



**BOARD MEETING AGENDA
4:00 p.m., Regular Meeting
Thursday, July 19, 2012
Benicia Council Chambers**

Public Comment: Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda or, for matters not on the agenda, issues within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker unless modified by the Board Chair, Gov't Code § 54954.3(a). By law, no action may be taken on any item raised during the public comment period (Agenda Item IV) although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency.

Americans with Disabilities Act (ADA): This agenda is available upon request in alternative formats to persons with a disability, as required by the ADA of 1990 (42 U.S.C. §12132) and the Ralph M. Brown Act (Cal. Govt. Code §54954.2). Persons requesting a disability related modification or accommodation should contact Suzanne Fredriksen, Interim Clerk of the Board, at (707) 648-4046 during regular business hours at least 24 hours prior to the time of the meeting.

Staff Reports: Staff reports are available for inspection at the SolTrans office, during regular business hours, 8:00 a.m. to 5:00 p.m., Monday-Friday. You may also contact the Clerk of the Board via email at suzanne@soltransride.com.

Supplemental Reports: Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the SolTrans Clerk of the Board and copies of any such supplemental materials will be available on the table at the entry to the meeting room.

Agenda Times: Times set forth on the agenda are estimates. Items may be heard before or after the times shown.

ITEM

BOARD/STAFF PERSON

1. CLOSED SESSION:

A. ANTICIPATED LITIGATION – one case
(3:30 – 4:00 p.m.)

2. CALL TO ORDER/PLEDGE OF ALLEGIANCE
(4:00 – 4:05 p.m.)

Elizabeth Patterson, Mayor
City of Benicia

3. CONFIRM QUORUM/ STATEMENT OF CONFLICT

Suzanne Fredriksen
Clerk of the Board

An official who has a conflict must, prior to consideration of the decision; (1) publicly identify in detail the financial interest that causes the conflict; (2) recuse himself/herself from discussing and voting on the matter; (3) leave the room until after the decision has been made. Cal. Gov't Code § 87200.

SOLTRANS BOARD MEMBERS

Elizabeth Patterson	Mark Hughes	Erin Hannigan	Osby Davis	Jim Spring	Harry Price
City of Benicia	City of Benicia	City of Vallejo	City of Vallejo	MTC Representative	STA Ex-Officio
Alternate Board Member Alan Schwartzman			Alternate Board Member Stephanie Gomes		

4. APPROVAL OF AGENDA

5. OPPORTUNITY FOR PUBLIC COMMENT

(4:05 – 4:10 p.m.)

COMMENTS FROM STAFF

(4:10 – 4:15 p.m.)

6. Report from the General Manager

Pg. 1

Mona Babauta

CONSENT CALENDAR

Recommendation:

Approve the following consent items in one motion.

(Note: Items under consent calendar may be removed for separate discussion.)

(4:15 – 4:20 p.m.)

7a. Meeting Minutes of June 21, 2012

Recommendation:

Approve the meeting minutes of June 21, 2012.

Pg. 9

Suzanne Fredriksen,
Clerk of the Board

**7b. Resolution to Accept FY 2011 and FY 2012 Proposition
1B CalEMA Security Grant Funds and Authorize the
General Manager to Execute and Submit Grant
Documents**

Recommendation:

*Adopt Resolution of the Solano County Transit Board of
Directors Authorizing Acceptance of FY 2011 and FY 2012
Proposition 1B Grant Allocations from the California Transit
Security Grant Program-California Transit Assistance Fund
(CTSGP-CTAF) for Video Surveillance System Components
and Authorizing the General Manager to Execute and Submit
all Documents Required for Obtaining Financial Assistance
from the California Emergency Management Agency.*

Pg. 15

Mona Babauta,
General Manager

7c. Contract for SolTrans Legal Services

Recommendation:

*Authorize the General Manager to execute an agreement with
Solano County Counsel for the provision of legal services for
a one year period, for a not-to-exceed amount of \$55,000*

Pg. 19

Mona Babauta,
General Manager

REGULAR CALENDAR

8. Fiscal Year 2013 Contract Extension with MV Transportation

Mona Babauta,
General Manager

Recommendation:

- 1) Authorize the General Manager to execute a contract extension with MV Transportation for FY 2013 (July 1, 2012-June 30, 2013) in an amount not to exceed \$7,632,054;
- 2) Authorize an increase in the FY 2013 appropriations by \$107,054 for the service contract with MV, which would include a \$75,000 contract contingency, and a commensurate increase in operating revenues with one-time STAF-Population Based funds from MTC;
- 3) Delegate authority to the General Manager to spend the appropriation and amend the contract as needed, and;
- 4) Affirm the General Manager's authority to make a decision at the staff level to 1) initiate a solicitation process for a new service contract, or 2) negotiate a contract extension to meet SolTrans' service needs beyond FY 2013; the proposed contract generated through either process would come back to the Board for final approval in the spring of 2013.

(4:20 – 4:40 p.m.)

Pg. 21

INFORMATIONAL

9. FY 2013 Funding Update

Mona Babauta,
General Manager

Recommendation:

Informational.

(4:40 – 4:50 p.m.)

Pg. 31

10. Update on the FY 2013 Services Agreement with the Water Emergency Transportation Authority (WETA)

Mona Babauta,
General Manager

Recommendation:

Informational.

(4:50 – 5:00 p.m.)

Pg. 37

11. Service Change Outreach Update

Ward Stewart,
Project Manager

Recommendation:

Informational.

(5:00 – 5:10 p.m.)

Pg. 41

INFORMATIONAL - NO DISCUSSION

12. Bus Shelter Project Update

Recommendation:

Informational.

Pg. 59

Greg Anderson,
Director of Administrative Services

13 Update on Curtola/Lemon Park and Ride Facility, Various Issues

Recommendation:

Informational.

Pg. 61

Jim McElroy,
Project Manager

14. BOARD MEMBERS COMMENTS

15. ADJOURNMENT

The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, August 16, 2012, 4:00 p.m., Vallejo Council Chambers.**



DATE: July 11, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta
RE: Report from the General Manager

Since the SolTrans Board meeting on June 21, 2012, the following items are provided for your information:

Financial

- SolTrans' first, permanent Finance Officer, Philip Kamhi, will start on Monday, July 23, 2012. He comes to us from Fairfield and Suisun Transit (FAST), and prior to FAST, he worked for the Los Angeles County Metropolitan Transportation Agency (LACMTA).
- The Metropolitan Transportation Commission (MTC) will approve our FY 2013 Transportation Development Act (TDA) and State Transit Assistance Fund (STAF) Claim on July 25, 2012. Upon approval, the agency's claim for \$4.7 million in TDA and \$0.9 million in STAF will be processed for quarterly disbursements.
- The federal legislation through which SolTrans receives its annual allocations of federal funding, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), was finally reauthorized and replaced by Moving Ahead for Progress in the 21st Century (MAP-21) on June 29, 2012, almost 3 years after SAFETEA-LU expired. MAP-21 will be effective October 1, 2012 through September 30, 2014. In the meantime, SAFETEA-LU will still be in effect. General highlights of the program and a quick analysis of how SolTrans may be impacted by it are provided in Attachment A of this report; although, please know that this legislation is still very new, and the full impact of it on SolTrans is still being determined.
- Metropolitan Transportation Commission (MTC) staff deferred changes to the Transit Capital Priorities (TCP) process due to the passage of MAP-21. Consequently, SolTrans will still have an opportunity to influence the policy revision. I previously reported during the June 21, 2012 Board Meeting that MTC staff was recommending that SolTrans' eligibility in the San Francisco-Oakland Urbanized Area be discontinued, which may have compromised our ability to meet critical capital replacement needs in the future.
- Related to the Lifeline Program, through which SolTrans received \$556,865 in STAF Lifeline funds for reinstating some transit service in FY 2013 in low-income areas, MTC is currently presenting to the Commission for their consideration three proposals that would provide, as pilot programs, deeply discounted or free passes to low income individuals/youth,

who patronize the largest seven transit agencies in the region, with a particular focus on projects proposed by Alameda County, the Santa Clara Valley Transportation Authority (VTA) and the San Francisco Municipal Transportation Agency (SFMTA). Implementation of these pilots under any of the three proposals would cost the region \$8 million. The proposal, however, that mainly concerns SolTrans and several other transit operators in the region, is the third one that would take \$8 million of the estimated \$12 million in annual STAF Lifeline funds that would otherwise be allocated to all the Counties in the region based on low-income population. Based on the current funding distribution formula, Solano County would only receive 5.8% of an annual, remaining estimate of \$4 million or approximately \$232,000 in annual STAF Lifeline funds beginning in FY 2014. Service provided to our County's low-income population would be significantly impacted in this case. Attachment B to this report provides the funding breakdown for the Cycle 3 Lifeline funds. As you can see, Alameda, Santa Clara, San Mateo, and San Francisco Counties already receive the lion's share of Lifeline funding in the region. If Proposal 3 is approved by the Commission, an additional \$8 million would be provided to only the seven largest transit operators in the region on top of what they would annually receive through the MTC's Lifeline distribution formula, assuming this is maintained. Staff will be monitoring this issue and inform the Board of any further developments, and the full MTC staff report that will go to the Commission can be found at this web link:

http://apps.mtc.ca.gov/meeting_packet_documents/agenda1900/4a-Low_Income_Fares.pdf

Operations

- Service and fare changes were implemented on July 1, 2012. In general, the implementation process went smoothly, and staff has worked hard over the past weeks preparing the public for the changes. Details on the outreach efforts and outcome of the changes will be provided under Agenda Item 11 and during a Board presentation on this item.
- Jim McElroy is still assisting SolTrans in a limited capacity and under contract as the Project Manager for the Curtola Park and Ride Lot Expansion/Improvement Project. Details on the progress of his work will be provided under Agenda Item 13.

External Affairs

- SolTrans officially launched its new website on June 27, 2012. At that time, anyone visiting the www.soltransride.com site was no longer routed to the old Vallejo Transit and City of Benicia websites for transit information. The new service and fare changes implemented on July 1, 2012 were also available on the site at that time. Improvements and additions to the site are still being made.
- Staff is still working diligently to standardize the SolTrans branding on all the buses, as well as finalize the design of the new bus stop signs. As work progresses, the Board will be informed.

Attachments:

- A. MAP-21 Highlights
- B. Funding Table - Cycle 3 Lifeline Funds

Moving Ahead for Progress in the 21st Century--MAP-21

General Highlights of this Federal Funding Legislation (Effective 10/12/2012 – 9/30/2014):

- Increases transportation funding for seniors and people with disabilities and maintains access to funds by non-profit agencies.
- MAP-21 consolidates the number of Federal programs by two-thirds, from about 90 programs down to less than 30, to focus resources on key national goals and reduce duplicative programs.
- MAP-21 eliminates discretionary programs/earmarks and is more formula and performance based than previous funding legislation.
- Emphasizes the Federal Government’s interest in the establishment of performance standards for monitoring and strengthening the efficiency and effectiveness of transit systems, as well criteria or special programs for furthering key national goals (i.e. safety, air quality, innovation, etc.)
- Mandates an increase in reporting and planning requirements related to system safety and asset management.
- New funding for protecting, repairing, or replacing equipment and facilities that are in danger of suffering serious damage or have suffered serious damage as a result of an emergency.
- States and Metropolitan Planning Organizations (MPOs) have more flexibility in programming funds.

MAP-21 Funding Programs Historically Used by SolTrans--Highlights:

- Eliminated funding programs with the passage of MAP-21: Job Access Reverse Commute (JARC), New Freedom, Clean Fuels and other discretionary transit programs.
 - SolTrans may benefit from the elimination of the program, since JARC funding is now being re-directed to the Section 5307 formula funding program.
 - The elimination of the Clean Fuels Program impacts the region’s ability to fund projects related to the procurement/implementation of clean fuel technology.
- Section 5307—Urbanized Area (UA) Formula Grants: This program has been enlarged to encompass the obsolete JARC program. The traditional formula program is maintained, but now “small operators” in large urbanized areas have more flexibility in using their funding for operations and capital. Historical JARC programs are still eligible under “General Authority”.
 - This is the largest pot of federal funding that SolTrans receives on an annual basis, and the agency has traditionally used it for capital purposes.
 - Historically, Vallejo Transit has been able to claim Section 5307 funding in both the San Francisco-Oakland UA , as well as our “local” UA—the Vallejo UA. (The Vallejo UA encompasses the cities of Benicia and Vallejo, and some of American Canyon.)
 - Since the Vallejo UA is a “small urbanized area” (population is between 50,000-200,000), all the 5307 funding could be used for general operations, per federal legislation (past and present). However, the Metropolitan Transportation Commission’s (MTC) Transit Capital Priorities (TCP) Policy restricts SolTrans from using this funding for general operations (except paratransit); although, SolTrans is allowed to program some funding for preventive maintenance activities on our transit vehicles in some cases.

- SolTrans has also used some of this funding for paratransit service, specifically, given MTC’s “10% ADA Set-aside” policy contained in the larger TCP Policy. Most of the current ADA Set-Aside funding comes from the San Francisco-Oakland UA.
 - SolTrans has received JARC funds in the past to fund Route 5 service to the Solano Community College satellite on Columbus Parkway, and SolTrans can continue to fund these routes with 5307 funds assuming MTC will allow it.
- Section 5310—Formula grants for the Enhanced Mobility of Seniors and Individuals with Disabilities: This new program comprises the original 5310 (Elderly and Disabled) program and the obsolete New Freedom program. A higher level of funding is now available than what was available under the individual programs, and by FY 2014 this program will have grown more than 90% from FY 2012 levels. Non-profit agencies will remain eligible, and programs that exceed the minimum requirements of the Americans with Disabilities Act (ADA) can still receive funding. Project inclusion in a coordinated public transit-human services plan is a requirement.
 - The Vallejo UA will have access to 20% of the funding pot that is provided to States for UAs between 50,000-200,000 in population, and may have access to more funding, if providing service in rural areas. Overall, SolTrans may benefit more under the new program than the old.
 - This funding can be used for the Intercity Taxi Program (historically done via the New Freedom program) and for capital projects related to senior/ADA services, such as paratransit vehicle replacements and technology that aids the delivery of ADA services.
- Section 5311—Formula grants for Rural Areas: Now includes the rural element of the JARC program. A rural area’s level of public transit service and proportion of non-urban, low-income population will be factored into the grant formula.
 - SolTrans has received 5311 funding in the past for service on routes serving rural areas and will still be eligible to do so. Currently, the Solano Transportation Authority programs the County’s Section 5311 funds as dictated by MTC policy.
- Section 5309 Program—New Starts: This program now only funds New Starts-Rail and some bus rapid transit projects. It used to fund Bus and Bus Facility capital projects.
 - Non-rail transit operators, such as SolTrans, will no longer be able to compete for funding through the 5309 program for bus capital projects, which would have helped meet future bus replacement needs. This could increase the competition for Section 5307 funding in the San Francisco-Oakland UA, especially, given the significant funding shortfall that already exists. Consequently, our continued interest in maintaining eligibility in that UA could be impacted.
 - Section 5339 Program—Bus and Bus Facilities: This is supposed to make-up for the loss of eligibility in the 5309 Program for bus-related capital projects. SolTrans may be eligible for this funding, but eligibility will likely be determined by MTC’s TCP Policy, given that it will flow through the Section 5307 program.

Changes to State and MPO requirements that can impact SolTrans:

- MAP-21 establishes an outcome-driven approach that tracks performance and will hold states and metropolitan planning organizations (MPOs) accountable for improving the conditions and performance of their transportation assets.
- MAP-21 changes statewide and metropolitan planning processes to incorporate a more comprehensive performance-based approach to decision making through the use of performance targets, in order to assist states and metropolitan areas in targeting limited resources on projects that will improve the condition and performance of their transportation assets.

- The age and condition of our assets, as well as the number of revenue vehicle miles and directional miles driven may become more important as we compete for limited federal funding through MTC for capital replacement or rehabilitation projects.
- SolTrans' system performance related to ridership, productivity (passengers/hour and passengers/trip), and efficiency (cost/hour) could become more important for competing for limited funding through MTC or the State.
- In general, while MAP-21 is in effect, SolTrans will need to prioritize our system needs very carefully and ensure that we design and deliver our services within the constraints of the new funding programs, with particular attention to how we deliver services to the growing number of seniors and patrons with disabilities.

This page intentionally left blank.

Table B – Estimated Funding Target by Fund Source per County

County & Share of Regional Low Income Population	FY2011		FY2012		FY2013			Total
	STA ¹	JARC ²	STA	JARC ^{2,4}	STA	JARC ^{2,4}	STP ³	
Alameda 23.7%		685,806	2,653,456	745,790	2,708,899	745,790	2,130,539	9,670,280
Contra Costa 13.4%		387,331	1,498,625	421,209	1,529,939	421,209	1,203,291	5,461,604
Marin 2.6%		75,235	291,094	81,816	297,176	81,816	233,728	1,060,866
Napa 2.2%		-	245,095	-	250,216	-	196,794	692,105
San Francisco 13.1%		378,258	1,463,520	411,342	1,494,100	411,342	1,175,104	5,333,667
San Mateo 7.6%		218,838	846,709	237,979	864,401	237,979	679,848	3,085,754
Santa Clara 23.7%		561,175	2,650,265	610,257	2,705,643	610,257	2,127,977	9,265,574
Solano 5.8%		-	649,332	-	662,900	-	521,368	1,833,601
Sonoma 7.8%		127,873	875,465	139,057	893,757	139,057	702,937	2,878,146
MTC - Means-Based Discount Project		-	500,000	-	500,000	-	-	1,000,000
MTC - Admin, Planning, Technical Assistance ²		128,132	-	139,340	-	139,340	-	406,811
Total 100.0%		2,562,648	11,673,561	2,786,790	11,907,032	2,786,790	8,971,587	40,688,407

(1) FY2011 STA Funds were programmed in Cycle 2

(2) Consistent with federal JARC guidance, MTC will set aside five percent of the region's FY11, FY12 and FY13 apportionment to fund administration, planning and technical assistance

(3) STP funds are available to the Lifeline Program starting in FY13, as part of MTC's "Resolution 3814 payback" being implemented in the 2nd cycle STP/CMAQ program (proposed One Bay Area Grants). Note that MTC may apply Congestion Mitigation and Air Quality Improvement (CMAQ) funds instead of STP to CMAQ-eligible projects, and references to "STP" should be considered as "STP or CMAQ."

(4) FY2012 & FY2013 JARC amounts were revised in March 2012 to reflect actual partial-year FY2012 apportionments.

Table C – Estimated Funding Target for Proposition 1B Transit Funds per Transit Operator and County

Transit Operator & Hybrid Formula (Share of Regional Low Income Ridership & Share of Regional Low Income Population) ²	Prop 1B ¹			Total
	FY2011	FY2012	FY2013	
AC Transit 18.1%	8,403,487	-	-	8,403,487
BART 17.6%	8,173,010	-	-	8,173,010
County Connection (CCCTA) 1.0%	484,534	-	-	484,534
Golden Gate Transit/Marin Transit 3.2%	1,477,729	-	-	1,477,729
Wheels (LAVTA) 0.5%	240,910	-	-	240,910
Muni (SFMTA) 25.2%	11,723,430	-	-	11,723,430
SamTrans 4.9%	2,272,697	-	-	2,272,697
Tri Delta Transit (ECCTA) 0.7%	327,019	-	-	327,019
VINE (NCTPA) 1.3%	597,647	-	-	597,647
VTA 19.7%	9,186,049	-	-	9,186,049
WestCat (WCCTA) 0.3%	147,335	-	-	147,335
Solano County Operators 3.3%	1,547,328	-	-	1,547,328
Sonoma County Operators 4.2%	1,938,791	-	-	1,938,791
Total 100.0%	46,519,967	-	-	46,519,967

(1) FY2011 Prop 1B appropriations represent three years of funding.

(2) Only transit operators who have previously received Proposition 1B Lifeline funds are included in the formula distribution

This page intentionally left blank.



SOLANO COUNTY TRANSIT
Board Minutes for Meeting of
June 21, 2012

1. CLOSED SESSION

The special meeting was called to order at 3:30 p.m., which recessed into closed session to discuss anticipated litigation and labor negotiations. There were no matters to report.

2. CALL TO ORDER

Chair Patterson reconvened the meeting of the SolTrans Board at 4:05 p.m. A quorum was confirmed.

MEMBERS

PRESENT:	Elizabeth Patterson, Mayor	City of Benicia, Chair
	Erin Hannigan, Vice Mayor	City of Vallejo, Vice Chair
	Mark Hughes, Councilmember	City of Benicia
	Jim Spering, Supervisor, County of Solano	MTC Representative
	Harry Price, Mayor	City of Vallejo, Chair Ex-Officio – STA Representative

MEMBERS

ABSENT:	Osby Davis, Mayor	City of Vallejo
----------------	-------------------	-----------------

STAFF

PRESENT:	<i>In Alphabetical Order by Last Name:</i>	
	Greg Anderson	SolTrans Director of Administrative Services
	Mona Babauta	SolTrans General Manager
	Bernadette Curry	SolTrans Legal Counsel
	Suzanne Fredriksen	SolTrans Clerk of the Board
	Ward Stewart	SolTrans Project Manager, Consultant
	Nancy Whelan	SolTrans Interim Chief Financial Officer
	Jeanine Wooley	SolTrans Director of Operations

OTHERS

PRESENT: *In Alphabetical Order by Last Name:*

Richard Burnett	MTC Policy Advisory Council
Dafni Bangad	MV Transportation
Phyllis Harrison	
Jackie Lane	MV Transportation
Ricky Williams	MV Transportation
Russ Whyte	MV Transportation

4. APPROVAL OF AGENDA

On a motion by Vice Chair Hannigan, and a second by Board Member Spering, the SolTrans JPA Board approved the agenda.

A quorum was confirmed by the Clerk of the Board. There was no Statement of Conflict declared at this time.

5. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

COMMENTS FROM STAFF

6. Report from the General Manager

CONSENT CALENDAR

On a motion by Board Member Spering, and a second by Vice Chair Hannigan, the SolTrans JPA Board approved Consent Calendar Items 7a through 7e.

7a. Meeting Minutes of May 24, 2012

Recommendation:

Approve the meeting minutes of May 24, 2012.

7b. MCI Bus Procurement Negotiation

Recommendation:

Authorize the General Manager to enter into sole source negotiations with Motor Coach Industries for purchase of three commuter coaches, with options to purchase an additional thirty-three coaches within the next five years to replace the entire Intercity bus fleet.

7c. Adoption of the SolTrans Investment Policy

Recommendation:

Adopt Resolution No. 2012-05 approving the attached SolTrans Investment Policy which delegates the SolTrans Finance Officer or General Manager as having authority over investment decisions until the Board rescinds this delegation.

7d. Authorization to File Applications with the Federal Transit Administration

Recommendation:

Adopt a resolution authorizing the General Manager to file and execute applications to the Federal Transit Administration and any other related documents required for obtaining financial assistance.

7e. Approval of Agreement with Water Emergency Transportation Authority for Route 200 Service

Recommendation:

Authorize the SolTrans General Manager to execute an agreement with WETA for the provision of Route 200 and back-up bus service beginning July 1, 2012 through June 30, 2013, as well as for the management of the Ferry Terminal ticket booth.

REGULAR CALENDAR

8. Approval of Continuation of Financial and Human Resources Services Agreement with the City of Vacaville

Nancy Whelan noted that the proposed agreement is a continuation of the current contract with the City of Vacaville. She stated that although the dollar amount is slightly higher than the current contract, the increase is expected for the level of services proposed.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Authorize the General Manager to approve the Agreement for Continuation of Services with the City of Vacaville for an amount not to exceed \$75,600 for financial services and human resources services for the period from July 1, 2012 through June 30, 2013, as shown in Attachment A.

On a motion by Board Member Hughes and a second by Board Member Spring, the SolTrans JPA Board unanimously approved the recommendation.

9. Route 78

Jeanine Wooley stated that staff had recently received a letter from Solano Transportation Authority (STA) expressing concerns over the elimination of the Pleasant Hill/BART stop. She noted that staff would like additional time to perform a more in-depth analysis of ridership and the financial impacts of eliminating the stop before such changes are implemented.

Mona Babauta noted that staff will come back to the Board within the next couple of months to present the results of the analysis and to request further discussion regarding this item.

Public Comments:

None presented.

Board Comments:

Board Member Hughes expressed concern over the possible financial impacts of retaining the stop, and requested additional information regarding the funding sources for Route 78.

Jeanine Wooley noted that there are several different funding sources, making the funding aspect highly complex. She stated that staff would like to look more closely at the ridership patterns and the effects, if any, of eliminating the stop.

Recommendation:

Authorize staff to maintain the existing Route 78 schedule pending further service and financial analyses.

On a motion by Vice Chair Hannigan and a second by Board Member Spering, the SolTrans JPA Board unanimously approved the recommendation.

INFORMATIONAL

10. Service Change Marketing and Outreach Update

Ward Stewart presented an update of staff's outreach to the public regarding the upcoming service changes on July 1, 2012. He highlighted the key events attended, postings, online resources, print media, and various public outreach items that staff has completed, as well as several key items that staff will complete in the days prior to July 1.

Public Comments:

None presented.

Board Comments:

Board Member Hughes commended staff for the amount of progress made in a very short period of time. He proposed posting notices in the Benicia Herald, as well as Benicia.patch.com.

Vice Chair Hannigan suggested that the SolTrans Facebook page URL be added to public notices. She also noted that it may be helpful to document the number of visitors at SolTrans' event booths.

Board Member Price also commended staff and suggested that the General Manager, as well as staff make themselves available to service clubs and job fairs within the community.

Chair Patterson requested that outreach be scheduled for the Senior Center and the Community Center in Benicia in order to reach out to two different groups of seniors. She also proposed posting notices at both Sutter West and Kaiser Medical facilities, due to the nature of public concerns regarding the Dial-a-Ride services.

Recommendation:

Informational.

11. Dial-A-Ride Implementation

Jeanine Wooley stated that the current challenge to the Dial-a-ride service is that there are very limited resources, making it difficult to schedule trips. She noted that riders will not see a lot of change to how the Dial-a-ride service works, however they will be able to more easily schedule a ride moving forward.

Public Comments:

None presented.

Board Comments:

Chair Patterson commended staff for responding to board member concerns regarding the Dial-a-ride service.

NO DISCUSSION

12. Bus Shelter Installation Project

13. BOARD MEMBERS COMMENTS

Chair Patterson presented a proclamation to Nancy Whelan noting key accomplishments that she achieved as SolTrans' Interim Chief Financial Officer.

14. ADJOURNMENT

The meeting was adjourned at 4:47 p.m. The next regular meeting of the SolTrans Board is *tentatively* scheduled for **Thursday, July 19, 2012, 4:00 p.m., Benicia Council Chambers.**

Attested by:



Suzanne Fredriksen
Clerk of the Board

6/22/2012

Date

This page intentionally left blank.



DATE: June 11, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta, General Manager
RE: Resolution to Accept FY 2011 and FY 2012 Proposition 1B CalEMA Security Grant Funds and Authorize the General Manager to Execute and Submit Grant Documents

Issue:

In order to receive annual allocations of Proposition 1B grant allocations through the California Transit Security Grant Program-California Transit Assistance Fund (CTSGBP-CTAF), which is administered by the California Emergency Management Agency (CalEMA), the SolTrans Board must adopt a resolution that 1) authorizes the acceptance of the funds for an eligible security-related project, and 2) further authorizes the General Manager or her designee to execute and submit grant documents to CalEMA to obtain the funds. The FY 2011 allocation must be claimed immediately to avoid expiration, and while doing so, FY 2012 funds will also be claimed. The grant funds will be applied to the following project: Video Surveillance System Components.

Discussion:

California voters approved the Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, better known as Proposition 1B, during the November 7, 2006, general election, which authorized the issuance of \$19,925,000,000 in general obligation bonds for specified purposes, including grants for transit system safety, security, and disaster response projects.

As a result of the passage of the Proposition 1B program, the CTSGBP-CTAF was established to fund capital projects that enhance the safety and security of mass transit systems in California. Through the CTSGBP-CTAF, Solano County Transit is being allocated \$135,562 in FY 2011 and FY 2012 Proposition 1B funds, for a total of \$271,124 for both fiscal years. The CTSGBP-CTAF is administered by the California Emergency Management Agency (CalEMA).

SolTrans plans to purchase individual components such as video cameras, digital video recorders, storage cabinets, and/or other information technology equipment for transmitting or storing video images to help increase security. Currently, none of the transit vehicles in the SolTrans fleet is outfitted with reliable video surveillance systems that can capture images throughout a vehicle. Installation of these systems on the Agency's buses and/or at bus facilities would significantly enhance the safety and security of transit patrons and employees, as well as serve to increase the appeal of public transit and ridership.

Legal Counsel has reviewed the report and has approved the attached Resolution as to form.

Fiscal Impact:

No fiscal impact until such time that this revenue is received from the State of California, which is pending the sale of future bonds for the Proposition 1B Program. As soon as the funding is received, staff will return to the Board for approval to proceed with a capital purchase of video surveillance camera systems within the constraints of budgeted revenues.

Recommendation:

Adopt Resolution of the Solano County Transit Board of Directors Authorizing Acceptance of FY 2011 and FY 2012 Proposition 1B Grant Allocations from the California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF) for Video Surveillance System Components and Authorizing the General Manager to Execute and Submit all Documents Required for Obtaining Financial Assistance from the California Emergency Management Agency.

Attachments:

A. Resolution No. 2012-07

Resolution NO. 2012-07

**RESOLUTION AUTHORIZING ACCEPTANCE OF FY 2011 AND FY 2012
PROPOSITION 1B GRANT ALLOCATIONS FROM THE CALIFORNIA TRANSIT
SECURITY GRANT PROGRAM-CALIFORNIA TRANSIT ASSISTANCE FUND
(CTSGP-CTAF) FOR VIDEO SURVEILLANCE SYSTEM COMPONENTS AND
AUTHORIZING THE GENERAL MANAGER TO EXECUTE AND SUBMIT ALL
DOCUMENTS REQUIRED FOR OBTAINING FINANCIAL ASSISTANCE FROM THE
CALIFORNIA EMERGENCY MANAGEMENT AGENCY**

WHEREAS, in November 2006, California voters passed the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006, better known as Proposition 1B, which included funding for transit capital projects; and

WHEREAS, the California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF), which is administered by the California Emergency Management Agency, was established through the passage of Proposition 1B to finance capital projects specifically related to transit safety and security; and

WHEREAS, the State of California has developed guidelines for the use of these funds, which include a useful life minimum threshold for requested projects; and

WHEREAS, under the guidelines developed by the State of California, Solano County Transit is an eligible applicant for these funds; and

WHEREAS, Solano County Transit was allocated a total of \$135,562 in Proposition 1B funds in FY 2011 and in FY 2012 from the CTSGP-CTAF for a grand total of \$271,124 for both fiscal years; and

WHEREAS, the California Emergency Management Agency requests that the governing body of Solano County Transit authorize a designated agent within its agency to execute any actions necessary for the purpose of obtaining funds from the CTSGP-CTAF.

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of Solano County Transit (SolTrans) that the General Manager or his/her designee is hereby authorized to execute and submit all required documents, including the Certifications and Assurances, to the California Emergency Management Agency for accepting its FY 2011 and FY 2012 Proposition 1B grant allocations from the California Transit Security Grant Program-California Transit Assistance Fund (CTSGP-CTAF) for video surveillance system components.

Passed by the Solano County Transit (SolTrans) Board on this **19th Day of July, 2012** by the following vote:

Ayes: _____
Noes: _____
Absent: _____
Abstain: _____

Elizabeth Patterson, Chair
Solano County Transit (SolTrans)

Attest: _____
Suzanne Fredriksen
Clerk of the Board



DATE: July 9, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta, General Manager
RE: Contract for SolTrans Legal Services

Issue:

On December 8, 2010, Bernadette Curry, a Deputy County Counsel with Solano County, was appointed as SolTrans' first Legal Counsel under contract with the Solano Transportation Authority (STA). SolTrans desires to contract directly with Solano County Counsel's office for the continued provision of legal services by Bernadette Curry in FY 2013.

Discussion:

Since the formation of SolTrans, Ms. Curry has served in the capacity as legal advisor pursuant to STA's contract for legal services with Solano County. Staff anticipates the need for an average of 6-8 hours per week in legal services for Fiscal Year (FY) 2012-13. Due to Ms. Curry's familiarity with SolTrans since the formation of the organization, staff is proposing that SolTrans contract directly with Solano County for legal services for FY 2012-13.

Staff recommends the SolTrans Board authorize the General Manager to enter into a Legal Services agreement with the Solano County Counsel's office for a term of one year to allow Bernadette Curry to continue to serve as SolTrans Legal Counsel for a not-to-exceed contract amount of \$55,000.

The full contract is on file with the Clerk of the Board and can be provided at your request.

Fiscal Impact:

The annual fiscal impact for this legal consultant services contract is \$55,000 with a specified hourly rate of \$145. This would equate to an estimated 379 hours. The FY 2012-13 operating budget includes a budget of \$55,000 for legal services, which is fully funded with state grant funds.

Recommendation:

Authorize the General Manager to execute an agreement with Solano County Counsel for the provision of legal services for a one year period, for a not-to-exceed amount of \$55,000.

This page intentionally left blank.



DATE: July 10, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta, General Manager
RE: Fiscal Year 2013 Contract Extension with MV Transportation

Issue:

Shall the SolTrans Board 1) Approve a contract extension with MV Transportation for the provision of public transit services during Fiscal Year (FY) 2013 in an amount not to exceed \$7,632,054; 2) Authorize additional appropriations of \$107,054 in the FY 2013 operating budget to include a \$75,000 contract contingency; 3) Delegate authority to the General Manager to spend the appropriation and amend the contract as needed, and; 4) Affirm the General Manager's authority to make a decision at the staff level to initiate a solicitation process for a new service contract or negotiate a contract extension to meet the agency's service needs beyond FY 2013?

Discussion:

During the October 20, 2011 SolTrans Board Meeting, staff was authorized to enter into negotiations with MV Transportation to extend the existing service contract through Fiscal Year 2013. The Board authorized the negotiation process with the understanding that if an operational savings of at least \$1 Million could not be achieved, staff would return to the Board with a request for authorization to conduct a solicitation for a new service contract.

On April 19, 2012, the SolTrans Board subsequently authorized the General Manager to execute a contract extension with MV Transportation for FY 2013 in the amount of approximately \$7.6 million with the understanding that the parties still needed to negotiate the fine details of the agreement. At the time, staff reported that with service level reductions to the overall system, coupled with operational changes that would achieve additional efficiencies, the parties identified nearly \$1.3 million in cost savings for FY 2013 compared to the FY 2012 contract of \$8.9 million. The Board's direction to execute a \$7.6 million contract extension with MV Transportation was further reflected in the FY 2013 Operating Budget.

After a lengthy negotiations process, during which the cost proposals fluctuated significantly, the parties finally agreed to the general terms of a contract extension (Attachment A) on July 9, 2012. Under the proposal, MV agrees to provide 91,544 fixed route hours and 19,680 paratransit/dial-a-ride hours (111,224 total service hours), which are necessary for delivering the new service levels implemented on July 1, 2012. Furthermore, the proposed extension includes new hourly rates of \$41.09 for fixed route and \$29.87 for paratransit/dial-a-ride services, and a fixed, annual cost of \$3,282,670, for a total contract cost of \$7,632,054.

Under the new terms, a new organizational structure will also be implemented by MV Transportation (See Exhibit C-1 of Attachment A), which involves significant staffing reductions of approximately 20 positions. Due to time constraints, SolTrans staff was not given the opportunity to influence the new organizational structure dictated by MV. Furthermore, the impacts that the staff reductions may have on some services, namely vehicle maintenance, customer service, performance monitoring/reporting, and operational oversight by a General Manager who will only dedicate half of his/her time to SolTrans, have yet to be identified by MV staff. Consequently, there may be a greater emphasis on SolTrans staff to work closer with MV to ensure that the service requirements, performance standards and management expectations, dictated by the contract, continue to be met in FY 2013, in spite of the staffing reductions.

Despite the staffing reductions, staff recommends that the contract extension be approved by the Board due to budgetary constraints in FY 2013. For the Board's consideration, the alternative to approving the proposed contract extension would be to continue operating under the FY 2012 contractual terms and at the higher hourly rates. Over the course of FY 2013, the total liability to the agency under the higher hourly rates would be \$8,716,473:

Service	Hourly Rate	Service Hours	Total
Fixed Route	\$42.59	91,544	\$3,898,859
Paratransit/Dial-a-Ride	\$32.97	19,680	\$648,850
Fixed Fee	\$347,397 X 12 months		\$4,168,764
Total Cost Under FY 2012 contract terms (12 months):			\$8,716,473
Required Appropriations over \$7.6 M Budget:			\$1,116,473

Essentially, providing service under the current contract terms would not be financially sustainable, and SolTrans would likely need to implement additional service cuts during the fiscal year, in that case.

Fiscal Impact:

Approval of the recommended contract extension for FY 2013 in the amount of \$7,632,054, with a contingency of \$75,000, will require an increase in the FY 2013 operating budget of \$107,054. This increase could be funded with one-time STAF-Population Based funds provided by the Metropolitan Transportation Commission (MTC) for SolTrans transition costs.

Choosing to maintain the FY 2012 contract rates would require an increase in the FY 2013 operating budget of \$1,116,473. This increase would require additional revenues beyond the \$1,000,000 in STAF-Population Based funding that the MTC offered for SolTrans transition costs in FY 2013. SolTrans' cash flow requirements would be significantly compromised under this scenario, and additional service cuts would likely be necessary.

Legal counsel has reviewed the contract and has approved as to form.

Recommendation:

- 1) Authorize the General Manager to execute a contract extension with MV Transportation for FY 2013 (July 1, 2012-June 30, 2013) in an amount not to exceed \$7,632,054;
- 2) Authorize an increase in the FY 2013 appropriations by \$107,054 for the service contract with MV, which would include a \$75,000 contract contingency, and a commensurate increase in operating revenues with one-time STAF-Population Based funds from MTC;
- 3) Delegate authority to the General Manager to spend the appropriation and amend the contract as needed, and;
- 4) Affirm the General Manager's authority to make a decision at the staff level to 1) initiate a solicitation process for a new service contract, or 2) negotiate a contract extension to meet SolTrans' service needs beyond FY 2013; the proposed contract generated through either process would come back to the Board for final approval in the spring of 2013.

Attachments:

- A. First Amendment to SolTrans-MV Transit Services Contract

This page intentionally left blank.

**FIRST AMENDMENT TO CONTRACT for OPERATION OF FIXED ROUTE AND PARATRANSIT
TRANSIT SERVICE
BETWEEN SOLANO COUNTY TRANSIT and MV TRANSPORTATION, INC.**

This First Amendment ("First Amendment") is entered into as of the 30th day of June, 2012, between the SOLANO COUNTY TRANSIT, a California joint powers authority ("SolTrans") and MV TRANSPORTATION, INC. ("Contractor"), collectively the "Parties."

1. Recitals

A. The parties entered into a contract dated June 30, 2011 (the "Contract"), in which Contractor agreed to provide consolidated transit services for SolTrans.

B. The Contract expires on June 30, 2012.

C. The Parties desire to extend the term of the Contract for an additional year and modify the terms and conditions of the Contract as provided in this First Amendment.

D. The parties agree to amend the Contract as set forth below.

2. Agreement.

A. Term of Contract.

Section 4 is amended to add the following:

Contractor agrees to provide the Services for an additional one year period, commencing on July 1, 2012 through June 30, 2013, unless extended or terminated earlier by the parties.

B. Amount of Contract

Section 5 is deleted in its entirety and replaced with:

Compensation for this Contract will be based upon a combination of a fixed monthly fee and a variable number of actual Service Hours multiplied by a fixed Service Hour Rate.

Fixed Monthly Rate + (Fixed Route Actual Service Hours x Fixed Route Service Hour Rate) + (Paratransit Actual Service Hours x Paratransit Service Hour Rate) = Total Invoice

For purposes of this First Amendment, Service Hours for both Fixed Route and Paratransit service shall be calculated from the time the vehicle leaves the yard to the time the vehicle returns to the yard ("gate to gate"). Yard is defined as the facility at 1850 Broadway.

For the base term, the Fixed Monthly Fee and Service Hour Rates for Fixed Route and Paratransit service shall be as follows:

Fixed Monthly Fee:	\$	273,555.80 per month
Fixed Route Service Hour Rate:	\$	41.09 per Service Hour
Paratransit Service Hour Rate:	\$	29.87 per Service Hour

Pricing for any future years will be negotiated by the parties during the sixty (60) days prior to the end of the each subsequent annual term.

Progress Payments: Contractor will invoice SolTrans on a semi-monthly basis according to the following schedule:

a. Contractor will invoice SolTrans on the 1st day of each month for services to be provided from the 1st day through the 15th day of each month in the amount of 50% of Contractor's estimate of the monthly Total Invoice amount. In the event the 1st day of the month falls on a weekend or holiday, Contractor shall invoice SolTrans on the first business day following the weekend or holiday. The invoice shall be due and payable by SolTrans on the 26th day of each month. In the event the 26th day of the month falls on a weekend or holiday, SolTrans shall pay the invoice on the first business day following the weekend or holiday.

b. Contractor will invoice CITY on the 16th day of each month for services to be provided from the 15th day through the last day of each month in the amount of 50% of the Contractor's estimate of the monthly Total Invoice amount. In the event the 16th day of the month falls on a weekend or holiday, Contractor shall invoice SolTrans on the first business day following the weekend or holiday. The invoice shall be due and payable by SolTrans on the 11th day of the next immediate month. In the event the 11th day of the month falls on a weekend or holiday, SolTrans shall pay the invoice on the first business day following the weekend or holiday.

c. In the event SolTrans has paid Contractor according to the payment schedule above, after the end of each month, Contractor will produce a reconciled "Final Invoice" showing the Fixed Monthly Rate + (actual number of fixed route service hours x fixed route service hour rate) + (actual number of paratransit service hours x paratransit route service hour rate) In the event the amount of the Final Invoice is less than the total payments based on estimated service hours for that month, Contractor shall pay SolTrans the difference within fifteen (15) days of submitting the Final Invoice. In the event the amount of the Final Invoice is more than the total payments based on estimated service hours for that month, SolTrans will pay CONTRACTOR the difference within fifteen (15) days of receiving the Final Invoice.

A Maximum Number of Annual Service Hours will be determined annually by SolTrans and the Contractor will not exceed that Maximum Number of Annual Service Hours without written authorization from SolTrans. Any request to increase the Maximum Number of Annual Service Hours from the Contractor will clearly state that they are expecting the Maximum Number of Service Hours to be exceeded at the present service level, and that Contractor is requesting an increase in the Maximum Number of Annual Service Hours. Any such request will be accompanied by a full explanation of the reasons for the request and alternatives to an increase in the Maximum Number of Service Hours. The established Maximum Number of Service Hours will not be exceeded without prior written SolTrans authorization at the Contractor's sole risk.

Annual Fixed Route vehicle service hours will be 91,544 for the base term of the contract which equates to a not to exceed maximum for the base term as follows:

Base Term July 1, 2011 - June 30, 2012: \$ 3,761,543

Hours provided in excess of 91,544 will be paid at a rate of \$41.09 per hour upon prior written approval.

Annual Paratransit and Flex Route vehicle service hours will be 19,680 for the base term. The contract not to exceed maximum for the base term shall be as follows:

Base Term July 1, 2011 - June 30, 2012: \$ 587,842

Hours provided in excess of 19,680 will be paid at a rate of \$29.87 per hour upon prior written approval.

C. Scope of Work

Contractor agrees to provide those transit services set forth in the SolTrans Short Range Transit Plan ("SRTP"), approved by the SolTrans Board on January 19, 2012 which is incorporated into this Amendment as if fully set forth in the First Amendment. The Parties agree that should any conflict arise between the original Exhibits to the Contract and the SRTP, the language of the original Exhibits in the Contract shall govern.

D. Budget.

Exhibit C-1 is deleted in its entirety and replaced with the attached Exhibit C-1.

E. Schedule and Routes.

Exhibit I is deleted in its entirety and replaced with the attached Exhibit I, dated 1/19/12.

Except as set forth in this First Amendment, all other terms and conditions specified in the Contract remain in full force and effect.

SOLANO COUNTY TRANSIT, a California
Joint Power Authority

MV TRANSPORTATION, INC., a
California corporation

By _____
Mona Babauta,
SolTrans General Manager

By _____
Brad Cornelsen
Chief Financial Officer

APPROVED AS TO FORM

By 
SolTrans Legal Counsel

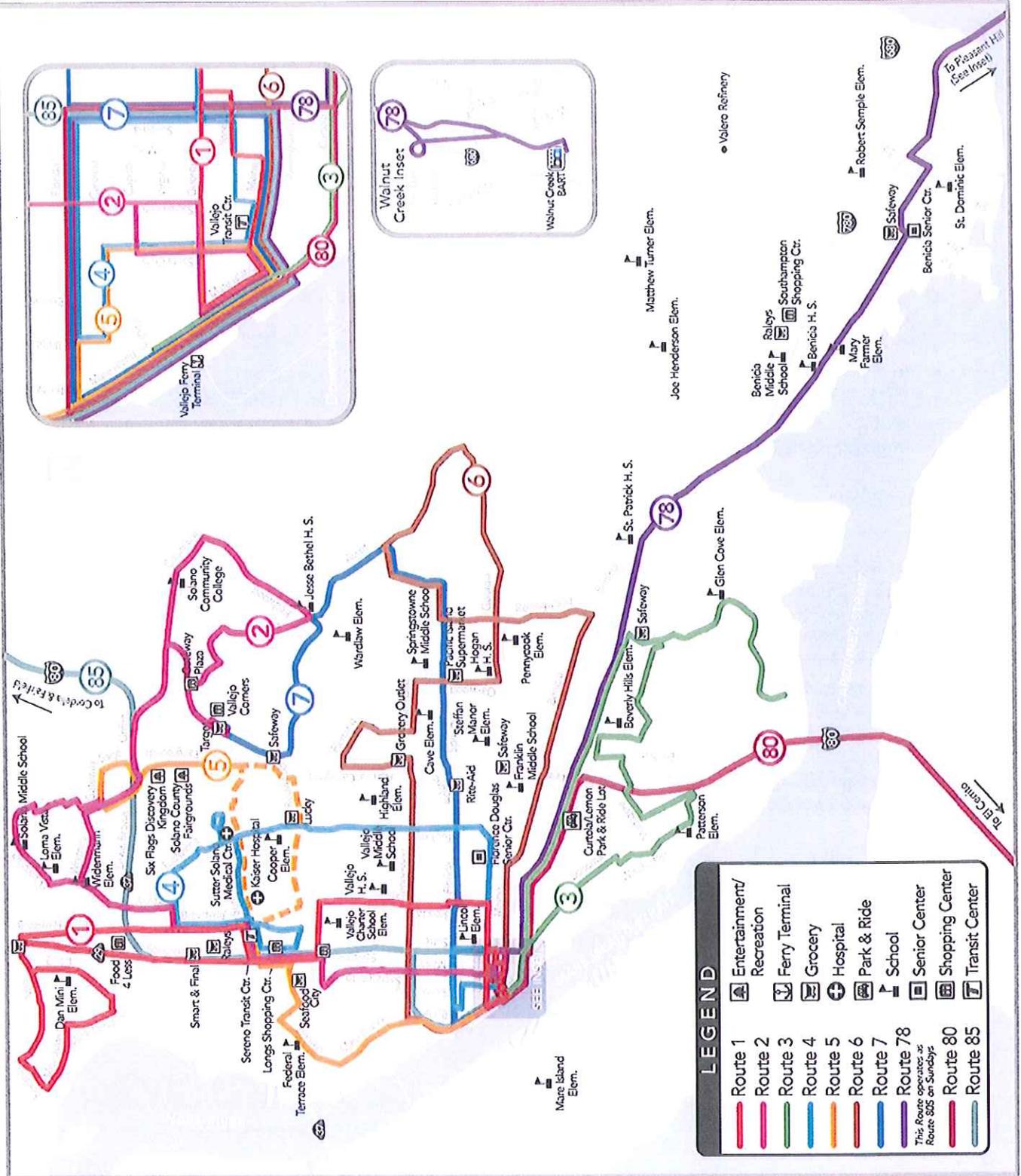
By _____
Daniel Lee
Director, Contracts Administration

Operations Plan

(Performance operation)

- (.5)-General Manager-Will oversee both Fairfield and Vallejo Operations.*
- (1)-Operations Manager-Will oversee both Para-transit and Fixed Route Operations.*
- (1)-Administration Manager-Assist with financials (Billing, Fares, Invoicing, etc.).*
- (6.4)-Customer Service Representatives –Removing window service at the transit terminal.*
- (1)-Maintenance Manager-Will oversee Fixed and Para-transit maintenance.*
- (1)-Maintenance Clerk-Oversight of all inventory and purchase request; Will assist with both Fixed and Para-transit maintenance.*
- (6)-Mechanics-Maintain both Fixed and Para-transit vehicles.*
- (1)-Bus Stop Maintenance-Maintains all bus stops and bus stop maintenance*
- (5)-Service Workers-Clean/Fuel/Wash both Fixed and Para-transit vehicles.*
- (1)-Safety/Training Manager-Will be assigned to safety and the other to training for both Fixed and Para-transit Services.*
- (6)-Road Supervisors- Monitors on-road performance for both Fixed and Para-transit Operators.*
- (5)-Dispatchers-(4) dispatchers will be assigned to fixed route and (1) will be assigned to Para-transit. All dispatchers will be cross-trained in both modes of service. (1) Dispatcher will be a lead and will be dedicated to scheduling, run cutting and route structure (added dispatcher minus the ticket window).*
- (78)-Drivers-64 drivers for Fixed Route and 14 drivers for Para-transit.*

Total Cost:	\$ 7,632,054
Fixed cost per hour (based off of 91544 hours)	\$ 41.09
Para-transit cost per hour (based off of 19,680 hours):	\$ 29.87



This page intentionally left blank.



DATE: July 8, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta, General Manager
RE: FY 2013 Funding Update

Issue:

When the FY 2012-2013 Operating Budget and Revenues were approved during the May 24, 2012 SolTrans Board Meeting, some “one-time” sources of operating revenues, totaling \$2,748,401 were not included due to timing issues. To inform potential investment and budgetary decisions in the future, these sources are outlined in Attachment A of this Report.

Discussion:

On May 24, 2012, the SolTrans Board approved the FY 2013 Operating Budget (Attachment B), as well as resolutions for submitting claims to the Metropolitan Transportation Commission (MTC) for Lifeline funding, Transportation Development Act (TDA) funds, and State Transit Assistance Funds (STAF)-Revenue Based Funds. Furthermore, the Board was updated during this meeting on the “SolTrans Transition Funding Framework”, which presented MTC’s \$2,460,000 plan for providing financial support. Consistent with the financial items presented to the Board on May 24, 2012, the “one-time” fund sources, outlined in this report, include Lifeline State Transit Assistance Fund (STAF) funds and STAF-Revenue Based Funds, as well as STAF-Population Based Funds and Surface Transportation Program (STP) funding, both of which compose \$2 Million of MTC’s \$2.4 Million Transition Funding Framework.

The one-time funding sources, totaling \$2,748,401, can be used for operating purposes in FY 2013. However, the \$1 Million in STP funds will not be available until the end of FY 2013 or possibly the first quarter of FY 2014, and this funding can only be used for preventive maintenance activities associated with our bus fleet. The remaining \$1,748,401 are currently being claimed to 1) finance unexpected obligations associated with SolTrans transitional costs, and 2) create a positive cash balance and ensure adequate cash flow for stabilizing the agency during a time when state and federal funding for operations and maintenance remain tenuous, as a result of the ongoing challenges with the state and federal budgets.

Fiscal Impact:

The \$2,748,401 in on-time revenues will make a positive impact on the FY 2013 budget. Staff plans to reflect this funding and any associated investment decisions in the next revision to the FY 2013 budget, which should occur no later than December 2012.

Recommendation:

Informational.

Attachments:

- A. Funding Update: Additional One-Time Revenues Available for FY 2013 Operations
- B. FY 2013 Operating Budget

Attachment A

Last Update: 7/12/2012

Funding Update: Additional One-Time Revenues Available for FY 2013 Operations*

Source	Amount	Fiscal Year Availability	MTC Resolution	Approved by MTC
STAF Population Based (made available through Solano TA)**	\$ 1,000,000	FY 12-13	4053	5/23/2012
STAF Lifeline Cycle 3 (2011-13)**	\$ 181,865.00	FY 12-13 (reimbursement basis)	4053	6/27/2012
STAF Revenue Based	\$ 566,536.00	FY 12-13 (2nd Qtr)	4051	Aug/Sept 2012
Sub-Total: \$ 1,748,401				
Surface Transportation Program (STP) Funds (Preventive Maintenance Activities Only)**	\$ 1,000,000.00	Availability pending TIP approval & FHWA-FTA Transfer Process.		
Grand Total: \$ 2,748,401.00				

***Not included in the FY 2013 Budget Approved by the Board on May 24, 2012.**

****Part of MTC's One-Time Funding for SolTrans Transitional Costs.**

This page intentionally left blank.

SolTrans FY 2012-13 Operating Budget**Attachment B**

Board Approved: May 24, 2012

Page 1 of 2

Operating Revenue by Mode

	FY 2011/12	FY 2012/13
	Revised Budget	Proposed Budget
Bus Revenues		
Fares	\$3,093,000	\$3,093,000
FTA Section 5307 Operating Assistance	-	-
FTA Section 5307 Preventive Maintenance	250,000	320,606
FTA ARRA Preventive Maintenance	-	-
FTA Section 5303	-	-
FTA Section 5311 Non-Urbanized Area	42,503	107,300
FTA Section 5316 JARC	200,000	300,000
FTA Section 5317 NF	-	-
STAF Operating Assistance - Revenue Base	609,616	576,842
STAF Operating Assistance - Solano County Pop Base	-	-
STAF Lifeline	-	375,000
Regional Measure 2 (RM-2)	1,223,840	1,223,840
Transportation Development Act (TDA)	5,486,841	3,416,674
Intercity Funding Agreement	608,973	212,801
Bridge Toll AB 664 PM	-	-
Other revenues	5,000	5,000
Bus Revenues Subtotal	\$11,519,773	\$9,631,063
Paratransit Revenues		
Fares - Existing	71,000	71,000
FTA Section 5307 10% ADA set-aside	624,814	593,543
STAF Operating Assistance	-	-
Transportation Development Act (TDA)	910,300	924,102
Paratransit Revenues Subtotal	\$1,606,114	\$1,588,645
Taxi Scrip Revenues		
Taxi Coupon Sales - Local	112,000	112,000
Taxi Coupon Sales - Regional	15,000	15,000
Transportation Development Act (TDA)	152,815	158,289
Taxi Scrip Revenues Subtotal	\$279,815	\$285,289
FAREBOX REVENUES	3,276,000	3,276,000
FUNDING SOURCE REVENUES	10,129,702	8,228,997
Total, Revenues	13,405,702	11,504,997

SolTrans FY 2012-13 Operating Budget

Attachment B

Board Approved: May 24, 2012

Page 2 of 2

Detailed Operating Expenditure by Mode

	FY 2011/12	FY 2012/13
	<u>Revised Budget</u>	<u>Proposed Budget</u>
Bus Expenses		
Operating Contract	7,728,000	6,399,200
Fuel	2,096,000	1,915,475
Insurance costs	425,000	-
Security	250,000	250,000
Bus Facility Maintenance	63,900	45,000
Bus Maintenance	19,000	20,000
Utilities	33,000	-
Printing	13,400	24,000
Professional Services	50,000	75,000
Route 200: Transfer costs to WETA	(296,000)	(350,000)
Ferry Ticket Office Transfer to Ferry	(182,000)	(187,000)
General Administration	1,170,000	1,439,388
Bus Expenses Subtotal	11,370,300	9,631,063
Paratransit Expenses		
Operating Contract	1,219,000	1,200,800
Fuel	160,000	157,000
Maintenance	44,000	25,000
Printing	9,300	5,000
General Administration	170,000	200,845
Paratransit Expenses Subtotal	1,602,300	1,588,645
Taxi Scrip Expenses		
Scrip Payments - Local	236,815	236,815
Scrip Payments - Regional	15,000	15,000
General Administration	28,000	33,474
Taxi Scrip Expenses Subtotal	279,815	285,289
Total, Expenses	\$13,252,415	\$11,504,997
Revenues Less Expenses	\$153,287	\$0

Notes:

1 Insurance coverage for vehicles included in operating contract.

Other insurance included in shared administrative costs.

2 Utilities and some professional services included in shared administrative costs.



DATE: July 10, 2012
TO: SolTrans Board of Directors
FROM: Mona Babauta, General Manager
RE: Update on the FY 2013 Services Agreement with the Water Emergency
Transportation Authority (WETA)

Issue:

During the June 21, 2012 SolTrans Board Meeting, the General Manager was authorized to execute an agreement with the Water Emergency Transportation Authority (WETA) for the provision of 1) Route 200 commuter bus service, 2) back-up bus services, and 3) the management of the Ferry Terminal Ticket Booth for the period of July 1, 2012 through June 30, 2013.

Discussion:

Staff successfully executed an agreement with WETA on June 29, 2012. Attached to this report (Attachment A) are the financial terms of the agreement for your reference. The full contract is on file with the Clerk of the Board and can be provided at your request.

Fiscal Impact:

The financial terms negotiated with WETA are expected to make a positive impact on our FY 2013 budget. Currently, the budget reflects a total revenue recovery from WETA for bus services and for the management of the Ferry Ticket Booth in the amount of \$537,000. In the executed agreement, the new, estimated total is \$729,322, as based on a Cost Allocation Model (CAM) accepted by both WETA and SolTrans. As a result, an additional \$192,322 in revenue is anticipated from WETA in FY 2013. Furthermore, WETA will pay SolTrans for security services provided at the Vallejo Ferry Terminal.

Actual revenue recovered from WETA by the end of FY 2013, however, will be based on the actual expense associated with services rendered by SolTrans on behalf of WETA. Staff will reflect the financial terms of the agreement with WETA in the next revision of the FY 2013 Operating Budget, which should occur no later than December 2012.

Recommendation:

Informational.

Attachment:

- A. Agreement between SolTrans and WETA – Appendix C

This page intentionally left blank.

**SAN FRANCISCO BAY AREA
WATER EMERGENCY TRANSPORTATION AUTHORITY**

APPENDIX C
COMPENSATION

Authority shall compensate SolTrans for services described in this agreement as follows:

1. Route 200 Bus Service

Authority shall pay SolTrans for net costs for Route 200 Bus Service estimated to be \$547,322 using the FY 12-13 Cost Allocation Model included as Appendix D.

2. Ferry Ticket Sales and Customer Service

Authority shall pay SolTrans for costs of operating the Ferry Ticket Office estimated to be \$182,000 for FY 12-13.

3. Security Services

Authority shall pay SolTrans for costs of contracted security services at the Ferry Terminal and parking lot estimated to be approximately \$85,000 for FY 12-13. These costs are provided at the contract rate of \$19 per hour at the standard hourly rate and \$29 per hour at the holiday and overtime rate. Actual costs will be billed directly to Authority by SolTrans as invoiced by security contractor.

4. Back-Up Bus Service and Additional Bus Services

For any back-up bus services, including additional bus services requested by Authority, that are provided beyond an accumulated total of 4,739 hours (number of hours on which the CAM is based, as represented in Appendix D of this Agreement, for operating the Route 200), SolTrans shall directly charge \$74.20 per hour to Authority, as calculated from the combination of costs allocated to total service hours and costs allocated to total service miles divided by the total number of service hours in the CAM shown in Appendix D.

This page intentionally left blank.



DATE: July 5, 2012
TO: SolTrans Board of Directors
FROM: Ward Stewart, Project Manager
RE: Service Change Outreach Update

Issue:

In an effort to educate and inform the public about upcoming service changes, SolTrans' staff has been actively providing outreach within the community. At the June 21, 2012 SolTrans Board Meeting, staff presented the Board with an update to the short-term marketing and outreach plan which focused primarily on the efforts of staff prior to the service change implementation date of July 1, 2012.

Discussion:

This agenda item provides an overview of outreach conducted between the June 21st Board Meeting and the July 1st service change implementation date.

Community Meetings/Events

SENIOR OUTREACH

A series of meetings (Attachment B to this report) were held in Vallejo and Benicia to inform seniors on the route and fare changes. Attendees were given a complete overview of the modifications with a PowerPoint presentation (Attachment A to this report). Following the presentation, staff spent one-on-one time assisting with specific travel needs.

COMMUNITY FEEDBACK

The Vallejo Farmers' Market was attended by staff on June 30th where we had the opportunity to hand out informational materials and ask the public their opinions of the proposed changes. The majority of the comments received were positive regarding the direction of transit service in Solano County. An upcoming Benicia Farmers' Market event will be attended as well to obtain additional feedback from the community.

Site Posting and Distribution

Staff completed posting of service change information at many high foot traffic locations throughout the community. The locations primarily focused upon leading up to service change implementation included transit centers, the ferry building, city halls, libraries, community and parks/recreation centers, school district offices and summer schools, supermarkets, and health centers. Some government offices and businesses did not permit posting of service change information. However, staff was pleased with the overall open and positive attitude towards SolTrans in the community.

Print Media

SolTrans ran service change notices in the Times Herald and Benicia Herald on Wednesday June 27th, and Sunday July 1st. Staff also prepared a formal service change implementation press release which was sent out to media outlets and community partners.

Online Resources

SOLTRANSRIDE.COM

The SolTrans website has been refreshed and reorganized to be a true representation of the direction of the agency. The website currently provides riders with new route and fare structure information, and will grow to be a “real-time” tool for rider alerts and other service information across the bay area.

WEBSITE POSTS

Many of our community partners posted SolTrans service change information on their websites including Mayor Patterson’s Blog, The City of Benicia and Vallejo, Solano Transportation Authority, Fairfield and Suisun Transit (FAST), 511.org, Times Herald, Solano Community College, Vallejo City Unified School District, Vallejo Chamber of Commerce, and on Facebook.

Audio/Visual Media

The City of Vallejo Government Channel 28 and Vallejo Community Access Television (VCAT Channel 27) are currently running informational bulletin posts on television. Ozcat Radio (89.5 FM) is currently running public service announcements for the service changes during their specified commercial time.

Fiscal Impact:

The costs associated with the outreach efforts are constrained by the FY2013 Budget and funded with State transit grant funds.

Recommendation:

Informational.

Attachments:

- A. Power Point Presentation
- B. Senior Outreach Schedule
- C. Marketing Outreach Implementation Plan Matrix
- D. SolTrans Service Change Implementation Press Release
- E. SolTrans Newspaper Public Notice

Service/Fare Changes Effective July 1, 2012



**Benicia/Vallejo Outreach
June 2012**





SERVICE CHANGES

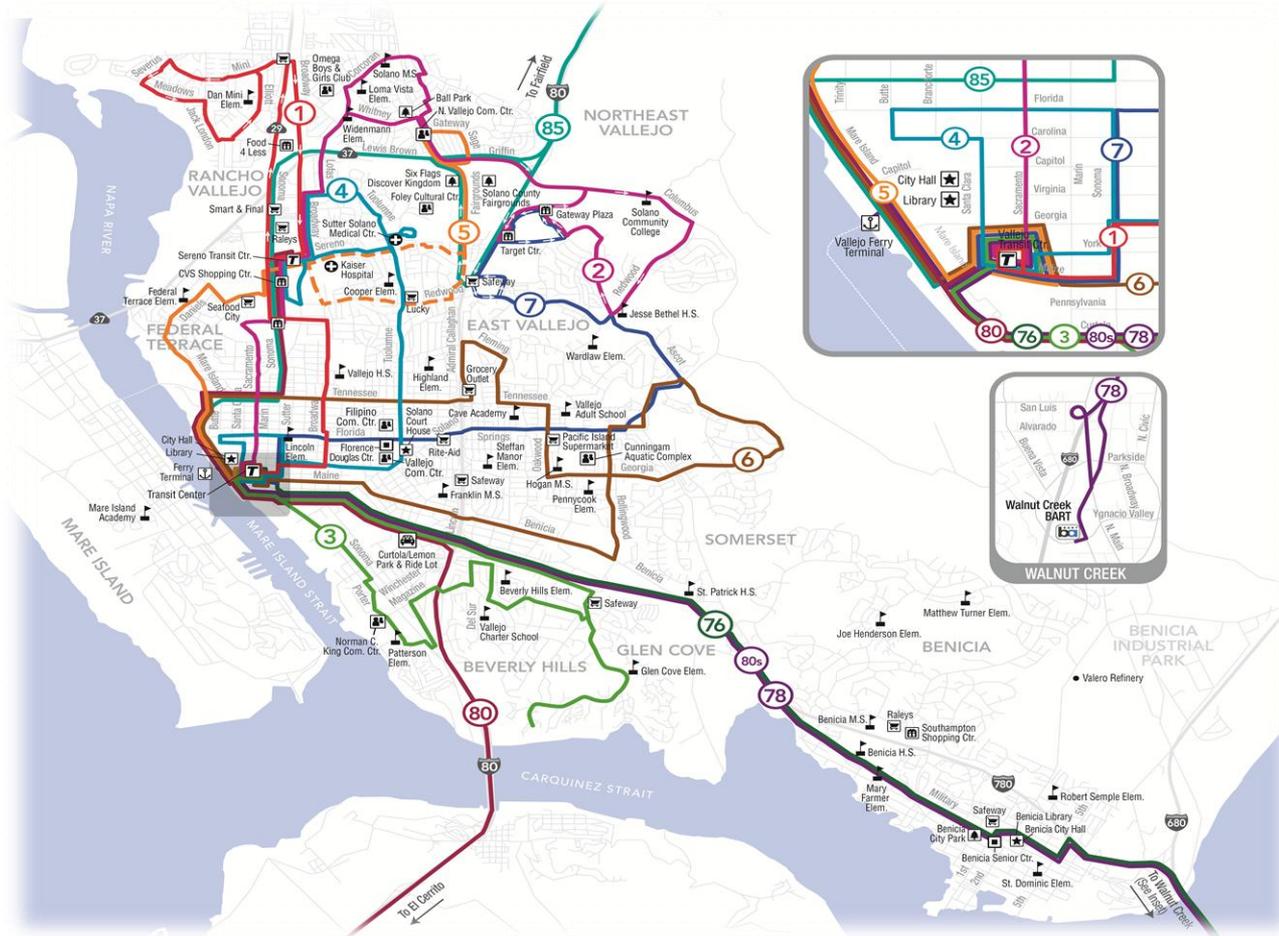
BEGIN JULY 1, 2012

www.soltransride.com

(707) 648-4666



FIXED ROUTE SERVICE AREA



SYSTEM CHANGES

- ❖ New Routing
- ❖ Transfers
- ❖ How to Read the Schedule
- ❖ Trip Planning



NEW FARE STRUCTURE

LOCAL FARE STRUCTURE

- ❖ Cash Fare \$0.85
- ❖ Day Pass \$2.00 NEW
- ❖ 10-Ride \$7.00
- ❖ Monthly Pass \$28.00

SolTrans		FARES Effective July 1, 2012	
Cash Fares			
* Adult	Local	\$1.75	\$5.00
* Youth (6 - 18)	Local	\$1.50	\$4.00
* Senior (Age 65+) / Medicare / Disabled	Local	\$0.85	\$2.50
Day Passes			
* Adult	Local	\$4.00	\$10.00
* Youth	Local	\$3.00	\$8.00
* Senior / Disabled / Medicare	Local	\$2.00	\$5.00
10-Ride Passes			
* Adult	Local	\$15.00	\$45.00
* Youth	Local	\$12.00	N/A
* Senior / Disabled / Medicare	Local	\$7.00	N/A
Monthly Passes			
* Adult	Local	\$56.00	\$114.00
* Youth	Local	\$44.00	N/A
* Senior / Disabled / Medicare	Local	\$28.00	N/A
SolTrans Paratransit (ADA Certified)			
* Cash Fare*	Local	\$3.00	\$5.00
* 10-Ride Pass	Local	\$30.00	N/A
SolTrans Dial-A-Ride (General Public - Benicia Only)			
* Cash Fare	Local	\$2.00	N/A
* 10-Ride Pass	Local	\$20.00	N/A

* SolTrans Paratransit Multi-Zone fare is the standard cash fare plus a \$2.50 upgrade.

Children
Up to two children age 5 and under ride free per fare paying passenger. Additional children pay youth fare.

Discount Fare Eligibility
Senior 65+ / Disabled / Medicare Recipients
To qualify you must present one of the following:
• Photo ID with birthdate

Regional Transit Connection (RTC) Discount Card
The RTC Discount Card is available to qualified persons with disabilities and senior citizens 65 years of age or older. The card makes it easier for you to demonstrate your eligibility for reduced fares on fixed route bus, rail and ferry systems throughout the San Francisco Bay Area.
To see if you are eligible for the



BENICIA DIAL-A-RIDE

- ❖ What is General Public
- ❖ Dial-A-Ride
- ❖ How to Schedule a Trip
- ❖ Connecting to Regional Routes
- ❖ Days/Hours of Operation
- ❖ Cancellations
- ❖ No Shows



SOLTRANS FLEET FEATURES

❖ Hybrids

- * Kneel Feature
- * Boarding Ramp

❖ High Floor Buses (Local/Regional)

- * Kneel Feature
- * Wheelchair Lift

❖ Cutaway

- * Wheelchair Lifts



Questions?



June 2012 Public Outreach Schedule

Location	Date	Time
Benicia Senior Center 187 East "L" Street Benicia, CA 94510 (707)	6/27/2012 Wednesday	1:00 p.m. – 2:30p
Casa de Vilarrasa 28 River Hill Drive Benicia, CA (707) 746-6019	6/29/2012 Friday	1:30 p.m. – 3:00 p.m.
Marina Towers Senior Complex 601 Sacramento Street Vallejo, CA 94590	6/27/2012 Wednesday	2:00 – 4:00 p.m.
Ascension Arms Senior Complex 301 Butte Street Vallejo, CA (707)644-2666	6/28/2012	1:30 p.m. – 3:00 p.m.
Redwood Shores Senior Apartments 400 Redwood Street Vallejo, CA 94590 (707) 645-1800	6/29/2012	10:00 a.m. – 11:30 a.m.
Vista Senior Apartments 40 Valle Vista (707) 642-7231	6/27/2012	10:00 a.m – 11:30 a.m.

This page intentionally left blank.



Last Updated: 07/12/12

Work Plan for Public Outreach					
Item No	Task	Start Date	Target Completion date & Status	Comments	Lead
1. Community Events					
1.1	Informational Notice Preparation	6/1/12	Completed	Service change, fare restructure, route 78, complete translation	Jeanine
1.2	Event Planning		As Needed	Pista Sa Nayon 6/2, Juneteenth 6/16, Farmers Markets	Ward
2. Bus Posting					
2.1	Car Cards	6/1/12	Completed	Full fleet	Jayne, Jeanine
2.2	Maps	6/1/12	Completed	Bus stops (additional locations will be added)	Jeanine, Angel
2.3	Schedule Distribution	6/4/12	Completed	Currently printing schedules, distribution to occur ASAP	Angel, Don
3. Site Posting					
3.1	Public Notice	6/1/12	Completed	Distributed at events, buses and stops	Jeanine
3.2	Translation	6/1/12	Completed	Translation received and posted on soltransride.com; in process of posting at various public locations	Via Inc.
4. Print Media					
4.1	Public Notice	6/9/12	As Needed	Ongoing, Senior Center Newsletters, Chamber of Commerce, etc.	Ward
4.2	Spanish Translation		Completed	Car Cards, seat drops have been distributed to the public	Via Inc.
4.3	Press Release, Formal Article		Completed	In process with Times Herald for every Sunday and Wednesday, Benicia Herald	Ward
5. Online Resources					
5.1	Website (SolTrans, STA, SNCI, Facebook)		Completed		Jeanine, Jayne
5.2	Website (511)		ASAP	In process	Jeanine, MV
5.3	Web versions of print materials		Completed		Jeanine, Angel
5.4	Other websites coordination	6/1/12	Completed	Patterson Blog, City sites, STA, FAST, SCC, VCUSD, Times Herald, Vallejo Chamber of Commerce	Ward
6. Audio/Visual Media					
6.1	VCAT (Vallejo Community Access Television)		Completed	TV bulletin post during commercial time, Organizing time for PSA's	Ward
6.2	OZCAT Radio		Completed	PSA during commercial time	Ward
7. Other					
7.1	Specific Route Outreach		Ongoing	Staff riding system	Jeanine
7.2	Transit Center/Bus Stop hand out Q&A		Ongoing		SolTrans/MV
7.3	MV Staffing for Implementation/Briefing		Completed		Jeanine, Russ
8. Marketing/PR					
8.1	Senior Outreach	6/5/12	Completed		Jeanine
8.2	Route 78 Passenger Outreach	6/5/12	Ongoing		Jeanine
9. Electronic Signs					
9.1	Reprogram Bus Header Signs	6/4/12	Completed		Jeanine, MV

This page intentionally left blank.



FOR IMMEDIATE RELEASE

July 1, 2012

Contact: Jeanine Wooley

Director of Operations

SolTrans, 311 Sacramento St., Vallejo CA 94590

707-648-4046

***** MEDIA ADVISORY *** MEDIA ADVISORY *****

SolTrans Service Changes Effective July 1, 2012

Vallejo, CA - On Sunday, July 1, 2012 Solano County Transit (SolTrans) will implement system wide changes impacting nearly all existing services in order to address a \$3.0M structural deficit. The final determination of service changes was crafted with the objective to create a sustainable, reliable, and productive system. As a result of the changes, riders will experience many improvements to the overall system.

These system changes are the product of extensive public meetings and outreach with existing ridership and the citizens of both Benicia and Vallejo. According to Executive Director Mona Babauta "The most successful transit agencies are ones that are embraced by the citizens". To that end, SolTrans has utilized many outreach tools to educate the public, provide opportunities for feedback, and service improvement so use of the system is a memorable, positive experience.

Public comment directly influenced the retention of Sunday service connections for Benicia and Vallejo riders to BART. This was accomplished with a new Route 80S with Sunday service to the Walnut Creek BART Station. This route replaces Sunday service to the Del Norte BART Station. Additional public comment requested continued connections to Diablo Valley College which was accomplished with a new Route 76.

Benicia riders will utilize Dial-A-Ride for local transit service with an overall improved system through additional resources. Northeast Vallejo riders will now have direct access to Gateway Plaza on a modified Route 2, while a modified Route 3 will now serve South Vallejo riders including Glen Cove.

Among the other highlighted service improvements, riders will now experience improved reliability and connections between buses and a modified fare structure to create equity across SolTrans services. Vallejo Transit, Vallejo RunAbout, Benicia Breeze, and Benicia Paratransit, 10-ride and 1-ride tickets/passes and paratransit booklets will be phased out and replaced with SolTrans' new passes and tickets to accommodate the fare restructure. Implementation of a single regional monthly pass will allow travel on all SolTrans commuter routes. For a trip requiring a transfer to another bus, a new Daily Pass will replace the use of paper transfers. This pass provides unlimited travel on SolTrans' buses for an entire day. For a single trip, SolTrans encourages the use of cash fare.

ADA paratransit service within Benicia will be replaced with Dial-A-Ride. ADA paratransit service between Benicia and Vallejo will be served by SolTrans Paratransit. SolTrans Paratransit dispatch will continue to coordinate transfers to connecting transit agencies. Vallejo RunAbout and Benicia Breeze Paratransit will now operate as SolTrans Paratransit and SolTrans Dial-A-Ride.

For further information, contact Customer Service at (707) 648-4666 or at www.soltransride.com.

###

This page intentionally left blank.



Solano County Transit

SERVICE CHANGES EFFECTIVE JULY 1, 2012

On Sunday July 1, 2012 SolTrans will implement system wide changes impacting nearly all existing services. These changes are being implemented in order to align service levels with current funding resources. Riders will see many improvements to the system that include:

- Direct access from Northeast Vallejo to Gateway Plaza
- Improved reliability and connections between buses
- Sunday service that serves Vallejo and Benicia, and connects to BART
- Continued connections to Diablo Valley College
- Direct service to Discovery Kingdom
- Improved Dial-A-Ride in Benicia through allocation of additional resources
- Implementation of a single regional monthly pass allowing travel on all SolTrans commuter routes
- Implementation of both Regional and Local Day Passes for fixed route and Dial-A-Ride

Other Important Changes to Note:

- Route 78 will operate its current schedule. No changes will occur after June 30, 2012.
- Route 76 will continue to provide LIMITED service to Diablo Valley College.
- Route 80S will only operate between Vallejo and the Walnut Creek BART station on Sundays, serving Benicia along the way.

For more information, visit <http://www.soltransride.com/about.html>. Also, you may visit the SolTrans Facebook page: <https://www.facebook.com/SolTrans>.

For specific schedule information, call Customer Service at 707-648-4666.

This page intentionally left blank.



DATE: July 9, 2012
TO: SolTrans Board of Directors
FROM: Greg Anderson, Director of Administrative Services
RE: Bus Shelter Project Update

Issue:

On June 26, 2012, the Vallejo City Council awarded the Bus Shelter installation project to N.D. Electrical Construction Company, Inc., Anaheim, California, the lowest responsive and responsible bidder, for a bid amount of \$191,161.60; with a projected final total project cost of \$535,000 (this includes the installation cost as well as the initial purchase of shelters for \$223,285, design and project management costs). Construction is scheduled to be completed this September. The project is funded with \$84,328 of FTA funds and \$450,672 of Prop 1B funds.

The project will replace thirty-nine shelters and place six shelters in new locations in Vallejo. Below is a table that provides a breakdown of locations and total quantities of the seventy-seven shelters that SolTrans currently maintains.

Location	Quantity
Vallejo	65
Benicia	12
System Total:	77

There is currently one full time maintenance technician assigned under SolTrans operations agreement with MV Transportation to maintain these shelters and all system signs, along with the facilities at the Sereno Transit Center, and exterior facilities at the Vallejo Transit Center.

Discussion:

In the June SolTrans Board meeting, there was some discussion regarding placement of additional shelters, in particular the placement of new shelters.

Staff is planning on bringing to the Board a comprehensive policy to establish system standards with regard to passenger amenities which will attempt to balance the need for amenities within our budgetary constraints.

Fiscal Impact:

This is an information item.

Recommendation:

This is an information item.

This page intentionally left blank.



DATE: July 12, 2012
TO: SolTrans Board of Directors
FROM: Jim McElroy, Project Manager
RE: Update on Curtola/Lemon Park and Ride Facility, Various Issues

Issue:

SolTrans assumed responsibility for, and ultimately will assume ownership of, the Curtola/Lemon Park and Ride facility. At your May 2012 Board meeting, staff provided an update on the Curtola/Lemon Park and Ride Expansion (May 24, 2012, Agenda Item 11). This item is to provide an update on several matters related to the Curtola facility and expansion.

Discussion:

Curtola Park and Ride - In the News: In June 2012, casual carpoolers got a shock when City of Vallejo (COV) traffic enforcement began ticketing cars stopping to pick up riders in a red zone on a public street that accesses the interior of the facility. The City of Vallejo Public Works Director, the Police Chief, and SolTrans moved quickly to return enforcement to the past practice once we understood the unintended impacts. I have reviewed the operations during peak use, and it appears the casual carpoolers have quickly returned to their routine. SolTrans staff is working closely with COV staff to improve accommodations for casual carpoolers, including appropriate signage and curb painting so that enforcement can resume without impacting casual carpooling activities.

Greyhound Vacates Curtola Building: Greyhound has closed their offices at the Curtola facility. Unfortunately, the modular building is still on the site and Greyhound is continuing to use the pickup zone that goes with the ground lease. The good news is that the ultimate removal of the modular building will free up valuable space to be part of the solution for overall improvements. Staff expects Greyhound will move to a new site for their passenger loading or we will relocate their pickup zone to our regular bus loading area. Staff is working to have the modular building removed quickly to prevent it from becoming a blight problem.

Security Added: As an interim measure, afternoon into evening hours have been added to on-site security, using our contracted security company. Your Staff is continuing to review the site and monitor problems and will be making additional improvements.

Expansion Update: Our project consultant, Stantec Engineering, has recently returned with an encouraging site plan that adds about 100 parking spaces for a total of about 590 spaces, while retaining the originally designed circulation and transit improvements. The original plan called for a larger expansion by building a parking structure as part of the Phase 1 expansion plan. Unfortunately, there are not financial resources anywhere close to funding a new parking structure. The new plan, if successfully vetted by Staff, has the following positive elements:

1. Will fit within available resources.
2. Will attain a significant increase in parking spaces.
3. Does not preclude adding parking structures, as resources become available.
4. Can be implemented quickly as there are time limitations on existing funds.
5. Retains security, transit, and alternative transportation improvements.
6. Retains critical circulation improvements for traffic, removing a challenging and arguably dangerous multilane traffic transition between I80 and the left turn pocket to Lemon Street.

COV and SolTrans are reviewing the new plan. SolTrans Staff has asked for a new cost estimate for the project, based on the new site plan; and, Staff will be returning to the Project Development Team (PDT) for review and approval. Once those steps are complete and we have a good total package, staff will return to your Board with a full report requesting appropriate approvals from your Board.

Recommendation:

Informational.

This page intentionally left blank.