDA and Non-TDA revenue information.

Mr. Storey said that the new format is clearer because the transportation total column is a sum of the TDA funds and non-TDA funds. He also mentioned that nutrition rides are not funded with TDA revenues.

Members asked about ride eligibility, the demand and cost-per-ride for Medical rides, and the demand for taxi scrip.

Mr. Storey said that Community Bridges is putting more funds into Medical rides and that those rides are more expensive because this type of service is not conducive to a grouped delivery system; rather they are demand responsive and mostly one on one. Mr. Storey is hoping to delay "triage" by receipt of Federal funds.

Mr. Storey said that Community Bridges plans to raise or eliminate the cap on taxi scrip which will increase the number of people able to use taxi scrip.

Karena Pushnik invited Mr. Storey to return to a future E&D TAC meeting for ideas about promoting taxi scrip and Medical ride information to the community.

Action: The motion (Barbour/French) - - to recommend to the Regional Transportation Commission approval for the TDA claim for Community Bridges for $531,835 - - carries with Bonnie McDonald and Kirk Ance abstaining .

Action: The motion (Kempf/Daugherty) - - to extend the meeting time to 5:00 pm - - carries unanimously.

22. Volunteer Center TDA Claim

Debbie Brooks, Volunteer Center staff, gave an overview of the TDA claim for the Volunteer Center for $63,314. Ms. Brooks said that the service provided is "so much more than a ride" and helps seniors continue to live in their homes.

Clay Kemp announced that Santa Cruz County is considering a licensing requirement with background checks for all caregivers, modeled after a program in Napa County, and promoted by the Financial Abuse Prevention of Elders in Santa Cruz County.

Action: The motion (Kempf/Barbour) - - to recommend to the Regional Transportation Commission approval for the TDA claim for the Volunteer Center for $531,835 - - carries with Debbi Brooks abstaining.

23. Receive Pedestrian Safety Work Group Outreach Campaign Update

Veronica Elsea, Chair for the Pedestrian Safety Work Group, mentioned that the Final Report is now complete and available on the RTC website (http://sccrtc.org/projects/pedestrian/). She said that the group gave two presentations to the Scotts Valley City Council and the Capitola City Council

and were able to provide detailed information about the four components of the sidewalk maintenance campaign.

Ms. Elsea announced that she and John Daugherty appeared on a Community TV program, *Human Rights Now,* which airs April 12 and will air for the next 3 consecutive Thursdays at 9:00 pm.

Ms. Elsea said that the group is submitting an Environmental Justice Grant request for the second phase of the Safe Paths of Travel work and mentioned that the next meeting for the Pedestrian Safety Work Group is Friday, May 4 from 10:00 to noon, at the RTC Conference room.

24. Adjourn at 4:57 pm.

Next meeting: **June 12, 2012 at 1:30 pm @ RTC offices**

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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
TDA REVENUE REPORT
FY 2011-2012

MONTH	FY10-11 ACTUAL REVENUE	FY11-12 ESTIMATE REVENUE	FY11-12 ACTUAL REVENUE	DIFFERENCE	DIFFERENCE AS % OF PROJECTION	CUMULATIVE % OF ACTUAL TO PROJECTION
JULY	410,500	499,800	499,800	0	0.00%	100.00%
AUGUST	547,300	547,300	666,400	119,100	21.76%	111.37%
SEPTEMBER	819,955	779,955	699,895	-80,060	-10.26%	102.14%
OCTOBER	458,300	498,300	486,400	-11,900	-2.39%	101.17%
NOVEMBER	611,000	611,000	648,500	37,500	6.14%	102.20%
DECEMBER	776,432	736,433	804,308	67,875	9.22%	103.61%
JANUARY	502,700	479,259	510,100	30,841	6.44%	103.93%
FEBRUARY	670,300	639,012	680,100	41,088	6.43%	104.27%
MARCH	510,760	625,623	625,667	44	0.01%	103.78%
APRIL	412,600	396,653	441,300	44,647	11.26%	104.29%
MAY	605,300	579,581	588,400	8,819	1.52%	104.03%
JUNE	631,612	624,034				
TOTAL	6,956,759	7,016,950	6,650,870	**257,954**	3.68%	95%

Note:

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Santa Cruz County Regional Transportation Commission
THREE MONTH MEETING SCHEDULE

JUNE 2012
Through
AUGUST 2012

All meetings are subject to cancellation when there are no action items to be considered by the board or committee
Please visit our website for meeting agendas and locations
www.sccrtc.org/meetings/

Meeting Date	Meeting Day	Meeting Type	Meeting Time	Meeting Place
06/11/12	Monday	Bicycle Committee **- CANCELLED**	6:30 pm	Commission Offices
06/12/12	Tuesday	Elderly & Disabled Transportation Advisory Committee **- CANCELLED**	1:30 pm	Commission Offices
06/14/12	Thursday	Special Meeting of the Regional Transportation Commission	9:00 am	Watsonville City Council Chambers
06/14/12	Thursday	Budget and Administration / Personnel Committee-**CANCELLED**	3:30 pm	Commission Offices
06/21/12	Thursday	Transportation Policy Workshop **- CANCELLED**	9:00 am	Commission Offices
06/21/12	Thursday	Interagency Technical Advisory Committee	1:30 pm	Commission Offices
07/31/12	Tuesday	Elderly & Disabled Transportation Advisory Committee **– Note Special Date**	1:30 pm	Commission Offices
08/02/12	Thursday	Regional Transportation Commission	9:00 am	Scotts Valley City Council Chambers
08/09/12	Thursday	Budget and Administration / Personnel Committee	3:30 pm	Commission Offices
08/13/12	Monday	Bicycle Committee	6:30 pm	Commission Offices
08/14/12	Tuesday	Elderly & Disabled Transportation Advisory Committee **- CANCELLED**	1:30 pm	Commission Offices
08/16/12	Thursday	Transportation Policy Workshop	9:00 am	Commission Offices
08/16/12	Thursday	Interagency Technical Advisory Committee	1:30 pm	Commission Offices
Commission Offices -1523 Pacific Ave- Santa Cruz, CA				
Board of Supervisors Chambers/CAO/RDA Conference room-701 Ocean St-5th floor-Santa Cruz, CA				
City of Capitola-Council Chambers-420 Capitola Ave-Capitola, CA				
City of Santa Cruz-Council Chambers-809 Center St-Santa Cruz, CA				
City of Scotts Valley-Council Chamber-1 Civic Center Dr-Scotts Valley, CA				
City of Watsonville-Council Chambers-275 Main St Ste 400-Watsonville, CA				

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Correspondence Log
June 14, 2012

				TO			FROM			
Date Letter Rec'd/Sent	Format	Incoming/ Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
04/25/12	Letter	O		Sebastian	Gutierrez	CASE Systems, Inc	Ginger	Dykaar	SCCRTC	Amendment 2 to Contract Between Santa Cruz County Regional Transportation Commission Service Authority for Freeway Emergencies and CASE Systems, Inc for Cal Box Maintenance
04/26/12	Letter	O		Henry	Perea	CA State Assembly	George	Dondero	SCCRTC	Notice of Support - ACA 23 (Perea) Local Government Transportation Projects: Special Taxes: Voter Approval
04/27/12	Email	I	KP 04/27/12			SCCRTC	Rita	Leibovitz		Mobility Scooters
05/03/12	Letter	O		Bennie	Stanton	Caltrans, District 5	Luis	Mendez	SCCRTC	Reimbursement for STP Funds
05/04/12	Letter	O		Steve	Price	Caltrans, District 5	David	Casterson	Chair, RTC Bicycle Committee	Rumble Strip Project in Santa Cruz County
05/04/12	Letter	O		Diane	Eidam	AMBAG	Luis	Mendez	SCCRTC	FY2011-2012 Third Quarter CMAQ Invoice
05/04/12	Email	I	KP 05/04/12			SCCRTC	Dennis	Norton		RTC's Rail Enews - May 5, 2012

Correspondence Log
June 14, 2012

				TO			FROM			
Date Letter Rec'd/Sent	Format	Incoming/ Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/08/12	Email	I	KP 05/08/12			SCCRTC	Daniel	Shockley		Green-Painted Cycle Track on Beach St.
05/09/12	Letter	O		Jennifer	Taylor	Department of Transportation	George	Dondero	SCCRTC	Route 1 HOV DED - Response to Comments
05/10/12	Invoice	O		Luis	Duazo	Caltrans, District 5	Luis	Mendez	SCCRTC	Initial Deposit Request for Bond - Corridor Mobility Improvement (CMI) and STIP/RIP Funds
05/10/12	Email	I	KP 05/10/12			SCCRTC	Joyce	Elmore		Transportation Play Survey
05/11/12	Letter	O		Barbara	Boxer	U.S. Senate	George	Dondero	SCCRTC	Transportation Reauthorization
05/11/12	Email	I	KP 05/11/12			SCCRTC	Lynn	Scally	Santa Cruz County Sanitation District	Highway 1 - La Fonda Bridge
05/14/12	Letter	I		George	Dondero	SCCRTC	Darin D	Jessup	United Transportation Union	Local 31 Position - Negotiations for Shortline Railroad

Correspondence Log
June 14, 2012

				TO			FROM			
Date Letter Rec'd/Sent	Format	Incoming/ Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/14/12	Letter	O		Diane	Eidam	AMBAG	Luis	Mendez	SCCRTC	FY2011-2012 Third Quarter FHWA PL Invoice and the Quarterly Progress Report
05/15/12	Letter	O		Mark	McCumsey	Caltrans, District 5	Luis	Mendez	SCCRTC	Contract NO. 74A0141 Monterey Bay Area Travel Information System
05/16/12	Email	I	KP 05/16/12			SCCRTC	Michaela	Burr	Harbor High School Vice-President	Highway 1 Soquel/Morrissey Auxiliary Lanes
05/16/12	Email	I	KP 05/16/12			SCCRTC	Jordan	Hultgren	Zo9ning-Info, Inc.	Road Projects Site 22578
05/17/12	Letter	I		Candice	Longnecker	Granite Construction Company	John B	Gerbrandt	Santa Cruz County Environmental Health Service	Response to Corrective Action Plan, Union Pacific Railroad Right-of-Way, 866 West Beach Street, Watsonville, California
05/20/12	Email	I	KP 05/20/12			SCCRTC	Joann	Owens		Rail Line Seabright and Rankin
05/21/12	Letter	O		Donn	Miyahara	Caltrans, District 5	Luis	Mendez	SCCRTC	Final Invoice for the Monterey Bay Sanctuary Scenic Trail Project No. DEM117L-6149(060)

Correspondence Log
June 14, 2012

				TO			FROM			
Date Letter Rec'd/Sent	Format	Incoming/ Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/22/12	Letter	O		Mark	McCumsey	Caltrans, District 5	Luis	Mendez	SCCRTC	FY2011-2012 Invoice #3 for the Rural Planning Assistance Funds (State Highway Account)
05/22/12	Email	I	KP 05/22/12			SCCRTC	Kim	Hill		Soquel to Morrissey Aux Lanes
05/22/12	Letter	I		M Theresa	Tolentino Meehan	Stoel Rives LLP	Daniel	Nikuna	SCCRTC	Public Records Act Request
05/23/12	Letter	O		Donn	Miyahara	Caltrans, District 5	Luis	Mendez	SCCRTC	Final Invoice for the Monterey Bay Sanctuary Scenic Trail Project No. DEM115L-6149(070)
05/24/12	Email	I	KP 05/24/12			SCCRTC	Rich	Keith		RTC Meetings
05/25/12	Email	I	KP 05/25/12			SCCRTC	Jennifer	Larkin		Soquel/Morrissey Auxiliary Lanes Project
05/26/12	Email	I	KP 06/05/12			SCCRTC	Martin	Harriman		Median Barrier on Highway 1 Through Aptos

Correspondence Log
June 14, 2012

				TO			FROM			
Date Letter Rec'd/Sent	Format	Incoming/ Outgoing	Response	First	Last	Organization	First	Last	Organization	Subject
05/29/12	Letter	O		Winton	Emmett	Caltrans, Local Assistance	Rachel	Moriconi	SCCRTC	FY2012 Optional RSTP Federal Exchange Program
05/29/12	Email	I	KP 05/29/12			SCCRTC	Mary	McLaughlin	Santa Cruz County Office of Education	De LaVeaga/La Fonda Meeting
05/31/12	Letter	O		Donn	Miyahara	Caltrans, District 5	Luis	Mendez	SCCRTC	Progress Billing Invoice # 1 for the Monterey Bay Sanctuary Scenic Trail Project
05/31/12	Letter	O		Rachel	Zack	Metropolitan Transportation Commission - SAFE	Ginger	Dykaar	SCCRTC	Safe on 17 Invoice: January 1, 2012 - March 31, 2012
05/31/12	Letter	O		John	Arriaga	JEA & Associates	George	Dondero	SCCRTC	Professional Services Agreement
06/01/12	Letter	O		John	Leopold	County Board of Supervisors	George	Dondero	SCCRTC	Request for Resolution Re-Designating the Santa Cruz County Regional Transportation Commission (SCCRTC) as the Congestion Management Agency for Santa Cruz County
06/04/12	Memo	O		Mike	Sherrod	RRM Design Group	Cory	Caletti	SCCRTC	MBSST Network Contract Amendment #3

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SCCRTC

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1523 Pacific Ave., Santa Cruz, CA 95060-3911 · (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

May 11, 2012

Steve Price, Caltrans Deputy Director
Caltrans District 5
50 Higuera Street
San Luis Obispo, CA 93401-5415

RE: Rumble strip project in Santa Cruz County

Dear Mr. Price:

I am writing on behalf of the Bicycle Committee of the Santa Cruz County Regional Transportation Commission (RTC) to express our sincere appreciation for the Caltrans presentation at the April Bicycle Committee meeting and our concern and reservations regarding plans to install centerline and shoulder rumble strips on Highway 1 between Shaffer and Swanton Roads.

The Bicycle Committee, RTC staff and many members of the public appreciate Caltrans' commitment to engage the community in the development of this rumble strip project. The various members of the Caltrans project team who attended the April Bicycle Committee meeting did a very good job in presenting the collision data analysis, explaining the development of the project in an effort to improve safety and addressing a number of questions. Nevertheless, there remain significant community concerns with the application of rumble strip on Highway 1 north of the City of Santa Cruz.

The RTC's Bicycle Committee serves to assist in the development and maintenance of a complete, convenient and safe regional bicycle network. The April meeting of the RTC's Bicycle Committee, drew close to 70 members of the public due to concerns about the potentially detrimental impacts of the proposed rumble strips to bicycle travel. Of those, 13 individuals spoke, with the vast majority being in opposition to the project in its entirety or in part (the shoulder rumble strip portion). The RTC also received approximately 90 letters in opposition.

Encouraging use of non-motorized transportation is essential to a healthy, vibrant, and economically robust community. Highway 1 is nationally recognized as the Pacific Coast Bicycle Route due to its spectacular scenery. It draws many recreational bicycle riders, charity ride participants, weekly training group riders, as well as triathlon and bicycle road races, most notably the Amgen Tour of California.

Committee members understand the need for safety improvements due to the motor vehicle collision rates Caltrans' recent data analysis revealed. However, given the high bicycle ridership in the corridor, members questioned utilizing a treatment that will pose a potential risk to bicyclists and urged Caltrans to consider the safety needs of all users.

Please feel free to contact the RTC's Bicycle Coordinator and staff to the Bicycle Committee, Cory Caletti at (831) 460-3201 or by email at ccaletti@sccrtc.org, for any other Bicycle Committee related matters.

Sincerely,

David Casterson

David Casterson
Chair, RTC Bicycle Committee

cc: Santa Cruz County Regional Transportation Commission
Santa Cruz County Regional Transportation Commission's Bicycle Committee

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SCCRTC
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1523 Pacific Ave., Santa Cruz, CA 95060-3911 · (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

May 11, 2012

The Honorable Barbara Boxer
United States Senate
Washington, DC 20510

Dear Senator Boxer:

The Santa Cruz region and the state of California are fortunate to have you in such a position of influence in the debate over transportation reauthorization. In that regard, we would like to reiterate some local transportation priorities as you and your colleagues convene the House-Senate conference committee this week.

We are particularly concerned about provisions of MAP-21 that lower the percentage of federal highway funds that are "sub-allocated" to metropolitan areas. Current law with regard to the distribution of highway funds ensures that our investments into the Highway Trust Fund are allocated in a manner that best serves our communities. With the elimination of dedicated funding for programs such as the Transportation Enhancements and Safe Routes to Schools, we believe it is unfair to couple those losses with a drop in our share of formula funds.

In addition, we are hopeful that the conferees will reconsider language in MAP-21 that would increase the urbanized area threshold for Metropolitan Planning Organizations (MPOs). Regional planning is vital to the accountability of infrastructure investments and adding burdensome benchmarks that only smaller MPOs must meet seems contrary to one of the main goals of MAP-21 – streamlining the project delivery.

Finally, we remain opposed to any efforts to eliminate or reduce the Mass Transit account of the Highway Trust Fund. Our transportation system will only be effective if all modes have access to available resources, and as a highly transit-dependent region, Santa Cruz would suffer if federal assistance to public transportation was curtailed.

Thank you for your leadership on and advocacy of transportation reauthorization in Congress and for your strong commitment to California priorities in this area. Please feel free to contact us if you would like additional information on how MAP-21 would affect our region, and best of luck with the conference committee.

Sincerely,

George Dondero

George Dondero
Executive Director, Santa Cruz County RTC

12b-1

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1523 Pacific Ave., Santa Cruz, CA 95060-3911 • (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

April 27, 2012

Steve Ando, City Manager
City of Scotts Valley
701 Lundy Lane
Scotts Valley, CA 95066

RE: Letter of support for the City of Scotts Valley's BTA grant funding application

Dear Mr. Ando:

I am writing on behalf of the Bicycle Committee of the Santa Cruz County Regional Transportation Commission (RTC) to offer our support of the City of Scotts Valley's Bicycle Transportation Account application for the Glen Canyon Road Bike Lane Project. Installing Class II bike lanes on both sides of Glen Canyon Road would greatly improve safe bicycle travel on a roadway that serves as a vital connector between one of the City of Scotts Valley's major employment hubs to the city's commercial center. Additionally, Glen Canyon is at the heart of the route with the gentlest gradient that links the City of Santa Cruz and the unincorporated county to the City of Scotts Valley.

Implementation of this project would eliminate conflict between motor vehicles and bicycles and reduce the potential for injury collisions. Encouraging use of non-motorized transportation is paramount to a healthy, vibrant, and economically robust community.

The Regional Transportation Commission's Bicycle Committee serves to assist in the development and maintenance of a complete, convenient and safe regional bicycle and pedestrian network. Such a network increases the opportunity and attractiveness of bicycle and pedestrian trips for transportation purposes. The Glen Canyon bike lane project, if constructed, complements the Bicycle Committee's goals by providing enhanced safety resulting in increased bicycle trips.

Please feel free to contact the RTC's Bicycle Coordinator and staff to the Bicycle Committee, Cory Caletti at (831) 460-3201 or by email at ccaletti@sccrtc.org, for this and any other Bicycle Committee related matters.

Sincerely,

David Casterson

David Casterson
Chair, RTC Bicycle Committee

cc: Santa Cruz County Regional Transportation Commission
Santa Cruz County Regional Transportation Commission's Bicycle Committee

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RTC
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
1523 Pacific Ave., Santa Cruz, CA 95060-3911 · (831) 460-3200 FAX (831) 460-3215 EMAIL info@sccrtc.org

April 26, 2012

The Honorable Henry Perea
Assemblymember, 31st District
State Capitol
P.O. Box 942849
Sacramento, CA 94249-0031

RE: **Notice of Support - ACA 23 (Perea).** Local government transportation projects: special taxes: voter approval.

Dear Assemblymember Perea:

Thank you for authoring Assembly Constitutional Amendment 23 (ACA 23). The Santa Cruz County Regional Transportation Commission (RTC) is pleased to support ACA 23, which would assist agencies in addressing the massive backlog of transportation needs by lowering the voter threshold for the approval of local transportation taxes from two-thirds to 55 percent. This amendment recognizes that our state's neglected transportation system needs attention and provides a fair and equitable solution to the ongoing revenue concerns California faces.

The RTC strongly supports creating opportunities for communities to generate revenues to fund local transportation and infrastructure projects while preserving local level autonomy in the implementation process. As you know, transportation funding levels have not kept pace with the cost to support the transportation needs of our communities. In Santa Cruz County, revenues continue to fall significantly below the levels required to implement the projects that reduce congestion, improve safety, expand mobility, and maintain the existing transportation system. Furthermore, fuel tax purchasing power has continued its lengthy decline over the last two decades, especially as vehicles become more fuel efficient. While particularly noticeable in California, the declining purchasing power of fuel taxes has become a nationwide problem. Local transportation tax measures allow local voters to fund transportation projects that the state and federal government cannot afford to build.

Legislation must be enacted to lower the threshold for passage of local option transportation sales tax measures to 55% so that voters in California's counties will have a realistic opportunity to pass a transportation measure that would provide funding needed to improve, repair and maintain the local and state transportation system.

Again, thank you for your leadership on this issue. If you have any questions, please contact Rachel Moriconi of my staff at (831) 460-3203 or our Sacramento Assistants, Steve Schnaidt at (916) 761-0596 or John Arriaga at (916) 669-1340.

Sincerely,

George Dondero
Executive Director

12d-1

cc: Senator Simitian, Senator Blakeslee, Assemblywoman Caballero; Assemblyman Monning; RTC

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From: Joyce Elmore [mailto:joyelm@comcast.net]
Sent: Thursday, May 10, 2012 9:48 AM
To: Regional Transportation Commission
Subject: Re: UPDATE: Last Call for RTC's Transportation Plan Survey - Policies/Targets/Goals

I believe that the purchase of the "dinner train" is a complete waste of our money.

I believe that Highway 1 should be three lanes on both sides.

-------Original Message-------

From: Regional Transportation Commission
Date: 5/10/2012 9:43:43 AM
To: Interested Parties
Subject: UPDATE: Last Call for RTC's Transportation Plan Survey - Policies/Targets/Goals

****

Hello Joyce Elmore –

Your comments about specific types of transportation were received.

Also, I hope you have time to complete the survey. Now is the time to participate in the development of cost/benefit analysis tools that local decision makers will use to determine funding priorities for our community's limited transportation dollars.
Here's the link: http://www.surveymonkey.com/s/TransportPlanPolicy

For more information about the reasons why the RTC is pursuing acquisition of the 32-mile continuous transportation corridor and about projects in the Highway 1 corridor, please visit the RTC website: www.sccrtc.org .

Thank you.

. . . . . .

Karena Pushnik, Senior Planner/Public Information Coordinator
Santa Cruz County Regional Transportation Commission
Santa Cruz Office (main) 831.460.3210 | Watsonville 831.768.8012
1523 Pacific Avenue | Santa Cruz, CA 95060

Follow our social networks for the latest RTC news

From: Michaela Burr [mailto:mickyleila@gmail.com]
Sent: Wednesday, May 16, 2012 10:38 PM
To: info@sccrtc.org
Cc: Richard Davis
Subject: Highway 1 Soquel/Morrissey Auxiliary Lanes

To whom it may concern at RTC,

I'm a junior at Harbor High School and I'm excited for our new bridge at La Fonda. It will increase safety for students who walk and bike to school. I realized and understand that this next year during construction, students as well as employees of Harbor High are going to have to be patient and flexible.

It is my responsibility to get myself to school in the morning and to my after school commitments on time. Unfortunately the dirt trucks and other heavy equipment going in and out right next to Harbor have caused me to be late to school one morning and have caused my trip home in the afternoon to be much longer due to the delays of stopping all traffic during the school day rush.

I understand that it is already hard to work near two schools, one being a high school. It would benefit all students, parents, and teachers at Harbor High if the truck traffic could be postponed from 8:15 - 8:35 and 2:40 - 3:05 everyday to allow the flow of school traffic until the short amount of school we have left is over.

Thank you,
Michaela Burr
ASB Vice-President

Hello Michaela Burr –
Thank you for your email regarding construction traffic near Harbor High School.

We have notified the construction crews about Harbor High School start/end times and encouraged them to avoid the La Fonda overcrossing area during those times, as possible. Because there are many subcontractors, we will continue to remind crews at our weekly coordination meetings.

I very much appreciate you and your fellow student's efforts to be patient and flexible. We encourage all students, employees and residents to plan ahead, allow extra time, and exercise extreme caution through the construction area, as well as adjacent neighborhoods.

On a related note, we met with Harbor principal Dick Davis to discuss ways to minimize construction impacts as well as overall traffic to Harbor next school year when the La Fonda Bridge is out. A community meeting is planned for 6:30 pm on May 30 at DeLaveaga Elementary to review plans. A flyer for that meeting is attached. Anything you can do to get the word out to families this school year is greatly appreciated.

We would like to work with you on student outreach and would be happy to discuss this further.
Thanks again for your thoughtful comments.

. . . . . .

Karena Pushnik, Senior Planner/Public Information Coordinator
Santa Cruz County Regional Transportation Commission
Santa Cruz Office (main) 831.460.3210 | Watsonville 831.768.8012
1523 Pacific Avenue | Santa Cruz, CA 95060

Follow our social networks for the latest RTC news

From: Martin Harriman [mailto:larvacea@mac.com]
Sent: Saturday, May 26, 2012 11:09 AM
To: info@sccrtc.org
Subject: Median barrier on highway 1 through Aptos, just curious

Is this by any chance the project that shows up as "Construct colored and textured median barrier" in the Caltrans construction report? I was wondering, could you explain why the barrier is being replaced? I'm just curious about engineering I know nothing about. It's always fun to learn more about other people's professions.

Thanks for satisfying my curiosity.

Another happy customer (made super extra happy every day I drive round the improved fishhook, let me tell you, and looking forward with glee to the new auxiliary lanes, too)-- --Martin Harriman

---

From: Karena Pushnik
Sent: Tuesday, June 05, 2012 10:23 AM
To: 'larvacea@mac.com'
Cc: susana_cruz@dot.ca.gov
Subject: FW: Median barrier on highway 1 through Aptos, just curious

Hello Martin Harriman -
We received your email about median barriers on Highway 1.

Yes, the project currently underway in Aptos is the replacement of the median barrier noted as project #7 in the Caltrans report in the May 3 RTC packet on webpage 64 (out of 169): Upgrade Metal Beam Guard Rail, other improvements, post mile 9.0-17.6

The project you noted as "construct colored and textured median barrier" is for post mile 17.2-18.2 which is closer to the Highway 9/Harvey West area. That one is also under construction.

Per Caltrans, the concrete median barriers are easier for their crews to maintain. I'm also forwarding this email to Caltrans District 5 staff who may be able to provide more details about the barrier replacement.

Thank you for your email and support of the Auxiliary lanes project.

. . . . . .
Karena Pushnik, Senior Transportation Planner/Public Information Coordinator
Santa Cruz County Regional Transportation Commission
www.sccrtc.org | 831.460.3210

Local Revenue Measures in California

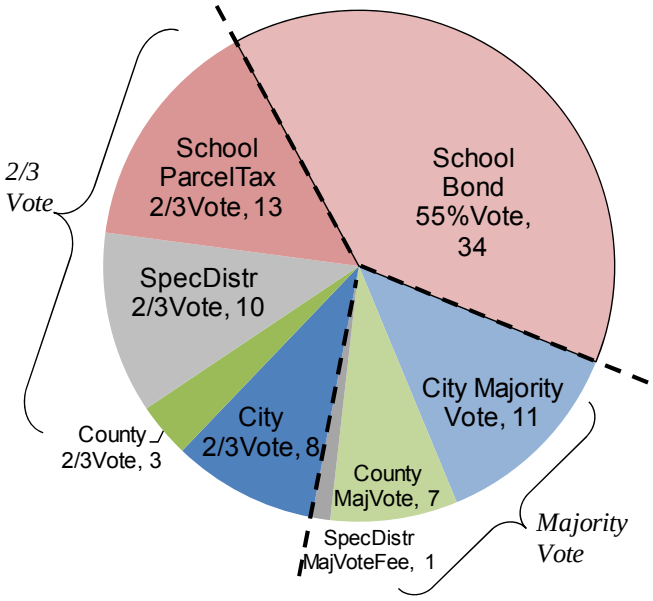
June 2012 Preliminary Results

The June 5, 2012 California presidential primary election featured over 140 local measures on questions including land use development, government organization, bond authorizations and tax increases. Among these were 87 measures seeking approval for taxes, bonds or fees.

There were 34 separate K-12 schools district and community college bond measures, requesting a total of $2.32 billion to construct facilities, acquire equipment and make repairs and upgrades. There are 13 measures to increase school parcel taxes.

Among the 40 non-school local revenue measures are two city general obligation bond measures and 19 special taxes and parcel taxes requiring two-thirds voter approval. These include two county library sales tax extensions and a sales tax earmarked for fire and police in Parlier. The 19 majority vote measures include increases and eight add-on sales taxes, four hotel tax increases or expansions (all in counties), four business tax increases or extensions and one utility user tax increase.

Proposed Local Revenue Measures June 2012



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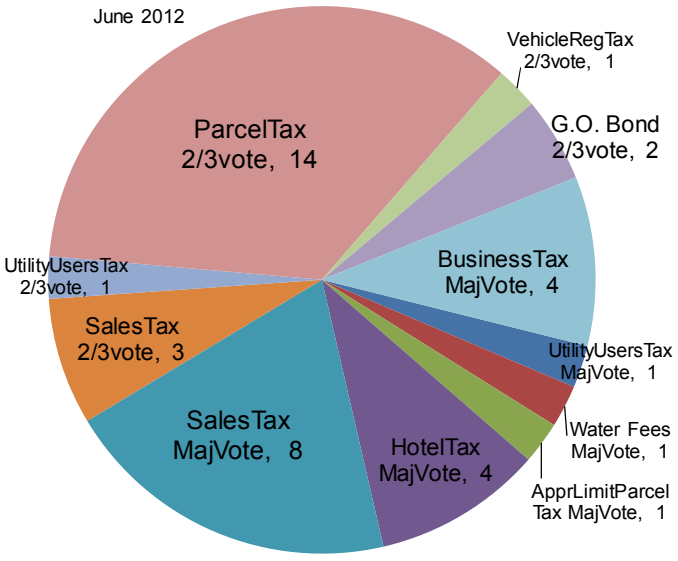
Types of Non-School Local Tax Measures



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Proposed Local Fiscal Measures

	June'08	June'12
School Bonds 55% vote	32	34
School Parcel Taxes 2/3 vote	14	13
City, County SpDistr Maj.Vote	16	19
City, County, SpDistr 2/3 Vote	19	21
	81	87

Local Revenue Measures June 2012

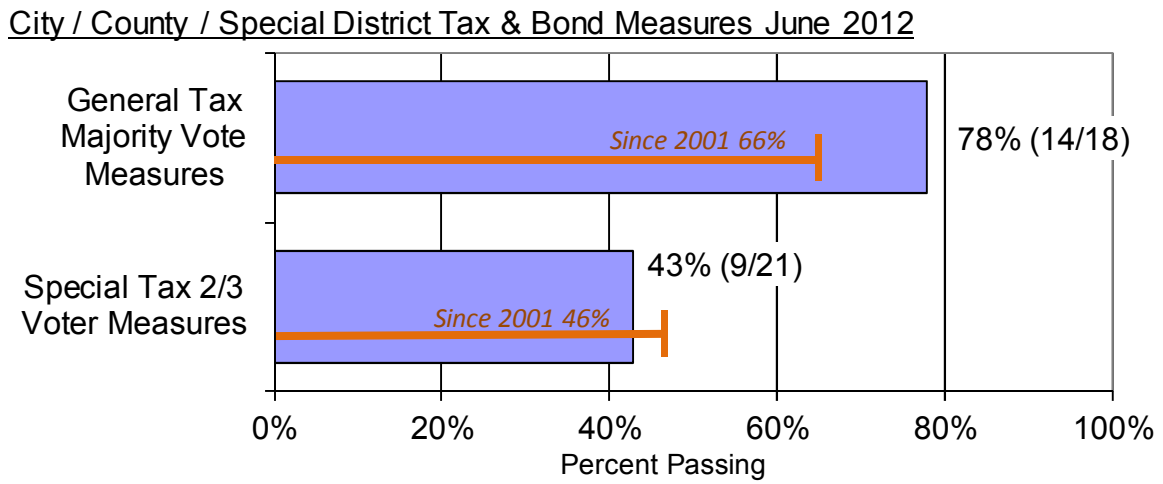
	Total	Pass	Passing'
City Majority Vote	11	10	91%
County Majority Vote	7	4	57%
Special Dist. Majority Fee	1	1	100%
City 2/3 Vote	8	2	25%
County 2/3 Vote	3	3	100%
Special District (2/3)	10	4	40%
School ParcelTax2/3	13	9	69%
School Bond 55%	34	22	65%
Total	87	55	63%

2217 Isle Royale Lane • Davis, CA • 95616-6616
Phone: 530.758.3952 • Fax: 530.758.3952

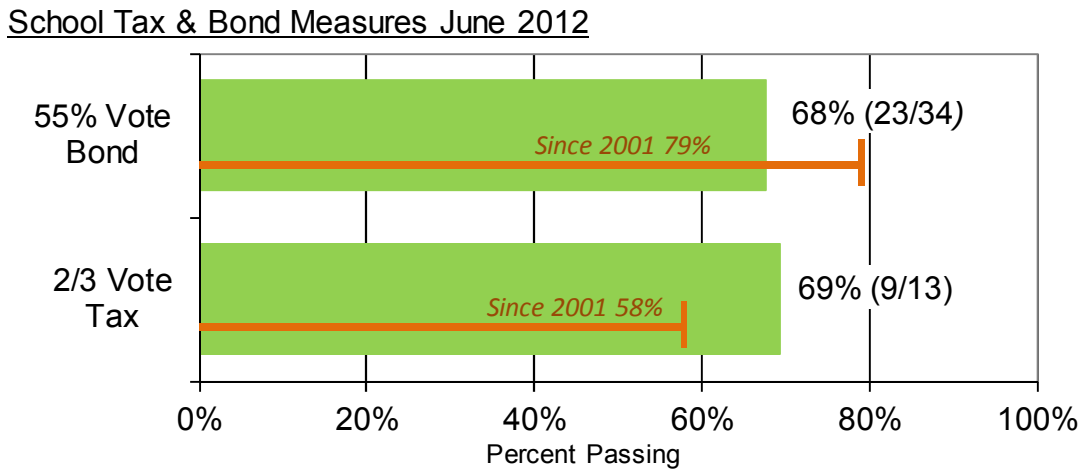
Overall Passage Rates

Preliminary election night tallies with all precincts reporting, indicate that 55 of the 87 local revenue measures passed. As in past elections, majority vote measures fared better than supermajority vote special taxes and bonds. Fifteen of the 19 majority vote measures passed, including all but one of the city measures. But 18 of the 34 two-thirds supermajority vote special taxes passed. School parcel taxes fared better, with nine of 13 passing versus just nine of 21 non-school special tax measures passing.

The overall passage rate of non-school local tax measures in June 2012 was similar to prior elections over the last decade. Over that time, voters have approved 66% of majority vote measures but only 45% of two-thirds vote special tax measures.



The proportion of passing school bond measures was somewhat lower than in prior years, but the proportion of passing school parcel taxes was slightly higher. Overall, passage rates for school measures were similar to prior years.



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Local Add-On Sales Taxes (Transaction and Use Taxes)

Nine cities asked their voters to consider sales tax add-ons (transactions and use taxes). Among these, only the City of Alameda chose to earmark the tax, making the measure a two-thirds vote special tax. Alameda's tax was the only tax that failed, barely even garnering a majority approval.

Existing county library sales tax rates were renewed and extended in Solano County and Stanislaus County.

The high passage rate for sales tax measures in this election exceeds that of previous elections. Since 2001, about 60% of measures to increase general purpose (majority vote) local sales taxes passed. Just 36% of two-thirds vote special sales tax increases passed during that time.

Transactions and Use Tax (Add-on Sales Tax)

Agency Name		Rate	Purpose		Sunset	% Needed	YES%	NO%		
City of Pittsburg	Measure P	1/2 cent		new	5yrs	50.0%	**74.0%**	26.0%	PASS	new
City of San Pablo	Measure Q	1/2 cent		new	5yrs	50.0%	**73.1%**	26.9%	PASS	new
City of Soledad	Measure Y	1 cent		new	5yrs	50.0%	**70.1%**	29.9%	PASS	new
City of Hercules	Measure O	1/2 cent		new	4yrs	50.0%	**70.1%**	29.9%	PASS	new
City of Sonoma	Measure J	1/2cent		new	5yrs	50.0%	**66.5%**	33.5%	PASS	new
City of Santa Maria	Measure U20	1/4cent		new	9yrs	50.0%	**63.9%**	36.1%	PASS	new
City of Greenfield	Measure X	1/2 cent		new	5yrs	50.0%	**63.4%**	36.7%	PASS	new
City of Ridgecrest	Measure L	3/4cent		new	5yrs	50.0%	**55.9%**	44.1%	PASS	new
City of Alameda	Measure C	1/2 cent	Police/Fire/EMS	new		66.7%	50.3%	**49.7%**	FAIL	new
County of Solano	Measure L	1/8cent	Library	extend	16yrs	66.7%	**79.9%**	20.1%	PASS	extend
County of Stanislaus	Measure T	1/8cent	Library	extend	5yrs	66.7%	**81.6%**	18.4%	PASS	extend

Transient Occupancy (Hotel) Taxes

There were four measures to increase or expand Transient Occupancy (Hotel) Taxes. Measure F to extend the current hotel tax in the North Lake Tahoe area of Placer County passed as did the Los Angeles county to modernize and extend the existing 12% rate there. But a measure to increase the rate in unincorporated San Mateo County failed. Voters in Tuolumne County turned down a measure to expand the existing hotel tax rate in unincorporated areas to private campgrounds, recreational vehicle and boat stays.

Transient Occupancy Tax Tax Measures: All General Majority Vote

Agency Name		Rate		Sunset	YES%	NO%		
County of Placer	Measure F	2%	extend	10yrs	**84.1%**	15.9%	PASS	extend
County of Los Angeles	Measure H	12%	Extend/amend		**60.4%**	39.6%	PASS	Extend/amend
County of San Mateo	Measure U	10%to12%	increase		46.5%	**53.5%**	FAIL	increase
County of Tuolumne	Measure C	10%	expand		43.5%	**56.5%**	FAIL	expand

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Utility User Taxes

There were just two utility user tax (UUT) measures on the ballot. The City of Parlier took the challenging approach of earmarking their proposed 5% rate for public safety services (police, fire and emergency services), thus triggering the requirement for two-thirds voter approval. The measure failed to even garner majority approval.

The general purpose measure in Stanton proposed to increase the existing 5% tax to 7.5% and to modernize and expand the tax to cover modern telecommunications technologies and billing methods. The measure was accompanied by a companion advisory measure advising that the proceeds from the increase for various priorities including maintaining public safety funding (police, fire and paramedic services), maintaining support for school programs (notably not a city function) and services to children, continuing other vital city services, restoring adequate reserves for fiscal stability, and providing for economic growth. The Stanton measure also included a provision allowing the rate to be adjusted "based upon CPI changes," an unusual provision for a percent rate tax that inherently changes with growth in utility charges over time. The measure failed.

Utility User Taxes

Agency Name	County		Tax/Fee	Rate			%Needed	YES%	NO%	
City of Parlier	Fresno	Measure S	UUT 2/3	5%	Police/Fire/EMS	new	66.7%	40.3%	**59.7%**	FAIL
City of Stanton	Orange	Measure J	UUT	to7.5%fr5%		expand/increase	50.0%	45.2%	**54.8%**	FAIL
		Measure K	advisory		Police/Fire/EMS		50.0%	**72.1%**	27.9%	PASS

Business License Taxes

There were four business license tax measures. The County of Los Angeles sought voter approval to continue a 10% tax on the gross receipts received by operators of landfills in the unincorporated areas of the county for the disposal of waste in landfill facilities. The tax was originally adopted in 1991. The measure passed easily.

Measure B in the City of South Lake Tahoe reduced the gross receipts business tax rate across all categories, but increasing the maximum tax from $3,448 to $20,000 per calendar year and eliminating the cost of living increase. Voters approved the proposal.

The County of San Mateo placed two business tax measures on the ballot along with a transient occupancy (hotel) tax measure (see "transient occupancy taxes" above). Measure T imposes a 2.5% tax on the gross receipts of car rental companies in the unincorporated areas of the county. San Mateo County Measure X would have imposed a tax of 8% on the gross receipts of companies that operate commercial parking lots in unincorporated areas of the county, including valet parking at restaurants and hotels. The taxes largely effect businesses related to San Francisco International Airport.

Measure T was narrowly ahead pending final counts but Measure X failed. Identical measures in November 2008 fell short of the majority approval with 47% each.

Business License Tax Measures: Majority Vote General

Agency Name		Rate	YES%	NO%	
County of Los Angeles	Measure L	10%onLandfillOperators	**62.7%**	37.3%	PASS
City of South Lake Tahoe	Measure B	Increase cap, reduce rate	**55.2%**	44.8%	PASS
County of San Mateo	Measure T	2.5%onVehRentals	**50.0%**	50.0%	PASS? *Too close to call*
County of San Mateo	Measure X	8%parkingFacilities	46.9%	**53.1%**	FAIL

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Parcel Taxes and Special Taxes (non-school)

There were four city parcel taxes and ten special district parcel taxes. Under a state constitutional provision included in Proposition 13 (1978), parcel taxes require two-thirds supermajority approval. Just four of the 14 measures passed.

Among the nine taxes earmarked for police or fire and emergency medical transport (EMS) services, just two passed. The measures in the Hallmark area of San Mateo County and the Muir Beach Community in Marin County extended existing taxes. Voters in Davis extended their existing special tax for parks. The only non-school two-thirds vote parcel tax increase to pass was in the wealthy bay area Town of Portola Valley where road conditions were at issue. Voters in the upscale City of Belvedere approved an increase in the city's appropriations limit (Cal Const Art XIIIB), thus allowing the city to increase a previously approved parcel tax.

Voters in Humboldt County approved an extension of the existing $1 per car registration special tax used for abandoned vehicle abatement.

City and Special District Parcel Taxes (2/3 vote)

Agency Name	County		Amount			YES%	NO%	
Town of Portola Valley	San Mate	Measure V	$625/parcelto$950/parcel	streets/roads		**85.7%**	14.3%	PASS
Muir Beach Community Se	Marin	Measure E	$200/parcel	Fire/EMS	4yrs	**84.3%**	15.7%	PASS
City of Davis	Yolo	Measure D	$49/parcel	Parks		**84.1%**	15.9%	PASS
County Fire Service Area 1	San Mate	Measure Z	$65/parcel	Police/Fire/EMS		**70.1%**	29.9%	PASS
Crockett Community Servi	Contra Co	Measure R	$60/parcelto$110/parcel	Parks/Recreation		**68.1%**	31.9%	PASS
Higgins Fire District	Nevada	Measure B	incrto$125from$25	Fire/EMS		61.2%	**38.8%**	FAIL
Brooktrails Township Con	Mendocin	Measure E	$100/parcel	Fire/EMS		60.5%	**39.5%**	FAIL
City of Dunsmuir	Siskiyou	Measure N	$25/yr	library		58.2%	**41.8%**	FAIL
Town of Ross	Marin	Measure C	$1000/rDU	Police/Fire/EMS		57.4%	**42.6%**	FAIL
Mystic Mine Community S	Nevada	Measure C	from$120to$200/parcel	streets/roads		54.4%	**45.7%**	FAIL
Placer Hills Fire Protection	Placer	Measure E	$79/parcel	Fire/EMS		52.9%	**47.1%**	FAIL
East Contra Costa Fire Pro	Contra Co	Measure S	$107/parcel	Fire/EMS	3%/yr incr 10yrs	43.6%	**56.4%**	FAIL
Groveland Fire Protection	Tuolumne	Measure D	$107/parcel	Fire/EMS	$3/yr incr 10yrs	41.1%	**58.9%**	FAIL
North Auburn-Ophir Fire (	Placer	Measure D	$40/parcel	Fire/EMS		41.0%	**59.0%**	FAIL
Vehicle Registration Tax (2/3 vote)								
County of Humboldt	Humboldt	Measure Y	$1/veh	AbandonedVehicleCl	10yrs	**79.5%**	20.5%	PASS
Appropriations Limit Increase / Parcel Tax (majority vote)								
City of Belvedere	Marin	Measure B	$605/rDU	Fire/EMS		**78.3%**	21.7%	PASS

General Obligation Bonds

Two cities sought the two-thirds voter approval needed to issue general obligation bonds and the accompanying ad valorem property tax rate increase to pay the bond debt service. Both failed.

Voters in Arroyo Grande turned down Measure A authorizing the issuance and sale of $6.7 million to construct a new police station and retire bonds issued in 2003 for the construction of a fire station. The measure specified that the ad valorem tax rate to pay the 30 year bonds shall not exceed the existing rate approved in 2003 to pay for the fire station bonds, estimated at no more than $8.17 per $100,000 of assessed value.

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Voters in the City of Rio Dell failed to approve the issuance and sale of $2 million in general obligation bonds to fund street improvements. The 15 year bonds would have been be repaid from an ad valorem property tax estimated at $119.62 per $100,000 of assessed value.

About half of the general obligation bond measures proposed since 2001 received the two-thirds voter approval needed.

City, County and Special District Bond Measures (2/3 vote)

Agency Name	County		Amount		YES%	NO%	
City of Rio Dell	Humboldt	Measure X	$2m	streets/roads	62.3%	**37.7%**	FAIL
City of Arroyo Grande	San Luis Obispo	Measure A	$6.7m	police station	61.2%	**38.8%**	FAIL

School Parcel Taxes

School parcel taxes fared better than non-school parcel taxes. The ballot included 13 local school parcel taxes. All received well over 60% yes votes and nine passed.

School Parcel Taxes (2/3 voter approval)

Agency Name	County		Rate	Sun	YES%	NO%	
Santa Cruz City Elementary School Distric	Santa Cruz	Measure J	$85/parcel	8yrs	**81.2%**	18.8%	PASS
Santa Cruz City High School District	Santa Cruz	Measure I	$38/parcel	8yrs	**79.0%**	21.1%	PASS
Scotts Valley Unified School District	Santa Cruz	Measure K	$48/parcel	3yrs	**76.0%**	24.0%	PASS
Ross Valley School District	Marin	Measure A	$149/parcel	8yrs	**73.0%**	27.0%	PASS
Peralta Community College District	Alameda	Measure B	$48/parcel	8yrs	**71.7%**	28.3%	PASS
Hayward Unified School District	Alameda	Measure G	$58/parcel	5yrs	**70.2%**	29.8%	PASS
Redwood City School District	San Mateo	Measure W	$67/parcel	5yrs	**69.0%**	31.0%	PASS
Jefferson Union High School District	San Mateo	Measure Y	$48/parcel	4yrs	**67.2%**	32.8%	PASS
Cotati/Rohnert Park Unified School Distri	Sonoma	Measure D	$89/parcel	5yrs	**66.9%**	33.1%	PASS
Santa Barbara Elementary School District	Santa Barbara	Measure X2	$54/parcel	4yrs	65.0%	**35.0%**	FAIL
West Contra Costa Unified School Distric	Contra Costa	Measure K	10.2cents/s	5yrs	64.6%	**35.4%**	FAIL
Santa Barbara High School District	Santa Barbara	Measure W	$54/parcel	4yrs	64.3%	**35.7%**	FAIL
New Haven Unified School District	Alameda	Measure H	$180/parcel	4yrs	62.3%	**37.7%**	FAIL

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School Bonds (55% approval)

There were 34 school bond measures on the ballot for a total of over $2.32 billion in bonds. Preliminary counts show 23 of the measures attained the 55% approval needed for a total of $1.856 million in new approved school bonds.

School Bond Measures - all 55% Approval

Agency Name	County		Amount	YES%	NO%	
Reef-Sunset Unified School District	Kings	Measure A	$10.8m	**82.7%**	17.3%	PASS
Trinidad Union School District	Humboldt	Measure W	$2.2m	**80.5%**	19.5%	PASS
Sebastopol Union School District	Sonoma	Measure H	$9m	**69.0%**	31.0%	PASS
Mountain View Whisman School District	Santa Clara	Measure G	$198m	**66.1%**	33.9%	PASS
Cupertino Union School District	Santa Clara	Measure H	$220m	**65.8%**	34.2%	PASS
Clovis Unified School District	Fresno	Measure A	$298m	**64.7%**	35.3%	PASS
Milpitas Unified School District	Santa Clara	Measure E	$95m	**64.5%**	35.5%	PASS
Guerneville School District	Sonoma	Measure F	$6m	**63.2%**	36.8%	PASS
Charter Oak Unified School District	Los Angeles	Measure CC	$47m	**62.5%**	37.5%	PASS
Dublin Unified School District	Alameda	Measure E	$99m	**61.9%**	38.1%	PASS
Pollack Pines ESD	El Dorado	Measure K	$9m	**61.9%**	38.1%	PASS
Val Verde Unified School District	Riverside	Measure L	$178m	**61.8%**	38.3%	PASS
Southern Trinity Joint Unified School Dis	Humboldt	Measure V	$2.3m	**61.5%**	38.5%	PASS
Wright School District	Sonoma	Measure I	$14m	**61.0%**	39.0%	PASS
Healdsburg Unified School District	Sonoma	Measure E	$35m	**60.2%**	39.8%	PASS
Lincoln Unified School District	San Joaquin	Measure A	$48.5m	**59.1%**	40.9%	PASS
West Valley-Mission Community College	Santa Clara / S	Measure C	$350m	**58.7%**	41.3%	PASS
Sulphur Springs Union Elementary Schoo	Los Angeles	Measure CI	$72m	**58.5%**	41.5%	PASS
Savanna Elementary School District	Orange	Measure G	$28.75m	**58.5%**	41.5%	PASS
Old Adobe Union School District	Sonoma	Measure G	$26m	**56.1%**	43.9%	PASS
Taft City School District	Kern	Measure C	$23.6m	**55.4%**	44.6%	PASS
Cabrillo Unified School District	San Mateo	Measure S	$81m	**55.3%**	44.7%	PASS
Buellton Union School District	Santa Barbara	Measure V2	$3.2m	**55.2%**	44.8%	PASS
Norris School District	Kern	Measure B	$149m	54.2%	**45.8%**	FAIL
Mountain Empire Unified School District	San Diego	Proposition	$30.8m	54.1%	**46.0%**	FAIL
Gridley Unified School District	Butte	Measure D	$2.5m	53.9%	**46.1%**	FAIL
Antioch Unified School Facilities Improv	Contra Costa	Measure J	$59.5m	53.5%	**46.5%**	FAIL
Gridley Unified School District	Butte	Measure C	$11m	51.7%	**48.3%**	FAIL
Jurupa Unified School District	Riverside	Measure M	$125m	51.7%	**48.3%**	FAIL
Sierra Unified School District	Fresno	Measure O	$5.4m	51.3%	**48.7%**	FAIL
Brea-Olinda Unified School District	Orange	Measure E	$54m	48.2%	**51.8%**	FAIL
Alpine Union School District	San Diego	Proposition	$12m	43.3%	**56.7%**	FAIL
Corcoran Unified School District	Kings	Measure V	$9m	42.5%	**57.5%**	FAIL
Biggs Unified School District	Butte	Measure B	$6m	42.0%	**58.0%**	FAIL

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Employee Benefit Changes

The closely watched public employee pension reform proposals in San Diego and San Jose both passed.

Employee Benefit Changes & Limits

Agency Name	County		YES%	NO%	
City of San Diego	San Diego	Proposition B	**66.2%**	33.8%	PASS
City of San Jose	Santa Clara	Measure B	**69.6%**	30.4%	PASS

Appointed City Clerk, Treasurer, Administrator

Voters in Calexico approved measures to allow their city council to appoint their city clerk and city treasurer rather than elect them. But similar measures failed in Ukiah and Antioch. Orange County's proposal to have the Board of Supervisors appoint the county public administrator also failed. The Public Administrator position in Orange County protects the assets and manages the affairs of residents of the county who die with no known heirs, no will or qualified executor, and no qualified administrator of the estate. The office is presently an elected office.

Appointed City Clerk / City Treasurer

Agency Name	County			YES%	NO%	
City of Calexico	Imperial	Measure P	Appt City Clerk	**51.8%**	48.2%	PASS
City of Calexico	Imperial	Measure Q	Appt City Treas	**50.3%**	49.7%	PASS
City of Ukiah	Mendocino	Measure D	Appt City Treas	45.6%	**54.5%**	FAIL
County of Orange	Orange	Measure A	apptd public administrator	39.1%	**60.9%**	FAIL
City of Antioch	Contra Costa	Measure L	Appt City Treas	28.9%	**71.1%**	FAIL
City of Antioch	Contra Costa	Measure M	ApptMayor	15.7%	**84.3%**	FAIL

Charter Cities

Voters in El Cajon approved a measure to establish a city charter, providing the city with certain additional authority not afforded to general law cities. Voters in Auburn turned down charter city status.

Charter Cities

Agency Name	County		YES%	NO%	
City of El Cajon	San Diego	Proposition	**57.1%**	42.9%	PASS
City of Auburn	Placer	Measure A	34.7%	**65.3%**	FAIL

****

For more information: Michael Coleman 530-758-3952. coleman@muni1.com

Source: County elections offices.

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Help Spread the Word About the Many Benefits of Public Transportation on National Dump the Pump Day – Thursday, June 21, 2012

The 7th annual National Dump the Pump Day on June 21 is a day to highlight that when gas prices are high, using public transportation is a great alternative to driving that will help people save money.

We know what happens when gas prices are high. Many people park their cars and take public transportation instead. In fact, using public transportation is an economical way to beat high gas prices…if it is available. According to APTA's most recent Transit Saving Report, a two-person household can save, on the average, more than $10,000 a year by downsizing to one car.

At a time when our economy is still hurting and gas prices are continuing to skyrocket, people need to save money. This is a time to increase public transportation service, not decrease it. However, Congress has yet to pass a long overdue surface transportation bill that will increase public transportation investment. State and local revenues that fund public transportation have declined since the economic recession started and that has also negatively impacted public transit systems' budgets. All levels of government – federal, state, and local – should invest more in public transportation.

From urban to suburban to rural communities, public transportation is a vital resource to Americans, and a cornerstone of our nation's economy. Relying on transit for their daily mobility needs, Americans use local public transportation systems to commute to and from work, to travel to school and the doctor's office, to go shopping, and to visit with family and friends. Public transportation use reduces our nation's dependence on foreign oil by 4.2 billion gallons of gasoline a year and it also saves 37 million metric tons of carbon emissions annually. Last, but not least, public transportation has a proven track record of reducing congestion. The latest research shows that in 2010, U.S. public transportation use saved 796 million hours in travel time, 303 million gallons of fuel, and $17 billion in congestion costs in 439 urban areas.

Quick Facts

- In 2011, Americans took 10.4 billion trips on public transportation.
- 35 million times each weekday, people board public transportation.
- Public transportation is a $55 billion industry that employs more than 400,000 people.
- More than 7,300 organizations provide public transportation in the United States.

Public Transportation Helps People Save Money

- Using public transportation is the quickest way to beat high gas prices.
- According to APTA's Transit Saving Report, a two-person household can save, on the average, more than $10,000 a year by downsizing to one car.
- Public transportation provides an affordable, and for many, necessary, alternative to driving.

Public Transportation Provides Economic Opportunities

- Every $1 billion invested in public transportation creates and supports 36,000 jobs.
- Every $1 invested in public transportation generates approximately $4 in economic returns.
- Every $10 million in capital investment in public transportation yields $30 million in increased business sales.
- Every $10 million in operating investment yields $32 million in increased business sales.

Public Transportation Saves Fuel and Reduces Congestion

- Public transportation has a proven record of reducing congestion.
- The latest research shows that in 2010, U.S. public transportation use saved 796 million hours in travel time and 303 million gallons of fuel in 439 urban areas.
- Without public transportation, congestion costs in 2010 would have risen by nearly $17 billion from $101 billion to $118 billion.

Public Transportation Reduces Gasoline Consumption

- Public transportation use in the United States saves 4.2 billion gallons of gasoline annually.
- Households near public transit drive an average of 4,400 fewer miles than households with no access to public transit.

Public Transportation Reduces Carbon Footprint

- Public transportation use in the United States reduces our nation's carbon emissions by 37 million metric tons annually. This is equivalent to the emissions resulting from the electricity generated for the use of 4.9 million households or every household in Washington, DC; New York City; Atlanta; Denver; and Los Angeles combined.
- One person with a 20-mile round trip commute who switches from driving to public transit can reduce his or her daily carbon emissions by 20 pounds, or more than 4,800 pounds in a year.
- A single commuter switching his or her commute to public transportation can reduce a household's carbon emissions by 10 percent and up to 30 percent if he or she eliminates a second car.

Public Transportation Enhances Personal Opportunities

- Public transportation provides personal mobility and freedom for people from every walk of life.
- Access to public transportation gives people transportation options to commute to work, go to school, visit friends, or travel to a doctor's office.
- Public transportation provides access to job opportunities for millions of Americans.
- 83 percent of older Americans acknowledge public transit provides easy access to things they need in everyday life.

PROJECT UPDATE – SANTA CRUZ COUNTY

PREPARED FOR JUNE 7, 2012 SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION MEETING

CONSTRUCTION PROJECTS

	Project	Location	Description	Construction Timeline	Construction Cost	Funding Source	Implement-ing Agency	Project Manager (Resident Engineer)	Contractor	Comments
1.	**Hwy. 1 Salinas Road Interchange (315924)**	Highway 1, Mon. County, North of Moss Landing at Salinas Road (PM 99.9-101.5)	Construct new interchange	April 2010-Fall 2012	$12 Million	STIP/ CMIA	Caltrans	Richard Rosales (JW)	Desilva Gates Construction LP, Dublin	Hwy. 1 Detour still in place. Final Salinas Road completed 5/16—traffic now on new Salinas Road bridge.
2.	**Hwy. 1 Watsonville (CAPM) Rehab. (0M7504)**	Hwy 1 (PM 0.0-10.2) In Santa Cruz County in Watsonville and Aptos from Pajaro River Bridge to North Aptos Underpass	Pavement Rehabilitation (hot mix asphalt on existing pavement)	April 15, 2012-Fall 2012	$12M	SHOPP	Caltrans	Luis Duazo (BR)	Pavex Construction Division, Watsonville	Night work with alternating lane and ramp closures
3.	**Santa Cruz Highway 1 Median Barrier (0S3104)**	Highway 1 in Santa Cruz (17,5-18,2)	Construct colored and textured Median Barrier	April 23, 2012-Fall 2012	$1.6 M	SHOPP	Caltrans	Doug Hessing (PD)	Toms Septic Construction, Salinas	Alternating lane closures, primarily overnight
4.	**Hwy. 9 Grind and Replace (0S0804)**	In Santa Cruz from so. of the Rte 01/09 junction to just no. of Vernon St. (PM 0.0-PM 0.6)	Cold plane and hot mix asphalt and repaving	Spring 2012 - Summer 2012	$350,000	Highway Maint.	Caltrans	Kelly McClain (PD)	Pavex Construction Div., San Jose	Nighttime One-way traffic control with flagging.
5.	**Hwy. 17 Santa's Village Road Guardrail (0G4004)**	Near Scott's Valley from just north of Santa's Village to Crescent Drive (PM 6.1-6.6)	Construct concrete guardrail	Winter 2011-Sumer 2012	$3 Million	SHOPP	Caltrans	Doug Hessing (PD)	Gordon N. Ball Inc., Alamo	Daytime alternating closures. Work scheduled to complete late Spring.

PROJECTS IN DEVELOPMENT

	Project	Location	Description	Construction Timeline	Construction Cost	Funding Source	Implement-ing Agency	Project Manager	Phase	Comments
6.	**Hwy. 17 Vinehill Wet Weather Improvements (0P8104)**	Near Scotts Valley from south of West Vinehill Rd. to south of Vinehill Rd.(PM 7.0-7.3)	Construct soldier pile wall	Spring 2009-Summer.2012	$1.5 Million	SHOPP	Caltrans	Doug Hessing (PD)	TBD	90% complete, contractor default, Bonding company sub-contracted Pavex to complete remaining work by early June
7.	**Hwy. 1 Guardrail Upgrade, Concrete Barrier, Retaining Wall (05-0R9101)**	Highway 1 from S of South Aptos Underpass to .1 Mi N. of Rt 9 (PM 9.0-17.6)	Upgrade Metal Beam Guard Rail, other improvements	Winter 2013 - Summer 2013	$ 2.3 M	SHOPP	Caltrans	Luis Duazo	PS&E/RW	Scheduled to be advertised early 2013
8.	**Hwy. 1 Guardrail/Crash Cushions (0M970_)**	Highway 1, various locations from San Lorenzo R. Bridge to Waddell Creek (PM 17.4-26.0)	Upgrade guard rail, end treatments	Summer 2012 – Summer 2013	Total $2.8M	SHOPP	Caltrans	Doug Hessing	PS&E	Schedule to be advertised July 2012 and Award Sept. 2012.
9.	**Hwy. 9 Holiday Lane Improvements (0K2301)**	Highway 9 between Ben Lomond and the Highland Co. Park; S. of Holiday Lane (PM 8.4-8.6)	Construct Viaduct, Upgrade guard rail	Summer 2012 – Winter 2013/14	$1.3 M	SHOPP	Caltrans	Steve DiGrazia	End of PS&E	Bids opened May 2 and contract awarded May 23, pending approval

DISCRETIONARY FUNDS AVAILABLE

A call for projects was released April 23, 2012 for the Highway Safety Improvement Program (HSIP) and High Risk Rural Road Program (HRRR). This call is targeted for approximately $100 million for HSIP and $15 million for HRRR. The deadline for applications is July 20, 2012. Program guidelines, the application form and other useful documents can be found at the following link: http://www.dot.ca.gov/hq/LocalPrograms/HSIP/apply_now.htm.

NEWSWORTHY

- Governor Brown recently appointed Malcolm Dougherty as Director of Caltrans. Dougherty, 43, of Fresno, has served as acting director of Caltrans since last year and chief deputy since 2010. He has served in various positions at Caltrans, including, deputy director for project delivery, District 6 Director, Program Management division chief, and deputy district director of maintenance and traffic operations. Dougherty is also a civil engineer.

- Caltrans announces the release of the California Interregional Blueprint (CIB) Draft Interim Report. The CIB Interim Report provides one of the fundamental pieces to identifying our future sustainable transportation system. More information on this major planning effort is available online at: http://www.dot.ca.gov/hq/tpp/californiainterregionalblueprint/

  The Draft Interim Report can be found at: http://www.dot.ca.gov/hq/tpp/californiainterregionalblueprint/Documents/cib_interim_report/InterimReport_22May12.pdf

  Stakeholders can comment on the document through June 6, 2012 by sending an email to: californiainterregionalblueprint@dot.ca.gov.

- The governor has proposed a 38-hour work-week (four days) to most state employees during the next fiscal year. The new schedule would allow for a nine and a half-hour work days with Fridays off and most offices closed. Some departments/divisions may be exempt from the new requirements.

- The selection process for District 5 Director is under way with the expectation to fill the position in the summer.

LOCAL HIGHLIGHTS

On April 26, 2012, the California Transportation Commission (CTC) allocated $1.7 million to extend and upgrade metal beam guardrail, crash cushions and drainage features on Hwy. 1 in the City of Santa Cruz. The CTC also allocated $30.8 million for the San Juan Road Interchange project near Prunedale. Caltrans and the Transportation Agency for Monterey County (TAMC) are project sponsors for this project.

Please Submit Maintenance Service Requests at the Following Link: http://www.dot.ca.gov/hq/maint/msrsubmit/

AGENDA: June 14, 2012

TO: Regional Transportation Commission

FROM: Kim Shultz, Senior Transportation Planner

RE: Highway 1 Soquel/Morrissey Auxiliary Lanes Project

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC):

1. Accept the monthly report on construction activities for the Highway 1 Soquel/Morrissey Auxiliary Lanes Project; and,

2. Approve the attached resolution (Attachment 1) authorizing the Executive Director to execute a Cooperative Agreement with Caltrans and the City of Watsonville providing habitat mitigation funding of $400,000 from the Highway 1 Soquel/Morrissey Auxiliary Lanes Project for the Watsonville Slough Restoration Project, Phase 2; and,

3. Authorize the Executive Director to execute an agreement with the Santa Cruz City Schools to provide a temporary construction easement for the construction of a multi-purpose path between Park Way Court and La Fonda Avenue; and,

4. Authorize the Executive Director to execute an agreement with the City of Santa Cruz to provide an amount not to exceed $24,500 for the City to implement specific traffic control measures to promote motorist and non-motorist safety.

BACKGROUND

On January 5, 2012, the RTC authorized a construction contract with RGW Construction for work to begin on the Highway 1 Soquel/Morrissey Auxiliary Lanes project. A Notice to Proceed was issued to the contractor on February 3, 2012, following receipt of performance bonds and insurance certificates.

DISCUSSION

RTC Resident Engineer, Bruce Shewchuk, will present an oral report on current activities and will respond to questions. The project is now in full swing with work advancing on 4 of the 5 retaining walls required on the project. Progress on these retaining walls is critical for work to proceed on the La Fonda Avenue Overcrossing.

A utility relocation agreement with PG&E has been approved and relocation of electrical lines along the La Fonda Avenue Overcrossing is expected to be completed within the next couple of weeks. The remaining utilities, including water, gas, cable, and phone lines will also be relocated before work begins on the overcrossing.

In anticipation of the bridge work, a community meeting was held at DeLaveaga Elementary School on Wednesday, May 30th. Topics covered at that meeting included information on the demolition and reconstruction of the overcrossing, traffic control measures, and alternative commute programs offered at the schools and in the surrounding community to reduce congestion and ensure safety in the area. Approximately 50 residents from the surrounding community attended the meeting. Some RTC Commissioners were also present. The format of the meeting allowed for one-on-one discussion with project staff, both before and after a formal presentation and question-and-answer period for the entire assembly. Traffic control, safety, and enforcement were the primary points of discussion and information was shared among all parties on measures designed to help minimize disruption to the community while the La Fonda Avenue Overcrossing is under construction.

Habitat Mitigation Funding

Through the environmental analysis phase, it was determined that approximately 1.5 acres of wetland restoration was required to mitigate permanent and temporary impacts created within the project area. Facilitated by the Resource Conservation District of Santa Cruz County, Caltrans and the resource agencies quickly agreed that the Phase 2, Watsonville Slough Restoration Project was a near perfect fit to meet the restoration requirements of the Auxiliary Lanes Project. Of particular value was the fact that the Phase 2 project had already received permits from the resource agencies and, therefore, would not delay the start of the highway project.

Phase 1 of the Slough Restoration Project was completed in 2008. Phase 2 extends restoration of the slough from Ohlone Parkway to Highway 1, approximately 1,700 feet. Nearly 70% of the wetlands restored through the Phase 2 project meet the habitat mitigation required of the Auxiliary Lanes Project. The balance of the Phase 2 project is funded through City funds and a grant from the State Water Resource Control Board. Receipt of the Auxiliary Lanes mitigation funding requires the City of Watsonville to submit monitoring reports to Caltrans to ensure that the wetlands restoration effort is successful. The City of Watsonville is prepared to construct the Phase 2 wetlands project this summer.

Accordingly, **staff recommends that the RTC approve the attached resolution (Attachment 1) authorizing the Executive Director to execute a Cooperative Agreement with Caltrans and the City of Watsonville providing habitat mitigation funding of $400,000 from the Highway 1 Soquel/Morrissey Auxiliary Lanes Project for the Watsonville Slough Restoration Project, Phase 2**.

Park Way/La Fonda Path

As reported last month, the Project's Transportation Management Plan (TMP) includes funding for traffic control and safety measures to minimize congestion and disruption to motorized and non-motorized travelers when the La Fonda Avenue Overcrossing is closed. An important element of the TMP effort is the construction of a multi-purpose path between Park Way Court and La Fonda Avenue to promote non-motorized travel from the adjacent community to Harbor High School. The project team has met with staff of Santa Cruz City Schools and the City of Santa Cruz and all parties are in agreement as to the value of this project.

The TMP provides $95,000 for the construction of an all weather path that stretches approximatley 300 feet and meets American Disability Act (ADA) requirements. The highway contractor has been asked to provide a cost estimate to construct the path through a contract change order during the summer months so it will be open to the public when school opens in the fall. The path is on property owned by the Santa Cruz City Schools and RTC legal counsel is preparing an agreement that serves the purpose of a temporaty construction easement to allow the RTC to construct the path and subsequently turn over ownership and maintenace to the school district.

To meet the construction timeframes, **staff recommends that the RTC authorize the Executive Director to execute an agreement with the Santa Cruz City Schools to provide a temporary construction easement for the construction of a multi-purpose path between Park Way Court and La Fonda Avenue.**

Traffic Control Measures by the City of Santa Cruz

The RTC's Bicycle Committee identified a number of traffic control measures to promote safety for motorists and non-motorists during the period that the La Fonda Avenue Overcrossing is out of service. In discussion with city staff, it was determined most efficient for the City of Santa Cruz to implement the measures through existing City of Santa Cruz contract service providers. The traffic control measures include:

- Brookwood Drive: Vegetation clearance to improve sight distance, and apply pavement striping and signage to slow and direct vehicles to improve safety for pedestrians moving in either direction along Brookwood Drive.
- Install bike sharrows on the pavement at various locations in the Prospect Heights neighborhood and along La Fonda Avenue.
- Install bike lanes in both directions on Rooney Street between Elk Street and Pacheco Street.

City staff has estimated the cost of these measures to be under $24,500 and have committed to tracking and reporting costs to meet final project cost accounting requirements imposed upon the RTC. To ensure these measures are in place when the La Fonda Avenue Overcrossing is taken out of service, **staff recommends that the RTC authorize the Executive Director to execute an agreement with the**

City of Santa Cruz to provide an amount not to exceed $24,500 for the City to implement specific traffic control measures to promote motorist and non-motorist safety.

Construction Financial Status

There have been no contract change orders through this reporting period, nor any claims or potential claims registered by the contractor. Through 3 months of construction activity, the approved progress payments total $1,037,697.
As reported last month, a 10% construction contingency was approved by the California Transportation Commission and is now included in the table below. As of this writing the progress payment for the current period is still under review by the construction engineer and will be reported at the next meeting.

Following is the current contractor cost accounting:

Updated Contract Amount	$ 9,950,639
Contingency Balance (10%)	$ 993,864
Approved Contract Budget	$10,944,503
Progress Payments To Date	$ 1,037,697
Remaining Contract Budget	$ 9,906,806

Some contract change orders are anticipated in the coming weeks. These include construction of the Park Way Court multi use path described above, sidewalk extension at Rooney Street and addressing the north slope drainage needs uncovered during initial project work. The multi use path and sidewalk extension were anticipated work elements and are included in the project budget separately from the main construction contract; therefore, they will not impact the contingency balance. Before the project construction began, the RTC approved a set of policies for contract change order and established a contract change orders ac-hoc committee. It has not been necessary to convene the ad-hoc committee up to this point but if any of these contract change orders is over $100,000, the ad-hoc committee will be convened.

Cash Flow Management

Pursuant to the construction cooperative agreement with the state, Caltrans gave RTC an initial deposit of $850,000 in advance of the start of construction from which to pay project costs. Upon payment of project expenses, RTC in turn requests reimbursement from the state to maintain a positive cash flow. With the project now in full swing staff believes it is prudent to provide a little more flexibility in managing cash flow. With work progressing on the retaining walls in advance of beginning work on the La Fonda Avenue Overcrossing, it is conceivable that during the peak of the construction activity contractor invoices could exceed the $850,000 project advance.

In the event this happens, staff could borrow funds as necessary from the Regional Surface Transportation Program Exchange (RSTPX) fund rather than delay the

timely payment of project expenses. Prompt payment of project expenses will maintain the positive business relationship RTC currently has with all contractors and avoids potential delays in the timely completion of the project. Any loans to the highway project would be short in duration and funds would remain dedicated as programmed to local agency projects. A separate staff report on amendments to the FY 2011-12 budget includes a recommendation to borrow from the RSTPX fund.

SUMMARY

Work on the project is now in full swing with progress advancing on 4 of the 5 retaining walls critical for work to proceed on the La Fonda Avenue Overcrossing. In anticipation of the bridge work, a community meeting was held at DeLaveaga Elementary School on May 30th and staff will provide an oral report on the meeting highlights. Staff recommends that the RTC approve the attached resolution (Attachment 1) authorizing execution of a Cooperative Agreement to provide $400,000 in habitat mitigation funding for the Watsonville Slough Restoration Project, Phase 2. Staff recommends that the RTC authorize the Executive Director to execute an agreement with the Santa Cruz City Schools to provide a temporary construction easement for the construction of a multi-purpose path between Park Way Court and La Fonda Avenue. Staff recommends that the RTC authorize the Executive Director to execute an agreement with the City of Santa Cruz to provide an amount not to exceed $24,500 for the City to implement specific traffic control measures to promote motorist and non-motorist safety during the period that the La Fonda Avenue Overcrossing is out of service.

Attachments:

1. Resolution approving Cooperative Agreement with Caltrans and the City of Watsonville providing habitat mitigation funding.

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 14, 2012
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE A COOPERATIVE AGREEMENT WITH CALTRANS AND THE CITY OF WATSONVILLE PROVIDING HABITAT MITIGATION FUNDING FOR THE WATSONVILLE SLOUGH RESTORATION PROJECT, PHASE 2

WHEREAS, the Santa Cruz County Regional Transportation Commission (RTC) received construction funding for the Highway 1 Soquel/Morrissey Auxiliary Lanes Project, including $400,000 for habitat mitigation through the Watsonville Slough Restoration Project, Phase 2 to be implemented by the City of Watsonville; and,

WHEREAS, Caltrans is the lead environmental agency for the Highway 1 Soquel/Morrissey Auxiliary Lanes Project and thereby responsible to ensure that all environmental impacts are mitigated in accordance with requirements in the environmental document and permits secured through resource agencies, and that the Watsonville Slough Restoration Project, Phase 2 meets said requriements;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Executive Director is authorized to execute a Cooperative Agreement with Caltrans and the City of Watsonville setting forth the terms and conditions of providing $400,000 to fund a portion of the Watsonville Slough Restoration Project, Phase 2 to meet the habitat mitigation requirements of the Highway 1 Soquel/Morrissey Auxiliary Lanes Project.

2. The Exective Director is hereby authorized to amend the Cooperative Agreement as necessary to ensure completion of the habitat mitigation requirements within the allocated $400,000.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSENT: COMMISSIONERS

ABSTAIN: COMMISSIONERS

_____
Kirby Nicol, Chair

ATTEST:

_____
George Dondero, Secretary

Distribution: Caltrans District 5
City of Watsonville
RTC Planner

AGENDA: June 14, 2012

TO: Regional Transportation Commission

FROM: Cory Caletti, Senior Transportation Planner/Bicycle Coordinator

RE: FY 12/13 Transportation Development Act (TDA) Article 8 Claims from the Community Traffic Safety Coalition, the Ride 'n Stride Program, and the Bike to Work Programs

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RECOMMENDATIONS

The Bicycle Committee and staff recommend that the Regional Transportation Commission:

1. Review the attached proposed FY 12/13 work plans and budgets for the County of Santa Cruz Health Services Agency's Community Traffic Safety Coalition (CTSC) and Ride 'n Stride Programs, and for Ecology Action's Bike to Work (BTW) Program; and

2. Adopt the attached resolutions (Attachments 1 and 2) approving claims for FY 12/13 TDA Article 8 funds for the CTSC, Ride 'n Stride and BTW programs.

BACKGROUND

Since FY 98/99, the RTC has provided $50,000 in Transportation Development Act (TDA) Article 8 funding to the CTSC, a community based coalition operated by the County of Santa Cruz Health Services Agency (HSA) which brings together various agencies to address bicycle and pedestrian safety in Santa Cruz County. In FY 01/02, the RTC added $50,000 to fund the HSA's Ride 'n Stride Program, an elementary school-based bicycle and pedestrian education program closely associated with the CTSC. The RTC approved an ongoing commitment to fund the two projects at a total of $100,000 in TDA funds annually. TDA Article 8 funds are allocated by the RTC for bicycle and pedestrian projects annually after requests are reviewed by the RTC's advisory committees.

The RTC has played a supporting role in Bike to Work (BTW) for its entire 25 year history. Bike to Work's goals of increasing levels of cycling in Santa Cruz County are consistent with the RTC's Regional Transportation Plan. The project provides an unparalleled level of bicycle promotion throughout the County on an ongoing basis. BTW has grown steadily in participation and organization over the years and in 2003, the RTC committed to providing on-going funding at a level of $40,000 per year. Last fiscal year, Ecology Action requested an increase to $50,000. This past December, Ecology Action again requested the increased amount and also requested that RTC's ongoing commitment be raised to $50,000 annually.

On March 1, 2012, the Regional Transportation Commission approved its FY 12/13 budget and work program which included TDA Article 8 funding for the Community Traffic Safety Coalition (CTSC), the Ride 'n Stride program and the Bike to Work program at the requested amounts.

The RTC also committed to annually fund Bike to Work at the $50,000 level as approved through the RTC's yearly budget.

Through the TDA fund claim process, the RTC has the opportunity to review project budgets and work plans and to provide input or set conditions or requirements on funding. According to the RTC Rules and Regulations, only Commissioners representing the County and the Cities are eligible to vote on Article 8 allocation requests.

DISCUSSION

The Health Services Agency (HSA) and Ecology Action submitted TDA funding requests for the Community Traffic Safety Coalition, the Ride 'n Stride Program and the Bike to Work Program for Bicycle Committee review and Commission consideration. The Bicycle Committee reviewed all claims at the May 15, 2012 meeting and recommended approval. Because the RTC provides a substantial portion of the operational funding for each program, the annual budgets and work programs for these projects are forwarded to the RTC for information, input and approval.

Community Traffic Safety Coalition and Ride 'n Stride Programs

The County Health Services Agency (HSA) submitted the attached TDA funding requests, work plans and budgets for Commission review and consideration for its CTSC and Ride 'n Stride programs (Exhibits 1 through 4 of Attachment 1). Included are a TDA claim form required from all TDA claimants, as well as a work program and budget for the ongoing work of the CTSC. The work program spans a two year period. As in previous years, the FY 12/13 funding request for the CTSC is slightly higher than half of the 100,000 allotment at $50,500 total.

Exhibits 5 through 7 of Attachment 1 are the TDA claim form, the work plan and budget for continuation of the Ride 'n Stride bicycle and pedestrian education program. This project includes staff costs for bicycle and pedestrian safety presentations to elementary school students. The FY 12/13 funding request for this program is $49,500, the remaining balance of the $100,000 allotment.

The total amount requested for the CTSC and Ride 'n Stride does not exceed the $100,000 level established in the approved RTC FY 12/13 budget. County Health Services Agency staff will be at the meeting to address any questions.

Bike to Work

Ecology Action submitted a funding request, FY 12/13 TDA claim, budget and work plan for its Bike to Work program (Exhibits 1 through 5 of Attachment 2) for Commission review and consideration. Ecology Action is requesting $50,000 in FY 12/13 TDA funds to support the Bike to Work/School efforts. Exhibits 1 through 4 of Attachment 2 provide the FY 12/13 scope of work and budget detailing the services BTW proposes to provide during the coming fiscal year. Exhibit 5 of Attachment 2 provides a 2011 Summary Report containing a description of services provided by BTW during the 2011 calendar year. Ecology Action staff will be at the meeting to address any questions or comments regarding the Bike to Work program.

The Bicycle Committee reviewed the CTSC, Ride 'n Stride and BTW work plans and budgets at its May 15, 2012 meeting. **The Bicycle Committee and staff recommend adoption of the attached resolutions (Attachments 1 and 2) approving the TDA claims for the CTSC, the Ride 'n Stride Program and BTW programs as requested.**

SUMMARY

The Bicycle Committee and staff recommend that the Regional Transportation Commission review and approve TDA Article 8 funding requests from the Health Services Agency's CTSC and Ride 'n Stride programs, and the Bike to Work program in the amount of $100,000 and $50,000, respectively. Attached are FY12/13 claims, budgets, work programs, and allocation requests from the Health Services Agency for the Community Traffic Safety Coalition and the Ride 'n Stride programs and from Ecology Action for the Bike to Work Program for review and consideration. Only Commissioners representing the County and the Cities are eligible to vote on Article 8 allocation requests.

Attachments:

1. Community Traffic Safety Coalition and Ride 'n Stride Program Resolution with exhibits
2. Bike to Work Program Resolution with exhibits

Attachment 1

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 14, 2012
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING TRANSPORTATION DEVELOPMENT ACT (TDA)
ARTICLE 8 FUNDING FOR THE COMMUNITY TRAFFIC SAFETY COALITION
AND THE RIDE 'N STRIDE BICYCLE AND PEDESTRIAN SCHOOL EDUCATION PROGRAM

WHEREAS, the County of Santa Cruz Health Services Agency's (HSA) Community Traffic Safety Coalition (CTSC) and the Ride 'n Stride Bicycle and Pedestrian School Education programs provide bicycle and pedestrian safety education and outreach;

WHEREAS, in FY 98/99 the RTC committed to providing on-going funding for the CTSC program and in FY 01/02 the RTC committed to providing on-going funding for the Ride 'n Stride program for a total amount of $100,000 through the yearly budget process; and

WHEREAS, the RTC allocated $100,000 in its FY 12/13 budget for the Community Traffic Safety Coalition and the Ride 'n Stride Bicycle and Pedestrian School Education Program;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Regional Transportation Commission hereby approves $50,500 in FY 12/13 Transportation Development Act Article 8 funds for the Community Traffic Safety Coalition, and

2. The Regional Transportation Commission hereby approves $49,500 in FY 12/13 Transportation Development Act Article 8 funds for the Ride 'n Stride Bicycle and Pedestrian School Education Program.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

_____
Kirby Nicol, Chair

ATTEST:

_____
George Dondero, Secretary

Exhibit 1: Request Letter from Katie LeBaron, Project Director for the Community Traffic Safety Coalition and Ride ‘n Stride Programs
Exhibit 2: Community Traffic Safety Coalition FY 12/13 TDA Claim Form
Exhibit 3: Community Traffic Safety Coalition FY 12/14 Work Plan
Exhibit 4: Community Traffic Safety Coalition FY 12/13 Budget
Exhibit 5: Ride ‘n Stride TDA Claim Form
Exhibit 6: Ride ‘n Stride FY 12/13 Work Plan
Exhibit 7: Ride ‘n Stride FY 12/13 Budget

Distribution: RTC Fiscal
RTC Planner
Health Services Agency

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Exhibit 1

COMMUNITY TRAFFIC SAFETY COALITION

April 17, 2012

George Dondero
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060-3911

Regarding: FY 2012/13 TDA Request for the Community Traffic Safety Coalition (CTSC) and Ride n' Stride program

Dear Mr. Dondero:

CTSC continues to serve Santa Cruz County residents through its efforts to reduce bicycle and pedestrian injuries/fatalities and increase the use of safe alternate modes of transportation. CTSC brings together agencies, groups and individuals to develop and implement a work plan that supports activities in the areas of education and training, public outreach, engineering and enforcement. The Ride n' Stride program also continues to positively impact the community through its elementary school-based classroom education model that teaches road safety practices to thousands of children every year as the foundation for life-long behaviors, and works with school districts, CTSC and other community partners to conduct outreach efforts and provide helmets to low-income youth.

County of Santa Cruz Health Services Agency (HSA) is requesting $50,500 to support staffing and project implementation for CTSC, and $49,500 to support the Ride 'n Stride school education program. HSA will provide $100,071 in match funds through grants, in-kind contributions, and other funding sources, for a total CTSC/Ride n' Stride budget of $200,071 for FY 2012/13.

Enclosed you will find the Transportation Development Act (TDA) – Local Transportation Funds Claim forms for our Bike/Pedestrian Projects, along with attachments outlining the new work plans and budgets for each program. I attest to the accuracy of this claim and all its accompanying documentation. Every effort has been made to ensure that the CTSC and Ride n' Stride work plans reflect the needs and concerns of the community. Thank you for your consideration and continued support.

Sincerely,

K LeBaron

Katie LeBaron, MPH
Senior Health Educator
Chronic Disease and Injury Prevention, HSA
(831) 454-5477
katie.lebaron@health.co.santa-cruz.ca.us

Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Pedestrian Projects

Submit a separate form for each project.

If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: **Community Traffic Safety Coalition (CTSC)**

2. Implementing Agency: County of Santa Cruz Health Services Agency

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission

4. TDA funding requested this claim: **$ 50,500**

5. Fiscal Year (FY) for which funds are claimed: **FY 2012/13**

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims (ex. Article 8 Bicycle project): Article 8 Bike/Pedestrian Project

7. Contact Person/Project Manager: Katie LeBaron
   Telephone Number: (831) 454-5477 E-mail: katie.lebaron@health.co.santa-cruz.ca.us

   Secondary Contact (in event primary not available): Dena Loijos
   Telephone Number: (831) 454-5018 E-mail: dena.loijos@health.co.santa-cruz.ca.us

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): See Attachment A - **CTSC Work Plan for FY 2012-14**

9. Number of people to be served/anticipated number of users of project/program: The number of people served will depend on the strategies incorporated in most projects, such as public campaigns. For projects involving direct education, media outreach, etc. the numbers of users will be documented or estimated.

10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): Most CTSC projects are countywide. Activities conducted with the South County Bike and Pedestrian Work Group will focus on the Watsonville/South County area. As needs and opportunities arise, specific jurisdictions within the county will be targeted for bike and/or pedestrian safety activities.

11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community): The CTSC continues to be the primary community-based coalition in Santa Cruz County that focuses on bicycle and pedestrian traffic safety for all age groups. The Coalition provides a forum for various agencies and individuals to share information, address community issues, collaborate on solutions, and act as a resource for its members and the community. To see highlights of CTSC accomplishments for the 2008-2010 fiscal years, go to http://www.sctrafficsafety.org/pdf_files/Annual%20Report%2008-10.pdf .

12. Consistency and relationship with the Regional Transportation Plan (RTP) – please reference Project or Policy number: Programmed into the RTP under project #CO50

13. Measures of performance, success or completion to be used to evaluate project/program: Please see attached Work Plan for evaluation measures.

14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): A primary goal of the CTSC is to encourage people to use alternative forms of transportation safely. For example, CTSC work plan includes objectives to promote bicycling and walking through community events, such as Walk and Bike to School Day, and through public media outreach towards the goal of increasing the number of people using these forms of transportation instead of motor vehicles. Another activity supported by CTSC is the County's Bike Traffic School, an education program that is available to cited cyclists and members of the public alike, and which focuses on the rights and responsibilities of cyclists as road users, promotes adult helmet use and other safety practices.

15. Project Cost/Budget, including other funding sources, and Schedule: *(complete "15a" or "15b") N/A*

15a. Capital Projects

	Planning	Environ-mental	Design/ Engineering	ROW	Construction	Other *	Contingency	**Total**
SCHEDULE (Month/Yr)								
Total Cost/Phase								
$TDA requested								
Source 4:								

**Please describe what is included in "Other":*

15b. Non- Capital Projects – Cost/Schedule: *List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.*
See attached Community Traffic Safety Coalition Budget for FY 2011-12.

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion): 100% after completion, county transfer fund (journal)

17. Proposed schedule of regular progress reports including an evaluation of prior year's activities: Biannual progress report to be submitted by January 31, 2012 and final report to be submitted by July 31, 2012.

18. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	Yes, on file
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years? (If an agency other than the Claimant is to maintain the facility provide its name:	N/A
D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Bicycle Committee review 4/4/11.
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	N/A

Documentation to Include with Your Claim:

All Claims

- **A letter of transmittal** to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- **Resolution from** TDA eligible claimants indicating their roles and responsibilities; and, if applicable, commitment to maintain facilities as indicated in the submitted plans for a period of 20 years.

Bike to Work, Community Traffic Safety Coalition/Ride 'n Stride – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

Despite continuing County fiscal challenges, HSA has strived to provide TDA match funding through other grant sources to support experienced CTSC staff and increase efficiency, while maintaining and improving program effectiveness. Under leadership of and staffing by HSA, the coalition has continued to implement a rigorous 2-year Work Plan through increased coalition member involvement, efficient meeting schedule, and close collaboration with coalition members/partner agencies.

A main premise of the CTSC is to bring together groups with an interest in traffic safety to maximize collaboration and avoid duplication of efforts within the Santa Cruz County community. For example, when CTSC planned to run a Public Service Announcement at the local cinema last year, Coalition members were able to identify a professionally produced distracted driving PSA in a timely and efficient manner due to extensive research previously conducted by the South County Bike and Pedestrian Work Group. The CTSC also continues to utilize creative media strategies and collaborative partnerships to conduct cost-effective traffic safety outreach, such as the development of the Trash Can Traffic Calming sticker. CTSC members worked together to design a 10" x 11.5" sticker that reads "Please Drive Slowly," and successfully applied for a $500 mini-grant from the Santa Cruz County Cycling Club to print the stickers, which are distributed free of charge by request to City of Santa Cruz residents and designed to be placed on waste collection bins in accordance with the pre-approved guidelines. Within one month of announcing the sticker, CTSC received 170 requests. In addition, CTSC staff maintain the CTSC website and new Facebook site, create public information products, conduct surveys and evaluations, and analyze data in lieu of paying outside contractors.

20. What is different from last year's program/claim?

HSA's total TDA request for CTSC and Ride n' Stride programs remains at the FY 11/12 amount of $100,000 for FY 12/13, and HSA will continue to secure 100% matching funds through grants and other funding sources to maintain an adequate level of staffing for these programs to ensure continuing success and benefits to the community. While the FY 10-12 and the FY 12-14 CTSC work plans have several common areas, including education and training, advocacy and encouragement, engineering, and enforcement, the FY 12-14 work plan will add a category of activities focusing on increasing and engaging CTSC membership, as well as marketing of CTSC programs and accomplishments to the public, with media efforts still present throughout the plan.

Exhibit 3

Community Traffic Safety Coalition
Work Plan for Fiscal Years 2012-2014

Mission:
The mission of the Community Traffic Safety Coalition (CTSC) is to reduce traffic-related injuries, while promoting the use of alternative modes of transportation. The primary focus is on bicycle and pedestrian safety issues. The Coalition educates all road users in safety practices to decrease the risk and severity of collisions, and advocates for improved conditions to make all methods of transportation safer.

Staff Responsibilities:
Staff to the Coalition is responsible for recruitment, retention and satisfaction of coalition members, coordinating and facilitating bimonthly coalition meetings and regular project subcommittee meetings, acting as a liaison between agencies, tracking county bicycle and pedestrian injury statistics, writing all reports and letters of advocacy/support, representing the coalition at other agency meetings, and maintaining the coalition web site.

Narrative:
Coalition members select and implement projects according to current issues, public requests, and direction from community agencies and the Santa Cruz County Regional Transportation Commission (SCCRTC). The Coalition also has several ongoing projects, including the Ride n' Stride Bicycle and Pedestrian Education Program, the Pace Car and Trash Can Sticker traffic calming projects, the CTSC website and Facebook site, the Bicycle Traffic School, and the South County Bike and Pedestrian Work Group (SCBPWG). The SCBPWG implements traffic safety projects that address the unique needs of South Santa Cruz County. CTSC staff support these programs in addition to coordinating the work plan projects chosen by the Coalition members.

The work plan below is based on two-year projects, which are to be completed by the end of FY 13/14. Activities have been listed to show how the projects will be accomplished and an evaluation component to determine the effectiveness of projects and provide feedback for improving future projects.

Guidelines for implementing this work plan will include attaching budget figures to activities, identifying agencies and members who will work on certain projects, looking at collaborative opportunities with the SCBPWG, and prioritizing activities.

The Coalition has chosen the following projects for Fiscal Years 2012-14:

Membership and Marketing

- Increase and engage CTSC and SCBPWG general membership and/or subcommittees
- Utilize more web/email-based membership participation, including action alerts
- Feature a law enforcement jurisdiction, public works, or elected official at regular meetings

- Promote/market CTSC and SCBPWG accomplishments and projects to elected officials, community partners, media, etc, including creating a biannual report
- Update and maintain the CTSC website and Facebook site
- Encourage partnerships with community groups, such as Jovenes Sanos and Ecology Action, on projects throughout the county
- Offer ideas to public works jurisdictions that fulfill goals in the Climate Action Plan, General Plans, etc.

Evaluation: Create membership roster and document member and community partner participation on projects through meeting minutes and in-kind hours log. Track numbers of hits on website and Facebook site.

Education and Training

- Support free bicycle helmet distribution, including the train-the-trainer program with established Helmet Fit Sites
- Conduct road user education for motorists, bicyclists and pedestrians through low-cost media messages, including PSAs
- Explore offering bicycle safety classes to select community groups and/or businesses
- Coordinate conducting the Bicycle Observation Survey and Pedestrian Safety Observation Survey, including coordination with SCCRTC on new bicycle and pedestrian counts
- Create SWITRS bicycle and pedestrian summary on injuries and fatalities for Santa Cruz county and utilize it for education
- Explore offering webinars and trainings on bicycle and pedestrian design to members and local jurisdictions
- Promote ongoing CTSC traffic calming projects, including Trash Can Sticker and Pace Car projects

Evaluation: Quantify audiences reached in direct education and training activities and track outreach throughout the county when possible.

Advocacy and Encouragement

- Research conducting a new bike or sneakers raffle prize project to reward youth for frequent and safe bicycle/pedestrian travel
- Explore installing bike/ped magnetic stickers, artwork or mural on utility/traffic control poles/boxes (using student artwork, such as from the Greenways to School or Jovenes Sanos programs)
- Research developing a Turning Wheels for Kids program in Santa Cruz, see http://turningwheelsforkids.org/
- Promote safe bicycling and walking for transportation and recreation through community events
- Support Bike/Walk to Work/School events and efforts
- Participate in the SCCRTC's Bicycle Committee as needed

Evaluation: Document actions taken and letters written in support of traffic safety and alternative transportation projects and community outreach events attended.

Engineering

- Promote project specific current best practices to local jurisdictions
- Support traffic calming and sidewalk projects proposed by/developed with elected officials
- Support the SCCRTC's Elderly & Disabled Technical Advisory Committee's (E&D TAC) pedestrian group projects, such as missing sidewalk mapping in priority areas of the county
- Promote the SCCRTC's Bike Secure subsidy and the new online hazard reports
- Explore the idea of mapping bicycle and pedestrian collision hot spots, including making them publicly available and investigating causes/solutions to improve safety in these locations

Evaluation: Track and report number of community members participating and project efforts by activity and/or jurisdiction.

Enforcement

- Create a CTSC law enforcement subcommittee to present to/collaborate with each jurisdiction
- Share information, feedback and promotion of the Bicycle Traffic School with law enforcement agencies throughout the county
- Distribute bicycle incident cards, which include phone numbers for law enforcement to contact when involved in a traffic collision
- Encourage more enforcement of bicycle/pedestrian related vehicle code violations

Evaluation: Document collaborative efforts with law enforcement. Utilize Bicycle Traffic School classroom evaluation form in classes, and summarize evaluations and data on students in annual report.

Overall outcome evaluation methods: Utilize available data to evaluate changes in pedestrian and bicycle traffic injuries/fatalities in Santa Cruz County. Utilize local observational survey results and other available sources to evaluate pedestrian, bicyclist and motorist behaviors and changes in numbers of road users who are bicycling and walking as alternate modes of transportation.

Exhibit 4

Community Traffic Safety Coalition
TDA Budget, FY 2012/13

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary + Benefits)			
Health Educator (.65 FTE)	49,070	21,809	70,879
Mgmt/support staff, instructors		10,000	10,000
Subtotal Personnel	**49,070**	**31,809**	**80,879**
			0
Overhead (15% of Personnel)		12,132	12,132
Travel/Mileage	130		130
Direct Costs			
Printing/Office Supplies	300		300
Other Project Implementation items	1,000		1,000
Inkind		6,600	6,600
Totals	**$50,500**	**$50,541**	**101,041**

Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Pedestrian Projects

Submit a separate form for each project.

If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: **Ride n' Stride** (Bike & Pedestrian Safety school-based education program of CTSC)

2. Implementing Agency: County of Santa Cruz Health Services Agency

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: Santa Cruz County Regional Transportation Commission

4. TDA funding requested this claim: **$49,500**

5. Fiscal Year (FY) for which funds are claimed: **FY 2012/13**

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims (ex. Article 8 Bicycle project): Article 8 Bike/Pedestrian Project

7. Contact Person/Project Manager: Katie LeBaron
   Telephone Number: (831) 454-5477 E-mail: katie.lebaron@health.co.santa-cruz.ca.us

   Secondary Contact (in event primary not available) : Dena Loijos
   Telephone Number: (831) 454-5018 E-mail: dena.loijos@health.co.santa-cruz.ca.us

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): See attached **Ride n' Stride Education Work Plan for FY 2012/13**

9. Number of people to be served/anticipated number of users of project/program: Primary work plan objective is to reach 3,000 elementary and pre-school students to teach basic cycling and pedestrian safety practices. In addition, it is anticipated that parent/caregiver presentations and staff participation in community events, Bike/Walk to School activities and distribution of properly fitted bike helmets will reach 100's more children and parents/caregivers and teachers throughout the county.

10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names): All projects are county wide.

11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community): Local traffic collision and observation survey data continue to show that school-aged children are at risk as bicyclists and pedestrians. The Ride n' Stride Program provides a unique service to the community through its elementary school-based classroom education model, with the goal of teaching children road safety practices as the foundation for life-long behaviors and promoting safe, alternate modes of transportation among families. Program staff is bilingual, enabling the program to be effective in reaching the county's diverse population of students and parents with key messages promoting safe riding and walking. Over the last five years, evaluation methods have consistently shown an increase in bike safety knowledge among 3rd-6th grade level students, and high satisfaction levels among

teachers. Ride n' Stride staff has also been working with CTSC and other HSA traffic safety staff and partners to develop and expand a community-based bike helmet fitting and distribution program for low-income children and youth.

12. Consistency and relationship with the Regional Transportation Plan (RTP) – please reference Project or Policy number: Programmed into the RTP under project #CO50.

13. Measures of performance, success or completion to be used to evaluate project/program: Please see attached Work Plan for evaluation measures.

14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed): Through road safety education, promotion and provision of bike helmets, more students and parents will gain confidence for students to walk and/or ride a bicycle to school, thereby reducing the numbers of vehicles traveling to and from school sites, as well as for other local trips.

15. Project Cost/Budget, including other funding sources, and Schedule: *(complete "15a" or "15b")*

15a. Capital Projects

	Planning	Environ-mental	Design/ Engineering	ROW	Construction	Other *	Contingency	**Total**
SCHEDULE (Month/Yr)								
Total Cost/Phase								
$TDA requested								
Source 2:								
Source 3:								
Source 4:								

**Please describe what is included in "Other":*

15b. Non- Capital Projects – Cost/Schedule: *List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.*
See attached Ride n' Stride Safety Program Budget for FY 2009-10

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion): 100% after completion, county transfer fund (journal)

17. Proposed schedule of regular progress reports including an evaluation of prior year's activities: Biannual progress reports to be submitted by January 31, 2012 and final report to be submitted by July 31, 2012.

18. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	Yes, on file
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years? (If an agency other than the Claimant is to maintain the facility provide its name:	N/A

D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	Bicycle Committee review 4/4/11.
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual?	N/A

Documentation to Include with Your Claim:

All Claims

- **A letter of transmittal** to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.
- **Resolution from** TDA eligible claimants indicating their roles and responsibilities; and, if applicable, commitment to maintain facilities as indicated in the submitted plans for a period of 20 years.

Ride 'n Stride education program – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

In the face of increasing fiscal challenges, HSA has strived to maintain the Ride n' Stride education program's high level of achievement and credibility through matching grant funds and retention of experienced bilingual staff. This program consistently meets or exceeds its stated goals and objectives, utilizing cost-effective outreach strategies and working in close collaboration with its traffic safety partners to avoid duplication and maximize opportunities for successful outcomes. Efforts are made to utilize existing or low-cost/no-cost educational materials that reflect current best practices and are developmentally appropriate, and to secure in-kind donations of teacher and volunteer time, as well as additional funding sources to purchase bike helmets for low-income families.

20. What is different from last year's program/claim?

HSA's total TDA request for CTSC and Ride n' Stride programs remains at the FY 11/12 amount of $100,000 for FY 12/13. HSA will continue to secure 100% matching funds through grants and other funding sources to maintain an adequate level of staffing for these programs to ensure continuing success and benefits to the community.

Community Traffic Safety Coalition (CTSC)
Ride n' Stride Education Work Plan
FY 2012-13

The goal of the Ride n' Stride program is to increase safe bicycling and walking among children and youth in Santa Cruz County. Ride n' Stride bilingual staff utilizes a school-based education model that teaches basic safety practices to children, inspires students to ride and walk to school more often, and encourages participants to convey their new knowledge and skills to parents, siblings and friends. Interactive classroom education sessions on bicycle safety (and other wheeled sports, such as scooters and skateboards) target primarily 3rd to 6th graders. Pedestrian safety education sessions target primarily pre-kindergarteners to 3rd graders. Program curricula and educational approach are tailored to be age-appropriate and culturally competent. Pre-/post-test results consistently show an average 25% increase in bike safety knowledge among samplings of 3rd-6th graders, and teacher evaluations of the program are very positive. Through classroom presentations, school and community safety events, and other outreach activities conducted by Ride n' Stride staff, this program has reached tens of 1,000's of children, parents, teachers and caregivers to promote safe cycling and walking among children in our community.

During FY 2010/11, Ride n' Stride staff conducted over 100 safety education sessions, reaching 3,763 young students and 196 parents, caregivers and teachers, and during the first biannual period of FY 2011/12, more than 2,000 students learned about road safety. Ride n' Stride program staff also participated in numerous community safety events, including Bi-National Health Week, National Night Out and Alianza Children's Day, Bike/Walk to School activities, distribution of helmets, and the pedestrian safety observation survey.

FY 2012-13 Objectives and Activities Work Plan:

- Conduct bicycle and pedestrian traffic safety education sessions reaching 3,000 elementary school and pre-school students in Santa Cruz County school districts.
- Conduct 4 traffic safety presentations to parents and caregivers through schools, community agencies and neighborhood groups to promote safe bicycling and walking in Santa Cruz County.
- Participate in 4 school or community events to provide traffic safety information and promote safe bicycling and walking in Santa Cruz County.
- Collaborate with CTSC and HSA staff to conduct annual bicycle and pedestrian safety observation surveys.
- Work with CTSC, HSA and community partners to coordinate distribution and proper fitting of bike helmets to low-income children and youth.
- Participate in the fall and spring Bike to School/Work events.
- Attend traffic safety meetings, such as CTSC, South County Bike/Pedestrian Work Group, Safe Routes to School subcommittee, and Safe Kids Chapter meetings, as staffing capacity and other program priorities allow.
- Program evaluation methods will include pre/post-testing of student sample, teacher evaluations, and results of observational surveys.

Exhibit 7

Ride n' Stride Bicycle and Pedestrian Education Program
TDA Budget, FY 2012/13

Line Item	TDA Budget	HSA Match	Total Project Costs
Personnel (Salary + Benefits)			
Bilingual Health Education staff (. 70 FTE)	47,406	21,809	
Mgmt/support staff		11,164	11,164
Subtotal Personnel	**47,406**	**32,973**	**80,379**
			0
Overhead (15% of Personnel)		12,057	12,057
Travel/Mileage	694		694
Direct Costs			
Duplication/Office Supplies	800		800
Other Education Materials and Supplies	600		600
Inkind (estimate based on prior FY's)		4,500	4,500
Totals	**49,500**	**49,530**	**99,030**

Attachment 2

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 14, 2012
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION APPROVING TRANSPORTATION DEVELOPMENT ACT
FUNDING FOR THE BIKE TO WORK PROGRAM

WHEREAS, Bike to Work events provide important information and incentives for encouraging and rewarding bicycle commuting;

WHEREAS, in 2003 the Regional Transportation Commission committed to providing on-going Transportation Development Act (TDA) funding in the amount of $40,000 per year to the Bike to Work program through the annual budget process and approval of the TDA claim;

WHEREAS, Bike to Work requested a $50,000 apportionment for this fiscal year and on an annual basis; and

WHEREAS, the Regional Transportation Commission allocated $50,000 in its FY 12/13 budget for the Bike to Work Program and agreed to annual commitment of $50,000 as approved each year through the budget process;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The Regional Transportation Commission hereby approves $50,000 in FY 12/13 Transportation Development Act funds for the Bike to Work Program.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

_____
Kirby Nicol, Chair

ATTEST:

_____
George Dondero, Secretary

Exhibit 1: Letter from Piet Canin, Bike to Work Program Director
Exhibit 2: Bike to Work TDA Claim Form
Exhibit 3: Bike to Work FY 12/13 Scope of Work
Exhibit 4: Bike to Work FY 12/13 Budget
Exhibit 5: 2011 Bike to Work Program Summary/Annual Report

Distribution: Bike to Work Program
RTC Fiscal
RTC Planner

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EcologyAction
Innovation • Partnership • Community

June 6, 2012

George Dondero
Executive Director
Santa Cruz County Regional Transportation Commission
1523 Pacific Avenue
Santa Cruz, CA 95060

RE: Bike to Work/School Annual TDA Claim

Dear Mr. Dondero & Commissioners:

Ecology Action (EA) is requesting $50,000 in Transportation Development Act (TDA) funds for FY 2012-2013 to support the Santa Cruz County Bike to Work and Bike to School (BTW/S) program, as apportioned in the RTC's FY 12/13 budget. Attached please find the annual allocation claim, work plan, budget and annual report.

The Commission's consistent funding support has proven crucial for the continuing success and expansion of our programs which are aimed at meeting growing demand and increasing bicycle commuting and children biking to school (K-12). EA has been able to leverage the RTC's funding commitment by applying for additional grants to expand alternative transportation options in our community. To determine program effectiveness Ecology Action collects travel data from BTW/S participants and has seen the following results:

Growth of Bike to School
• 100% increase in participation countywide over the past decade
• Over 40 schools served in FY 11/12
• Nearly 10,000 school students participated in FY 11/12
• Proven effectiveness in having students adopt healthy lifestyles as they get older
• 15 Watsonville Bike to School Sites (doubled Watsonville participation since 2009)

What participants say about Bike to School (taken from online surveys of parents, teachers and school staff):
"It is a very highly attended school event that encourages families to ride together and many of them find that they can ride on a regular basis, not just on bike to school day."

"I love to see how excited and proud the children are for doing something healthy and involving themselves in this important event."

"Teaches kids and families through "action" not just theory."

Year round campaign
• E-newsletter emailed to over 4,000 Bike to Work participants. Topics include:
-Safety education, encouragement, and resource links
-Promotion of RTC & Commute Solution programs
-Bike and sustainable transportation news features
• In 2011, over 12,500 youth and adults biked on the combined spring & fall Bike to Work/School Days (an 11% increase from 2009)
• 50% increase of Bike to Work participation countywide over the past decade.

The $50,000 request is a very small amount compared to the entire TDA budget, the funds are supporting a

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email: ecoact@ecoact.org
www.ecoact.org

which will pay dividends for years to come.

The Bike to Work program continues to leverage RTC funding with over $22,000 in cash support and some $75,000 of in-kind contributions from local businesses, and public agencies. Additionally, hundreds of volunteers donate their time and efforts per event at schools and public sites. Ecology Action supplements RTC funding with federal and regional funds where possible to meet the growing demands especially for our school bicycle transportation encouragement programs.

Ecology Action staff wishes to express sincere gratitude to the RTC for its continued support and consideration of this $50,000 allocation claim for FY 12/13 to support Bike to Work/School's successful increase of sustainable transportation.

Sincerely,

Piet Canin
Vice President
Ecology Action Transportation Group

cc: RTC Bike Committee

Transportation Development Act (TDA) – Local Transportation Funds
CLAIM FORM
for Bike/Pedestrian Projects

Submit a separate form for each project.

If you have any questions about this claim form or would like an electronic copy of the form, please contact the Santa Cruz County Regional Transportation Commission at 460-3200.

Project Information

1. Project Title: Bike to Work/School program

2. Implementing Agency: Ecology Action

3. Sponsoring Agency (if different) – must be a TDA Eligible Claimant: SCCRTC

4. TDA funding requested this claim: $50,000

5. Fiscal Year (FY) for which funds are claimed: FY 12/13

6. General purpose for which the claim is made, identified by the article and section of the Act which authorizes such claims (ex. Article 8 Bicycle project): Article 8 Bicycle project

7. Contact Person/Project Manager: Piet Canin
   Telephone Number: 515-1327 E-mail: pcanin@ecoact.org

   Secondary Contact (in event primary not available): Jim Murphy
   Telephone Number: 515-1325 E-mail: jmurphy@ecoact.org

8. Project/Program Description/Scope (use additional pages, if needed, to provide details such as work elements/tasks): The Bike to Work/School program consists of the following main activities: 1) Fall Bike to Work/School Day; 2) Spring Bike to Work and School Day; 3) Spring Bike Week, which features up to 10 inclusive, fun and informative bicycle activities; 4) Ongoing support targeting novice or infrequent bike commuters via online communications. Use email list of Bike to Work participants who have identified themselves as novice or infrequent bike commuters to provide bike commuter resources and updates. Also deliver targeted messages via Facebook and website updates.

9. Number of people to be served/anticipated number of users of project/program: We anticipate 10,000-12,000 people will participate directly in the program.

10. Project Location/Limits (attach a map and/or photos if available/applicable, include street names):
    The project includes the entire Santa Cruz County area including all the incorporated cities.

11. Justification for the project. (Why is this project needed? Primary goal/purpose of the project; problem to be addressed; project benefits; importance to the community)
    Bike to Work/School (BTW/S) fulfills the need to promote, encourage and support school students and adults to bike to school or work. The program provides incentives and tools for local commuters to bicycle for transportation therefore reducing their single-occupancy vehicle trips. BTW/S strives to normalize bicycling as a mode of transportation and lets participants experience how biking is possible for many different types of trips. BTW/S uses a variety of promotional, outreach and

publicity methods to reach out to Santa Cruz County residents. BTW/S also offers numerous services to support commuters in switching to bicycle travel and to bike commute more often. The program's benefits include reducing traffic congestion, reducing air, water, and noise pollution, reducing greenhouse gases, as well as promoting a healthy means of travel that helps combat obesity. As Santa Cruz County grapples with worsening traffic congestion, growing childhood obesity rates, and how to reduce its carbon footprint, Bike to Work/School provides assistance in alleviating these problems. Bike to Work/School is one tactic in implementing a sustainable communities strategy.

12. Consistency and relationship with the Regional Transportation Plan (RTP) – please reference Project or Policy number: Project RTC #26

13. Measures of performance, success or completion to be used to evaluate project/program:
    To measure the project's success, Bike to Work tracks the following data using participant surveys: the number of program participants, the participant's bike commute mileage, the number of beginning and infrequent bike commuters, the number of first time participants, and the number of participants who usually drive alone to work. EA also tracks the number of school students K-12 who bike and walk to school and at a growing number of schools we survey pre-BTS biking and walking rates. BTW also measures success by the amount of publicity generated through news articles, radio talk shows, TV newscasts, the number of newsprint ads, and the number of radio and TV PSA's aired. Success is also measured by the number of posters and brochures distributed, direct mailings sent out, website visits, and emails delivered. The number of community, business and school events staffed with informational booths is also tracked.

14. Impact(s) of project on other modes of travel, if any (ex. parking to be removed):
    The Bike to Work/School program helps reduce single-occupancy vehicle trips and parking demand while increasing the number of bus/bike combined trips. There also is a slight increase in people walking to work or school, as a number of walkers participate in the Bike to Work/School Day activities.

15. Project Cost/Budget, including other funding sources, and Schedule: *(complete "15a" or "15b")*

15a. Capital Projects

	Planning	Environ-mental	Design/ Engineering	ROW	Construction	Other *	Contingency	**Total**
SCHEDULE (Month/Yr)								
Total Cost/Phase								
$TDA requested								
Source 2:								
Source 3:								
Source 4:								

**Please describe what is included in "Other":*

15b. Non- Capital Projects – Cost/Schedule: *List any tasks and amount per task for which TDA will be used. Can be substituted with alternate budget format.*

SEE ATTACHED BUDGET

Work Element/ Activity/Task	SCHEDULE (Month/Yr)	Total Cost per Element	$TDA requested	$ Source 2:	Source 3:	Source 4:
Administration/ Overhead						
Activity 1:						
Activity 2:						
Activity 3:						
Activity 4:						
Ex. Consultants						
Ex. Materials						

16. Preferred Method and Schedule for TDA fund distribution, consistent with the RTC Rules and Regulations (a. 90% prior to completion/10% upon completion; or b. 100% after completion): Quarterly reibursement for work performed.

17. Proposed schedule of regular progress reports including an evaluation of prior year's activities: Annual report as well as program activity narrative updates with quarterly invoices.

18. TDA Eligibility:

	YES?/NO?
A. Has the project/program been approved by the claimant's governing body? Attach resolution to claim. (If "NO," provide the approximate date approval is anticipated.)	RTC to consider at their 6/7/12 meeting.
B. Has this project previously received TDA funding?	Yes
C. For capital projects, have provisions been made by the claimant to maintain the project or facility, or has the claimant arranged for such maintenance by another agency for the next 20 years? (If an agency other than the Claimant is to maintain the facility provide its name: _____)	
D. Has the project already been reviewed by the RTC Bicycle Committee and/or Elderly/Disabled Transportation Advisory Committee? (If "NO," project will be reviewed prior to RTC approval).	To be reviewed by the RTC Bike Committee on 5/14/12.
E. For "bikeways," does the project meet Caltrans minimum safety design criteria pursuant to Chapter 1000 of the California Highway Design Manual? (Available on the internet via: http://www.dot.ca.gov).	

Documentation to Include with Your Claim:

All Claims

- **A letter of transmittal** to SCCRTC addressed to the Executive Director that attests to the accuracy of the claim and all its accompanying documentation.

- **Resolution from** TDA eligible claimants indicating their roles and responsibilities; and, if applicable, commitment to maintain facilities as indicated in the submitted plans for a period of 20 years. RTC to consider on 4/3/08.

Bike to Work, Community Traffic Safety Coalition/Ride 'n Strike – PLEASE KEEP ANSWERS BRIEF

19. Improving Program Efficiency

- Describe any areas where special efforts have been made in the **last fiscal year** to reduce operating cost and/or increase ridership/program usage. Note any important trends.

  Bike to Work/School Day participation increased 11% during the 2011 calendar year from 2009. This significant increase was due to increased outreach to local employers, compelling and relevant incentives, increased awareness of climate change, and the program's continued comprehensive promotional campaign including our enewsletter which includes 1,000 new email recipients reaching a total of 4,000 readers.

  The Bike to Work program continues to reduce operating costs by recruiting an extensive pool of volunteers and in-kind staff and product donations from a wide variety of supporters. Local businesses, public agencies, and individuals provide a high level of skilled volunteer labor to assure the smooth running of the Bike to Work program. As we strive to increase the scope and results of the program, we are faced with the rising cost of living, product costs, and general increases in doing business. The Bike to Work program has built on its 24 years of success to generate non-TDA cash donations from local businesses, individuals and public agencies. Last year the program raised over $20,000 in cash donations to match the TDA funds. These cash donations are from non-transportation funding sources. EA also actively seeks other funding sources such as federal and state Safe Routes to School, local foundations, and applicable funders.

- Goals for next fiscal year (ex. identify opportunities to maximize economies of scale). Describe any areas where special efforts will be made to improve efficiency and increase program usage/ridership:

  Bike to Work will continue to build on mutually beneficial collaborations to improve efficiency and increase bike ridership. Such collaborations include working with Monterey and San Benito County Bike Week programs to pool resources and take advantage of economies of scale on promotional items such as posters, brochures, stickers, and T-shirts. We will increase efficiency by dividing tasks to get more accomplished with our staff time. We will also increase our alliances with employers to increase bike commuter ridership by providing more incentives for employees. We will stress the importance of bike ridership in reducing greenhouse gases to gain more support and cooperation from employers looking to be green and project a green image.

20. What is different from last year's program/claim?

    This year's program will focus even more on providing commuters with the resources to facilitate an increase of bike commuter trips by using online channels. Ecology Action staff will target novice and infrequent bike commuters from past Bike to Work events through ongoing email newsletters, Facebook and Website updates using video and other medium to convey our message. As more people are looking for ways to reduce costs we will stress the significant cost saving benefits of biking. Our effort will focus on the year-round importance of biking as a way to reduce carbon emissions as greenhouse gas reducing measures become more prevalent.

Bike to Work Program
Scope of Work FY 12-13

The Bike to Work (BTW) Program, a year-long bike commuter incentive, education, and support service program consists of four main projects 1) Fall Bike to Work/School Day; 2) Spring Bike to Work and School Day; 3) Spring Bike Week, which features inclusive, fun and informative bicycle activities; 4) Ongoing support targeting novice or infrequent bike commuters via online communications. Utilize email list from Bike to Work participants who have identified themselves as novice or infrequent bike commuters with emails, Facebook and website updates.

Fall Bike to Work/School Day: Thursday, October 4, 2011

Work Schedule/Tasks:

The BTW staff will coordinate the 14th Annual Fall Santa Cruz County Bike to Work/School Day, which features free breakfast for all bike commuters at a minimum of 14 public sites and 40 school sites. Bike to Work staff will secure public and school breakfast sites for BTW/S Day. There will be a special emphasis on reducing car traffic at schools to make school streets safer for all users.

- Solicit donations for food to feed over 6,000 bicyclists.
- Continue expanding Bike to School Day through increased participation of schools and greater outreach to students, teachers, and parents.
- Continue to offer a prize drawing to attract more participation, especially from novice cyclists.
- Increase outreach to novice bike commuters through business site visits, online social marketing, media outreach, and equipment incentives.
- Provide resources for novice commuters to overcome obstacles to bike commuting.
- Coordinate Bike to School Day efforts with bike safety presentations conducted by EA's Bike Smart! Youth Bike Safety program and the Community Traffic Safety Coalition (CTSC).
- Coordinate helmet distribution with the CTSC at school sites.
- Distribute the UCSC Transportation and Parking Services (TAPS) bicycle safety video to classrooms.
- Distribute the Santa Cruz County Regional Transportation Commission (RTC) highly sought after Santa Cruz County Bikeways map.
- Conduct a promotional campaign utilizing a variety of outreach venues and techniques including TV, radio, newspaper, posters, flyers, and facebook, website, email, and other virtual outlets. The promotional campaign will blanket the county in general outreach as in preceding years, but will also focus on localized promotion for each breakfast site.
- Continue the "Be Bright, Use a Light at Night," campaign started in fall 2000. Promote bike light use to the general bike riding population. This effort will be coordinated with the Community Traffic Safety Coalition.
- Coordinate with Ecology Action's zero interest bike loan program at Cabrillo College.
- Recruit and coordinate volunteers to assist with BTW/S activities.

Performance Goals for the Fall Bike to Work/School Day, 2012

• Increase participation levels by 5% from past year's fall BTWS Day.
• Increase the number of beginning cyclists by 5% attending BTW Day.
• Increase by 5% Bike to School breakfast sites from the previous year.
• Maintain the number of schools receiving bike safety presentations, helmet distribution or safety videos.
• Place over 1,000 event and informational posters at local businesses.
• Have a least two article published in a local newspaper regarding bike commuting.
• Develop and send at least 6 targeted emails to over 4,000 past Bike to Work Day participants with bike commuting news, incentives, and resource information
• Air two weeks of PSA's on a local radio station.

Spring Bike Week, Third Week of May 2013

Work Schedule/Tasks:

The BTW staff will coordinate the 26th annual Santa Cruz County Bike Week event, which features a Bike to Work/School Day, several food incentive activities, one bike safety activity/commuter instruction workshop, a food delivery day by bicycle, and other events. The main goal of Bike Week will be to continue to promote bicycle commuting as well as bicycle transportation for other trips that replace single occupancy vehicle trips. The variety of events during Bike Week will focus on hands-on, fun, and inclusive methods for motivating residents to bicycle more often and drive less. BTW will integrate the bike commuting and safety message into our events.

- Bike to Work staff will secure at least 15 public and 40 school breakfast sites for BTW/S Day. We will work with large employers to provide incentives for their employees to bike to work.
- Continue to increase the ever-popular Bike to School Day effort, which gets children accustomed to biking for transportation at an early age.
- Solicit donations for food to feed over 6,000 bicyclists.
- Continue to improve our website services with an online Bike to Work Day survey, which would allow more commuters to participate in Bike to Work Day. Also provide commuter maps and updated bike commuter resources. Promote the new Google Map bicycle option.
- Mass emails to past Bike to Work participants with a focus on novice and infrequent bike commuters.
- Develop a comprehensive online calendar of Bike Month bike activities for May.
- Maintain Facebook page with frequent updates and news.
- Coordinate Bike to School Day efforts with bike safety presentations conducted by EA's Bike Smart! Youth Bike Safety program and the Community Traffic Safety Coalition.
- Coordinate helmet distribution with the CTSC at school sites.
- Distribute the UCSC TAPS bicycle safety videos to classrooms.
- Recruit over 100 volunteers to staff all Bike Week events, especially breakfast sites and food delivery day.
- Promote bike commuter equipment to make bikes more functional for commuting, running errands, or going to a social activity.
- Recruit other bicycle and community groups as well as businesses to host Bike Week events.
- Provide staff and promotional support to other groups who host Bike Week events.
- Keep business sponsors updated on Bike Week activities and bike commuter services for their employees to use.

- Conduct a promotional campaign utilizing a variety of outreach venues and techniques including TV, radio, newspaper, posters, brochures/postcards, emails, and workplace booths. The promotional campaign will blanket the county in general outreach as we have done previously. We will also focus on localized promotion for each breakfast site.
- Solicit cash donations from local public agencies and businesses to fund material purchases.
- Host an innovative and attention getting media event that demonstrates the appeal of bike commuting versus commuting by car.
- Coordinate artwork, T-shirt and color poster production with Monterey and San Benito County Bike Week staff.
- Continue to work with local transportation agencies to promote bike commuting as well as other forms of sustainable transportation during Bike Week.
- Coordinate promotion with other Ecology Action transportation programs.
- Work closely with Cabrillo College and UCSC to promote their breakfast sites for BTW/S Day.
- Continue to expand efforts into South County and improve outreach to the Latino community.

Performance Goals for the Spring Bike Week, 2013

• increase participation by 5% from the previous spring Bike Week.
• Increase participation by 5% from the previous spring Bike to Work/School Day.
• Increase by 5% number of schools for the Bike to School breakfast sites.
• Increase by 5% the outreach/promotion to businesses, public agencies, & local organizations through company liaisons from the previous spring Bike Week by using email, flyers, posters, and business site presentations/booths.
• Increase by 5% the number of beginning cyclists attending BTW Day from the previous spring BTW Day.
• Develop and send at least 10 targeted emails to over 5,000 past Bike to Work Day participants with bike commuting news, incentives, and resource information.
• Print and distribute over 1,000 Bike Week posters. Distribution posters in both English and Spanish.

Bike Safety and Commuter Information Resources

Work Schedule/Tasks:

BTW promotes and provides resources for safe cycling throughout the year. Information is provided via www.bike2work.com, our office information library, booths at special events, and via emails to BTW Day participants and sponsoring businesses, and Facebook postings. Staff also works with other public agencies to help them in their road safety and bike resource projects. Staff is an active member of the SCCRTC's Bicycle Committee and the County Health Service's Community Traffic Safety Coalition (CTSC) and the South County Bike/Pedestrian Safety Work Group. We promote issues such as bike theft prevention, helmet use, bicycling in the rain and cold, and bike parking. These are some of the ways we conduct outreach on these issues:

- Maintain current bike resource information on the BTW website.
- Staff information booth at local special events.
- Communicate with BTW participants on important and timely bike issues.
- Attend RTC Bicycle Committee and CTSC meetings.

Performance Goals for Bike Safety/Commuter Resources:

- Keep bike resource information current on our website, Facebook and mass emails.
- Staff at least 5 information booths at community special events.
- Keep BTW participants updated on important bike issues via email.

Exhibit 4

EA's Bike to Work/School 12/13 Budget
$50,000 TDA Funds

	SCCRTC	Match*
Personnel		
Program Director (.15 FTE)	$ 10,000.00	$ 2,000.00
Outreach Specialist (.35 FTE)	$ 15,000.00	$ 5,000.00
Senior Program Specialist (.35 FTE)	$ 25,000.00	
Material		
Direct Costs (program materials & supplies)		$ 25,000.00
Inkind services (staff & supplies)		$ 25,000.00
Inkind product donations		$ 50,000.00
(food, advertising, prizes)		
Total	**$ 50,000.00**	**$ 107,000.00**
TOTAL PROJECT BUDGET	**$ 157,000.00**	

* Local business and public agencies donations, raffle and T-shirt sales contribute$25,000 in cash plus an additional $75,000 of inkind services and product annually for Bike to Work.

Santa Cruz County Bike to Work/School Program 2011
Program Summary/ Annual Report

Program Summary
The Bike to Work/School Day (BTW/S) program continues to generate the most extensive publicity, outreach, and public education for bicycle transportation in Santa Cruz County. This twenty-four year old community program provides local employers, employees, residents, and students with quality education, incentives, and services. BTW/S achieved a 11% increase in participation since 2009Ecology Action also collected important data quantifying the program's impact in reducing carbon dioxide emissions. Bike to Work/School continued to generate a significant amount of good press for bicycle transportation.

Last year one of the highest number of participants in Bike to Work/School Day's 24 year history with 12,577residents participating in the spring and fall events. The Bike to School program had the highest participation with 9,981 kids, teenagers, teachers and parents biking to school. The Bike to Work/School Day cyclists rode 55,452 miles for the spring and fall events. This significant mileage helped reduce CO2 emissions by some 55,000 pounds.

Contributes to the documented growth of Bike to Work Trips
BTW has successfully recruited new bike commuters as the percentage of ongoing weekly bike to work trips in the county has significantly increased since 2000. Last year, 397 beginning bike commuters rode their bikes for BTW Day, and 330 participants were infrequent bike commuters. Some 697 BTW cyclists reported driving alone to work prior to participating in Bike to Work Day. This documents that the program is reaching out to commuters who currently drive to work.

Benefits of increased bicycle commuting
BTW activities contribute to a healthier community: less air, noise, run-off pollution, less traffic congestion, safer streets and healthier individuals. BTW uses a multi-faceted program approach to target and change the behavior of non-bike commuters, novice bike commuters and experienced bike commuters. We use positive, fun and interactive methods to encourage commuters to try bicycling, to commute by bicycle more frequently and to bicycle safely and responsibly.

Broad-base Support
BTW leveraged a considerable amount of private and public money to extend SCCRTC's funding. We generated $22,500 in cash from local businesses, individuals and public agencies, plus some $75,000 of in-kind services and product donations in 2011. Over 75 businesses and public agencies, plus 100 individuals volunteered time and contributed to this community effort.

Major Accomplishments for Bike to Work/School Day
Combined figures for 2011

- **Over 12,500 youth and adults biked** on the spring & fall Bike to Work/School Days (an 11% increase from 2009). There were 9,983 kids, parents and school staff biked on Bike to School and 2,596 Bike to Work cyclists.
- **50% increase of Bike to Work participation county-wide** over the past decade.
- **300% increase of Bike to School participation county-wide** over the past decade.
- **397 beginning bicycle commuters** participated in the spring and fall BTW Day events.
- **345 cyclists were first time** Bike to Work Day participants.
- **330 were infrequent bike commuters**.

- **55,425 miles were biked** instead of driven for Bike to Work/School Day.
- **68,418 miles biked** for all Bike Week reported trips.
- **Over 55,000 pounds of CO2 emissions** were prevented from entering the atmosphere for BTW/S trips.
- **1,250,000 were burned** by all BTW/S participants (22 calories/mile).

Spring Bike Week Event Highlights

Annual Promotion

- E-newsletter campaign: Launched a year-round enewsletter campaign to provide ongoing education, incentives and promotion of bicycle commuting related information. 20 enewsletters were sent to a recipient list of over 4,000 community members including specific emails appropriateto beginner cyclists. The email list is composed of previous Bike to Work participants, supporters, and those interested in receiving bike commuting information.
- Facebook: Developed a Bike to Work Facebook page that has over 685 page fans. This is used to provide updates and notices regarding Bike to Work Day along with other local programs and commuter information.
- Newspaper and newsletter articles: 1 article in the Sentinel, a Spanish language ad in La Ganga, ,, 2 articles in the Santa Cruz Cycling Club Newsletter, article in the People Power Newsletter, mention in the Pajaro Valley Chamber of Commerce's Bits & Blogs,
- Newsprint Ads: 3 ads in the Sentinel, Sentinel online ads, an ad in Santa Cruz Weekly, an ad in the UCSC Rec Guide, ads placed in UCSC shuttles,
-
- Website: Over 9,950 visitors to www.bike2work.com with 73% new site visits.
- Community events: Santa Cruz Downtown Farmers Markets, Earth Day Santa Cruz, Santa Cruz Earth Day, UCSC Fall Festival, Plantronics Wellness Fair.
- Posters: over 2,200 posters placed in shop windows throughout the county. All event posters were published in English and Spanish. Watsonville-specific posters were generated to increase participation in South County
- T-shirts: distributed 325 event T-shirts to volunteers and program participants.
- Handbills: Distributed 2,000 event Postcards at community events and shops.
- Banners: Large format banners placed in high visibility locations in Watsonvilleand Capitola..
- Event site banners: placed at most of the public breakfast stops one week prior to the event.

Bike to School Promotions

- Bike to School promotional flyers in English/Spanish distributed to all participating schools.
- 4-color posters, in English and Spanish, distributed to all participating schools.
- Educational/informational bicycling materials on safety, helmet guidelines, traffic rules and regulations, etc. in English and Spanish provided to participating schools.
- *Share the Road* signs: 28 Share the Road signs posted at Bike to School sites to provide event promotion and notify motorists to drive especially carefully since there will be more kids biking on school streets.
- Worked with EA's Bike Smart! Youth Bicycle Safety Education and the Community Traffic Safety Coalition (CTSC) to conduct school presentations about safety, helmet guidelines, traffic rules and regulations, and responsible bicycling.
- Worked with parent groups, school district and local school administrators to promote event.

- Collaborated with United Way's Jovenes Sanos to support Bike to School coordinators in south county.
- UCSC TAPS-produced Bike safety DVD and videos distributed to teachers and parents upon request.

Spring Event Highlights:

- Bike to Worship
- This event targets trips to local places of worship to reduce the traffic and parking problems associated with religious services. Many congregations support this effort as a way to combat climate change and 2011 had over 160 participants from 12 congregations.

- Daily Incentives
- The 2011 Bike Week featured daily incentives and promotions to motivate community members to bicycle commute. In addition to the regular Thursday Bike to Work Day events, Ecology Action partnered with local businesses to offer daily incentives that would be attractive to potential bike commuters. Monday through Friday featured free giveaways at select locations along bike corridors.
- A total of 576 bike commuters participated in these events.

Collaboration

Bike Week's success relies on extensive collaboration with community groups, public agencies and local businesses. This year we strengthened our partnership with these entities to get more people to bike commute more often in a safe and responsible manner. We worked jointly with the organizing agencies of Bike Week in Monterey and San Benito Counties to increase promotion in the tri-county area. We also continued to work with an increasing number of local schools to boost Bike to School participation, with city and county agencies to improve planning and promotion, and with business sponsors to do better outreach and provide information to their employees. The following is a partial list of our partnerships:

- Regional Bike Week programs: Coordinated with Monterey (TAMC) and San Benito (San Benito COG) Counties to reduce cost and produce a unified look for promotional materials. The three counties shared artwork, poster and T-shirt production, radio and TV station promotions, website content, highway signs and donations/product giveaways. This partnership produces an economy of scale, which reduces cost.
- Santa Cruz County Regional Transportation Commission: Provided major cash funding and promotional support of BTW outreach materials. The RTC's Bike Committee provided input to Bike Week event planning and BTW updated the Committee on our activities. BTW distributed hundreds of the RTC's Bikeway maps, the RTC's Bike Hazard reporting form and promoted its Bike Secure program to BTW participants. BTW also communicates key SCCRTC initiatives and news to our 4,000 enewlsetter recipients and on our Facebook page.
- The Community Traffic Safety Coalition (CTSC): BTW distributed CTSC bike safety pamphlets and BTW staff attended CTSC monthly meetings. CTSC staffed a BTW Day breakfast site, attended Bike to Work Steering Committee meetings, and coordinated school bike safety presentations with Bike to School activities.
- South County Bicycle and Pedestrian Working Group (SCBPWG): Helped deepen the programmatic impact in Watsonville through increased outreach, program feedback, and engaging volunteers.

- **Bike Smart! Youth Bicycle Safety Program**: Conducted bicycle safety programs including bicycle obstacles courses at several of the highest participating Bike to School Day schools.
- **The City of Santa Cruz**: Provided cash funding, staff support for promotions, facilities and equipment.
- **County of Santa Cruz Public Works Department:** Assisted with logistic and promotional effort.
- **City of Watsonville:** Provided cash funding, staff support for internal promotion, school safety sign placement, facility use and fee waivers.
- **City of Capitola:** Provided cash and staff support for promotion, event planning and implementation. Staff helped with placement of street banner.
- **HUB for Sustainable Transportation**: **People Power** provided volunteer support and promoted Bike Week. **Pedalers Express** was hired to coordinate the food donation pick-ups and food deliveries by bicycle to our 40 free breakfast sites.
- **Santa Cruz County Cycling Club**: Promoted Bike Week and provided volunteers, especially for Rail Trail Day and.
- **University of California Santa Cruz (UCSC)**: **UCSC Transportation and Parking Services** provided funding and staff support for promotion and provided an unlimited number of free bike safety DVD. The UCSC **Bike Coop** assisted in setting up and staffing a BTW breakfast site. The UCSC **Woman's Center** hosted a successful first-time breakfast site on lower campus.
- **Cabrillo College**: Provided staff support for internal promotion, and assisted in setting up BTW breakfast sites.

AGENDA: June 14, 2012

TO: Regional Transportation Commission

FROM: Rachel Moriconi, Senior Transportation Planner

RE: Local Transportation Funding Ballot Measure

RECOMMENDATION

Staff recommends that the Regional Transportation Commission (RTC):

1. Approve placing a ballot measure on the November 2012 ballot asking voters to authorize a $10 fee on registered motor vehicles, to be spent entirely in Santa Cruz County to maintain local streets and roads and build safe and accessible pedestrian and safe routes to school projects for school children, seniors and people with disabilities;
2. Approve components of the expenditure plan for the $10 vehicle registration fee (summarized in Attachment 1);
3. Provide input on potential ballot language (Attachment 2);
4. Direct staff to return to the August 2, 2012 RTC meeting for approval of the final ballot language, final expenditure plan and ordinance for the measure; and
5. Direct staff to initiate public education and outreach on the measure, in coordination with local jurisdictions and community leaders.

BACKGROUND

There are insufficient funds available to operate and maintain the local street and road system, including multi-modal transportation components, especially as state and federal sources have become increasingly unreliable. Existing transportation revenues make up less than 50% percent of what is required to maintain and improve roads, highways, bridges, sidewalks, bicycle facilities, and public transit. New, secure sources of funds that cannot be diverted to other uses are needed to repair and maintain local streets and roads; to make roadways safer for drivers, buses, pedestrians and bike riders; and to reduce congestion.

This transportation funding shortfall is not unique to Santa Cruz County (Attachment 3) and addressing the funding shortfall will require changes on multiple levels. State and federal gas tax revenues continue to decline, especially as vehicles become more fuel efficient. In addition, the amount of revenues generated from gasoline taxes have not kept pace with the number of vehicle miles driven. Therefore, it is necessary for state and federal governments to increase the per gallon excise tax on gasoline and/or implement alternate funding mechanisms, such as fees based on the number of miles driven, toll roads, and other user fees. However, it is highly unlikely that changes to transportation funding structures at

the state and federal level will occur in the near future and instead state and federal sources of revenues for transportation will continue to decline.

Due to the chronic lack of action by the state and federal governments to address the funding shortfall, local communities have taken steps to increase local revenues, which cannot be taken by the state, to address at least some of this shortfall. In March 2012, the RTC conducted a poll of likely Santa Cruz County voters to evaluate the possibility of a November 2012 ballot measure which could garner sufficient votes to raise additional revenues for the local transportation system. The poll demonstrated that Santa Cruz County voters recognize that new revenue sources are needed to support the local transportation system; and that up to 69% of voters could support a new local $10 per vehicle registration fee (VRF), if there were a campaign to inform voters about the measure. A $10 increase in Santa Cruz County vehicle registration fees would net approximately $2.2 million per year. This is far from enough funding to fully address the backlog of needs, but would represent an incremental step towards protecting the community's vital infrastructure network and allow local jurisdictions to leverage other grant funding.

Placing a VRF on the ballot would be part of a longer term approach to meet more of the community's transportation needs with dependable local funding sources. Future steps would assess the longer term objective to secure a new sales tax or other revenue measure for essential transportation infrastructure, transportation services, streets and roads maintenance, bicycle and pedestrian safety, and services for seniors and people with disabilities.

DISCUSSION

Given that the cost to maintain existing local streets and roads is continually growing and there is a strong need for safe and accessible infrastructure for school children, seniors and people with disabilities, **staff recommends that the RTC approve placing a ballot measure on the November 2012 ballot asking voters to authorize a $10 fee on registered vehicles.** A summary of the staff recommended ballot measure is attached (Attachment 1). While strong community support for the measure has been expressed (as discussed below), strong, enthusiastic, united support and leadership from commissioners is requisite to success. A fact sheet and summary of the benefits of a local $10 VRF is attached (Attachment 4).

Community Input on Possible Ballot Measure

Staff recommendations for the proposed ballot measure are based on input received through a wide variety of methods. They include a March 2012 poll of likely Santa Cruz County voters, ongoing public input on transportation system needs, the 2012 Regional Transportation Improvement Program (RTIP) public hearing, meetings on the Regional Transportation Plan, and meetings with of community organizations.

Over the past several months, staff also sought input from community members specifically about the potential local VRF ballot measure, including two workshops

held on May 24 and May 31 (Attachment 5). At the workshops, staff received valuable feedback from a broad cross section of leaders from the business, safety, public works, environmental, and educational communities. Attendees indicated strong support for a November 2012 ballot measure for a $10 vehicle registration fee and there was general consensus on key components of a possible expenditure plan. Attendees of the May workshops indicated that they would recommend their organizations support the local vehicle registration fee if the RTC decides to move forward. A list of some of the individuals or organizations that have provided input, upon which the staff recommendations are based, is included in Attachment 6.

Project Categories

Based on transportation system needs, community input, and the March 2012 poll of likely voters, **staff and the RTC's polling consultant recommend that the ballot measure be focused on:**

- **Local street and road repairs**, and
- **Safe routes to schools and pedestrian projects**

These categories of projects received support from over two-thirds of those polled in March 2012. Staff and participants in the expenditure plan workshop did not recommend adding any additional categories to the measure. It is important to focus the limited revenues generated by a $10 VRF to a few high-impact programmatic categories of projects that will provide tangible benefits in the short-term. Additionally, these categories have direct nexus to those paying the VRF, as motor vehicle owners cause wear and tear on the local road system and benefit from adjacent safe routes to schools and pedestrian projects, especially since the road system serves a broad range of drivers, bus riders, bicyclists and pedestrians.

At the expenditure plan workshops, participants discussed a variety of ways that funds could be split between these two categories, whether some of the funds should be available through a competitive grant process, possible priorities or restrictions for using funds, and agencies that would be eligible for the funds. Based on input received at the workshops, **staff recommends that funds be distributed to local jurisdictions by formula. Local jurisdictions would have flexibility on which types of roadway maintenance, repair, and pedestrian and bike projects to use funds. Over a five year period local jurisdictions would be required to *collectively* spend no less than 15% of VRF revenues on safe routes to schools or pedestrian projects.** Local jurisdictions would select projects and monitor implementation of the program through their own local public processes, which include board meetings, annual budget review, advisory committees, and other public meetings.

Distribution of Funds to Local Jurisdictions

Since motorists throughout the county will be paying the $10 fee, it is important to provide a fair geographic distribution of the revenues. At the expenditure plan workshops participants discussed various formulas that could be used to distribute funds to local jurisdictions. Based on input received, **staff recommends that funds be distributed to local jurisdictions based on population formula,**

with a minimum of $115,000 to each jurisdiction. A sample of how this would break out by local jurisdiction is shown below.

Jurisdiction	% population	Min $115k	5 Year total	15% to SRTS/Ped
Capitola	3.8%	$115,000	$575,000	Collectively, minimum of $1.65M/five years ($330,000/year)
Santa Cruz	23.0%	$465,735	$2,328,677	
Scotts Valley	4.4%	$115,000	$575,000	
Watsonville	19.5%	$394,458	$1,972,290	
Unincorporated	49.4%	$999,807	$4,999,033	
Total	**100%**	**$2,090,000**	**$10,450,000**	

While there was a strong interest in distributing funds based on where vehicles are registered and/or traffic volumes, that data are not readily available or updated. Additionally an ongoing theme stated at the workshops was to keep the measure simple, transparent, and with minimal bureaucracy. Population is the one measure that is regularly updated by the State Department of Finance and is used and accepted by local jurisdictions as a basis for distributing a variety fund sources.

Financing

Expenditure plan workshop participants indicated support for giving the RTC the authority to bond against the funds. The decision to bond would be considered in consultation with local jurisdictions that are interested in receiving several years' worth of funds at one time in order to immediately address some of the backlog of needs while construction costs are low. Including this authority in the measure does not mandate that bonding would occur. Staff would only recommend the RTC bond against future years' revenues if the RTC and local jurisdictions find that it would be cost beneficial.

Administration

As with all programs, administration and accountability measures are required for implementing any funding program. SB83 limits the amount of revenues that could be spent on administration to no more than 5% of the revenues. Five percent is approximately $110,000 per year, which is slightly lower than the projected cost to administer a local VRF. The balance of the cost to administer the VRF would need to be funded from the RTC's budget. For a local VRF the administrative costs include:

- Audits
- Reporting – Annual reports
- Financial tracking and processing expenses
- Development and implementation of the Congestion Management Program, required by State statute of agencies that administer this type of vehicle registration fee *(see separate staff report)*

Accountability

As with any tax or fee, it is important to ensure accountability and transparency in how measure funds are used. At the expenditure plan workshops attendees

discussed a variety of ways to ensure transparency and accountability. These included ongoing audits and reports, RTC review and concurrence on projects, a citizen oversight committee or independent audit committee and possible membership of such a committee, and existing RTC and local jurisdictions public review processes.

Based on the input received, **staff recommends that project sponsors be required to provide annual reports of how funds were used in the prior year and a list of projects that the jurisdiction plans to use funds on over the following three years.** The report would show the percentage of funds designated for safe routes to schools and pedestrian projects; be posted on the RTC website; and be provided to interested parties, local jurisdictions' boards and committees as part of their capital improvement program and/or annual budget process, and the RTC board and oversight committees. The VRF funds would also be included in the RTC's annual fiscal audits.

Given the extensive existing oversight structures in place, workshop attendees did not recommend establishing a new oversight committee for the measure. Utilizing existing public oversight structures is more efficient and reduces the administrative cost of implementing the measure.

Preliminary Ballot Language

There are many ways that the proposal to utilize revenues from a new $10 vehicle registration fee for local street and road maintenance, safe routes to schools and pedestrian projects can be communicated to voters. Sample ballot language is attached. **Staff recommends the RTC provide input on possible language (Attachment 2),** with the final ballot language to be approved by the RTC at the August 2, 2012 meeting.

Budget

Developing an expenditure plan, providing education materials to the public on the measure, and placing the measure on the ballot are anticipated to cost the RTC between $200,000 and $325,000. According to the County Elections office the cost for a special district, such as the RTC, to place a measure on the November 2012 ballot is $1.00-$3.00 per voter ($150,000 to $300,000), depending on the number of pages of an RTC measure and expenditure plan and the final cost for the voter guide and ballot. Staff anticipates $25,000 will be needed for public education materials. RTC staff time needed to articulate transportation system needs and revenue shortfalls is part of the RTC's Regional Transportation Plan financial element and action element development. Due to the fact that Transportation Development Act (TDA) revenues have been exceeding projections during this fiscal year, there is currently a TDA funds surplus of about $257,000. These funds can be used to free up RTC funds which can be used to cover costs associated with a VRF. A separate staff report with various budget amendments includes the budget amendments necessary for this proposed VRF.

Next Steps

- √ March 2012: Likely Voters Polled
- √ May 24 and 31: Expenditure Plan Workshops
- June 14 RTC meeting: Decide if moving forward; ask Local Jurisdictions to re-designate RTC as the Congestion Management Agency (CMA) *(see separate agenda item)*
- Late June-July: Local Jurisdictions re-designate RTC as CMA
- Summer 2012: Public workshops and community meetings on draft expenditure plan
- August 2, 2012: RTC approves final expenditure plan and ballot language, approves ordinance placing measure on the ballot
- August 10, 2012: Final deadline to submit measure to County Elections
- August-November: Public education on measure
- November 6, 2012: Election Day

As noted above, strong, united, enthusiastic support and leadership from RTC Commissioners is requisite to success. An overall public outreach program to increase public awareness of the needs, related costs, and the community benefits of new revenue mechanisms would also be necessary. Staff requests that Commissioners participate in workshops and meetings with community groups over the next several months. **Please inform staff at this meeting about your availability** and we will work to schedule meetings based on your calendar.

SUMMARY

The Regional Transportation Commission has been investigating local funding strategies to address at least a portion of the significant backlog of transportation system needs in Santa Cruz County. Based on input received from community leaders and a March 2012 poll of likely voters, staff recommends that the RTC approve placing a measure on the November 2012 ballot asking voters to authorize a $10 fee on registered vehicles for local street and road maintenance, safe routes to schools infrastructure, and pedestrian projects.

Attachments:

1. Summary of Recommended Components Expenditure Plan
2. Potential ballot language
3. Article: Exploring the Challenge of Convincing Public to Fund Road Preservation, May 18, 2012, transportationissuesdaily.com
4. Fact Sheet on Proposed $10 VRF
5. May 2012 Expenditure Plan Workshop Flyer
6. Expenditure Plan Development Participants

Attachment 1

$10 Vehicle Registration Fee (VRF)
Recommended Expenditure Plan Components

In the face of the significant backlog of transportation needs in Santa Cruz County, the Regional Transportation Commission (RTC) is considering asking voters to support a $10 Cruz County Vehicle Registration Fee to fund local transportation projects. This small $10 per motor vehicle annual fee would be dedicated solely to projects in Santa Cruz County and could not be taken by the state.

Based on transportation system needs, polls of likely voters, community input, and the amount of funding generated by a new $10 VRF, **staff recommends the following for the Expenditure Plan**:

The Fee

- $10 Vehicle Registration Fee per motorized vehicle *(this is the maximum allowed under SB83)*
- Generates approximately $2.2 million/year countywide

Project Categories to Fund

- Local street and road maintenance and repairs: 80% ($1.8M/year)
- Safe routes to schools and pedestrian capital/infrastructure projects: not less than 15% every five years ($1.6M/five years)
- Administration: 5% ($110,000/year)

Fund Distribution

- 95% to local jurisdictions based on population, with a minimum of $115,000 per jurisdiction per year

Estimated breakout

Jurisdiction	% population	Min $115k	5 Year total
Capitola	3.8%	$115,000	$575,000
Santa Cruz	23.0%	$465,735	$2,328,677
Scotts Valley	4.4%	$115,000	$575,000
Watsonville	19.5%	$394,458	$1,972,290
Unincorporated	49.4%	$999,807	$4,999,033
Total	**100%**	**$2,090,000**	**$10,450,000**

- Local jurisdictions select specific projects to use funds on
- Not less than 15% of countywide VRF revenues must be spent on safe routes to schools and/or pedestrian projects every five years (est. $1.6M). Some jurisdictions may decide to spend more or less of the funds on safe routes and pedestrian projects.
- Authorize RTC to bond against future years' funds, if RTC and local jurisdictions determine that it would be financially beneficial in spite of debt service payments.

Administration and Accountability

5% of revenues used to cover administrative and accountability measures. These include:

- Use existing public oversight structures (do <u>not</u> create new oversight committee)
- Financial tracking and processing revenues

- Audits: RTC annual fiscal audits
- Reporting – Annual reports. Projects sponsors to provide annual reports of:
    - How funds were used in the prior year
    - List of projects a jurisdiction plans to use funds on in next three years
    - Percentage of funds designated for/used on safe routes to schools and pedestrian projects
    - Report to be posted on the RTC website, available to interested parties, provided to local jurisdictions' boards and committees as part of their capital improvement program and/or annual budget process, and provided to the RTC board and oversight committees.
- Development of the Congestion Management Program required by State statute of agencies that administer this type of vehicle registration fee

Budget for November 2012 Election

- County Elections Department fee to place measure on ballot: $1.00-$3.00 per voter ($150,000 to $300,000)
- Public education material: $25,000
- Private Sector Campaign: TBD (will not be funded from RTC budget)

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Attachment 2

Samples of Possible Ballot Language

SAMPLE 1: Based on the polling data and language used in successful VRF ballot measures in other counties, the RTC's polling consultant initially suggested the following ballot language:

In order to:

- *Help maintain streets, roads and fix potholes for the benefit of everyone, including drivers, bus riders, bicyclists, and pedestrians; and*
- *Fund sidewalks, curb ramps, crosswalks and other projects to make sidewalks safe and accessible for school children, seniors, and people with disabilities*

with funds that cannot be taken by the State, shall Santa Cruz County voters authorize a $10 fee on the registration of vehicles, with independent oversight, to be spent entirely within Santa Cruz County?

Based input received at the first Expenditure Plan Workshop, the following alternate language (SAMPLES 2 & 3) were developed:

SAMPLE 2:

With funds to be spent entirely within Santa Cruz County to:

- *Help maintain streets, roads and fix potholes for the benefit of everyone, including drivers, bus riders, bicyclists, pedestrians and neighborhoods; and*
- *Create safe routes to schools and build safe and accessible sidewalks, street crossings and ramps for school children, seniors and people with disabilities,*

shall Santa Cruz County voters authorize a $10 fee on registered vehicles that cannot be taken by the State?

SAMPLE 3:

In order to help ***fix potholes and maintain local streets and roads*** *within Santa Cruz County to the benefit of drivers, bus riders, bicyclists, pedestrians and neighborhoods and to* ***build safe and accessible pedestrian projects*** *for school children, seniors and people with disabilities shall Santa Cruz County voters authorize a $10 fee on registered vehicles that cannot be taken by the State?*

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Attachment 3

Exploring the Challenge of Convincing Public to Fund Road Preservation

May 18, 2012 By Larry Ehl; transportationissuesdaily.com

Study after study reports that our roads are in bad shape, and it is costing people and businesses money. Thirty-two percent of America's major roads are in poor or mediocre condition, and twenty-four percent of America's bridges are structurally deficient or functionally obsolete. Those conditions are costing drivers about "$67 billion annually for increased fuel consumption, body dents, worn tires and premature wear wrought by pitted roads," about $324 per driver (TRIP National Fact Sheet – April 2012).

It's so bad that the company which won the NYC cab contract built a test track in Arizona "with foot-deep potholes, jagged pavement and rough cobblestones reminiscent of the rough-riding streets of the meatpacking district" of New York ("You Pay for Potholed Roads, One Way or the Other").

Meanwhile the **federal gas tax has not been raised in 19 years.** Its purchasing power has been eaten away by inflation and increased vehicle fuel efficiency at the same time that the cost of materials (concrete, asphalt, steel), equipment and staffing have increased.

It makes **good financial sense to fix roads** before they deteriorate too much. The American Association of State Highway and Transportation Officials reports that every $1 spent to keep a road in good condition avoids $6-14 needed later to rebuild the same road once it has deteriorated significantly ("Rough Roads Ahead: Fix Them Now or Pay for It Later," AASHTO, 2010).

And **those substandard roads are used by a lot of people and businesses**: Overall, 31% of the nation's vehicle miles of travel use deficient pavement, resulting in higher vehicle operating costs and lower safe travel speeds for all vehicles, and creating the potential for damaged goods moved by truck, or longer routings for trucks in cases where trucks must be detoured due to pavement weight restrictions. Pavement deficiencies affect 38% of vehicle miles traveled on interstates and 30% VMT on non-interstate functional classes (arterials, collectors, etc). Deficient pavement is more of a problem in urban than rural areas, with 47% of urban interstate VMT experiencing deficient pavement and 15% of rural interstates.

Building or expanding roads is a very visible outcome of transportation spending. But preservation and maintenance of those roads is less visible to and understood by the public. It can be challenging for public agencies and elected officials to convince the public to increase taxes and fees for preservation and maintenance.

The State Smart Transportation Institute (SSTI) tackles this issue… SSTI notes that: "Today, with a mature highway system that requires more support for preservation than new construction, DOTs must work harder to show these stakeholders the benefits of investment. Iowa DOT has been working with SSTI and Spitfire Communications to hone this message. DOT Director Paul Trombino, DOT planning Director Stuart Anderson, and Spitfire's Beth Kanter present.

More quotes: "Deteriorating conditions and performance impose costs on American households and businesses in a number of ways. Facilities in poor condition lead to increases in operating costs for trucks, cars, and rail vehicles. Additional costs include damage to vehicles from deteriorated roadway surfaces. . . .and the added cost of repairing facilities after they have deteriorated as opposed to preserving them in good condition. ("Failure to Act," ASCE 2011 report)

Nearly one-quarter (24 percent) of the nation's major metropolitan roads – Interstates, freeways and other principal arterial routes – have pavements that are in substandard condition and provide an unacceptably rough ride to motorists. Pavement conditions on the nation's major urban roads and highways have improved slightly since they were last measured in 2007, when 26 percent were in substandard or poor condition. "America's Roughest Rides and Strategies to Make our Roads Smoother," TRIP, September 2010)

Attachment 4

FACT SHEET

$10 Vehicle Registration Fee for Transportation Improvements

Sound infrastructure is the backbone of a healthy community and strong local economy, yet funding to maintain and improve our transportation system continues to fall far short of the need. Traditional state and federal sources don't even come close to meeting local transportation needs.

The Regional Transportation Commission is considering placing a local $10 Vehicle Registration Fee measure on the November 2012 ballot in order to generate revenues to address at least some of the significant backlog of transportation needs and deteriorating street conditions in our region.

Highlights of RTC Staff Proposal:

- $10 Vehicle Registration Fee (VRF) for Santa Cruz County transportation
- Generates approximately $2.2 million countywide each year
- Funds dedicated solely to local transportation projects
- Will make a solid dent in the backlog of potholes to be fixed.

What would it fund? *

- **Fix potholes and maintain local streets and roads** to the benefit of all users, including drivers, bus riders, bicyclists, and pedestrians
- Sidewalks, crosswalks and ramps to make **pedestrian facilities more safe and accessible for school children, seniors and people with disabilities**.

* Staff and consultant recommendation based on transportation system needs, community input, and a March 2012 poll of likely voters. Actual program to be finalized based on additional community input and RTC board action.

Why?

- State and federal funds are unreliable
- VRF funds can be used as matching funds to leverage additional state/federal funds
- Streets and roads serve a wide cross section of users including people who: drive cars, use other modes, and those unable to drive due to age/income/ability
- Deferred maintenance costs five times more over time

The proposed Vehicle Registration Fee is a key part of a multipronged strategy to develop a balanced, sensible program that improves local transportation infrastructure. While this won't solve all our transportation needs, it's a step in the right direction.

We need your input! Attend meetings, email or call us with your ideas on the "Expenditure Plan" which provides details on how funds would be distributed, financing, oversight and other aspects of the proposed measure.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC)
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$10 VRF: Frequently Asked Questions

What is the Santa Cruz County Regional Transportation Commission (RTC)? The RTC is the designated countywide transportation planning agency for Santa Cruz County and is responsible for the coordinating, planning, and programming of transportation programs and projects. RTC provides a cooperative, cost-effective means of responding to countywide planning, transportation and other mandates from the State of California and the Federal Government. The RTC board is made up of representatives from all four cities, all five of the County Board of Supervisors, and three members from the Santa Cruz Metropolitan Transit District.

What is the difference between the proposed vehicle registration fee and a vehicle license fee? A registration fee is a flat fee per vehicle, whereas a license fee is variable based on the value of the vehicle.

What can an additional $10 Vehicle Registration Fee (VRF) be used for? By law, the funds must be used for transportation-related programs and projects that have a relationship to, or benefit for the owners of the vehicles paying the VRF. Funds would be used for programs to repair and maintain local streets and roads and improve safety for pedestrians, including school children, people with disabilities and seniors.

When would the fee take effect? If approved by voters in November 2012, revenues could be collected on vehicles as early as May 2013.

How much money will the fee generate? The additional VRF will generate about $2.2 million annually based on current estimates.

How much money will be spent on administration? California Government Code section 65089.20 limits the amount for administration cost to 5% (about $110,000 per year). These funds would used to ensure transparency and accountability, including audits and mandated reports.

How would funding for the various transportation programs be determined? RTC is seeking public input now on how the funds should be allocated. The detailed Expenditure Plan will reflect this information and specify how the funds are distributed.

How much would the cities and the County receive? The exact amounts would be determined through the Expenditure Plan, currently under development with community input. Funds may be distributed based on the proportionate share of populations, road miles, average daily traffic and/or a minimum guaranteed per year for smaller jurisdictions. Most likely, funds would be disbursed on a reimbursement basis for work completed.

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$10 Vehicle Registration Fee for Local Transportation Projects

Summary:
In the face of the significant backlog of critical local transportation needs, the Santa Cruz County Regional Transportation Commission (RTC) is taking a pro-active step toward becoming a self help county and is considering asking voters in November 2012 to support a $10 Santa Cruz County vehicle registration fee (VRF) to fund local transportation projects. The $10 VRF would be dedicated to local road repairs, as well as pedestrian and bicycle improvements that would make roadways more safe and accessible for school children, seniors, and people with disabilities.

What will the $10 VRF do?

- Raise $2.2 million per year for local transportation projects
- Provide a predictable, safe, secure source of funding to local jurisdictions
- Provide funding that cannot be diverted to the state
- Provide matching funds to leverage other funds and multiply the "buying power"
    - While not a huge amount of money, can be used to leverage funds from other entities (up to 80-90%), making the VRF revenues valuable beyond what the amount would indicate.
- $2.2 million per year won't fix all our transportation problems, but funds could be used to:
    - Fill Potholes (Avg cost $100 per pothole)
    - Preventative maintenance ($35,000 per mile)
    - Surface restoration of roadways at risk ($85,000-$110,000 per mile)
    - Rehabilitation of roadways in poor condition ($200-500k/mile)
    - Reconstruction of failed roadways ($800k-$2.5million/mile)
    - Build curb ramps for people with disabilities ($1500-$3000/ramp)
    - Raised crosswalks ($2000/$20,000 depending on width, drainage)
    - Add bicycle lanes ($5,000-$50,000 per mile if no right-of-way, less expensive if done as part of other roadway repairs)
- VRF funds would supplement, not supplant, street and road maintenance funds. *"The city is committed to providing the best value to our community and prudent investment in our infrastructure is the most responsible choice our community can make."* – David Koch, Watsonville Public Works Director

Why fund these transportation projects?

- Infrastructure is a key component of a solid economy and healthy communities.
- Local roads provide mobility for a broad range of users.
    - Local road repairs benefit all users, including drivers, bus riders, bicyclists, and pedestrians.
- The local street network is the backbone of all modes of transportation, including transit, autos, bicycles and adjacent pedestrian walkways.

- Investing in our infrastructure is an investment in our future. It protects the reliability of our transportation system, reduces wear and tear on personal vehicles, and improves the safety of our community.
- When infrastructure reaches the end of its life, the community is burdened with decreased system reliability and potential roadway closures.
- A broad range of interest groups agree that a new $10 VRF is a sensible approach and good step towards addressing the backlog of needs.

Why is this needed?

- Local pavement conditions are bad. There is a huge backlog of road maintenance and repair needs.
- The preferred Pavement Condition Index score is in the 70s, with a base acceptability level of 66 or greater (100 is new/perfect).
    - Local Pavement Condition Index scores average in the 50s: County=50, City of Santa Cruz=53, City of Capitola=57.
- The farther the roads drop down the Pavement Condition Index score, costs can increase tenfold
- There are nearly 900 miles of local roads in Santa Cruz County, double that you count each lane. (County unicorporated: 600 miles; Cities: Santa Cruz=140, Watsonville=92, Scotts Valley=35, Capitola=26)
- Deteriorated roadways are more susceptible to wash outs and other weather related damage, which can make them especially costly and challenging to maintain.
- The County of Santa Cruz alone estimates that they need at least $12.5 million more each year to adequately maintain local roads in current conditions. To bring countywide local roads into good condition immediately would cost up to $300 million.

Why are there funding shortfalls?

- State and federal funds are unreliable.
- Federal gas tax has not been increased since 1993 and has one-fifth of buying power it once had
- Funding dedicated to road maintenance and repair is minimal, so these projects generally have to compete for other scarce funds.

Attachment 5

Santa Cruz County Regional Transportation Commission

May 2012

Expenditure Plan Workshop: $10 Vehicle Registration Fee *(VRF)*

for Transportation Improvements

Thursday, May 31, 2:00-3:30 p.m.

SCCRTC Conference Room
1523 Pacific Avenue, Santa Cruz, CA 95060

Local infrastructure is deteriorating and there is a considerable transportation funding shortfall. To help address this problem, **the Regional Transportation Commission (RTC) is considering asking voters in November 2012 to support a $10 Santa Cruz County Vehicle Registration Fee (VRF)** to fund local transportation projects.

This annual $10 per car fee would be dedicated solely to projects in Santa Cruz County and could not be taken by the state.

Based on transportation system needs, community input, and a March 2012 poll of likely voters, revenues from a new VRF could be dedicated to:

- **Fix potholes and maintain local streets and roads** to the benefit of everyone, including drivers, bus riders, bicyclists, and pedestrians
- **Create safe routes to schools for students and** provide safe and accessible crosswalks and ramps to **make sidewalks safe and accessible for seniors and people with disabilities**.

The proposed Vehicle Registration Fee is expected to generate $2.2 million per year. It is part of a multipronged strategy to develop a balanced, well thought-out program that improves transportation for Santa Cruz County residents. While this won't solve all our transportation needs, it's a step in the right direction and generates local funding that can leverage more state and federal funding.

We need your input! Your feedback is needed to help develop a possible "Expenditure Plan" which provides details on how funds would be distributed, financing, oversight and other aspects of the proposed measure.

Come to this meeting to tell us…

- How do you think the $2.2 Million per year should be distributed?
- How much should go to each city and the County for road repairs?
- Should funds be dedicated to fill up to 10,000 potholes per year?
- How should projects be selected?
- What type of oversight should be set up to track and communicate how funds are spent each year?

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION (RTC)
1523 Pacific Avenue, Santa Cruz, CA 95060
phone (831) 460-3200 | fax (831) 460-3215
email: info@sccrtc.org | website: www.sccrtc.org

Attachment 6

Expenditure Plan Development Participants

Individuals and organizations that provided input on $10 VRF - used to develop staff recommendations

Organization	*Name*	*Individual supports $10 VRF***	*Individual will seek group's endorsement and/or campaign for measure*
Santa Cruz County Business Council (hospitality, major employers)	Ted Burke*	Yes	Yes
Ecology Action (Transportation Programs/Bike to Work)	Piet Canin*	Maybe	n/a
Santa Cruz City Public Works	Mark Dettle*	Yes	Yes
Elderly & Disabled Transportation Advisory Committee/Pedestrian Safety Work Group	Veronica Elsea*	Yes	Yes
Silicon Valley Manufacturing /CA Transp Commissioner	Carl Guardino	Yes	n/a
Capitola Public Works	Steve Jesberg	Yes	n/a
Green Ways to School, People Power, Sierra Club	Tawn Kennedy*	Yes	Yes
Watsonville Public Works	David Koch, Maria Rodriguez	Yes	n/a
Santa Cruz County Planning Department	Paia Levine*	Yes	n/a
Santa Cruz County Business Council, Granite Rock	Chris Mann	n/a	n/a
County Administrative Officer	Susan Mauriello	n/a	n/a
5th District Board of Supervisors Candidate	Bruce McPhereson	Yes	n/a
Assembly Monning's Staff	Patrick Mulhearn*	Yes	n/a
Watsonville City Manager	Carlos Palacios	n/a	n/a
People Power	Micah Posner	Yes	Yes
Santa Cruz County Public Works	John Presleigh*, Steve Wiesner*	Yes	Yes
Santa Cruz Area Chamber of Commerce	Bill Tysseling*	Yes	Yes
California Highway Patrol (CHP)	Lt. Scott Wood*	n/a	n/a
Scotts Valley Public Works	Majid Yamin	n/a	n/a
UCSC (TAPS)	Teresa Buika*	Yes	n/a
RTC-City of Capitola	Kirby Nichol*	Yes	n/a
RTC-City of Santa Cruz	Lynne Robinson*	Yes	n/a
RTC-Board of Supervisors	Neil Coonerty*	Yes	n/a
RTC- All commissioners, input received at RTC meetings and/or individual conversations with staff			

**Attended the May 24 or 31 Expenditure Plan Workshops*

***Many individuals also indicated willingness to sign argument in favor of measure and organizations are potential campaign members*

n/a: Not availavble, some individuals were not yet asked to endorse or seek endorsement of their organizations and/or their organizations do not take positions on ballot measure

Agenda: June 14, 2012

To: Regional Transportation Commission

From: Rachel Moriconi, Senior Transportation Planner

Re: Congestion Management Agency (CMA) Re-designation

RECOMMENDATION

Staff recommends that the Regional Transportation Commission request resolutions from the County of Santa Cruz and the Cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville re-designating the RTC as the Congestion Management Agency (CMA) for Santa Cruz County pursuant to California Government Code commencing with Section 65088.

BACKGROUND

Senate Bill 83

In 2009, Senate Bill 83 was enacted by the California Legislature adding Section 65089.20 to the Government Code to provide countywide transportation planning agencies with the ability to seek voter approval of vehicle registration fees of up to $10 for transportation-related projects and programs. However, the bill too narrowly defined "countywide transportation planning agency" as “the congestion management agency created pursuant to Chapter 2.6 (commencing with Section 65088)”. By restricting the definition to Congestion Management Agencies (CMAs), over 30 counties in the state, including Santa Cruz County, were unintentionally excluded from utilizing this revenue generating tool. This is because in the year 2000 Santa Cruz County agencies opted out of the congestion management program. Working with a coalition of agencies statewide, the RTC has repeatedly sought clean-up legislation to modify the definition to more closely resemble the original intent of SB83, but has not yet been successful. Therefore, in order to utilize this revenue generating tool, the RTC would need to be re-designated as the congestion management agency for Santa Cruz County.

RTC History as the Congestion Management Agency for Santa Cruz County

In June 1990 California voters passed Proposition 111 increasing fuel taxes to raise funds for transportation improvements and creating congestion management agencies (CMAs) for California’s urban counties. The chief function of a CMA (outlined in Government Code Sections 65088-65089.10) is to prepare, adopt and implement a Congestion Management Program (CMP) linking transportation, land use, air quality and regional economics. The CMA is designated by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population in the incorporated area of the county (Government Code

Sec 65089). In Santa Cruz County, the Regional Transportation Commission was designated as the CMA from 1990 to 2000. In 1992 the Regional Transportation Commission adopted its first CMP which was updated in 1994 and in 1996. In 2000 the region opted out of the Congestion Management Program (which includes designation of the RTC as the CMA) after many of the Proposition 111 requirements for the CMP were overturned by subsequent California state legislation and the CMP had become optional. With State laws changed to weaken the enforcement power of the CMAs, in 1995 a law was passed allowing counties to choose not to prepare a CMP:

> "65088.3. This chapter does not apply in a county in which a majority of local governments, collectively comprised of the city councils and the county board of supervisors, which in total also represent a majority of the population in the county, each adopt resolutions electing to be exempt from the congestion management program."

DISCUSSION

Since the authority of transportation planning agencies to place a vehicle registration fee on the ballot is currently restricted to those agencies that are designated as the congestion management agency for their county, **RTC staff recommends that the RTC request resolutions from the County of Santa Cruz and the Cities of Capitola, Santa Cruz, Scotts Valley, and Watsonville to once again designate the RTC as the Congestion Management Agency (CMA) for Santa Cruz County per Government Code section 65088.** A sample resolution is attached (Attachment 1).

Since the RTC would need to be designated as the CMA prior to adopting the ordinance to place a vehicle registration fee on the ballot and the County Board of Supervisors does not meet in July, the County has tentatively scheduled consideration of the RTC's CMA designation at its June 26, 2012 meeting. The cities would be asked to consider this action at their July meetings.

Requirements of CMAs:

The congestion management agency (CMA) is generally charged with helping to coordinate land use, air quality and transportation planning among the local jurisdictions and to prepare and implement a Congestion Management Program (CMP) that identifies how certain transportation funds will be spent. CMAs monitor levels of congestion on major roads and analyze the impacts that a proposed development will have on future traffic congestion. Many of the requirements of congestion management agencies are consistent with activities that the RTC or local jurisdictions already undertake or are conducting with the Association of Monterey Bay Area Governments (AMBAG) for the Regional and Metropolitan Transportation Plans (RTP/MTP), associated SB375-mandated Sustainable Communities Strategy (SCS), and the Regional Transportation Improvement Program (RTIP).

While many of the requirements of CMAs can or are already being done through other programs and planning efforts, designating the RTC as the congestion management program (CMP) agency once more will increase workloads for the RTC and local

jurisdictions. The relevant state statutes (California Government Code Sections 65088 to 65089.10) that outline requirements for congestion management programs are attached (Attachment 2) and summarized below:

1. Develop and update a **congestion management program** (CMP) every 2 years, which includes:
    a. Traffic **level of service standards** for state highways and major arterials (the CMP Network). This would be a new task.
    b. Performance element that includes **performance measures** to evaluate current and future multimodal system performance. Performance measures are use for both the RTP and RTIP.
    c. A **trip reduction and travel demand element** to promote alternative transportation methods. This is consistent with work done by the RTC's Commute Solutions program.
    d. A **program to analyze the impact of land use decisions made by local jurisdictions** on the transportation system including costs for mitigation of those impacts. The RTC does not currently have a program that calculates the cost of developments on regional travel.
    e. A **7-year capital improvement program (CIP).** In Santa Cruz County this is accomplished through the Regional Transportation Improvement Program (RTIP) project list. While the RTIP project list now only covers five years, rather than seven, the document could be expanded an additional two years.

2. **Uniform data base on traffic impacts.** This data is currently part of the regional transportation computer model maintained by AMBAG.

3. **Local Jurisdiction Requirements:**
    a. **Develop an alternative area-wide level of service standard** or multimodal composite or personal level of service standard that takes into account both of the following:
    (A) The broader benefits of regional traffic congestion reduction by citing new residential development within walking distance of, and no more than one-third mile from, mass transit stations, shops, and services, in a manner that reduces the need for long vehicle commutes and improves the jobs-housing balance.
    (B) Increased use of alternative transportation modes, such as mass transit, bicycling, and walking.
    b. **Approve a list of flexible level of service mitigation options** that includes roadway expansion and investments in alternate modes of transportation that may include, but are not limited to, transit infrastructure, pedestrian infrastructure, and ridesharing, vanpool, or shuttle programs.
    c. **Parking cash-out program.** The city or county in which a commercial development will implement a parking cash-out program that is included in a congestion management program or in a deficiency plan shall grant to that development an appropriate reduction in the parking requirements.

d. **Local Jurisdictions Deficiency Plans.** A local jurisdiction must prepare a deficiency plan when highway or roadway level of service standards are not maintained on segments or intersections of the designated system. The deficiency plan must be adopted by the city or county at a noticed public hearing.

In order to enforce the CMP, the following are required:

4. **Biennial monitoring of local jurisdictions** by the CMA on all elements of the CMP to ensure conformance. The CMA must rule whether the local jurisdictions are in conformance. Local jurisdictions which are not in conformance could be at risk of losing transportation funds. Staff will work with local jurisdictions to avoid a loss of funds.

5. **Guidelines for deficiency plan** preparation and methodology for inter-jurisdictional deficiency. When a local jurisdiction fails to meet the LOS standards for a CMP intersection, a deficiency plan may be required by the CMA. The deficiency is determined after discounting interregional travel, construction impacts, etc. If a deficiency exists, a deficiency plan must be adopted to either correct the deficiency or make improvements to the transportation system as a whole.

RTC staff will work with public works and planning departments to ensure that the production and implementation of the Congestion Management Program is as efficient as possible. Unfortunately, without this additional work it would be impossible to secure the benefits of a new $10 vehicle registration fee that will raise $2.2 million per year for local jurisdictions' transportation projects.

SUMMARY

Senate Bill 83 (2009) authorizes the countywide transportation agency that is designated as the congestion management agency (CMA) to seek voter approval of a $10 vehicle registration fee for transportation purposes. Staff recommends that the Regional Transportation Commission request that local jurisdictions re-designate the RTC as the congestion management agency for Santa Cruz County.

Attachment 1: Sample Resolution for Local Jurisdictions

Attachment 2: Congestion Management Agency (CMA) Roles and Responsibilities (California Government Code Sections 6588-65089.10)

Attachment 1

Sample Resolution

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA
RESOLUTION NO.

On the motion of Supervisor
duly seconded by Supervisor
the following resolution is adopted:

RESOLUTION RE-DESIGNATING THE
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION
AS THE CONGESTION MANAGEMENT PROGRAM AGENCY

WHEREAS, California voters passed Proposition 111 in June 1990 establishing the requirement that urban counties develop and implement a congestion management program;

WHEREAS, Section 65089 of the Government Code requires that the congestion management program be prepared either by the county transportation commission or by another public agency as designated by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population in the incorporated areas of the county;

WHEREAS, the Santa Cruz County Regional Transportation Commission is the state designated local transportation commission and regional transportation planning agency for Santa Cruz County;

WHEREAS, the Santa Cruz County Regional Transportation Commission has a standing technical advisory committee with membership by the planning and public works departments of all local jurisdictions can provide the forum for consultation and cooperation with local governments as required in Section 65089;

WHEREAS, in 1990, Santa Cruz County local jurisdictions elected to designate the Santa Cruz County Regional Transportation Commission as the agency responsible for the Santa Cruz County congestion management program;

WHEREAS, subsequent to that designation, legislative revisions progressively eroded the strength and effectiveness of the congestion management program statutes;

WHEREAS, in 1996, Assembly Bill 2419 was passed and signed by the Governor allowing urbanized counties the option to be exempt from preparation and implementation of a congestion management program;

WHEREAS, in 2000, local jurisdictions in Santa Cruz County elected that Santa Cruz County be exempt in accordance with California Government Code Section 65088.3 from the statutes

requiring the development and implementation of a congestion management program as described in California Government Code Sections 65088 to 65089.10.

WHEREAS, in 2009, Senate Bill 83 was passed and signed by the Governor adding section 65089.20 to the Government Code allowing transportation planning agencies pursuant to Chapter 2.6 commencing with Section 65088 to place a ballot measure before the voters of the county to authorize an increase in the fees of motor vehicle registration in the county by up to $10 for transportation-related projects and programs;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Board of Supervisors hereby once again designates the Santa Cruz County Regional Transportation Commission as the Congestion Management Program agency for Santa Cruz County pursuant to Government Code Sections 65088 to 65089.20.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Cruz this 26th day of June, 2012, by the following vote:

AYES :
NOES :
ABSENT:

Attachment 2

Congestion Management Agency (CMA) Roles and Responsibilities

California Government Code Sections 65088-65089.10 relevant to Santa Cruz County

In its capacity as the Congestion Management Agency (CMA or "agency") for the county, the designated CMA has primary responsibilities in the following areas:

- Develop and adopt the biennial Congestion Management Program (CMP) and related implementation guidance;
- Monitor city and county agencies' compliance with CMP requirements;
- Program Federal, State, and regional transportation funds;
- Develop and periodically update the long-range countywide transportation plan

Congestion Management Program Requirements (65089)

Program Adoption

(a) A congestion management program (CMP) shall be developed, adopted, and updated biennially, consistent with the schedule for adopting and updating the regional transportation improvement program, for every county that includes an urbanized area, and shall include every city and the county. The plan shall be:

- Adopted at a noticed public hearing of the agency.
- **Developed** in consultation with, and with the cooperation of, the transportation planning agency, regional transportation providers, local governments, the department, and the air pollution control district or the air quality management district, **either by the county transportation commission, or by another public agency [CMA], as designated by resolutions adopted by the county board of supervisors and the city councils of a majority of the cities representing a majority of the population in the incorporated area of the county**.

Elements of a CMP (65089(b)) The program shall contain all of the following elements:

(1) (A) **Traffic level of service standards established for a system of highways and roadways designated by the agency [aka the Congestion Management Network]**. The highway and roadway system shall include at a minimum all state highways and principal arterials. No highway or roadway designated as a part of the system shall be removed from the system. All new state highways and principal arterials shall be designated as part of the system, except when it is within an infill opportunity zone. Level of service (LOS) shall be measured by Circular 212, by the most recent version of the Highway Capacity Manual, or by a uniform methodology adopted by the agency that is consistent with the Highway Capacity Manual. The determination as to whether an alternative method is consistent with the Highway Capacity Manual shall be made by the regional agency, except that the department instead shall make this determination if either (i) the regional agency is also the

agency, as those terms are defined in Section 65088.1, or (ii) the department is responsible for preparing the regional transportation improvement plan for the county.

(B) In no case shall the LOS standards established be below the level of service E or the current level, whichever is farthest from level of service A. When the level of service on a segment or at an intersection fails to attain the established level of service standard, **a deficiency plan shall be adopted** pursuant to Section 65089.4.

(2) A performance element that includes performance measures to evaluate current and future multimodal system performance for the movement of people and goods. At a minimum, these performance measures shall incorporate highway and roadway system performance, and measures established for the frequency and routing of public transit, and for the coordination of transit service provided by separate operators. These performance measures shall support mobility, air quality, land use, and economic objectives, and shall be used in the development of the capital improvement program required pursuant to paragraph (5), deficiency plans required pursuant to Section 65089.4, and the land use analysis program required pursuant to paragraph (4).

(3) A travel demand element that promotes alternative transportation methods, including, but not limited to, carpools, vanpools, transit, bicycles, and park-and-ride lots; improvements in the balance between jobs and housing; and other strategies, including, but not limited to, flexible work hours, telecommuting, and parking management programs. The agency shall consider parking cash-out programs during the development and update of the travel demand element.

(4) A program to analyze the impacts of land use decisions made by local jurisdictions on regional transportation systems, including an estimate of the costs associated with mitigating those impacts. This program shall measure, to the extent possible, the impact to the transportation system using the performance measures described in paragraph (2). In no case shall the program include an estimate of the costs of mitigating the impacts of interregional travel. The program shall provide credit for local public and private contributions to improvements to regional transportation systems. However, in the case of toll road facilities, credit shall only be allowed for local public and private contributions which are unreimbursed from toll revenues or other state or federal sources. The agency shall calculate the amount of the credit to be provided. The program defined under this section may require implementation through the requirements and analysis of the California Environmental Quality Act, in order to avoid duplication.

(5) A seven-year capital improvement program, developed using the performance measures described in paragraph (2) to determine effective projects that maintain or improve the performance of the multimodal system for the movement of people and goods, to mitigate regional transportation impacts identified pursuant to paragraph (4).

The program shall conform to transportation-related vehicle emission air quality mitigation measures, and include any project that will increase the capacity of the multimodal system. It is the intent of the Legislature that, when roadway projects are identified in the program, consideration be given for maintaining bicycle access and safety at a level comparable to that which existed prior to the improvement or alteration. The capital

improvement program may also include safety, maintenance, and rehabilitation projects that do not enhance the capacity of the system but are necessary to preserve the investment in existing facilities.

(c) The agency [CMA], in consultation with the regional agency, cities, and the county, shall develop a **uniform data base on traffic impacts** for use in a countywide transportation computer model and shall approve transportation computer models of specific areas within the county that will be used by local jurisdictions to determine the quantitative impacts of development on the circulation system that are based on the countywide model and standardized modeling assumptions and conventions. The computer models shall be consistent with the modeling methodology adopted by the regional planning agency. The data bases used in the models shall be consistent with the data bases used by the regional planning agency. Where the regional agency has jurisdiction over two or more counties, the data bases used by the agency shall be consistent with the data bases used by the regional agency.

(d) (1) **The city or county in which a commercial development will implement a parking cash-out program** that is included in a congestion management program pursuant to subdivision (b), or in a deficiency plan pursuant to Section 65089.4, **shall grant to that development an appropriate reduction in the parking requirements** otherwise in effect for new commercial development.
(2) At the request of an existing commercial development that has implemented a parking cash-out program, the city or county shall grant an appropriate reduction in the parking requirements otherwise applicable based on the demonstrated reduced need for parking, and the space no longer needed for parking purposes may be used for other appropriate purposes.

(e) Pursuant to the federal Intermodal Surface Transportation Efficiency Act of 1991 and regulations adopted pursuant to the act, the department shall submit a request to the Federal Highway Administration Division Administrator to accept the congestion management program in lieu of development of a new congestion management system otherwise required by the act.

Approval of the CMP (65089.2)
(a) Congestion management programs **shall be submitted to the regional agency [SCCRTC].** The regional agency shall evaluate the consistency between the program and the regional transportation plans required pursuant to Section 65080. In the case of a multicounty regional transportation planning agency, that agency shall evaluate the consistency and compatibility of the programs within the region.

(b) The regional agency, upon finding that the program is consistent, **shall incorporate the program into the regional transportation improvement program** as provided for in Section 65082. If the regional agency finds the program is inconsistent, it may exclude any project in the congestion management program from inclusion in the regional transportation improvement program.

(c) (1) The regional agency shall not program any surface transportation program funds and congestion mitigation and air quality funds pursuant to Section 182.6 and 182.7 of the Streets and Highways Code in a county unless a congestion management program has been adopted by December 31, 1992, as required pursuant to Section 65089. No surface transportation program funds or congestion mitigation and air quality funds shall be programmed for a project in a local jurisdiction that has been found to be in nonconformance with a congestion management program pursuant to Section 65089.5 unless the agency finds that the project is of regional significance.

(2) Notwithstanding any other provision of law, upon the designation of an urbanized area, pursuant to the 1990 federal census or a subsequent federal census, within a county which previously did not include an urbanized area, a congestion management program as required pursuant to Section 65089 shall be adopted within a period of 18 months after designation by the Governor.

(d) – only applies to agencies that cover more than one county

(e) At the request of the agency, a local jurisdiction that owns, or is responsible for operation of, a trip-generating facility in another county shall participate in the congestion management program of the county where the facility is located. If a dispute arises involving a local jurisdiction, the agency may request the regional agency to mediate the dispute through procedures pursuant to subdivision (d) of Section 65089.2. Failure to resolve the dispute does not invalidate the congestion management program.

Monitoring (65089.3). The agency shall monitor the implementation of all elements of the congestion management program. Caltrans is responsible for data collection and analysis on state highways, unless the agency designates that responsibility to another entity. The agency may also assign data collection and analysis responsibilities to other owners and operators of facilities or services if the responsibilities are specified in its adopted program. The agency shall consult with the department and other affected owners and operators in developing data collection and analysis procedures and schedules prior to program adoption. **At least biennially, the agency shall determine if the county and cities are conforming to the congestion management program**, including, but not limited to, all of the following:

(a) Consistency with levels of service standards, except as provided in Section 65089.4.

(b) Adoption and implementation of a program to analyze the impacts of land use decisions, including the estimate of the costs associated with mitigating these impacts.

(c) Adoption and implementation of a deficiency plan pursuant to Section 65089.4 when highway and roadway level of service standards are not maintained on portions of the designated system.

Cities & County Responsibilities (65088.4 (a))

In order to balance the need for level of service standards for traffic with the need to build infill housing and mixed use commercial developments within walking distance of mass transit facilities, downtowns, and town centers and to provide greater flexibility to local governments to balance these sometimes competing needs, the city or county shall do either of the following:

(1) **Include streets and highways under an alternative areawide level of service standard** or multimodal composite or personal level of service standard that takes into account both of the following:

(A) The broader benefits of regional traffic congestion reduction by **siting new residential development within walking distance of, and no more than one-third mile from, mass transit stations, shops, and services**, in a manner that reduces the need for long vehicle commutes and improves the jobs-housing balance.

(B) **Increased use of alternative transportation modes**, such as mass transit, bicycling, and walking.

Approve a list of flexible level of service mitigation options that includes roadway expansion and investments in alternate modes of transportation that may include, but are not limited to, transit infrastructure, pedestrian infrastructure, and ridesharing, vanpool, or shuttle programs.

<u>Local Jurisdictions Deficiency Plans</u> (per 65089.4.)

(a) **A local jurisdiction shall prepare a deficiency plan when highway or roadway level of service standards are not maintained** on segments or intersections of the designated system. The deficiency plan shall be adopted by the city or county at a noticed public hearing.

(b) The agency shall calculate the impacts subject to exclusion pursuant to subdivision (f) of this section, after consultation with the regional agency, the department, and the local air quality management district or air pollution control district. If the calculated traffic level of service following exclusion of these impacts is consistent with the level of service standard, the agency shall make a finding at a publicly noticed meeting that no deficiency plan is required and so notify the affected local jurisdiction.

(c) The agency shall be responsible for preparing and adopting procedures for local deficiency plan development and implementation responsibilities, consistent with the requirements of this section.

The deficiency plan shall include all of the following:

(1) An analysis of the cause of the deficiency. This analysis shall include the following:

(A) Identification of the cause of the deficiency.

(B) Identification of the impacts of those local jurisdictions within the jurisdiction of the agency that contribute to the deficiency. These impacts shall be identified only if the calculated traffic level of service following exclusion of impacts pursuant to subdivision (f) indicates that the level of service standard has not been maintained, and shall be limited to impacts not subject to exclusion.

(2) A list of improvements necessary for the deficient segment or intersection to maintain the minimum level of service otherwise required and the estimated costs of the improvements.

(3) A list of improvements, programs, or actions, and estimates of costs, that will (A) measurably improve multimodal performance, using measures defined in paragraphs (1) and (2) of subdivision (b) of Section 65089, and (B) contribute to significant improvements in air quality, such as improved public transit service and facilities, improved nonmotorized transportation facilities, high occupancy vehicle facilities, parking cash-out programs, and transportation control measures. The air quality management district or the air pollution control district shall establish and periodically revise a list of approved improvements, programs, and actions that meet the scope of

this paragraph. If an improvement, program, or action on the approved list has not been fully implemented, it shall be deemed to contribute to significant improvements in air quality. If an improvement, program, or action is not on the approved list, it shall not be implemented unless approved by the local air quality management district or air pollution control district.

(4) An action plan, consistent with the provisions of Chapter 5 (commencing with Section 66000), that shall be implemented, consisting of improvements identified in paragraph (2), or improvements, programs, or actions identified in paragraph (3), that are found by the agency to be in the interest of the public health, safety, and welfare. The action plan shall include a specific implementation schedule. The action plan shall include implementation strategies for those jurisdictions that have contributed to the cause of the deficiency in accordance with the agency's deficiency plan procedures. The action plan need not mitigate the impacts of any exclusions identified in subdivision (f). Action plan strategies shall identify the most effective implementation strategies for improving current and future system performance.

(d) A local jurisdiction shall forward its adopted deficiency plan to the agency within 12 months of the identification of a deficiency. The agency shall hold a noticed public hearing within 60 days of receiving the deficiency plan. Following that hearing, the agency shall either accept or reject the deficiency plan in its entirety, but the agency may not modify the deficiency plan. If the agency rejects the plan, it shall notify the local jurisdiction of the reasons for that rejection, and the local jurisdiction shall submit a revised plan within 90 days addressing the agency's concerns. Failure of a local jurisdiction to comply with the schedule and requirements of this section shall be considered to be nonconformance for the purposes of Section 65089.5.

(e) The agency shall incorporate into its deficiency plan procedures, a methodology for determining if deficiency impacts are caused by more than one local jurisdiction within the boundaries of the agency.

(1) If, according to the agency's methodology, it is determined that more than one local jurisdiction is responsible for causing a deficient segment or intersection, all responsible local jurisdictions shall participate in the development of a deficiency plan to be adopted by all participating local jurisdictions.

(2) The local jurisdiction in which the deficiency occurs shall have lead responsibility for developing the deficiency plan and for coordinating with other impacting local jurisdictions. If a local jurisdiction responsible for participating in a multi-jurisdictional deficiency plan does not adopt the deficiency plan in accordance with the schedule and requirements of paragraph (a) of this section, that jurisdiction shall be considered in nonconformance with the program for purposes of Section 65089.5.

(3) The agency shall establish a conflict resolution process for addressing conflicts or disputes between local jurisdictions in meeting the multi-jurisdictional deficiency plan responsibilities of this section.

(f) The analysis of the cause of the deficiency prepared pursuant to paragraph (1) of subdivision (c) shall exclude the following:

(1) Interregional travel.

(2) Construction, rehabilitation, or maintenance of facilities that impact the system.

(3) Freeway ramp metering.

(4) Traffic signal coordination by the state or multi-jurisdictional agencies.

(5) Traffic generated by the provision of low-income and very low income housing.

(6) (A) Traffic generated by high-density residential development located within one-fourth mile of a fixed rail passenger station, and

(B) Traffic generated by any mixed use development located within one-fourth mile of a fixed rail passenger station, if more than half of the land area, or floor area, of the mixed use development is used for high density residential housing, as determined by the agency.

(g) For the purposes of this section, the following terms have the following meanings:

(1) "High density" means residential density development which contains a minimum of 24 dwelling units per acre and a minimum density per acre which is equal to or greater than 120 percent of the maximum residential density allowed under the local general plan and zoning ordinance. A project providing a minimum of 75 dwelling units per acre shall automatically be considered high density.

(2) "Mixed use development" means development which integrates compatible commercial or retail uses, or both, with residential uses, and which, due to the proximity of job locations, shopping opportunities, and residences, will discourage new trip generation.

Local Jurisdiction Nonconformance

65089.5. (a) If, pursuant to the monitoring provided for in Section 65089.3, the agency determines, following a noticed public hearing, that a city or county is not conforming with the requirements of the congestion management program, the agency shall notify the city or county in writing of the specific areas of nonconformance. If, within 90 days of the receipt of the written notice of nonconformance, the city or county has not come into conformance with the congestion management program, the governing body of the agency shall make a finding of nonconformance and shall submit the finding to the commission [California Transportation Commission (CTC)] and to the [State] Controller.

(b) (1) **Upon receiving notice from the agency of nonconformance, the Controller shall withhold apportionments of funds** required to be apportioned to that nonconforming city or county by Section 2105 of the Streets and Highways Code.

(2) If, within the 12-month period following the receipt of a notice of nonconformance, the Controller is notified by the agency that the city or county is in conformance, the Controller shall allocate the apportionments withheld pursuant to this section to the city or county.

(3) If the Controller is not notified by the agency that the city or county is in conformance pursuant to paragraph (2), the Controller shall allocate the apportionments withheld pursuant to this section to the agency.

(c) The agency shall use funds apportioned under this section for projects of regional significance which are included in the capital improvement program required by paragraph (5) of subdivision (b) of Section 65089, or in a deficiency plan which has been adopted by the agency. The agency shall not use these funds for administration or planning purposes.

Failure to complete or implement a CMP (Section 65089.6)

Failure to complete or implement a congestion management program **shall not give rise to a cause of action against a city or county for failing to conform with its general plan**, unless the city or county incorporates the congestion management program into the circulation element of its general plan.

Definitions (65088.1)
As used in this chapter the following terms have the following meanings:
(a) Unless the context requires otherwise, "regional agency" means the agency responsible for preparation of the regional transportation improvement program.
(b) Unless the context requires otherwise, "agency" means the agency responsible for the preparation and adoption of the congestion management program.
(f) "Parking cash-out program" means an employer-funded program under which an employer offers to provide a cash allowance to an employee equivalent to the parking subsidy that the employer would otherwise pay to provide the employee with a parking space. "Parking subsidy" means the difference between the out-of-pocket amount paid by an employer on a regular basis in order to secure the availability of an employee parking space not owned by the employer and the price, if any, charged to an employee for use of that space.
A parking cash-out program may include a requirement that employee participants certify that they will comply with guidelines established by the employer designed to avoid neighborhood parking problems, with a provision that employees not complying with the guidelines will no longer be eligible for the parking cash-out program.
(g) "Infill opportunity zone" means a specific area designated by a city or county, pursuant to subdivision (c) of Section 65088.4, zoned for new compact residential or mixed use development within one-third mile of a site with an existing or future rail transit station, a ferry terminal served by either a bus or rail transit service, an intersection of at least two major bus routes, or within 300 feet of a bus rapid transit corridor, in counties with a population over 400,000. The mixed use development zoning shall consist of three or more land uses that facilitate significant human interaction in close proximity, with residential use as the primary land use supported by other land uses such as office, hotel, health care, hospital, entertainment, restaurant, retail, and service uses.
The transit service shall have maximum scheduled headways of 15 minutes for at least 5 hours per day. A qualifying future rail station shall have broken ground on construction of the station and programmed operational funds to provide maximum scheduled headways of 15 minutes for at least 5 hours per day.
(h) "Interregional travel" means any trips that originate outside the boundary of the agency. A "trip" means a one-direction vehicle movement. The origin of any trip is the starting point of that trip.
A roundtrip consists of two individual trips.
(i) "Level of service standard" is a threshold that defines a deficiency on the congestion management program highway and roadway system which requires the preparation of a deficiency plan. It is the intent of the Legislature that the agency shall use all elements of the program to implement strategies and actions that avoid the creation of deficiencies and to improve multimodal mobility.
(k) "Performance measure" is an analytical planning tool that is used to quantitatively evaluate transportation improvements and to assist in determining effective implementation actions, considering all modes and strategies. Use of a performance measure as part of the program does not trigger the requirement for the preparation of deficiency plans.
(l) "Urbanized area" has the same meaning as is defined in the 1990 federal census for urbanized areas of more than 50,000 population.
(m) "Bus rapid transit corridor" means a bus service that includes at least four of the following attributes:

(1) Coordination with land use planning.
(2) Exclusive right-of-way.
(3) Improved passenger boarding facilities.
(4) Limited stops.
(5) Passenger boarding at the same height as the bus.
(6) Prepaid fares.
(7) Real-time passenger information.
(8) Traffic priority at intersections.
(9) Signal priority.
(10) Unique vehicles.

AGENDA: June 14, 2012

TO: Regional Transportation Commission (RTC)

FROM: Luis Pavel Mendez, Deputy Director

RE: Amendments to the Fiscal Year (FY) 2011-12 Budget & Work Program

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RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) approve the attached resolution (Attachment 1):

1. Amending the FY 11-12 Budget and Work Program as shown on Exhibit A of Attachment 1;

2. Amending the RTC FY 2011-12 Transportation Development Act (TDA) claims to add $250,000 in estimated surplus TDA revenues; and

3. Authorizing borrowing from the Regional Surface Transportation Program Exchange (RSTPX) fund for the Highway 1 Soquel to Morrissey Auxiliary Lanes construction project.

BACKGROUND

At its October 2011 meeting, the Regional Transportation Commission (RTC) approved the major fall amendment to the fiscal year (FY) 11-12 budget and work program and has made some other amendments since then. To accommodate expenses necessary to raise additional funds for transportation and due to expenditure and work trends, it is necessary to consider further amendments to the FY 11-12 budget and work program.

DISCUSSION

TDA Surplus and Potential New Transportation Funds

In a separate staff report, the RTC will consider a local $10 vehicle registration fee to raise new funds for transportation. As discussed in the staff report, estimated costs for that effort are between $200,000 and $350,000. Thanks to a surplus of $257,954 in Transportation Development Act (TDA) funds during FY 2011-12, as of the May 2012 payment, the RTC can accommodate those expenses up to $250,000 with some amendments to the RTC FY 2011-12 budget. To do so the RTC must apportion the surplus TDA revenues to the RTC for administration and planning, which will release RTC funds that can be used for the expenses to raise new transportation funding. In addition, in order to use those surplus TDA funds, the RTC needs to amend its FY 2011-12 TDA claim, approved in June 2011, to add $194,000 in Article 3 TDA estimated surplus revenues for administration and $56,000 in Article 8 TDA estimated surplus revenues for planning.

Highway 1 Soquel to Morrissey Auxiliary Lanes Project

In late April the California Transportation Commission (CTC) approved a revised allocation for the Highway 1 Soquel to Morrissey Auxiliary Lanes construction project. The revised allocation includes a 10% contingency for the construction contract and about $200,000 in contingency for the support costs. Additional specific work elements under supplemental construction activities, traffic management, etc. also included a contingency component as part of their original cost estimates. The Highway 1 Auxiliary Lanes construction budget is amended to be consistent with the revised CTC allocation approved in late April. Public outreach for the project, securing permits and other efforts to ensure that the project proceeds with minimal delay have required more staff effort than originally anticipated. Therefore, it is necessary to add $30,000 to the staff costs from the line for future year costs. To perform the additional work required, staff who work part time have been asked to work additional hours as necessary to avoid paying overtime.

Generally funds for projects and programs are available to the RTC on a reimbursement basis. For large projects such as the Highway 1 Auxiliary Lanes construction, it can be very difficult for the RTC to pay contractor invoices in advance of receiving funds from the State. Therefore, the State provided an advance of $850,000, which the RTC is using to pay contractor invoices and then invoice Caltrans for reimbursement to manage cash flow. Once the significant construction is under way, it is very likely that the RTC will receive contractor invoices that could be up to $1.5 million. The RTC will not be able to pay these invoices on time unless there is authorization to borrow from other funds as necessary and then reimburse those funds after receiving a reimbursement from Caltrans. This is something that the RTC has done before. Some years ago the RTC approved a resolution to authorize short term interest free borrowing from the Service Authority for Freeway Emergencies fund for the Freeway Service Patrol program.

The only fund with the adequate cash flow and balance to provide the required level of interest free short term loans to the Highway 1 Auxiliary Lanes construction project is the Regional Surface Transportation Program Exchange (RSTPX) fund. While the majority of the RSTPX funds are assigned to specific projects, due to delays in project delivery and invoicing from the local jurisdiction there has always been a high enough balance in the fund to accommodate a short term loan of the magnitude that would be needed by the Highway 1 Auxiliary Lanes construction project.

Planning Budget

Under the RTC planning budget RTC funds made available through the apportionment of TDA surplus revenues are incorporated to cover costs associated with raising new transportation funds. This includes $225,000 for elections fees to Santa Cruz County and $25,000 for public information materials. The planning budget also includes proposed changes associated with the on-board transit study because the draft report will be available and reviewed prior to the end of this fiscal year and it was originally anticipated that most of that review would take place at the beginning of the next fiscal year. In addition there are changes associated with work to be done with grant funds from the Sustainability Growth Council (SGC). The agreement for some of that work has not yet been finalized and some of the work anticipated for this fiscal year will be carried over into the next fiscal year.

Regional Surface Transportation Program Exchange (RSTPX)

The RSTPX program budget page is amended to include exchange funds approved by the RTC in May for the Santa Cruz Branch Rail Line Acquisition and Improvement project for engineering services.

Therefore, **staff recommends that the RTC approve the attached resolution (Attachment 1) amending the FY 11-12 Budget and Work Program as shown on Exhibit A of Attachment 1; amending the RTC FY 2011-12 TDA claims to add $250,000 in estimated surplus TDA revenues; and authorizing borrowing from the RSTPX fund for the Highway 1 Auxiliary Lanes construction project.**

SUMMARY

To accommodate expenses necessary to raise additional funds for transportation and due to expenditure and work trends, it is necessary to consider further amendments to the FY 11-12 budget and work program. Staff recommends approval of the attached resolution (Attachment 1) amending the FY 11-12 Budget and Work Program; amending the RTC FY 2011-12 TDA claims to add $250,000 in estimated surplus TDA revenues; and authorizing borrowing from the RSTPX fund for the Highway 1 Auxiliary Lanes construction project.

Attachments:

1. Resolution amending the FY 11-12 budget and work program as shown on Exhibit A

ATTACHMENT 1

RESOLUTION NO.

Adopted by the Santa Cruz County Regional Transportation Commission
on the date of June 14, 2012
on the motion of Commissioner
duly seconded by Commissioner

A RESOLUTION AMENDING THE FY 11-12 BUDGET AND WORK PROGRAM FOR THE REGIONAL TRANSPORTATION COMMISSION, AMENDING THE SCCRTC FY 2011-12 TDA CLAIMS FOR TDA ADMINISTRATINA AND PLANNING, AND AUTHORIZING SHORT TERM INTEREST FREE BORROWING FROM THE RSTPX FUND FOR THE HIGHWAY 1 AUXILIARY LANES CONSTRUCTION PROJECT

WHEREAS, the Santa Cruz County Regional Transportation Commission (SCCRTC) adopts and periodically amends a budget and work program for each fiscal year to guide its expenses and work; and

WHEREAS, the SCCRTC annually submits Transportation Development Act (TDA) claims for TDA administration and planning services and such claims for FY 2011-12 were approved on June 2, 2011; and

WHEREAS, short term borrowing is required for the Highway 1 Soquel to Morrissey Auxiliary Lanes construction project to ensure the cash flow necessary to pay extra large contractor invoices;

BE IT RESOLVED BY THE SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION:

1. The FY 11-12 Budget and Work Program for the SCCRTC are hereby amended as shown in Exhibit A, and

2. The Transportation Development Act (TDA) claim under PUC Section 99233.1 from the Santa Cruz Cruz County Regional Transportation Commission for TDA administration in the amount of $453,000 and approved by the SCCRTC on June 2, 2011 is hereby amended to add $194,000 in estimated surplus FY 2011-12 TDA revenues for a total of $647,000, and

3. The Transportation Development Act (TDA) claim under PUC Sections 99233.2 and 99402 from the Santa Cruz Cruz County Regional Transportation Commission for planning services in the amount of $416,840 and approved by the SCCRTC on June 2, 2011 is hereby amended to add $56,000 in estimated surplus FY 2011-12 TDA revenues for a total of $472,840, and

4. The Executive Director is authorized to make short term and interest free loans from the Regional Surface Transportation Exchange (RSTPX) fund to the Highway 1 Soquel to Morrissey Auxiliary Lanes construction project to address cash flow issues as needed and to make necessary budget amendments for these loans. Such short term loans must be reimbursed to the RSTPX fund upon receipt grant funds for the Highway 1 Auxiliary Lanes construction project.

AYES: COMMISSIONERS

NOES: COMMISSIONERS

ABSTAIN: COMMISSIONERS

ABSENT: COMMISSIONERS

_____
Kirby Nicol, Chair

ATTEST:

_____
George Dondero, Secretary

Attachments: Exhibit A - SCCRTC FY 11-12 Budget as amended

Distribution: RTC Fiscal
AMBAG

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SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

PROJECTED REVENUE SUMMARY

FY 2011-2012 BUDGET

PROJECTED REVENUE SUMMARY

SOURCES	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
Transportation Development Act (TDA):				
Auditor's 1/4 Cent Sales Tax Estimate	7,016,950	7,016,950	0	
Estimated surplus revenue	0	250,000	250,000	- Based on revenues received to date
Interest Estimate	8,000	8,000	0	
Total TDA Apportioned	**7,024,950**	**7,274,950**	**250,000**	
State Transit Assistance (STA)	**2,851,031**	**2,851,031**	0	
Planning Grant Funds/Others:				
Rural Planning Assistance (RPA)	307,500	307,500	0	
STIP for Planning (PPM)	280,000	280,000	0	
RSTP Exchange - Eco Act, CTSC, Bike Signage & STARS	181,114	181,114	0	
FHWA - Earmark	526,000	526,000	0	
FHWA - Planning (PL) - from AMBAG	233,351	233,351	0	
Coastal Conservancy	250,000	250,000	0	
AB2766/Air District Funds:	16,146	16,146	0	
Env. Justice Context-Sensitive Planning Grant	39,500	39,500	0	
New Freedom Grant	160,000	160,000	0	
SGC Grant	20,000	5,000	-15,000	- grant agreement not yet finalized and work carried over to next fiscal year
Transit intern and planning grants	47,818	56,158	8,340	- draft report to be completed in this fiscal year
Other Revenues	5,486	5,486	0	
RTC Funds Budgeted	289,689	289,689	0	
Planning/Other Total	**2,356,604**	**2,349,944**	**-6,660**	
Rideshare:				
RSTP Exchange & AMBAG funds	152,271	152,271	0	
CMAQ - Rideshare	188,253	188,253	0	
AB2766	91,467	91,467	0	
Service Authority for Freeway Emergency (SAFE):				
DMV Fees and interest	235,000	235,000	0	
Other - MTC SAFE and Partnership Planning Grant	213,591	213,591	0	
SAFE Funds Budgeted	150,042	150,042	0	
Freeway Service Patrol (FSP):				
Caltrans Grant	204,000	204,000	0	
Hwy 1 Aux Lanes TMP funds	30,000	30,000	0	
FSP Reserves Budgeted and Interest	128,000	128,000	0	
Rail/Trail Authority:				
Proposition 116 and STIP	19,550,000	19,550,000	0	
Leases and Union Pacific	445,000	445,000	0	
Federal Earmark and RSTP Exchange	729,805	729,805	0	
Transfer - in from TC Planning	110,000	110,000	0	
Rail/Trail Funds Budgeted	172,554	172,554	0	
Highway 1:				
RSTP Exchange	2,803,041	2,803,041	0	
Federal Earmark	0	0	0	
STIP	2,153,981	2,153,981	0	
CMIA	16,190,000	13,783,000	-2,407,000	- Reduced CMIA funding by CTC based on lower construction bid
RSTP Exchange Program	5,764,690	5,764,690	0	
TOTAL	**61,544,280**	**59,380,620**	**-2,163,660**	

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

APPORTIONMENT SUMMARY

FY 2011-2012 BUDGET

APPORTIONMENT SUMMARY

CLAIMANTS	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	% Change	NOTE
Transportation Development Act (TDA): (1)					
TDA Reserve Fund	20,650	20,650	0		
SCCRTC:					
TDA Administration	453,000	647,000	194,000	42.83%	- Release other funds to address new possible transp funding revenues
TDA Planning: General Planning	266,840	322,840	56,000	20.99%	- Release other funds to address new possible transp funding revenues
Bike to Work	50,000	50,000	0	0.00%	
Bike & Pedestrian Safety (CTSC)	100,000	100,000	0	0.00%	
Subtotal	**869,840**	**1,119,840**	**250,000**	28.74%	-
SCMTD	5,244,963	5,244,963	0	0.00%	
Specialized Transit (Community Bridges/CTSA)	515,295	515,295	0	0.00%	
Volunteer Center	61,345	61,345	0	0.00%	
City of Capitola	11,801	11,801	0	0.00%	
City of Santa Cruz - Non Transit	71,935	71,935	0	0.00%	
City of Scotts Valley	13,772	13,772	0	0.00%	
City of Watsonville	60,926	60,926	0	0.00%	
County of Santa Cruz	154,424	154,424	0	0.00%	
Subtotal	**6,134,460**	**6,134,460**	**0**	0.00%	
TOTAL TDA APPORTIONED	**7,024,950**	**7,274,950**	**250,000**		- Estimated surplus budgeted
State Transit Assistance (STA) - SCMTD	**2,851,031**	**2,851,031**	**0**		
Planning Grant Funds/Others:					
SCCRTC:	2,291,874	2,285,214	-6,660		- grant agreement not finalized and work to be carried ove to next fiscla year
Community Traffic Safety Coalition	53,861	53,861	0		
Ecology Action	10,869	10,869	0		
Subtotal	**2,356,604**	**2,349,944**	**-6,660**		
Rideshare	**431,991**	**431,991**	0		
SAFE	**598,633**	**598,633**	0		
Freeway Service Patrol (FSP)	**362,000**	**362,000**	0		
Rail/Trail Authority	**21,007,359**	**21,007,359**	0		
Highway 1	**21,147,022**	**18,740,022**	-2,407,000		- Reduced CMIA funding by CTC based on lower construction bid
RSTP Exchange Program	**5,764,690**	**5,764,690**	0		
TOTAL	**61,544,280**	**59,380,620**	**-2,163,660**		

(1) TDA apportionments are based on the formulas in the RTC's Rules and Regulations. Balance not used for Planning and Administration is allocated to other TDA claimants as follows: 85.5% is appropriated to SCMTD, 8.4% to Community Bridges and 1% to the Volunteer Center; the remaining funds are proportionally allocated to cities and the County according to population.

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET SUMMARY

FY 2011-2012 BUDGET

OPERATING BUDGET SUMMARY

PROGRAM	FY10-11 ADOPTED DETAIL			FY11-12 ADOPTED DETAIL			FY11-12 PROPOSED DETAIL		
	TOTAL FY 10-11 ADOPTED 06/11	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY11-12 ADOPTED 05/17/12	SALARIES & BENEFITS	SERVICES & SUPPLIES	TOTAL FY11-12 PROPOSED 06/14/12	SALARIES & BENEFITS (1)	SERVICES & SUPPLIES
SCCRTC - Administration	616,956	201,000	415,956	648,350	201,000	447,350	648,350	201,000	447,350
Rideshare	337,100	180,000	157,100	416,991	180,000	236,991	416,991	180,000	236,991
SAFE	609,800	150,000	459,800	598,633	140,000	458,633	598,633	140,000	458,633
Freeway Service Patrol	342,000	55,000	287,000	362,000	45,000	317,000	362,000	45,000	317,000
Rail/Trail Authority	20,703,724	110,000	20,593,724	21,007,359	100,000	20,907,359	21,007,359	100,000	20,907,359
Highway 1	3,968,987	225,000	3,743,987	18,649,029	320,832	18,328,197	18,705,854	350,832	18,355,022
SCCRTC Planning	2,389,478	981,807	1,407,671	2,578,094	1,003,719	1,574,375	2,821,434	996,654	1,824,780
Total Operating Budget	**28,968,045**	**1,902,807**	**27,065,238**	**44,260,456**	**1,990,551**	**42,269,905**	**44,560,621**	**2,013,486**	**42,547,135**

OPERATING BUDGET COMPARISON

PRIOR YEAR AND BUDGET YEAR

PROGRAM	FY 10-11 ADOPTED 06/11	FY 10-11 ACTUAL 6/30/11	FY 10-11 ACTUAL LESS ADOPTED 06/11	FY11-12 ADOPTED 05/17/12	FY 10-11 ADOPTED 06/11	FY11-12 ADOPTED VS FY 10-11 ADOPTED	FY11-12 PROPOSED 06/14/12	FY11-12 ADOPTED 05/17/12	FY11-12 PROPOSED VS FY11-12 ADOPTED
SCCRTC - Administration	616,956	514,462	(102,494)	648,350	616,956	31,394	648,350	648,350	-
Rideshare	337,100	185,434	(151,666)	416,991	337,100	79,891	416,991	416,991	-
SAFE	609,800	344,994	(264,806)	598,633	609,800	(11,167)	598,633	598,633	-
Freeway Service Patrol	342,000	323,466	(18,534)	362,000	342,000	20,000	362,000	362,000	-
Rail/Trail Authority	20,703,724	258,084	(20,445,640)	21,007,359	20,703,724	303,635	21,007,359	21,007,359	-
Highway 1	3,968,987	1,358,232	(2,610,755)	18,649,029	3,968,987	14,680,042	18,705,854	18,649,029	56,825
SCCRTC Planning	2,389,478	1,314,586	(1,074,892)	2,578,094	2,389,478	188,616	2,821,434	2,578,094	243,340
Total Operating Budget	**28,968,045**	**4,299,258**	**(24,668,787)**	**44,260,456**	**28,968,045**	**15,292,411**	**44,560,621**	**44,260,456**	**300,165**

Notes: (1) Includes staffing shown on page 16

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY PROGRAM - ADMINISTRATION

FY 2011-2012 BUDGET

ADMINISTRATION

WORK ELEMENT #102	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
REVENUES:				
TDA Administration	453,000	647,000	194,000	- Estimated surplus revenue budgeted
Other Revenues	1,350	1,350	0	
RTC Funds	194,000	0	-194,000	- To planning budget pages for expenses to raise new transportation funds
TOTAL REVENUES	**648,350**	**648,350**	**0**	
EXPENDITURES:				
Salaries & Benefits	201,000	201,000	0	
Services and Supplies:				
Rent, Utilities, Insurance				
Telephone	12,000	12,000	0	
Liability Insurance	14,000	14,000	0	
Video Conferencing Fees	3,000	3,000	0	
Utilities	9,000	9,000	0	
Office Rent	85,000	85,000	0	
Travel/Training				
Vehicle Rentals and Service	1,000	1,000	0	
RTC Vehicle	3,000	3,000	0	
Transportation/Travel/Education	26,000	26,000	0	
Fixed Assets				
Fixed Assets	26,000	26,000	0	
Office Expenses				
Office Expense	24,000	24,000	0	
Duplicating	5,500	5,500	0	
Postage	5,500	5,500	0	
Membership	7,000	7,000	0	
Sponsorship	1,000	1,000	0	
Advertisement/Publication	6,000	6,000	0	
Office Equipment Repair/Maintenance	6,000	6,000	0	
Contingency/Special Expense	26,350	26,350	0	
County Mainframe/Intranet	6,000	6,000	0	
Computer Software	10,000	10,000	0	
Services				
Commissioners' Stipend	11,000	11,000	0	
Fiscal & Triennial Performance Audit	26,000	26,000	0	
Annual Report/Fact Sheets	5,000	5,000	0	
Accounting, Payroll and Auditing Fees	15,000	15,000	0	
Human Resources/Employee Relations	25,000	25,000	0	
Administrative Consulting Services	17,500	17,500	0	
Legal Counsel	30,000	30,000	0	
Computer/website support, service & programming	34,000	34,000	0	
Custodial - Janitorial Services	7,500	7,500	0	
Subtotal Services & Supplies	**447,350**	**447,350**	**0**	
TOTAL EXPENDITURES	**648,350**	**648,350**	**0**	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY PROGRAM - HWY 1 CONSTRUCTION

FY 2011-12 BUDGET

HWY 1 CONSTRUCTION: 722200

WORK ELEMENT #683	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
REVENUES:				
STIP Construction	2,150,000	2,150,000	0	
CMIA Construction	16,190,000	13,783,000	-2,407,000	- Reduced by CTC based on lower bid
Miscellaneous Revenue	2,800	2,800	0	
TOTAL REVENUES	**18,340,000**	**15,933,000**	**-2,407,000**	
EXPENDITURES:				
Salaries and Benefits	170,000	200,000	30,000	- Greater level of effort than estimated for public outreach and securement of permits
Services and Supplies:				
Hwy 1 Morrissey-Soquel Aux Lane Construction:				
Construction contract	10,435,571	10,932,500	496,929	- Construction contingency increased to 10%
Supplemental construction activity	832,000	832,000	0	
Traffic management	445,000	445,000	0	
Traffic enforcement	150,000	150,000	0	
Environmental mitigation	600,000	400,000	-200,000	- Only includes biological resourse mitigation
Miscellaneous other	264,500	264,500	0	
Construction management consultant	1,897,000	1,897,000	0	
Construction design support	270,000	270,000	0	
Public information	0	0	0	
On-call consultants	120,000	120,000	0	
Contingency & Future Year Costs	692,104	422,000	-270,104	- CTC approved greater contingency for construction contract
Subtotal Services & Supplies	**15,706,175**	**15,733,000**	**26,825**	
Unappropriated Revenues	**2,463,825**	**0**	-2,463,825	- Modified funding and budget consistent with CTC action in April 2012
TOTAL EXPENDITURES	**18,340,000**	**15,933,000**	**-2,407,000**	- Reduced CMIA funding by CTC based on lower construction bid

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY WORK PROGRAM - PLANNING REVENUES BY SOURCES

FY 2011-2012 BUDGET

PLANNING REVENUES: 721600/721700/721750

SOURCES	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
REVENUES:				
TDA Planning	416,840	472,840	56,000	- Estimated surplus budgeted
Rural Planning Assistance (RPA)	307,500	307,500	0	
STIP for Planning (PPM)	280,000	280,000	0	
	0	0	0	
RSTP Exchange - Eco Act, CTSC, Bike Signage & STARS	181,114	181,114	0	
FHWA - Earmark	526,000	526,000	0	
FHWA - Planning (PL) - from AMBAG	233,351	233,351	0	
Env. Justice Context-Sensitive Planning Grant	39,500	39,500	0	
New Freedom Grant	160,000	160,000	0	
Transit Professional Development Grant	6,413	6,413	0	
Federal transit planning grant	41,405	49,745	8,340	- draft report to be completed in this fiscal year
Coastal Conservancy	250,000	250,000	0	
SGC Grants (AMBAG & SC County)	20,000	5,000	-15,000	- Grant agreement not yet finalized and work to be carried over to next fiscal year
Santa Cruz METRO	4,136	4,136	0	
AB2766/Air District Funds:				
Bike Secure - RTC	16,146	16,146	0	
Emergency Ride Home - Ecology Action	0	0	0	
RTC Funds Budgeted	95,689	289,689	194,000	- For vehicle registration fee
TOTAL REVENUES	**2,578,094**	**2,821,434**	**243,340**	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY PROGRAM - PLANNING EXPENDITURES

FY 2011-2012 BUDGET

PLANNING EXPENDITURES: 721600/721700/721750

EXPENDITURES	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
Staff & Overhead by Program				
Plan Coordination	97,244	97,244	0	
Land Use/Transportation Coordination	35,020	35,020	0	
Complete streets for Sustainable Community Strategy	20,000	10,000	-10,000	- Grant agreement not yet finalized
SC County sustainable comm and transit corridor plan	10,000	5,000	-5,000	- work to be carried over into next fiscal year
Work Program	46,000	46,000	0	
Public Information	90,000	90,000	0	
Bicycle/Pedestrian Planning	40,000	40,000	0	
Bike Secure	6,500	6,500	0	
Bike Signage Plan	10,000	10,000	0	
Monterey Bay Sanctuary Scenic Trail (MBSST) Network	120,000	120,000	0	
Specialized Transportation	39,222	39,222	0	
Pedestrian Improvement to Transit Plan	45,000	45,000	0	
Safe Paths to Transit	-	-	0	
Regional Transportation Plan	135,083	135,083	0	
Traffic Monitoring	11,000	11,000	0	
On-board transit survey	14,801	22,736	7,935	- draft report to be completed in this fiscal year
Transit Planning Intern grant	7,651	7,651	0	
Transportation Improvement Program (TIP)	195,801	195,801	0	
Highway & Roadway Planning	80,397	80,397	0	
Subtotal Staff and Overhead	**1,003,719**	**996,654**	**-7,065**	
Services & Supplies				
Passthrough Programs				
Bike To Work Program (Ecology Action)	50,000	50,000	0	
Bike & Ped Safety (Community Traffic Safety Coalition)	100,000	100,000	0	
South County Bike/Ped Safety (Comm Traffic Safety Coal)	53,861	53,861	0	
Go Green Campaign (Ecology Action)	10,869	10,869	0	
Safe Paths to Transit	160,000	160,000	0	
Bike Signage Program	36,084	36,084	0	
Professional Services (contracts)				
Sacramento Assistant	36,000	36,000	0	
Washington Assistant	44,600	44,600	0	
Engineering and Other Technical Consultants	70,864	70,864	0	
STARS for Regional Transportation Plan	95,300	95,300	0	
On-board transit survey	29,852	29,852	0	
SC Metro for on-board transit survey	7,799	8,204	405	- draft report to be completed in this fiscal year
Emergency Ride Home	-	-	0	
MBSST Network Master Plan Consultant	626,000	626,000	0	
SC County fee to raise new transportation funds		225,000	225,000	- for possible new transportation funding revenues
RTC Work Element Related Items				
Bike Secure Program	16,146	16,146	0	
Transp Funding Public Information Materials		25,000	25,000	- for possible new transportation funding revenues
Traffic Monitoring services	72,000	72,000	0	
Printing RTP, RTIP, other Documents and Pub Info Materials	25,000	25,000	0	
MBSST Network Plan Outreach	30,000	30,000	0	
Transfer to Rail/Trail Authority	110,000	110,000	0	
Subtotal Services & Supplies	**1,574,375**	**1,824,780**	**250,405**	
TOTAL EXPENDITURES	**2,578,094**	**2,821,434**	**243,340**	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY PROGRAM - PLANNING FUND SOURCE DETAIL

FY 2011-2012 BUDGET

PLANNING DETAIL: 721600/721700/721750

EXPENDITURES	FY11-12 PROPOSED 06/14/12	TDA	RTC FUND	RPA	FHWA PL - AMBAG	SGC Grant (AMBAG)	SGC Grant County	AB2766	STIP	FHWA Earmark	Santa Cruz METRO	Env Just Plng Grant	Fed 5304 Intern Grant	Fed 5304 Transit Grant	New Freedom Grant	Coastal Conserv	RSTPX
SALARIES, Benefits & Overhead																	
Plan Coordination	97,244	2,047	-	95,197													
Land Use/Transportation Coordination	35,020	-	-	7,004	28,016												
Complete streets for Sustainable Community Strategy	10,000	10,000	-		-	-											
SC County sustainable comm and transit corridor plan	5,000	-	-				5,000										
Work Program	46,000	-	-	9,200	36,800												
Public Information	90,000	-	-	28,000	62,000												
Bicycle/Pedestrian Planning	40,000	2,375	-	37,625													
Bike Secure	6,500	6,500	-														
Bike Signage Plan	10,000	-	-														10,000
Monterey Bay Sanctuary Scenic Trail (MBSST) Network	120,000	-	-							120,000							
Specialized Transportation	39,222	-	-	36,724	2,498												
Pedestrian Improvement to Transit Plan	45,000	-	-	5,500								39,500					
Safe Paths to Transit	-	-	-												-		
Regional Transportation Plan	135,083	20,181	-		104,037			-	10,865								
Traffic Monitoring	11,000	-	-	11,000													
On-board transit survey	22,736	-	2,775											19,961			
Transit Planning Intern grant	7,651	-	1,238										6,413				
Transportation Improvement Program (TIP)	195,801	-	-	-	-				195,801								
Highway & Roadway Planning	80,397	3,147	-	77,250													
Salaries, Benefits & Overhead Subtotal	**996,654**	**44,250**	**4,013**	**307,500**	**233,351**	**-**	**5,000**	**-**	**206,666**	**120,000**	**-**	**39,500**	**6,413**	**19,961**	**-**	**-**	**10,000**
Services & Supplies																	
Passthrough Programs																	
Bike To Work Program (Ecology Action)	50,000	50,000	-														
Bike & Ped Safety (Community Traffic Safety Coalition)	100,000	100,000	-														
South County Bike/Ped Safety (Comm Traffic Safety Coal)	53,861		-														53,861
Go Green Campaign (Ecology Action)	10,869		-														10,869
Safe Paths to Transit	160,000		-												160,000		
Bike Signage Program	36,084		-														36,084
Professional Services																	
Sacramento Assistant	36,000	36,000	-														
Washington Assistant	44,600	44,600	-														
Engineering and Other Technical Consultants	70,864	70,864	-														
STARS for Regional Transportation Plan	95,300		15,000						10,000								70,300
On-board transit survey	29,852	4,136	-								4,136			21,580			
SC Metro for on-board transit survey	8,204		-											8,204			
Emergency Ride Home	-		-					-									
MBSST Network Master Plan Consultant	626,000		-							376,000						250,000	
SC County fee to raise new transportation funds	225,000		225,000														
RTC Work Element Related Items																	
Bike Secure Program	16,146	-	-					16,146									
Transp Funding Public Information Materials	25,000		25,000														
Traffic Monitoring services	72,000	9,361	9,305						53,334								
Printing RTP, RTIP, other Documents and Pub Info Materials	25,000	15,000	-						10,000								
MBSST Network Plan Outreach	30,000	-	-							30,000							
Transfer to Rail/Trail Authority	110,000	98,629	11,371														
Subtotal Services & Supplies	**1,824,780**	**428,590**	**285,676**	**-**	**-**	**-**	**-**	**16,146**	**73,334**	**406,000**	**4,136**	**-**	**-**	**29,784**	**160,000**	**250,000**	**171,114**
TOTAL EXPENDITURES	**2,821,434**	**472,840**	**289,689**	**307,500**	**233,351**	**-**	**5,000**	**16,146**	**280,000**	**526,000**	**4,136**	**39,500**	**6,413**	**49,745**	**160,000**	**250,000**	**181,114**

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

OPERATING BUDGET BY PROGRAM - STP EXCHANGE PROGRAM

FY 2011-2012 BUDGET

RSTP EXCHANGE PROGRAM: 722000

WORK ELEMENT #101	FY11-12 APPROVED 05/17/12	FY11-12 PROPOSED 06/14/12	DIFFERENCE	NOTE
REVENUES:				
State RSTP Exchange Funds	-	-	-	
Interest	30,000	30,000	-	
RSTP Exchange Funds Budgeted - Carryover	5,734,690	5,734,690	-	
TOTAL REVENUES	**5,764,690**	**5,764,690**	**-**	
EXPENDITURES:				
City of Capitola				
Clares Street Traffic Calming	100,000	100,000	-	
38th Avenue Rehabilitation	438,000	438,000	-	
City of Capitola Subtotal	**538,000**	**538,000**	**-**	
City of Santa Cruz				
Broadway-Brommer Bike/Ped Path	62,000	62,000	-	
City of Santa Cruz Subtotal	**62,000**	**62,000**	**-**	
City of Watsonville				
Freedom Blvd Rehab (High - Broadis)	751,000	751,000	-	
City of Watsonville Subtotal	**751,000**	**751,000**	**-**	
County of Santa Cruz				
Corralitos Road Left Turn	278,000	278,000	-	
State Park Drive Improvement	587,000	587,000	-	
Calabasas Road Bike/Pedestrian	250,000	250,000	-	
Soquel-San Jose Road Overlay	760,000	760,000	-	
Soquel Drive Overlay (Borregas Drive-State Park Drive)	700,000	700,000	-	
Graham Hill Road Safety Project	16,714	16,714	-	
Lump Sum Road Repairs (ARRA2)	148,000	148,000	-	
Davenport Road Repairs	44,889	44,889	-	
County of Santa Cruz Subtotal	**2,784,603**	**2,784,603**	**-**	
County Health Services				
South County Based Community Traffic Safety Coalition	50,000	50,000	-	
CTSC Subtotal	**50,000**	**50,000**	**-**	
SCCRTC				
Park and Ride Lot Program	160,000	160,000	-	
Bike Route Signage	100,000	100,000	-	
STARS for RTP	70,300	70,300	-	
Highway 1 Soquel-Morrissey Auxiliary Lanes	386,000	386,000	-	
Santa Cruz Branch Rail Line Acquisition and Improvement	250,000	700,000	450,000	- Exchange funds approved by the RTC at its May 3, 2012 meeting
SCCRTC Subtotal	**966,300**	**1,416,300**	**450,000**	
Unappropriated Revenues:	**612,787**	**162,787**	(450,000)	
Unprogrammed Funds				
TOTAL EXPENDITURES	**5,764,690**	**5,764,690**	**-**	

Note:

SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

FUND BALANCES AND RESERVES

FY 2011-2012 BUDGET

FUND BALANCES & RESERVES: 06/14/12

DESCRIPTION	TDA FUND (1)	RTC FUND (2)	RIDESHARE	RAIL/TRAIL AUTHORITY FUND	HWY 1 PA/ED & ENG FUND	HWY 1 CONSTR FUND	SAFE OPERATING FUND	FSP FUND	RSTP EXCHANGE FUND	STA (3) FUND	TOTAL ALL FUNDS
Fund Balance 7-01-11	2,411,371	549,715		172,554	2,227,500	-	568,849	221,035	6,218,250	4,099	12,373,373
Reserves budgeted		(289,689)									(289,689)
Budgeted Carryover 10/11 (4)	(1,846,526)			(172,554)	(2,227,500)	-	(150,042)	(127,000)	(5,734,690)	-	(10,258,312)
Estimated surplus	20,650										20,650
Adjustment											-
Available Reserve Fund Balance	**585,495**	**260,026**									**1,846,022**
Target for Reserves - 8%	(581,996)	(277,583)									(859,579)
Surplus <Deficit> from Target	**3,499**	**(17,557)**	**-**	**-**	**-**	**-**	**418,807**	**94,035**	**483,560**	**4,099**	**986,443**
											-
Unappropriated Revenues			15,000	-	34,168	0	-	-	162,787		211,955
Total Fund Balance	**3,499**	**(17,557)**	**15,000**	**0**	**34,168**	**0**	**418,807**	**94,035**	**646,347**	**4,099**	**1,198,398**

Notes:

- Numbers in parentheses are negative numbers. All other numbers are positive numbers.
- Funds within each category (column) are restricted for use on projects/programs within that category.
- **Fund Balance (7-01-11)** = Balances of funds not used at the end of prior fiscal year.
- **Budgeted Carryover/New** = Portion of Fund Balance used in current fiscal year budget.
- Target for Reserves = Minimum Fund Balance recommended to cover potential revenue shortfalls. For TDA and RTC Funds see notes 1 & 2 below
- **Unappropriated Revenues** = Amount of revenues designated for specific projects/programs that likely will not be expended in FY11/12, but will be needed in future years.

(1) 8% reserve established in RTC Rules and Regulations; 8.33% inlcuded in this budget

(2) 8% reserve target consistent withTDA reserve fund; 7.5% available in this budget

(3) This is a pass-through fund, all receipts are paid to Santa Cruz Metro.

(4) Includes combination of budgeted carryover and budgeted new for RTC Fund

TDA ALLOCATION BALANCES

CLAIMANTS	FY11-12 PROPOSED 06/14/12	UNSPENT PRIOR ALLOCATIONS	ADJUSTMENT	AVAILABLE FUNDS 06/14/12
SCCRTC				
TDA Administration	647,000			647,000
TDA Planning	472,840			472,840
Subtotal	**1,119,840**	-		**1,119,840**
SCMTD	5,244,963			5,244,963
Specialized Transit	515,295			515,295
				-
Volunteer Center	61,345			61,345
City of Capitola	11,801	102,880		114,681
City of Santa Cruz - Non Transit	71,935	451,976		523,911
City of Scotts Valley	13,772	14,046		27,818
City of Watsonville	60,926	162,328		223,254
County of Santa Cruz	154,424	1,115,296		1,269,720
TOTAL	**7,254,300**	**1,846,526**	**-**	**9,100,826**

Note: Allocations for the Cities and the County use the most recent population figures from the Department of Finance

AGENDA: June 14, 2012

TO: Regional Transportation Commission (RTC)

FROM: Luis Pavel Mendez, Deputy Director

RE: Continuing Cooperative Agreement (CCA) with the Association of Monterey Bay Area Governments (AMBAG)

RECOMMENDATIONS

Staff recommends that the Regional Transportation Commission (RTC) authorize the Executive Director to execute a continuing cooperation agreement (CCA) with the Association of Monterey Bay Area Governments (AMBAG) for Federal Highway Administration (FHWA) Planning (PL) funds for work performed by the RTC.

BACKGROUND

Every year the Association of Monterey Bay Area Governments (AMBAG) receives over $1 million in Federal Highway Administration (FHWA) Planning (PL) funds to conduct federally required transportation planning duties for the Monterey Bay Region. About 50% of those funds have traditionally been passed on by AMBAG to the Regional Transportation Planning Agencies (RTPAs) in the region who already perform transportation planning duties that meet state requirements and can be conducted to also meet federal requirements. The funding arrangement was previously established through a memorandum of understanding (MOU) between AMBAG and the RTPAs that included a formula approved by all of the involved agencies for the division of funds.

DISCUSSION

Recently, federal agencies communicated to AMBAG that the division of FHWA PL funds could not be done by formula and that there needs to be a contracting arrangement between AMBAG and RTPAs for the work being done by the RTPAs. AMBAG, the RTC and the Transportation Agency for Monterey County (TAMC) worked to establish a contracting and funding arrangement acceptable to the federal agencies. That contracting arrangement is the continuing cooperative agreement (CCA) included as Attachment 1. The CCA includes three exhibits. Exhibit A is the scope of work, which is based on the work programs approved by AMBAG and the RTC. Exhibit B is a budget which is also based on the work programs approved by AMBAG and the RTC. Exhibit C is the invoice template to be used by the RTC to invoice AMBAG for the funds after work in accordance with the CCA and scope is done.

The CCA is a continuing agreement but the exhibits A and B will change each year based on the work to be done by the RTC each fiscal year and the budget for that work. The amount of FHWA PL funds included in this CCA for the RTC for FY 2012-13 is about the same as would have been received by the RTC under the formula that was previously established under the

MOU. Because the CCA does not include a funding formula, there is no guarantee that the RTC will continue to receive the same historical level of FHWL PL funding. The amount of funding designated to the RTC by AMBAG could vary significantly from year to year. However, according to federal agencies a formula cannot be used to distribute the funds.

Therefore, **staff recommends that the RTC authorize the Executive Director to execute a continuing cooperation agreement (CCA) with the Association of Monterey Bay Area Governments (AMBAG) for Federal Highway Administration (FHWA) Planning (PL) funds for work performed by the RTC.**

SUMMARY

AMBAG receives federal transportation planning funds some of which are passed on to the Regional Transportation Planning Agencies (RTPA) to perform federally required transportation planning functions. The previously established MOU for the distribution of those funds through a formula is not allowed. AMBAG, RTC and TAMC worked to develop a continuing cooperative agreement meeting federal requirements to divide he federal transportation planning funds. Without a formula, this agreement does not guarantee any particular level of funding for RTC or TAMC. Staff recommends authorization for the Executive Director to execute the continuing cooperative agreement with AMBAG.

Attachments:

1. Continuing Cooperative Agreement with AMBAG

CONTINUING COOPERATIVE AGREEMENT

XX-XX-XX

between

ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS

and

SUB-RECIPIENT

THIS AGREEMENT is entered into effective ____, between_____ (hereinafter referred to as Sub-recipient) and the Association of Monterey Bay Area Governments (hereinafter referred to as AMBAG).

RECITALS

WHEREAS, the Sub-recipient is a Sub-recipient of State and Federal planning funds programmed in AMBAG's annual Overall Work Program (OWP), administered by and through AMBAG. The AMBAG annual OWP is part of an agreement with the State of California Department of Transportation (State or Caltrans), which includes the Overall Work Program Agreement (OWPA) and Master Fund Transfer Agreement (MFTA). Together, the OWP, the OWPA and MFTA set forth the terms and conditions under which these funds are to be expended by AMBAG and its Sub-recipients.

WHEREAS, AMBAG and the Sub-recipient intend to coordinate development of the annual AMBAG OWP, with final OWP approval by AMBAG; and

WHEREAS, AMBAG and the Sub-recipient intend to cooperate to ensure the timely development, adoption and implementation of integrated comprehensive regional plans and policies, as set forth by Federal and State requirements; and

WHEREAS, AMBAG and the Sub-recipient intend to cooperate to ensure continual satisfactory compliance with applicable Federal and State laws and planning and management guidelines; and

WHEREAS, AMBAG and Sub-recipient intend to ensure their respective cost accounting systems meet Federal and State regional planning fund requirements; and

WHEREAS, AMBAG and the Sub-recipient intend to improve accountability of persons carrying out the duties prescribed in this Agreement, and reduce delays associated with the billing process.

NOW THEREFORE, IT IS MUTALLY AGREED THAT

1. Agreement with the Sub-recipient and Amendments. This Agreement constitutes a continual, year-to-year arrangement between the Sub-recipient and AMBAG, and may be amended by mutual written agreement.

   a. This Agreement includes the annual "Sub-recipient Scope of Work" (Exhibit A), "Sub-recipient Budget" (Exhibit B), "Sample Sub-recipient Invoice" (Exhibit C hereinafter referred to as Exhibits A, B, and C respectively, attached hereto and incorporated herein by this reference.

   b. AMBAG's maximum payment obligation to the Sub-recipient is limited to those funds indentified in Exhibit B

2. Scope of Sub-recipient Responsibilities.

   a. AMBAG shall engage the Sub-recipient and the Sub-recipient shall be responsible for the complete performance of the work described in Exhibit A, including the grant-funded and in-kind match work, in accordance with the budget constraints described in Exhibit B as reflected in the adopted Overall Work Program.

   b. In accordance with Title 49, CFR, Part 18, Sections 18.36 and 37 and state laws and procedures, Sub-recipient contracts for work identified in Exhibit B under "Consultant Work" are required to be competitively procured consistent with the Caltrans Local Assistance Program Manual, Chapter 10. Sub-recipient must also include the respective AMBAG project manager in selection processes for work identified in Exhibit B.

   c. The Sub-recipient Project Manager shall coordinate all work described in the Exhibit A with the AMBAG Project Managers identified under each project listed in Exhibit B. AMBAG shall not be obligated to make payments to the Sub-recipient until the Sub-recipient Project Manager has carried out the applicable responsibilities described herein and in compliance with Sections 6 through 8 of this Agreement.

   d. Sub-recipient shall establish and oversight structure and process at its governing board level. This oversight may be in the form of an existing or new committee, such as an Executive Committee, Budget and Personnel Committee, Audit Committee or Finance Committee to oversee compliance with the applicable Federal and State regulations cited herein.

3. Personnel. The Sub-recipient shall hire personnel performance of the work described in Exhibit A, only in the following manner:

a. Sub-recipient Personnel. The Sub-recipient, upon approval and authorization of its governing body, shall utilize employees with salaries that do not vary on the basis of funds received from AMBAG.

4. Time of Performance. The services provided pursuant to this Agreement shall begin upon issuance of a Notice to Proceed by AMBAG to the Sub-recipient and shall continue until completion, but not later than June 30 of each year. The Notice to Proceed shall be issued upon receipt of final federal approval of the Overall Work Program.

5. Materials to be Furnished to the Sub-recipient.

a. AMBAG shall provide the Sub-recipient with a right to use (without charge by AMBAG) information, data, reports, records and maps which are in possession of or readily available to AMBAG, for the purposes of carrying out work under this Agreement. However, AMBAG's proprietary information or otherwise confidential or privileged materials shall not be provided to the Sub-recipient, unless authorized by AMBAG's legal counsel, except as provided under the Public Records Act and other state and federal laws.

b. At the option of AMBAG and if allowable under Federal and State grant requirements, AMBAG may procure equipment, software, or other materials for use by the Sub-recipient, only for purposes of carrying out work described under this Agreement. The Sub-recipient agrees to comply with all license agreements for software or other materials procured by AMBAG for use by the Sub-recipient.

c. All equipment, software, or other materials provided to the Sub-recipient under this Agreement shall remain the property of AMBAG and shall be returned to AMBAG upon termination of this agreement.

6. Invoices and Progress Reports. In performing the work described in Exhibit A, the Sub-recipient may incur only the costs authorized by Exhibit B. Said costs shall comply with Sections 8 and 9 below. The Sub-recipient shall submit to AMBAG, not more frequently than every month, but at least quarterly, each requisition for payment (Invoice) accompanied by a narrative progress report with deliverables as identified in Exhibit A.

a. The Sub-recipient shall submit the following relative to an Invoice:

i. An invoice with supporting documentation, including but not limited to cancelled checks and reports from the accounting system that support the costs claimed, in duplicate, in accordance with the "Sample Sub-recipient Invoice", Exhibit C.

ii. A progress report that, in narrative form, describes progress toward completion of tasks, projects, and products, conformance with project schedules, and reporting of all costs incurred for the work elements contained in Exhibit B; and

iii. Upon request of AMBAG, additional information or documentation to support the costs contained in the Invoice.

b. The Sub-recipient shall submit a invoice to AMBAG, no later than forty-five (45) days after the close of each quarter, describing progress toward completion of all tasks, projects, and products, conformance with project schedules, and reporting of all costs incurred for the work elements contained in Exhibit B.

c. In the submittal of invoice the Sub-recipient shall include three, double-sided copies of all deliverables to the assigned AMBAG Project Manager, in a commonly used electronic format or hard paper copy, as referenced in Section 9.

d. Year-end Invoices submitted in the fourth quarter and supporting documentation shall be received by AMBAG on or before July 31st of each fiscal year. Invoices received by AMBAG after July 31st for the preceeding fiscal year shall not be paid.

e. Payment of Sub-recipient Invoices is contingent upon receipt by AMBAG of the above documentation provided by the Sub-recipient, consistent with this Sections 6 though 8. Payment to the Sub-recipient is further contingent upon AMBAG's determination, that the performance of the Sub-recipient meets federal, state and AMBAG standards. Sub-recipient invoices shall be reviewed and submitted for payment by AMBAG within 30 days of receipt. No expenses shall be denied without prior consultation with Sub-recipient and a written explanation detailing the basis for the denial.

7. The Sub-recipient shall not be entitled to reimbursement of indirect costs unless a copy of an applicable, approved indirect cost plan has been received by AMBAG prior to submittal of the first Invoice from the Sub-recipient.

8. Non-Federal Match. The Sub-recipient shall provide the required Cash and/or In-Kind match in accordance with Exhibit B (Cash and/or In-Kind match work), along with Local Match Reports provided in a format consistent with Exhibit D. Local Match Reports may be provided to AMBAG by the Sub-recipient and/or local public agency(ies) within the Sub-recipient. However, it remains the responsibility of the Sub-recipient to ensure AMBAG receives the Cash and/or In-Kind Match Reports and documentation in accordance with the requirements below and the requirements described herein.

a. Cash Match Reports shall be submitted with invoices approved by the Sub-recipient Executive Director or his/her designee . Cash Match Reports shall include the name of the Sub-recipient, the applicable OWP Work Element, the amount of the match and the non-federal source of the matching funds and a statement that the source of funds are non-federal accompanied by an authorized signature of the Sub-recipient providing the match.

b. In-Kind Match Reports shall be submitted with invoices approved by the Sub-recipient Executive Director or his/her designee . In-Kind Match Reports shall include the following information: the name of the Sub-recipient and/or local public agency within Sub-recipient, applicable OWP number, description of services performed, period of the service performed, employee name, copies of timecards, actual pay rate, total hours worked, fringe benefit rate, indirect cost rate (if the rate is approved as part of an indirect cost plan submitted in accordance with Section 7 above), total cost incurred, and a statement that costs were funded with non-federal local funds accompanied by an authorized signature of the Sub-recipient and/or local agency(ies) providing the match. The Sub-recipient shall provide additional information or documentation relative to the Match Reports, upon request of AMBAG.

9. Cost Principles.

a. Sub-recipient agrees to be bound by and shall require its Consultants and/or Contractors to comply with the following:

i. 2 CFR Part 225, Cost Principles for State, Local and Indian Tribal Governments, shall be used to determine the allowability of individual project cost items, and

ii. The Federal administrative procedures in accordance with 49 Code of Federal Regulations, Part 18, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments."

b. Any costs for which the Sub-recipient receives payment or credit that is determined by a subsequent audit or other review by either AMBAG, Caltrans or other State or Federal authorities to be unallowable under, but not limited to, 2 CFR Part 225, 48 CFR Chapter 1, Part 31; or 49 CFR, Part 18, shall be repaid by Sub-recipient within thirty (30) days of the Sub-recipient receiving notice of final audit findings.

c. All costs charged to this Agreement by the Sub-recipient shall be supported by properly executed payrolls showing labor (wage) rates per hour, and if applicable, copies of Internal Revenue Service W-2 or 1099 Forms, or both; time records, including timesheets or time cards signed by the employee and approved by the supervisor; and invoices and vouchers, evidencing in proper

detail the nature of the charges. These costs shall comply with the cost principles cited above in paragraph 9 a. of this Agreement.

d. All deliverables published under this agreement shall include the following statement:

"The preparation of the report was financed in part through grants from the United States Department of Transportation (DOT) and facilitated by the Metropolitan Planning Organization, the Association of Monterey Bay Area Governments. Additional financial assistance was provided by the California State Department of Transportation."

e. All deliverables produced under this agreement which include Sub-recipient logos shall also include the AMBAG logo.

f. The Sub-recipient agrees to furnish documentation to AMBAG to support this requirement that its Agreements with a Contractor contain provisions requiring adherence to this Section in its entirety.

10. Written and Electronic Versions of Work Products and Related Materials. The Sub-recipient shall provide copies of all its deliverables created pursuant to the Scope of Work to AMBAG in an electronic format. Hard copies will also be provided upon AMBAG's request. Related materials, including any reports, newsletters or other written materials will also be provided in hard copy and/or electronic format, upon AMBAG's request.

a. Any graphic images accompanying the text of these written materials shall be included, in digitized form, in the electronic version.

b. The electronic versions of all written materials and accompanying graphic images shall, when printed or otherwise displayed, appear in the identical format, location, quality, and state of replicating in which they appear in the hard copy versions.

c. Materials in the electronic version shall be presented to AMBAG in a commonly used electronic format, including the native file.

d. AMBAG shall be free to copyright material developed under this Agreement, to the extent allowable by law. The State and the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish or otherwise use, and authorize others to use, work products funded under this Agreement for government purpose.

11. Records Retention and Audits.

a. The Sub-recipient shall maintain, and shall require that its Contractor maintain, all source documents, books and records connected with their performance of work initiated under this Agreement and each annual AMBAG OWP for a minimum of three (3) years from the date of final payment to Sub-recipient or until audit resolution is achieved for each annual AMBAG OWP, whichever is later, and shall make all supporting information available for inspection and audit by representatives of AMBAG, the State, the Bureau of State Audits, or the Federal Government upon request. Copies will be made and furnished by AMBAG upon request at no cost to AMBAG.

b. The Sub-recipient shall establish and maintain, and shall require that its Contractor establish and maintain an accounting system conforming to Generally Accepted Accounting Principles (GAAP) to support Invoices which segregate and accumulate the costs of work elements by line item which clearly identify reimbursable costs and other expenditures by OWP work elements.

c. The Sub-recipient agrees to include all costs associated with this Agreement and any amendments thereto to be examined in the annual audit and in the schedule of activities to be examined under a single audit prepared by the Sub-recipient in compliance with Office of Management and Budget Circular A-133.

d. Neither the pendency of a dispute nor its consideration by AMBAG or the State will excuse the Sub-recipient from full and timely performance in accordance with the terms of this Agreement.

e. The Sub-recipient agrees to furnish documentation to AMBAG to support this requirement that its Agreements with a Contractor contain provisions requiring adherence to this Section in its entirety.

12. <u>Certifications and Assurances</u>.

a. The Sub-recipient shall adhere to the requirements contained in AMBAG's annual Certification and Assurances (FHWA and FTA "Metropolitan Transportation Planning Process Certification") submitted as part of AMBAG's OWP, pursuant to 23 CFR 450.334 and 23 U.S.C. 134. This Certification shall be published annually in AMBAG's OWP. Such requirements shall apply to the Sub-recipient to the same extent as AMBAG and may include, but are not limited to:

i. Title VI of the Civil Rights Act of 1964 and Title VI Assurance executed by California under 23 U.S.C. 324 and 29 U.S.C. 794;
ii. Pub. Law 105-178, 112 Stat. 107 and any successor thereto, regarding the involvement of disadvantaged business enterprises in

FHWA and FTA funded projects (Sec. 105(f), Pub. L. 970424, 96 Stat. 2100, 49 CFR part 26); and

iii. The Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the United States Department of Transportation (DOT) implementing regulations (49 CFR 27, 37, and 38).

b. The Sub-recipient shall additionally comply with the requirements contained in the annual FTA "Certifications and Assurances for FTA Assistance," including "Certifications and Assurances Required of Each Applicant" and the "Lobbying Certification" in compliance with 49 U.S.C. Chapter 53; published annually in AMBAG's OWP. Such assurances shall apply to the Sub-recipient to the same extent as AMBAG, and include but are not limited to the following areas:

i. Authority of Applicant and its Representatives
ii. Standard Assurances
iii. Debarment, Suspension, and Other Responsibility Matters for Primary Covered Transactions
iv. Drug Free Work Place Agreement
v. Intergovernmental Review Assurance
vi. Nondiscrimination Assurance
vii. Disadvantaged Business Enterprise (DBE) Assurance
viii. Nondiscrimination on the Basis of Disability
ix. Procurement Compliance Certification
x. Certification and Assurance Required by the U.S. Office of Management and Budget.

c. <u>Federal and State Lobbying Activities Certification</u>.

i. By signing this Agreement, the Sub-recipient certifies, to the best of its knowledge and belief, that no State or Federal funds have been paid or will be paid, by or on behalf of the Sub-recipient, to any person for influencing or attempting to influence an officer or employee of any State or Federal agency, a Member of the State Legislature or United States Congress, an officer or employee of the Legislature or Congress, or any employee of a Member of the Legislature or Congress in connection with the awarding of any State or Federal contract, the marking of any State or Federal grant, the making of any Federal loan, the entering into any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any State or Federal contract, grant, loan, or cooperative agreement.

ii. If any funds other than State or Federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress;

an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Sub-recipient shall complete and submit Federal Standard Form-LL, "Disclosure Form to Report Lobbying," in accordance with those form instructions."

d. The Sub-recipient shall further require its Contractor to comply with these Certifications. The Sub-recipient agrees to furnish documentation to AMBAG to support this requirement that all of its Agreements with a Contractor contain provisions requiring adherence to this Section in its entirety.

e. The Executive Director (or other designated, authorized signatory) of the Sub-recipient shall sign an annual certifications and assurances form entitled "Affirmation of Sub-recipient," which shall be provided to AMBAG separately at the time this Agreement and annual amendments to the Agreement are executed.

13. Equal Employment Opportunity/Nondiscrimination. In the performance of work undertaken pursuant to this Agreement, the Sub-recipient for itself, its assignees and successors in interest, shall affirmatively require that is employees and Contractor shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave, and denial of pregnancy disability leave.

The Sub-recipient shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. The Sub-recipient shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12900 et seq.) and the applicable regulations promulgated there under (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing the Government code sections reference above, are incorporated into this Agreement by reference and made a part hereof as set forth in full.

The Sub-recipient shall give written notice of their obligations under this clause to the labor organizations with which they have collective bargaining or other labor agreements.

a. Sanctions for Noncompliance: In the event of the Sub-recipient's noncompliance with the nondiscrimination provisions of this Agreement, AMBAG shall impose such contract sanctions as its or the DOT may determine to be appropriate, including, but not limited to:

i. Withholding of payments to the Sub-recipient under this Agreement until the Sub-recipient complies, and/or

ii. Cancellation, termination or suspension of the Agreement, in whole or in part.

iii. Incorporation of Provisions: The Sub-recipient shall include the provisions of this Section in every agreement with its Contractor. The Sub-recipient shall take such action with respect to any such agreement as AMBAG or DOT may direct as a means of enforcing such provisions, including sanctions for noncompliance.

14. Conflict of Interest. The Sub-recipient and its officers, employees, and agents (including a Contractor) that perform work under this Agreement shall comply with Federal and State conflict of interest laws, regulations and policies, and applicable provisions of AMBAG's Conflict of Interest Policy.

15. Independent Contractor. The Sub-recipient shall be independent contractors in the performance of this Agreement.

16. Disadvantaged Business Enterprise (DBE). It is the policy of AMBAG, the California Department of Transportation, and the U.S. Department of Transportation, that Disadvantaged Business Enterprises (DBEs), as defined in 49 CFR Part 26, shall have an equal opportunity to receive and participate in the performance of Agreements financed in whole or in part with FHWA/FTA funds provided under this Agreement.

    The Sub-recipients and its employees shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any State or FHWA/FTA funds-assisted contract or in the administration of AMBAG's DBE program per the requirements of 49 CFR Part 26. Failure to carry out the requirements of this paragraph shall constitute a breach of contract and may result in termination of this Agreement or such other remedy AMBAG may deem appropriate.

17. Disputes. Should either party to this Agreement bring legal action against the other, (formal judicial proceeding, meditation or arbitration), the case shall be handled in Monterey County, California.

18. Hold Harmless.

    a. Sub-recipient shall defe3nd, indemnify and hold AMBAG, its officers, agents and employees harmless from and against any and all liability, loss, expense or claims or damages arising out of the performance of this Agreement but only in propostion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of Sub-recipient, its officers, agents or employees.

b. AMBAG shall defe3nd, indemnify and hold Sub-recipient, its officers, agents and employees harmless from and against any and all liability, loss, expense or claims or damages arising out of the performance of this Agreement but only in propostion to and to the extent such liability, loss, expense, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of AMBAG, its officers, agents or employees.

19. Noncompliance. In addition to such other remedies as provided by law, in the event of noncompliance with any grant condition or specific requirement of this Agreement, this Agreement may be terminated.

20. Termination of Agreement.

a. Termination for Convenience. Either party may terminate this Agreement at any time by giving written notice to the other party of such termination at least thirty (30) calendar days before the effective date of such termination. In such event, all finished or unfinished documents and other materials as described in the Agreement shall be returned to AMBAG at is option. The Sub-recipient shall return at the option of AMBAG, all equipment, software, or other materials provided to the Sub-recipient under this Agreement. If this Agreement is terminated by AMBAG, as provided herein, the Sub-recipient shall be reimbursed for expenses incurred prior to the termination date, upon compliance with Section 6 through 8 of this Agreement.

b. Termination for Cause. If through any cause, the Sub-recipient shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Sub-recipient violates any of the covenants, agreements, or stipulation of this Agreement, AMBAG shall thereupon have the right to terminate the Agreement by giving not less than ten (10) calendar days written notice to the Sub-recipient of the intent to terminate and specifying the effective date thereof. Said notice shall include a detailed description of the alleged violation and AMBAG shall provide a reasonable opportunity for the Sub-recipient to cure prior to termination. Upon termination, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the Sub-recipient under this Agreement shall be provided to AMBAG. At the option of AMBAG, the Sub-recipient shall return all equipment, software, or other materials provided to the Sub-recipient under this Agreement. The Sub-recipient shall be entitled to receive compensation for all work completed in accordance with Exhibit A prior to the effective date of termination.

21. Environmental, Resource Conservation and Energy Requirements. The Sub-recipient recognizes that many Federal and State statutes imposing environmental, resource conservation, and energy requirements may apply to the Project. The Sub-recipient agrees to adhere to any such Federal and State requirements.

22. Notice. Any notice or notices required or permitted to be given pursuant to this agreement may be personally served on the other party by the party giving such notice, or may be served by certified mail, return receipt requested, to the following addresses:

Diane C. Eidam
Interim Executive Director
Association of Monterey Bay Area Governments
445 Reservation Road, Ste. G
Marina, CA 93933

Sub-recipient
_____
_____
_____
_____

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first herein written above:

Association of Monterey Bay Area Governments	Sub-recipient
Executive Director	Executive Director
Date:_____	Date:_____
APPROVED AS TO LEGAL FORM:	APPROVED AS TO LEGAL FORM:

Don Freeman
AMBAG Legal Counsel

Date:_____

Sub-recipient Legal Counsel

Date:_____

Exhibit A – Sub-recipient Scope of Work

Work Element: 101 - Overall Work Program, Budget and Administration

Project Description:

Under this work element the Sub-recipient will participate in the development, maintenance, and oversight of the AMBAG FY 2013-14 Annual Overall Work Program (OWP) in order to carry out the metropolitan transportation and related air quality planning activities as per mandated under the metropolitan transportation planning regulations in 23 CFR 450.

The OWP is a federally mandated document developed by the MPO in consultation and coordination with the RTPAs, transit agencies, Caltrans, FHWA and FTA. Major activity includes programming, monitoring and managing metropolitan transportation planning projects/activities. The OWP includes all activities and products, funded through FHWA and FTA combined planning grant funding available to the MPO. The OWP also reflects other regionally significant planning activities proposed by AMBAG, the RTPAs, transit agencies and Caltrans.

Project Products:

- Work Elements proposed for FHWA PL funds for FY 2013-14 Overall Work Program.
- Up to four amendments and/or administrative modifications to the FY 2012-13 OWP and/or Continuing Cooperative Agreements (CCA).
- Monthly/Quarterly invoice with narrative progress reports for FY 2012-13.
- Executed / Amended CCA for FY 2013-14.
- OWP kickoff meeting, quarterly regional coordination meetings and Annual MPO meeting (meeting attendance, agendas, presentations and handouts/resource materials).

Tasks & Deliverables:

	OWP Task No.	Tasks	Deliverables	Due Date
1. Administration $12,118	1.1	1. Administer and amend the Continuing Cooperative Agreement (CCA) for FY 2012-13 in consultation with AMBAG. a. Sub-recipient project managers meet with AMBAG to review progress on scope of work and budget and determine if there is a need for revision to CCA.	Up to 4 draft amendments to FY 12-13 OWP/CCA	Quarterly
	1.4	2. Provide Monthly/quarterly FY 2012-13 invoice with narrative progress report to AMBAG	Monthly/Quarterly invoice with narrative progress report for WE 101, 251, 622 and 641	Monthly / Quarterly

2. Planning $3,000	2.1	3. Participate in process to identify MPO priorities for FY 2013-14 and FY 2014-15 in conjunction with Federal and State Planning Emphasis Areas/Planning Factors	Draft list of priority projects/activities for FY2013-14 & FY 2014-15	11/30/2012
	2.3	4. Development of the CCA for FY 2013-14 Metropolitan Transportation Planning projects/activities proposed for FHWA PL funding.	FY 2013-14 OWP work elements and CCA for FHWA PL funds.	2/8/2013
4. Coordination $5,000	4.1	5. Quarterly OWP coordination meeting for project tracking. Assess project performance and make adjustments to assure completion of tasks are on schedule.	Meeting agenda, handouts, notes and action items	Quarterly
	4.2	6. Participate in early consultation with Partner Agencies to set the regional priority for FY 2013-14 OWP / CCA.	List of regional project priorities to be used for development of FY 13-14 OWP/CCAs.	11/30/2012
	4.3	7. Participate in FY 2013-14 OWP Kickoff Meeting.	Meeting agenda, handouts, notes and action items	12/17-20/2012
	4.4	8. Participate in annual MPO Meeting April 2013.	Meeting agenda, handouts, notes and action items	4/3-7/2013

Work Element: 251 - Regional Travel Demand Model (RTDM)

Project Description:

Regional Travel Demand Modeling (RTDM) activity is performed by AMBAG to support metropolitan transportation and air quality planning and programming activities within the tri-county Metropolitan Planning Region. The last Regional Travel Demand Model update was completed in FY 2009-10 for the base year 2005 and forecast year 2035. In FY 2010-2011, AMBAG began updating the RTDM to include the new base year 2010, interim year 2020 and horizon year 2035 as part of the long term Model Improvement Plan (MIP). The MIP includes over thirty improvements to the model as recommended by a FHWA sponsored TMIP Peer Review conducted in March 2011. The sub-recipient will provide data as well as technical support to AMBAG in order to complete the MIP.

Project Products:

- QA/QC Model inputs and output files in consultation with local jurisdictions.
- Final network (highway and transit) and TAZ layers for new 2010-2020-2035 AMBAG RTDM.
- Integrated land use database for 2010, 2020, and 2035.
- Assist AMBAG staff/ model consultants in model development as well as SCS/MTP scenario modeling analysis.
- Staff participation in training and Model Technical Advisory Committee meetings.

Tasks & Deliverables:

	OWP Task No.	Tasks	Deliverables	Due Date
1. Administration $3,000	1.4	1. Administer and amend the Continuing Cooperative Agreement (CCA) for FY 2012-13 in consultation with AMBAG. a. Sub-recipient project managers meet with AMBAG to review progress on scope of work and budget and determine if there is a need for revision to CCA.	Up to 4 draft amendments to FY 12-13 OWP/CCA	Quarterly
2. Planning $10,000	2.6	2. Assist AMBAG staff or consultant to gather local land use data in Santa Cruz County and support the integration of the land use model database in consultation with local jurisdictions.	Integrated land use database for 2010, 2020 and 2035 (Parcel level GIS files)	4/30/2013

3. Data Gathering & Analysis $30,000	3.1	3. QA/QC for 2010 base year model inputs for Santa Cruz County (network and TAZs). Assist in collection verification and monitoring process for data - including but not limited to counts, employment, school information, visitors and hotel/motels.	2010 Network and TAZ layers for RTDM	9/30/2012
	3.2	4. Work with transit agency in Santa Cruz County for the inclusion of transit information in the travel demand model.	Transit ridership, headways and service database for RTDM and MTP planning	9/30/2013
4. Coordination $7,000	4.2	5. Provide technical assistance to model users in Santa Cruz County once RTPA staff has received training	Documentation of local assistance provided	Weekly or as needed
	4.5	6. Work with local jurisdictions in Santa Cruz County to collect data for the RTDM	QA/QC of data for network and TAZ layers	9/30/2012
	4.2	7. Make presentation at ITAC meetings pertaining to model improvement project	Presentation materials, handouts	6/30/2013
5. Public Participation $5,000	5.2	8. Provide access and/or training to the web portal for the public, local jurisdictions and model stakeholders in Santa Cruz County.	Documentation of assistance provided	Weekly or as needed

Work Element: 622 - Metropolitan Transportation Planning

Project Description:

Under this work element the Sub-recipient will assist AMBAG in developing the Metropolitan Transportation Plan (MTP) for the Monterey Bay Metropolitan Planning Region, in accordance with SAFETEA-LU's regulations. The MTP consists of a regional vision, policies and goals, transportation improvement projects, and a financial forecast. Other components of the MTP such as the Sustainable Communities Strategy, are funded separately. The MTP is also subject to environmental review under CEQA. The development and adoption of the MTP is a multi-year project.

Project Products:

- 2014 MTP four (4) Elements; 1. Policy Element, 2. Financial Element, 3. Action Element and 4. Sustainable Community Strategy (SCS).
- Preliminary work (RFP development, consultant selection and contract negotiation) for 2014 MTP EIR (MTP adoption is schedule for June 2014).
- Carryout Strategic public participation efforts for SCS/MTP

Tasks & Deliverables:

	OWP Task No.	Tasks	Deliverables	Due Date
1. Administration $5,000	1.3	1. Administer and amend the Continuing Cooperative Agreement (CCA) for FY 2012-13 in consultation with AMBAG. a. Sub-recipient project managers meet with AMBAG to review progress on scope of work and budget and determine if there is a need for revision to CCA.	Up to 4 draft amendments to FY 12-13 OWP/CCA	Quarterly
2. Planning $30,000	2.1	2. Develop MTP policies in consultation/assistance from RTPA and Transit agencies. a. Gather policies from all RTPAs and transit agencies. b. Provide summary report of all policies that relate each one to Federal Planning Emphasis Areas c. Group policies into categories. d. Create MTP policies based on Task 2.c.	Draft policies for MTP with documentation	8/1/2012

	2.1	3. Create strategies to achieve each policy identified in Task 2 a. Develop strategies were progress can be quantified or measured. b. Develop strategies that consider the input received from public participation efforts, specifically from stakeholders, environmental justice populations, elected officials and the general public.	Strategies and the potential measures for performance	6/30/2013
	2.4	4. Provide Complete Streets Assessment and Guidelines funded separately (see WE 601 of AMBAG OWP) to local jurisdictions and incorporate into Sustainable Communities Strategy. a. Prepare text for easy incorporation into MTP/SCS. b. Prepare images for use in MTP with input from AMBAG and partner agencies (graphics, photos, tables, etc.)	Complete Streets Assessment for MTP/SCS	8/20/2013
3. Data Gathering & Analysis $20,000	3.1	5. Solicit projects and develop project lists a. Consider MTP policies in addition to RTP policies when ranking projects	Ranked project list for MTP	8/17/2012
	3.5	6. Begin developing potential performance measures with input from AMBAG and partner agencies. a. Develop quantifiable performance measures based on strategies developed in Task 3. b. Incorporate input from public participation in performance measures, specifically from stakeholders, environmental justice populations, elected officials and the general public.	Draft concepts for performance measures	6/30/2013
4. Coordination $5,000	4.4	7. Participate in quarterly coordination meetings (MPO/RTPA/Transit agencies) for project tracking. Will assess project performance and report any issues to meeting upper management.	Meeting agenda, handouts, notes and action items	Quarterly
4. Public Participation	5.2	8. Develop strategic Public Participation plan and timeline for SCS/MTP in consultation with AMBAG, SBtCOG and TAMC.	Timeline and outline for public participation efforts	8/30/2012

$72,219	5.2	9. Engage stakeholders from major industries and sectors in the region. a. Identify stakeholder representatives from major industries with equal representation from the three counties. b. Set up meetings with these stakeholders for Project Managers to discuss draft policies and consider potential strategies and performance measures.	Documented input from major stakeholders for use in development of draft strategies, performance measures and MTP scenarios	10/31/2012
	5.2	10. Engage environmental justice populations in visioning workshops. (At least 3 workshops, one in each county.) a. Using data provided by AMBAG set up 3 public meetings (one in each county) located in environmental justice neighborhoods. b. Advertise meetings in Spanish media and through community advocacy groups. c. In coordination with partner agencies develop a workshop platform that solicits meaningful input.	Workshop presentations, agenda and documented input from environmental justice communities	4/30/2013
	5.2	11. Hold visioning workshops for the public. (At least 3 workshops, one in each county.) a. Set up 3 public meetings (one in each county). b. Advertise meetings in Spanish media and through community advocacy groups. c. In coordination with partner agencies develop a workshop platform that solicits meaningful input.	Workshop presentations, agenda and documented input from the general public	4/30/2013
	5.4	12. Hold elected officials workshop for draft SCS/MTP. (At least 3 workshops, one in each county.) a. Set up 3 meetings (one in each county). b. Coordinate meetings with elected officials. c. In coordination with partner agencies develop a workshop platform that solicits meaningful input.	Workshop presentations, agenda and documented input from elected officials.	4/30/2013
	5.7	13. Engage local press to publicize SCS/MTP and events for public participation workshops/meetings.	Television and newspaper stories (press release, flyers, video, web posting etc.)	6/30/2013

Work Element: 641 - Metropolitan Transportation Improvement Program (MTIP)

Project Description:

The Monterey Bay Metropolitan Transportation Improvement Program (MTIP) implements the Monterey Bay Metropolitan Transportation Plan (MTP), as required by SAFETEA-LU. The MTIP includes all federally funded transportation improvement projects as well as regionally significant transportation improvement projects regardless of funding source. The MTIP is a financially constrained four-year document, updated every two years and amended as warranted. The Monterey Bay MTIP is first approved by the MPO, then by the State Governor and upon federal approval it is included in the Federal Statewide Transportation Improvement Program (FSTIP). The Sub-recipient will provide project information for programming into the MTIP, respond to comments, provide information to the public and participate in the Federal Transit Administration funded programs grant application and selection process.

Project Products:

- Regional priority list for FTA funded applications
- New and updated project listings for MTIP
- Responses to public comments on MTIP
- Federally/state or required mandated MTIP reporting, for example Annual List of Federally Obligated Projects
- Coordinated MTIP amendments

Tasks & Deliverables:

	OWP Task No.	Tasks	Deliverables	Due Date
1. Administration $5,000	1.1	1. Administer and amend the Continuing Cooperative Agreement (CCA) for FY 2012-13 in consultation with AMBAG. a. Sub-recipient project managers meet with AMBAG to review progress on scope of work and budget and determine if there is a need for revision to CCA.	Up to 4 draft amendments to FY 12-13 OWP/CCA	Quarterly
	1.1	2. Review AMBAG draft FFY 2012-13 to FFY 2015-16 MTIP.	Meeting notes and follow-up items	6/30/2013
	1.3	3. Make presentations at the Technical Advisory Committee meetings related to MTIP.	Staff reports and presentation materials	Quarterly
	1.6	4. Participate in the California-Federal Programming Group meetings.	Meeting notes and follow-up items	6/30/2013

2. Planning $14,037	2.1	5. Provide AMBAG programming information for new and updated projects for formal amendments and administrative modifications for the current MTIP (FFY 2010-11 to FFY 2013-14 or FFY 2012-13 to FFY 2015-16): a. Assist AMBAG in finalizing the Financial Table of the current MTIP for the Santa Cruz County portion to ensure financial constraint. b. Ensure consistency of the MTIP with the RTP and RTIP for Santa Cruz County.	New and updated project listings	Quarterly or as needed
	2.1	6. Provide AMBAG programming information for new and updated projects for inclusion in the FFY 2012-13 to FFY2015-16 MTIP: a. Assist AMBAG in finalizing the Financial Table of the MTIP update for the Santa Cruz County portion to ensure financial constraint. b. Ensure consistency of the MTIP with the RTP and RTIP for Santa Cruz County.	Project listings QA/QC and financial plan for the MTIP	7/5/2012
3. Data Gathering & Analysis $5,000	3.3	7. Prepare federally/state mandated reports for the MTIP.	Reports for MTIP, CMAQ Annual Report	12/15/2012
4. Coordination $ 14,037	4.1., 4.2.	8. Coordinate MTIP locally: a. Make presentations to the ITAC regarding the MTIP update and amendments b. Solicit amendment requests from ITAC members. c. Work with local jurisdictions and transit agencies to finalize amendment requests. d. Work with local jurisdictions and transit agencies to finalize projects for inclusion in the MTIP update.	ITAC presentations, Amendments requests, Project listings for MTIP update	Quarterly or as needed
5. Public Participation $5,000	5.1	9. Respond to public comments for formal amendments and finalize the FFY 2012-13 to FFY 2015-16 MTIP for AMBAG adoption.	Responses to Comments	8/29/2012
	5.2	10. Assist AMBAG staff in carrying out the public participation process for the Draft MTIP (make presentations to ITAC, web posting, hold public hearing at Board meeting, etc.). Ensure consistency of the MTIP with the RTP and RTIP for Santa Cruz County. Update the MTIP according to the public comments received.	Presentations and public hearing notices, web postings of MTIP and formal amendments	Quarterly

Exhibit B

Association of Monterey Bay Area Governments
Fiscal Year 2012-13 Sub-recipient Budget for FHWA PL fund
Sub-recipient: Santa Cruz County Regional Transportation Commission (SCCRTC)

Work Element	Project Name	AMBAG Project Manager	SCCRTC Project Manager	FHWA PL	Local Match	Total
101	Overall Work Program	Bhupendra Patel	Luis Mendez	$20,118	$2,607	$22,725
251	Regional Travel Demand Model	Bhupendra Patel	Ginger Dayker	$55,000	$7,126	$62,126
622	Metropolitan Transportation Plan	Bhupendra Patel	Grace Blakeslee	$132,219	$17,130	$149,349
641	Metropolitan Transportation Improvement Program	Bhupendra Patel	Rachel Moriconi	$43,074	$5,581	$48,655
	TOTAL			**$250,411**	**$32,443**	**$282,854**

Required Data					
OWP Work Element Info		**Current Federal Reimbursement Info (88.53%)**		**Current Local Match Info (11.47%)**	
1	Work Element Number from Approved OWP	3	Total WE Budget (Federal Portion) without match	7	Local Cash Match
2	Work Element Title from Approved OWP	4	Current invoice without local match (federal portion)	8	Source of Cash (Must be non-federal funding)
		5	Total federal funds spent to date including the current invoice but NOT including local match	9	3rd party, In-kind, or Toll Credit Match Amount
		6	Percent of Budget Expended YTD	10	Source of In-kind or 3rd party Amount (Must be non-federal funding)
				11	Total Local Match by Work Element

Required Data					
Work Element		**PL Task**		**Percent of Task Completed**	
12	Work Element Number from Approved OWP	13	Work accomplished this quarter	14	Percent of tasks completed for the current quarter

Attachments should include documentation that supports costs claimed with this invoice. Supporting documentation can include but is not limited to cancelled checks, third party invoices, general ledger reports, payroll summaries, request for proposal documentation, reports from accounting system, etc.

Other supporting documentation such as timesheets, fringe benefit reports, policies or other personnel related documents must be maintained in the agencies office and made available for review if needed/requested.

Prior to agencies requesting reimbursement for indirect costs, they must provide a copy of their current Indirect Cost Allocation Plan Rate approval letter from Caltrans Audits and Investigations.

Invoice #
Period: 1st Qtr FY 2012-13

Agency Name

FY 2012-13 Overall Work Plan
FHWA PL

OWP Work Element Info		Current Federal Reimbursement Info (88.53%)				Current Local Match Info (11.47%)				
1	2	3	4	5	6	7	8	9	10	11
Work Element #	**WE Title**	**PL Budget**	**WE Current Amount Billed**	**PL Billed YTD**	**Percent YTD**	**Cash**	**Source**	**3rd Party Inkind**	**Source**	**Total Local Match**
101	Overall Work Program	$20,118.00			0%					$0.00
251	Regional Travel Demand Model	$55,000.00			0%					$0.00
622	Metropolitan Transportation Plan	$132,219.00			0%					$0.00
641	Metropolitan Transportation Improvement Plan	$43,074.00			0%					$0.00
					0%					$0.00
					0%					$0.00
					0%					$0.00
					0%					$0.00
	Totals	**$250,411.00**	**$0.00**	**$0.00**	**0%**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**

Total PL matched With Cash / In-Kind $0.00

WORK ELEMENT NARRATIVE SUMMARY
FY 2012-2013 WORK PROGRAM
BILLING PERIOD: 1st Qtr FY 2012-13

12 Work Element	13	14
101	**PL Task**	**Percent of Task Completed**
1.1		
1.2		
1.3		
112	**PL Task**	
1.1		
1.2		
1.3		
231	**PL Task**	
1.1		
1.2		
1.3		
251	**PL Task**	
1.1		
1.2		
1.3		

Invoice #
Period: 1st Qtr FY 2012-13

Agency Name

FY 2012-13 Overall Work Plan

FHWA PL

622	**PL Task**	
1.1		
1.2		
1.3		
641	**PL Task**	
1.1		
1.2		
1.3		
6262	**PL Task**	
1.1		
1.2		
1.3		
6710	**PL Task**	
1.1		
1.2		
1.3		

Invoice #

Agency Name

FY 2012-13 Overall Work Plan

Indirect Costs

Work Element Number	Current PL Billing Costs						
	Direct Labor	Fringe Benefits	Indirect Costs Applied	Other Direct	Consultants/ Vendors	Total Billed Current	Total Billed YTD
101							
251							
622							
641							
0							
0							
0							
0							
	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00

Association of Monterey Bay Area Governments
Non-Federal Match Report
Sub-recipient: *Agency Name*

Project Name:		
OWP Work Element Number:		
Reporting Period: **From:**		**To**
FHWA PL fund expenditure:		
Non-Federal Match:		
Non-Federal fund source:		

The Association of Monterey Bay Area Governments (AMBAG) is the federally designated Metropolitan Planning Organization (MPO) for the Monterey, San Benito and Santa Cruz Counties. As an MPO, AMBAG is required to carryout the metropolitan transportation planning activities for its tri-county metropolitan planning region as required under the federal and state regulations.

AMBAG receives federal funds (FHWA PL) to carryout such activities through a continuing, cooperative, and comprehensive (3-C) planning process. AMBAG provides FHWA PL funds to the Santa Cruz County Regional Transportation Commission (SCCRTC) to carryout metropolitan transportation planning activities through a Continuing Cooperative Agreement (CCA).

One condition of receipt and use of the FHWA PL funds is to demonstrate 11.47% non-federal local match. The matching may be in the form of non-federal cash or services and must be properly documented by work element.

In accordance with Federal and State requirements, SCCRTC agrees to the following:
• Assurance that non-reimbursed dollars are not already being used as a cost sharing or matching requirement by another Federal grant. [49 CFR Part 18.24(b)(1)].
• Assurance that the authorized non-reimbursed dollars are assignable to the associated time periods and the cost objectives listed [49 CFR Part 18.24(a)(2) and 2 CFR Part 225, Appendix A (3)(a)].
• Assurance that records have been maintained which support the non-reimbursed dollars. [49 CFR Part 18.24(b)(6) and Caltrans Regional Planning Handbook. Section 3.06].
• Assurance the non-reimbursed dollars are allowable costs under the associated federal/state funding program. [49 CFR Part 18.24(b)(7)(i) and 2 CFR Part 225, Appendix A (3)(a)].

SCCRTC certifies, by signing below, that during the ---------- monthly/quarterly of fiscal year ---------, SCCRTC expended ----------as identified on the attached spreadsheet, of non-reimbursed, non-federal local match as required for the FHWA PL funds. SCCRTC has documented and retained records to substantiate the non-reimbursed, non-federal local match as included in this invoice.

_____ Date: _____

Print Name _____ Title _____