



Solano Transportation Authority

AMENDED MEETING AGENDA
(Changes are noted in Red)

5:30 p.m., Closed Session
6:00 p.m., STA Board Regular
Wednesday, December 12, 2018
Suisun City Hall Council Chambers
701 Civic Center Drive
Suisun City, CA 94585

Mission Statement: To improve the quality of life in Solano County by delivering transportation system projects to ensure mobility, travel safety, and economic vitality.

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 although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. Speaker cards are required in order to provide public comment. Speaker cards are on the table at the entry in the meeting room and should be handed to the STA Clerk of the Board. Public comments are limited to 3 minutes or less.

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Staff Reports: Staff reports are available for inspection at the STA Offices, One Harbor Center, Suite 130, Suisun City 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 jmasielat@sta.ca.gov Supplemental Reports: Any reports or other materials that are issued after the agenda has been distributed may be reviewed by contacting the STA 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 (5:30 p.m.)
CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov't Code §54956.8):
Properties: No situs on Main Street, Suisun, (APN 0032-082-060); Agency negotiators: Daryl K. Halls, Executive Director and Janet Adams, Director of Projects; Negotiating party: Baldemar and Ramses Solis; Under negotiation: Price and terms
(5:30 p.m.)
2. CALL TO ORDER/ PLEDGE OF ALLEGIANCE
(6:00 p.m.)

Table with 8 columns: STA BOARD MEMBERS (Thom Bogue, Harry Price, Ronald Kott, Ron Rowlett, Bob Sampayan) and STA BOARD ALTERNATES (Steve Bird, Chuck Timm, Constance Boulware, Mitch Mashburn, Robert McConnell).



**3. SWEARING-IN OF NEW STA BOARD MEMBERS**

- **Mayor Lori Wilson**  
Board Member representing the City of Suisun City
- **Mayor Ron Rowlett**  
Board Member representing the City of Vacaville

**4. CONFIRM QUORUM/ STATEMENT OF CONFLICT** Vice Chair Price  
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.

**5. APPROVAL OF AGENDA**

**6. OPPORTUNITY FOR PUBLIC COMMENT**  
(6:05 – 6:10 p.m.)

**7. EXECUTIVE DIRECTOR'S REPORT – Pg.** Daryl Halls  
(6:10 – 6:15 p.m.)

**8. REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)** Jim Sperring, MTC Commissioner  
(6:15 – 6:20 p.m.)

**9. REPORT FROM CALTRANS**  
(6:20 – 6:25 p.m.)

**10. STA PRESENTATIONS**  
(6:25 – 6:35 p.m.)

- A. City of Benicia Priority Development Areas (PDAs) Presentation** William Tarbox, City of Benicia
- B. Solano Mobility Website Update** Vince Ma/Lloyd Nadal
- C. Directors Reports:**
  - 1. Planning** Robert Guerrero
  - 2. Projects** Janet Adams
  - 3. Programs** Ron Grassi/Lloyd Nadal

**11. CONSENT CALENDAR**

Recommendation:

Approve the following consent items in one motion.

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

(6:35 – 6:40 p.m.)

**A. Minutes of the STA Board Meeting of October 10, 2018** Johanna Masiclat  
Recommendation:  
Approve the Minutes of the STA Board Meeting of October 10, 2018.  
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**B. Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of November 28, 2018** Johanna Masiclat  
Recommendation:  
Receive and file.  
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- C. Adoption of STA 2019 Employee Benefits Summary** Susan Furtado  
Recommendation:  
 Receive and file.  
**Pg. 25**
- D. Fiscal Year (FY) 2017-18 Fourth Quarter Budget Report** Susan Furtado  
Recommendation:  
 Receive and file.  
**Pg. 29**
- E. Abandoned Vehicle Abatement (AVA) Program FY 2017-18 Year-End Report** Susan Furtado  
Recommendation:  
 Receive and file.  
**Pg. 37**
- F. Paratransit Coordination Council (PCC) Membership Update** Debbie McQuilkin  
Recommendation:  
 Re-appoint Richard Burnett, MTC PAC Member to a three (3) year term.  
**Pg. 45**
- G. Contract Amendment - Solano Mobility Travel Training Program with Independent Living Resource Center and Connections for Life** Debbie McQuilkin  
Recommendation:  
 Authorize the Executive Director to execute a contract amendment for travel training services with:
1. Independent Living Resource Center for Travel Training Services for an amount not-to-exceed \$30,000 until February 28, 2019; and
  2. Connections for Life for Travel Training Services for an amount not-to-exceed \$30,000 until February 28, 2019.
- Pg. 47**
- H. Contract Amendment - New Schedules for Phase 2 SolanoExpress Service Changes - CSched USA, Inc.** Brandon Thomson  
Recommendation:  
 Authorize the Executive Director to extend the contract with CSched USA, Inc. through December 31, 2019 for an amount not-to-exceed \$65,000.  
**Pg. 51**
- I. Land Use and Equity Chapter of the Solano Comprehensive Transportation Plan (CTP)** Robert Guerrero  
Recommendation:  
 Authorize the STA Executive Director to enter into a contract with Alta Planning and Design for an amount not-to-exceed \$90,000 for the Land Use and Equity Chapter of the Solano Comprehensive Transportation Plan (CTP).  
**Pg. 55**



**J. Contract Amendment for State Legislative Advocacy Services**

Vincent Ma

Recommendation:

Authorize the Executive Director to:

1. Execute contract amendment #8 to the State Lobbying Consultant Services Agreement with Shaw/Yoder/Antwih, Inc. for a two-year term in an amount not-to-exceed \$52,500 annually; and
2. Enter into an agreement with SolTrans to reimburse STA \$20,000 annually for state lobbying consultant services provided by Shaw/Yoder/Antwih, Inc.

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**K. Universal SolanoExpress 31-Day Pass on Clipper**

Brandon Thomson

Recommendation:

Authorize the Executive Director to submit a letter on behalf of Solano County Transit Operators requesting the following:

1. Request the Clipper Executive Board to waive the \$93,947.25 charge to create an interchangeable 31-day pass on Clipper for SolanoExpress; and
2. Request to change the Napa-Solano Clipper rules to reduce the minimum Clipper card balance amount from \$6.00 to \$1.75.

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**L. MTC's Performance Monitoring of Small and Medium Transit Operators**

Brandon Thomson

Recommendation:

Authorize the Executive Director to submit a letter to MTC, in coordination with all of the Solano County Operators, supporting regional performance monitoring as specified for small and medium transit operators.

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**M. I-80/I-680/State Route (SR) 12 Interchange Project – Regional Measure 3 (RM 3) Allocation Request**

Janet Adams

Recommendation:

Approve the STA Resolution No. 2018-09 (Attachment A) and Funding Allocation Request from MTC for a total of \$7,200,000 to fund ongoing engineering support for the Overall I-80/I-680/SR 12 Interchange Project, Final Design and Right-of-Way Acquisition services for the I-80/I-680/SR 12 Interchange Project - Construction Package 2 (CP2).

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**N. Contract Amendment – Engineering Services for I-80/I-680/State Route (SR) 12 Interchange**

Janet Adams

Recommendation:

Approve a contract amendment for Mark Thomas & Co. in the not-to-exceed amount of \$100,000 to provide engineering services during construction close-out for the I-80/I-680/SR 12 Interchange – Initial Construction Package.

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## 12. ACTION FINANCIAL ITEMS

- A. STA's Comprehensive Annual Financial Report (CAFR) for Fiscal Year (FY) 2017-18 – Annual Audit** Susan Furtado/  
Tomohito Oku  
Vavrinek, Trine,  
Day & Co. LLP  
(VTD)
- Recommendation:  
Approve the following:
1. Receive and file STA's Annual Audit for FY 2017-18; and
  2. Authorize the Executive Director to submit the FY 2017-18 Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association (GFOA).
- (6:40 – 6:45 p.m.)  
**Pg. 95**
- B. Amend Purchase of Land for STA Office Building** Bernadette Curry,  
Legal Counsel
- Recommendation:  
Approve the following
1. Amend the price for the purchase of the corner of Main Street and Suisun Street -No situs (APN 0032-082-060); and
  2. Authorize the Executive Director to execute all documents necessary to complete the purchases and the transfer.
- (6:45 – 6:50 p.m.)  
**Pg. 97**
- C. Establishment of Vehicle Share Program** Ron Grassi
- Recommendation:  
Forward a recommendation to the STA Board to authorize the Executive Director to establish a vehicle share program that includes the following:
1. Purchase two wheelchair accessible vans at an estimated total cost of \$100,000 utilizing funds provided through an agreement with Solano County and the Yocha Dehe Wintun Nation;
  2. Allocate \$50,000 of State Transit Assistance Funds towards the implementation, operation, maintenance, and management of a wheelchair accessible vehicle share program;
  3. Release a Request for Qualifications (RFQ) for non-profits to participate in the Vehicle Share Program; and
  4. Enter into an agreement(s) with non-profits for the implementation of the Vehicle Share Program.
- (6:50 – 7:00 p.m.)  
**Pg. 99**
- D. Regional Transportation Impact Fee (RTIF) 5th Annual Report** Anthony Adams
- Recommendation:  
Approve the 5<sup>th</sup> Annual Solano Regional Transportation Impact Fee (RTIF) Report.  
(7:00 – 7:05 p.m.)  
**Pg. 101**

### 13. ACTION NON-FINANCIAL ITEMS

- A. STA's Draft 2019 Legislative Platform and Legislative Update** Vincent Ma  
Recommendation:  
Release the STA's Draft 2019 Legislative Platform for 30-day review and comment.  
(7:05 – 7:10 p.m.)  
**Pg. 103**
- B. Regional Measure 3 Bridge Toll Initial Project Reports** Janet Adams  
Recommendation:  
Approve the following  
1. Approve the Initial Project Reports (IPRs) as shown in Attachments B, C, D and E; and  
2. Authorize the Executive Director to submit the IPRs to the Metropolitan Transportation Commission.  
(7:10 – 7:15 p.m.)  
**Pg. 145**
- C. Selection of 2019 STA Chair and Vice Chair** Daryl Halls  
Recommendation:  
Approve the following:  
1. Selection of the STA Chair for 2019 commencing with the STA Board Meeting of December 12, 2018;  
2. Selection of the STA Vice-Chair for 2019 commencing with the STA Board Meeting of December 12, 2018; and  
3. Request the new Chair designate the STA Executive Committee for 2019.  
(7:15 – 7:20 p.m.)  
**Pg. 185**
- D. Appointment of Alternate Member to Capitol Corridor Joint Powers Authority (CCJPA)** Robert Guerrero  
Recommendation:  
Appoint a STA Board Alternate Member to represent Solano County on the CCJPA Board.  
(7:20 – 7:25 p.m.)  
**Pg. 187**
- E. California State Transportation Agency (CalSTA) Master Agreement** Anthony Adams  
Recommendation:  
Approve the following:  
1. Approve CalSTA Master Agreement Resolution as shown in Attachment A.

### 14. INFORMATIONAL ITEMS – NO DISCUSSION

- A. Solano County Intercity Taxi Card Program Implementation Update** Debbie McQuilkin  
**Pg. 195**



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|---|------------------|
| B. STA Strategic Planning Department Update<br>Pg. 197                                    | Robert Guerrero  |
| C. Summary of Funding Opportunities<br>Pg. 199  | Triana Crighton  |
| D. STA Board and Advisory Committee Meeting Schedule for<br>Calendar Year 2019<br>Pg. 203 | Johanna Masiclat |

**15. BOARD MEMBERS COMMENTS**

**16. ADJOURNMENT**

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, January 9, 2019**, Suisun Council Chambers.

**STA Board Meeting Schedule for Calendar Year 2019**

**6:00 p.m., Wednesday, January 9, 2019**

**6:00 p.m., Wednesday, February 13, 2019**

**6:00 p.m., Wednesday, March 13, 2019**

**6:00 p.m., Wednesday, April 10, 2019**

**6:00 p.m., Wednesday, May 8, 2019**

**6:00 p.m., Wednesday, June 12, 2019**

**6:00 p.m., Wednesday, July 10, 2019**

**NO MEETING IN AUGUST – BOARD RECESS**

**6:00 p.m., Wednesday, September 11, 2019**

**6:00 p.m., Wednesday, October 9, 2019**

**5:00 p.m., Wednesday, November 13, 2019 (STA’s 22<sup>nd</sup> Annual Awards – City of Fairfield)**

**6:00 p.m., Wednesday, December 11, 2019**

