



SOLANO TRANSPORTATION AUTHORITY
Board Minutes for Meeting of
December 10, 2014

1. CALL TO ORDER

Chair Davis called the regular meeting to order at 6:05 p.m. A quorum was confirmed.

MEMBERS

PRESENT: Osby Davis, Chair City of Vallejo
Elizabeth Patterson, Vice-Chair City of Benicia
Jack Batchelor City of Dixon
Harry Price City of Fairfield
Norman Richardson City of Rio Vista
Pete Sanchez City of Suisun City
Len Augustine City of Vacaville
Board Member Augustine was sworn in after approval of the agenda.
Jim Spering County of Solano

MEMBERS

ABSENT: None.

STAFF

PRESENT: Daryl K. Halls Executive Director
Bernadette Curry Legal Counsel
Janet Adams Deputy Exec. Director/Dir. of Projects
Robert Macaulay Director of Planning
Johanna Masiclat Clerk of the Board/Office Manager
Susan Furtado Accounting & Administrative Svc. Manager
Judy Leaks Program Manager – SNCI & SR2S
Liz Niedziela Transit Manager
Robert Guerrero Project Manager
Sarah Fitzgerald Program Services Administrator – SR2S
Anthony Adams Project Assistant
Andrew Hart Associate Planner
Tiffany Gephart Transit Mobility Coordinator
Christiana Johnson Customer Service Representative

ALSO PRESENT: (In alphabetical order by last name.)

Mona Babauta Solano County Transit (SolTrans)
Anthony Bruzzone ARUP
Amanda Dum City of Suisun City
Steve Hartwig City of Vacaville
Wayne Lewis FAST
Jim McElroy McElroy Transit
Brian McLean Vacaville City Coach

2. CONFIRM QUORUM/STATEMENT OF CONFLICT

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

3. APPROVAL OF AGENDA

On a motion by Board Member Price, and a second by Board Member Batchelor, the STA Board approved the agenda. (7 Ayes)

4. SWEARING-IN OF NEW STA BOARD MEMBER

- **Mayor Len Augustine**
Member representing the City of Vacaville

5. OPPORTUNITY FOR PUBLIC COMMENT

None presented.

6. EXECUTIVE DIRECTOR'S REPORT

- November Election Results in Return of Current and Former Board Members
- STA's 2015 Legislative Priorities and Platform
- Contract Amendment for State Legislative Advocacy Services
- STA Annual Audit for FY 2013-14
- Intercity Transit Corridor Service Plan Recommendation Subject of Board Workshop
- RTIF Nexus Report Amendment to Add Green Valley Overpass Project
- Five Solano Employers Dominate 2014 Commute Challenge Results
- Solano County Commuters Find Assistance at Transportation Info Depot
- STA Staff Update

7. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)

None presented.

8. REPORT FROM STA

A. Directors Reports

1. Planning

2. Projects

3. Transit/Rideshare

9. CONSENT CALENDAR

On a motion by Vice Chair Patterson, and a second by Board Member Sanchez, the STA Board approved Consent Calendar Items A through J as follows:

- Item A, (7 Ayes, 1 Abstention from Board Member Augustine)
- Items B through J (8 Ayes)

A. Minutes of the STA Board Meeting of October 8, 2014

Recommendation:

Approve STA Board Meeting Minutes of October 8, 2014.

B. Draft Minutes of the TAC Meeting of November 19, 2014

Recommendation:

Approve Draft TAC Meeting Minutes of November 19, 2014.

C. Fiscal Year (FY) 2013-14 Fourth Quarter Budget Report

Recommendation:

Receive and file.

D. Fiscal Year (FY) 2014-15 First Quarter Budget Report

Recommendation:

Receive and file.

E. Letters of Support for Federal Transit Administration (FTA) Section 5310 Funding for Solano Mobility Management Programs

Recommendation:

Approve the following:

1. Authorize the Chair to forward a Letter of Support to Caltrans in Support of the Solano Transportation Authority's funding application for FTA Section 5310 for Solano Mobility Management Programs;
2. Authorize the Executive Director to submit an application for FTA Section 5310 for the Solano Mobility Management Program;
3. Approve STA Resolution No. 2014-27 as shown in Attachment A; and
4. Authorize the Executive Director to execute a contact or agreement with Caltrans for FTA Section 5310 funding for the Solano Mobility Management Program including submitting and approving request for reimbursement of funds as stated in Authorizing STA Resolution No. 2014- 27 (Attachment A).

F. Federal Transit Administration (FTA) Non-Urbanized Area Program (FTA Section 5311) Revised Recommendation

Recommendation:

Approve Federal Section 5311 Allocation for 2014 and 2015 in the amount of \$409,092 as spe Attachment C.

G. Resolutions for Transportation Development Act (TDA) Article 3 – Dixon West B Street Undercrossing Project and Automated Counters

Adopt the following:

1. STA Resolution No. 2014-28 declaring the approval of the expenditure of TDA Article 3 funds for the following projects:
 - a. \$90,000 of FY 2014-15 TDA Article 3 funds for bicycle and pedestrian improvements to be completed as part of the Dixon West B Street Undercrossing Project; and
 - b. \$10,000 of FY 2014-15 TDA Article 3 funds for the purchase of automated bike and pedestrian counters.
2. STA Resolution No. 2014-30 rescinding previous resolution 2014-18 and approving the updated coordinated claim.

H. Contract Amendment for State Legislative Advocacy Services

Recommendation:

Approve the following:

1. Authorize the Executive Director to execute a contract amendment to the State Lobbying Consultant Services Agreement with Shaw/Yoder/Antwih, Inc. for a two-year term in an amount not-to-exceed \$66,500 annually; and
2. Authorize the Executive Director to enter into an agreement with SolTrans to reimburse STA \$20,000 annually for state lobbying consultant services provided by Shaw/Yoder/Antwih, Inc.

I. Dixon West B Street Pedestrian Undercrossing - Contract Amendment Construction Management Services

Recommendation:

Authorize the Executive Director to amend contract with Parsons Brinckerhoff for an additional \$47,925 to complete construction management services needed during construction; as well as closeout the project to allow for final invoicing to Caltrans.

J. Regional Transportation Impact Fee (RTIF): Nexus Report Amendment

Recommendation:

Approve the following:

1. Regional Transportation Impact Fee (RTIF) Supplemental Nexus Analysis for the Green Valley Overcrossing Project; and
2. Authorize the Executive Director to forward a letter to the County of Solano to amend the RTIF and PFF to include the Green Valley Overcrossing Project.

10. ACTION – FINANCIAL ITEMS

A. STA's Annual Audit for Fiscal Year (FY) 2013-14

Susan Furtado presented STA's Annual Audit for FY 2013-14. She reported that for the ninth consecutive year, the STA has received an unqualified audit report. Susan Furtado acknowledged the hard work of her Accounting Technician, Judy Kowalsky, who, on a yearly basis, contributes to the success of the STA's unqualified audit report.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Receive and file STA's Annual Audit for FY 2013-14.

On a motion by Board Member Spring, and a second by Board Member Price, the STA Board unanimously approved the recommendations. (8 Ayes)

B. Authorization for Sale of Surplus Property

Janet Adams provided the current status of the Surplus Property Sale. She stated that in 2013 the STA purchased a 7.69 acre parcel located at 3630 Ritchie Road in order for PG&E to relocate a gas valve lot. She stated that in October 2014, the STA Board adopted a Resolution of Intention to sell the Property at the minimum bid amount of \$1,142,000.

Public Comments:

None presented.

Board Comments:

Vice Chair Patterson asked if there were any state, local or county buildings on the property. Mrs. Adams replied that the lot was completely vacant empty site.

Recommendation:

Adopt STA Resolution No. 2014-29 authorizing the sale of the remainder of the former Green Valley Middle School site to Pacific Coast Supply, LLC as the highest responsible bidder, in accordance with the attached Purchase and Sale Agreement, for the purchase price of \$1,142,000 (4/5th vote required).

On a motion by Vice Chair Patterson, and a second by Board Member Price, the STA Board unanimously approved the recommendations. (8 Ayes)

C. Intercity Transit Corridor Study – Public Input Process, Selection of Preferred Service Alternative, and Authorization of Initiation of Phase 2 of Study

Jim McElroy commented that a presentation and discussion regarding the Intercity Transit Corridor Study was conducted at a STA Board workshop scheduled prior to the STA Board meeting on December 10, 2014.

Public Comments:

None presented.

Board Comments:

None presented.

Recommendation:

Approve the following:

1. The public review and input process for Phase 2 as specified:
 - a. Forward the Phase 1 results to each of the affected Cities and the County including the three service options assessed and Option B as the service option recommended for Phase 2;
2. Authorize the Executive Director to develop and issue a Request for Proposal (RFP) for consultant services for the Transit Corridor Study Phase 2 and the Coordinated SRTP; and
3. Authorize the Executive Director to enter into an agreement in an amount not to exceed \$275,000 for Transit Corridor Study Phase 2 and Coordinated SRTP.

On a motion by Board Member Spring, and a second Vice Chair Patterson, STA Board unanimously approved the recommendations. (8 Ayes)

11. ACTION – NON-FINANCIAL ITEMS

A. STA’s Draft 2015 Legislative Priorities and Platform

Jayne Bauer noted that STA's State Legislative Lobbyist, Josh Shaw (Shaw, Yoder, Antwih), provided a state legislative wrap up of the 2014 legislative year and a preview of the 2015 legislative session. She also noted that staff updated the STA's Draft 2015 Legislative Priorities and Platform based on comments received from the STA Board and from the STA TAC and Transit Consortium in preparation for the 2015 Legislative Session. Susan Lent (Akin & Gump), STA's Federal Lobbyist, is scheduled to visit the STA Board at our January 2015 meeting in preparation for our efforts back in Washington, DC.

Public Comments:

None presented.

