



REVISED (Changes noted in red.)- MEETING AGENDA

6:00 p.m., Wednesday, July 12, 2023
STA Board Regular Meeting
STA Board Room
423 Main Street
Suisun City, CA 94585

The STA Board meeting will be conducted in person. This meeting may be accessed by the following technology. If you anticipate wanting to speak during the meeting and want to participate remotely, please join in advance of the public comment period and register which agenda item you would like to address. Since the meeting will be conducted in person, the STA Board will continue and not recess if there are technological issues associated with the remote participation.

Join Zoom Webinar

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

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.

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 Johanna Masiclat, Clerk of the Board, at (707) 399-3203 during regular business hours at least 24 hours prior to the time of the meeting.

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Staff Reports: Staff reports are available for inspection at the STA Offices, 423 Main Street, 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 jmasiclat@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.

STA BOARD MEMBERS

Table with 8 columns listing STA Board Members: Mitch Mashburn, Alma Hernandez, Steve Young (Chair), Steve Bird, Catherine Moy, Ronald Kott (Vice Chair), John Carli, Robert McConnell, County of Solano, City of Suisun City, City of Benicia, City of Dixon, City of Fairfield, City of Rio Vista, City of Vacaville, City of Vallejo.

STA BOARD ALTERNATES

Table with 6 columns listing STA Board Alternates: Wanda Williams, Princess Washington, Terry Scott, Jim Ernst, K. Patrice Williams, Walt Stanish, Jeanette Wiley, Peter Bregenzer.

AGENDA ITEMS

BOARD/STAFF PERSON

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE** (6:00 p.m.) Chair Young
2. **CONFIRM QUORUM/STATEMENT OF CONFLICT**
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. CA Gov't Code § 87200
3. **APPROVAL OF AGENDA**
4. **OPPORTUNITY FOR PUBLIC COMMENT** (6:05 – 6:10 p.m.)
5. **EXECUTIVE DIRECTOR'S REPORT** (6:10 – 6:15 p.m.)
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6. **REPORT FROM THE METROPOLITAN TRANSPORTATION COMMISSION (MTC)** (6:15 – 6:25 p.m.) MTC Commissioner
Jim Spring
7. **STA PRESENTATIONS** (6:25 – 6:35 p.m.)
 - A. **Caltrans Bay Area – Summer 2023 I-80 (Solano) Paving Project** Erik Aguilar,
Caltrans, District 4
 - B. **Directors Reports:**
 1. **Planning**
 2. **Projects**
 3. **Programs – Kaiser Grant Award for Expansion of the Medical Trip Concierge Services Utilizing GoGo Grandparent Program** Debbie McQuilkin
8. **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 June 14, 2023** Johanna Masiclat
Recommendation:
Approve the minutes of the STA Board Meeting of June 14, 2023.
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 - B. **Draft Minutes of the STA Technical Advisory Committee (TAC) Meeting of June 26, 2023.** Johanna Masiclat
Recommendation:
Receive and file.
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 - C. **Fiscal Year (FY) 2023-24 Transportation Development Act (TDA) Matrix –July 2023 which includes TDA Claims for STA, STA on behalf of Solano County, STA on behalf of Suisun City, and SolTrans** Debbie McQuilkin
Recommendation:
Approve the July 2023 TDA Matrix for FY 2023-24 which includes TDA claims for:
 1. STA, STA on behalf of Suisun City and County of Solano as shown in Attachment B; and
 2. SolTrans as shown in Attachment B.Pg. 23

- D. Fiscal Year (FY) 2023-24 Taxi Card/PEX Program Transportation Development Act (TDA) Funding and FY 2021-22 Reconciliation Recommendation:** Debbie McQuilkin
Approve the FY 2023-24 Intercity Taxi Card Program TDA funding in the amount of \$400,000.
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- E. Suisun Microtransit Operating Contract Amendment for FY 2022-23 and FY 2023-24 and Vehicle Purchase Recommendation:** Brandon Thomson
Authorize the Executive Director to:
 1. Purchase three 20 seat cutaway buses for an amount not to exceed \$310,000; and
 2. Amend the current contract with Transportation Concepts for an additional \$1,010 for FY 2022-23 for a total amount not to exceed \$501,010 and authorize the Executive Director to amend the FY 2023-24 contract for an amount not to exceed \$555,630.**Pg. 35**
- F. State Route (SR) 12 (Jameson Canyon) Route 21 Bus Service Contract Extension with Napa Valley Transportation Authority (NVTA) Recommendation:** Brandon Thomson
Authorize the Executive Director to extend the contract with Napa Valley Transportation Authority (NVTA) for \$80,000 for the operation of Route 21 on State Route 12 Jameson Canyon between Cities of Napa, Fairfield, and Suisun City for FY 2023-24 and FY 2024-25.
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- G. Rio Vista Delta Breeze Service Management Contract Extension for Fiscal Year (FY) 2023-24 through FY 2027-28 Recommendation:** Brandon Thomson
Authorize the Executive Director to execute a contract amendment with the City of Rio Vista, for STA to provide Transit Management for the Rio Vista Delta Breeze for an amount not-to-exceed \$429,500 for FY 2023-24 through FY 2027-28.
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- H. Xplore Solano Community on Outerspatial App – Funding Extension Recommendation:** Kathrina Gregana
Authorize the Executive Director to extend the contract with Outerspatial for an additional two years for an amount not-to-exceed \$7,000 for FY 2023-24 and FY 2024-25.
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I. Federal Transit Administration (FTA) Section 5310 Funding Application for Solano Mobility Management Programs, Resolution and Letters of Support

Debbie McQuilkin

Recommendation:

Approve the following:

1. Authorize the Executive Director to submit an application for FTA Section 5310 for the Solano Mobility Management Program;
2. 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;
3. STA Resolution No. 2023-19 as shown in Attachment A; and
4. Authorize the Executive Director to execute a contract 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. 2023-19 (Attachment A).

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J. Safe Routes to School (SR2S) Public Safety Education and Enforcement Grant Cycle 6

Amy Antunano

Recommendation:

~~Approve recommended Scope of Work for the Public Safety and Education Enforcement Grant Cycle 6.~~ **Authorize the STA Executive Director to issue a call for applications for the STA Safe Routes to School Safety Education and Enforcement Grant Program with a minimum grant request for \$50,000 and a maximum for \$75,000.**

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K. Fiscal Year 2023 Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program Application

Jasper Alve

Recommendation:

Forward the recommendations to the STA Board to approve the following:

1. If STA does not receive funding from Caltrans' Sustainable Communities Climate Adaptation Planning Grant, authorize the STA Executive Director to submit a PROTECT planning grant application to develop a countywide Climate Adaptation Plan for Transportation Infrastructure for \$632,350; and
2. If STA receives funding from Caltrans to develop the countywide CAPTI, authorize the STA Executive Director to submit a PROTECT planning grant application for \$500,000 to develop the Solano Countywide Transportation Asset Management Resiliency Plan.

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9. ACTION FINANCIAL ITEMS

A. **Programming of Fiscal Year (FY) FY 2023-24 State Transit Assistance Funds (STAF) Population-Based Funds**

Ron Grassi

Recommendation:

Approve the following:

1. Programming of \$8,385,297 in STAF Population-Based funding for FY 2023-24 as specified in Attachment B.
2. STA Resolution No. 2023-20 authorizing STA to file a claim with MTC for the allocation of STAF and TDA funds for FY 2023-24 as shown in Attachment C.

(6:40 – 6:50 p.m.)

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B. **STA's Fiscal Year (FY) 2023-24 Proposed Budget Revision and FY 2024-25 Proposed Budget**

Susan Furtado

Recommendation:

Approve the following:

1. Adopt the STA's FY 2023-24 Proposed Budget Revision as shown in Attachment A;
2. Adopt the STA's FY 2024-25 Proposed Budget as shown in Attachment B;
3. STA's Proposed Modified Organizational Chart as shown in Attachment C; and
4. STA's Proposed Salary Schedule for FY 2023-24 as shown in Attachment D.

(6:50 – 7:00 p.m.)

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C. **Solano Mobility Express Vanpool Pilot Program between Sacramento, Vacaville, and Dixon**

Lorene Garrett/
Ron Grassi

Recommendation:

Approve the following:

1. Authorize the Executive Director to implement the Solano Mobility Express Vanpool Pilot Program between Sacramento, Vacaville and Dixon;
2. Approve an additional allocation of \$175,000 in State Transit Assistance Funds (STAF) to support the Solano Mobility Express Vanpool Pilot Program for FY 2023-24;
3. Authorize the Executive Director to enter into a 1-year agreement for \$263,000 with the option to extend for one year with SHARE Mobility to provide drivers, insurance, monitoring cameras, and the platform for the Solano Mobility Express Vanpool Pilot Program; and
4. Authorize the Executive Director to amend the contract with Enterprise for vanpool vehicles in the amount of \$62,000 plus fuel.

(7:00 – 7:10 p.m.)

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10. ACTION NON-FINANCIAL ITEMS

- A. STA Overall Work Plan (OWP) for FY 2023-24 and FY 2024-25** Daryl Halls
Recommendation:
Adopt the STA OWP for FY 2023-24 and 2024-25 as shown in Attachment A.
(7:10 – 7:20 p.m.)
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11. INFORMATIONAL ITEMS – NO DISCUSSION

- A. Kaiser Permanente Community Benefit Grant Award for Expansion of the Medical Trip Concierge Services Utilizing GoGo Grandparent** Debbie McQuilkin
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- B. Solano Mobility Program Update** Debbie McQuilkin
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- C. Legislative Update** Vincent Ma
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- D. Summary of Funding Opportunities** Jasper Alve
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12. BOARD MEMBER COMMENTS

13. ADJOURNMENT -No meeting in July (Board Summer Recess).

The next regularly scheduled meeting of the STA Board is at **6:00 p.m., Wednesday, September 13, 2023**, 423 Main Street in Suisun City.

STA Board Meeting Schedule for Calendar Year 2023

No Meeting in August – Board Recess

6:00 p.m., September 13, 2023

6:00 p.m., Wed., October 11th

5:00 p.m., Wed., November 8th - STA's 26th Annual Awards Ceremony

6:00 p.m., Wed., December 13th