



Solano County Transit (SolTrans)

Transition Team Monthly Status Report - (June 2011)
Prepared by John Harris, Project Manager

A. WORK THIS MONTH

Soltrans Marketing, Logo and Brand RFP

The Marketing Subcommittee met earlier this month for the second time and reviewed several dozen logo-related schemes presented by the Page Design Group. The Subcommittee selected five or six logo/brand concepts for further consideration. These final concepts will be presented with different variations at the next Subcommittee meeting prior to the Subcommittee making a recommendation to the SolTrans Board.

Short Range Transit Plan (SRTP) Status

The National Transit Database (NTD) survey was completed on June 1. Staff/consultant efforts are ongoing with the next steps of the SRTP.

STA Budget

The FY 2012 SolTrans annual operating budget was approved at the May 19 SolTrans Board meeting. MTC approved SolTrans' first TDA claim in June for FY2012. The TDA claim includes projected TDA, STA, and RM2 funding for FY2012.

MTC Meeting

SolTrans Board Member and MTC Commissioner Jim Spering and STA's Daryl Halls have met for a second time with MTC management staff to discuss potential funding to help cover one-time transitional (start-up) costs for SolTrans. MTC has asked for more information regarding these costs.

Financial Services/Human Resources Services Status

A contract with the City of Vacaville and STA on behalf of SolTrans has been executed. The SolTrans budget has been entered into the accounting system, a bank account has been opened for deposits as of July 1, and other procedures are nearing completion.

Securing SolTrans FTA Grantee Status

All FTA compliance requirements, involving certifications and proposed policies, have been submitted to the SolTrans Board and approved and subsequently forwarded to the FTA. The process of sorting FTA grants and projects for transfer to SolTrans is near completion. MTC approved SolTrans' grantee eligibility on June 22. The announcement of formal FTA grantee status for SolTrans is expected the week of July 4 and July 8.

Recruitment Subcommittee Activity

Consultants are in the process of initiating the PERS program process. Once a set of recommendations regarding a 401/PARS mechanism is developed, the Board Subcommittee will reconvene.

Coordinating with Vallejo and Benicia

The SolTrans Board authorized the Chair to execute all documents and take such further action as may be necessary in order to facilitate the transfer of operations and assets from the City of Benicia and the City of Vallejo to SolTrans. An interim master transfer agreement to guide the on-going transition after July will be executed June 30. This master agreement addresses access to the Broadway facility as of July 1.

Contract Negotiations

The SolTrans Negotiations Team continued contract negotiations with MV based on the Board direction provided in February right up to the issuance of this progress report. It is anticipated that the contract agreement will be executed on June 30. The agreement will be between MV and SolTrans.

Interim Executive Director

The appointment of Jim McElroy to this interim position began the week of June 27 and is expected to provide much needed expertise and experience to the SolTrans Board, Vallejo staff, and the Transition Team. Efforts to fill the remaining unfilled positions are now under consideration.

The June 16th SolTrans Board meeting agenda included:

- Action on the two final FTA compliance requirements (EEO Policy and a Title VI Programs).
- Action on approval of master transfer agreement with Vallejo and Benicia
- Action on authorizing the Chair to execute a new operating agreement with MV Corporation for consolidated transit services

B. ITEMS CURRENTLY SCHEDULED FOR July SolTrans BOARD

- Action on proposed five-year FY 2012 SolTrans operating budget projections
- Action on SolTrans Board Marketing Subcommittee brand/logo recommendations
- Discussion of the public outreach program for the SRTP

C. STANDING CRITICAL TRANSITION PLAN GOALS

Current Fiscal Year	July through December 2011
<ul style="list-style-type: none"> • Obtain FTA grantee status by July 1, 2011 or ASAP 	<ul style="list-style-type: none"> • Transfer and/ or begin process to hire staff (4.5 FTE) • Complete PERS actuarial • Complete transfer of grants/ agreements/contracts/liability policies and operating assets • Begin selection process of permanent CEO • Complete transfer of assets • Complete SRTP by December