



Approvals:
City Manager [Signature]
Dept. Head [Signature]
Attorney [Signature]
Finance [Signature]

AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: March 20, 2018

Department: Public Works / Engineering
Prepared By: Tom Bonigut, Public Works Director/City Engineer

Subject: *APPROVAL OF ORANGE COUNTY TRANSPORTATION AUTHORITY GRANT SUBMITTAL FOR SAN CLEMENTE TROLLEY AND RIDESHARE BETA TEST RIDER PROGRAMS.*

Fiscal Impact: Yes. This grant program requires a minimum 10% local funding match for all components of the grant consisting of capital costs and ongoing operations and maintenance (O&M) costs. The City's required local contribution could be up to \$340,000 total over the next five years depending on which options the City Council selects for possible grant funding applications.

Summary: The Orange County Transportation Authority (OCTA) has opened another round of applications for grant funding under its Project V Community-Based Transit/Circulators Program. This program establishes a competitive process for local jurisdictions to develop community-based local transit services that complement regional transit services, and meet needs in areas not adequately serviced by regional transit. The City is currently receiving Project V funding for the San Clemente Summer Trolley and the Rideshare Beta Test Rider (known as "SCRIDES with Lyft") programs. This report presents options for possible expansion of the trolley service and extension of the SCRIDES with Lyft program in anticipation of possibly submitting Project V grant applications depending on City Council direction.

Discussion: SC Trolley Expansion
At its December 19, 2017 meeting, the City Council directed staff to evaluate several options for expanding the trolley service, with specific emphasis on increasing the existing summer service from weekend to daily service and expanding the existing route to make a connection with Dana Point's planned trolley service extension to the Camino de Estrella area at the northern City limit. The City Council also wanted evaluation of potential expansion to serve the South El Camino Real Corridor. These three options are further discussed below. The City Council also considered the possibility of increasing the existing trolley service to year-round weekend or daily service, but did not direct further study of these options at this time.

Option 1 – Increase Existing Summer Service to Daily
The 2017 summer trolley service operated on a fixed downtown route Thursday through Sunday. The service started Memorial Day weekend and was scheduled to end after the Labor Day weekend, but due to the popularity of the trolley the City Council extended service through September. Also, the grant-funded trolley program only included operation on Friday through Sunday, but the City added Thursday operation at the City's cost. The current trolley route map, stops and services

days/times are provided for reference in Attachment 1. This option would expand the trolley service to daily by adding Monday through Wednesday service to the existing operating schedule. For the purposes of the next grant application if approved by the City Council, Thursday operation would be included so that the City could receive OCTA cost sharing for Thursday service hours. The added service days would operate from 12 Noon to 10:00 p.m. consistent with the existing Thursday/Friday operating hours. The estimated first-year cost for this option is \$125,000, of which 10% (\$12,500) would need to be provided by the City as the required grant funding local match contribution.

Operating all three trolleys daily will pose an occasional challenge when vehicle maintenance is required. Every 45 days the trolley vehicles must be thoroughly inspected per State requirements. The inspections can be completed during the work week mornings before the trolleys begin operating. However, if the inspections indicate that maintenance is required, one or more trolleys could be out of service depending on the complexity and timeframe of the required repair. The estimated cost above includes a contingency to provide occasional as-needed backup service, likely with standard shuttle vans (assuming backup vehicle are available when needed).

Option 2 – Extend Route to Connect with Dana Point Trolley

The City of Dana Point intends to modify its trolley route to bring the trolley to the San Clemente-Dana Point border along Camino de Estrella. Dana Point is planning a trolley stop on westbound Camino de Estrella at Calle Verano (Stop #11 shown on the map in Attachment 2). To make a connection to this planned Dana Point stop, Dan Boyle & Associates, a consultant to the City, developed a proposed expansion of the existing downtown San Clemente trolley route. As shown in Attachment 3, the existing route would be expanded to run on North El Camino Real (as directed by Council), and then north on Camino Capistrano and Camino Mira Costa, west on Camino de Estrella, and then back to San Clemente via southbound Camino Capistrano and North El Camino Real. Attachment 3 also presents the stops that would be on the new route, with the new added stops shown in bold. This expanded route to connect to Dana Point would require two additional trolley vehicles to be able to maintain 15-minute service intervals. The estimated first-year cost for this route expansion, assuming the current Thursday-Sunday service days, is \$576,000, with a required minimum local match of \$57,600. The estimated first-year cost to expand the route and operate daily summer service is \$730,000, with a required minimum local match of \$73,000. Note that these costs represent the increased service levels and exclude the current summer service costs since those are already included under the existing grant agreement.

Option 3 – Extend Route to South El Camino Real Corridor

This option consists of expanding the existing trolley route to serve the south end of town. The proposed route is same as that previously evaluated and would travel along South El Camino Real to Avenida Magdalena. At that point the southbound direction would follow Avenida Del Presidente to Cristianitos Road, and then north on South El Camino Real. The proposed route is depicted in Attachment 4. Note that this expansion is depicted as a separate route for illustrative purposes, but could simply be added to the existing downtown route. This route expansion would require an additional three trolley vehicles to maintain 15-minute service intervals. The estimated

first-year cost for this route expansion, assuming the current Thursday-Sunday service days, is \$830,000, with a required minimum local match of \$83,000. Staff and Dan Boyle & Associates do not recommend pursuing an expansion of the trolley route to the south at this time. If the City Council is inclined to expand the trolley route, an expansion to the north is recommended to provide a connection to the Dana Point Trolley. Since the Dana Point Trolley connects with the San Juan Capistrano and Laguna Beach trolley routes, expanding the San Clemente Trolley to the north would complete an important link to provide an interconnected local transit circulator system that would allow riders to travel between the four south county cities.

Cost Summary

As noted above, the Project V grant program requires a minimum 10% local funding match, and the table below summarizes estimated costs and required local funds that the City would need to provide for the different options presented above. As with the prior grant application, providing a greater match results in more application scoring points and a more competitive application. For reference in the prior grant solicitation the City provided 50% of the capital costs to increase the point value of the City's application. The City is currently relying on General Funds to provide the required funding match for the existing summer trolley program.

Summary of Estimated Costs and Required Match Funding for SC Trolley

Option	Year 1 Cost	Year 2-5 Cost	Total Cost	OCTA Share	City Share
1. Daily Service	\$125,000	\$540,000	\$625,000	\$562,500	\$62,500
2A. Expand North, Weekend Service	\$576,000	\$420,000	\$996,000	\$896,400	\$99,600
2B. Expand North, Daily Serv.	\$730,000	\$1,090,000	\$1,820,000	\$1,638,000	\$182,000
3. Expand South, Weekend Service	\$830,000	\$634,000	\$1,464,000	\$1,317,000	\$146,400

The table above reflects the maximum estimated costs for a five-year program which is the maximum term under this Project V grant solicitation. The summary above is intended to illustrate the anticipated costs to the City for the various options. Cost estimates may be refined further prior to submittal of the grant application if approved by the City Council.

The grant provides funding of no more than \$550,000 annually for a period of up to five years per project. The OCTA grant will pay up to 90% for all grant components, with on a maximum of \$9 per boarding for capital and O&M costs. Therefore, the actual match provided by the City may be greater than 10% depending on the ridership.

Project V Grant Timeline and Implementation Considerations

The current grant solicitation schedule and funding requirements present challenges for implementing any changes to the SC Trolley for this summer. Per OCTA staff the anticipated grant timeline is:

- March 23: Grant applications due
- June 25: OCTA Board approves selected applications

- July 1: Any expenses incurred from July 1 forward may be reimbursed
- August-September: Grant agreements formalized

Per the schedule above applicants won't know for certain until June 25 if their applications have been approved and, even if so, any expenses incurred before July 1 are not reimbursable under the grant. The City's summer trolley program starts Memorial Day weekend, and if the City Council desired to increased service on the existing route to daily service, the costs for that up to July 1 would be 100% City, and then the remaining period would be cost-shared with OCTA if a grant were approved. Expansion of the existing route requires additional vehicles as noted above, and the minimum lead time to purchase an in-stock trolley vehicle is 45-60 days. Currently the provider of the City's existing trolley vehicles has several similar models in stock but there is no guarantee of their availability until the City executes a purchase agreement. The lead time for new vehicles to match the existing trolleys is up to six months. Assuming the City did not proceed with a vehicle order until formal approval of a grant application, the soonest additional vehicles would be available is mid- to late August, with roughly one month left in the 2018 summer operating season. Staff is exploring possible vehicle leasing options and use of shuttle vans, but these options may have similar challenges with timing of firm commitments to reserve vehicles in time to operate this summer.

Given the timing challenges above, staff recommends a two-phase grant application for the trolley program. Phase 1 would request funding to increase the current summer trolley operation to daily service. The City would begin the 2018 summer trolley service operating on Thursday through Sunday as with the 2017 service. Then, if the City's application is approved, service would be increased in early July to daily service through the end of September 2018. The application would include a Phase 2 which would request funds to support the northerly route expansion, with daily service, starting in summer 2019. Note that for the upcoming summer service, if the City Council desires to provide Thursday service as in 2017, additional City funds will be required since Thursdays are not included under the existing grant.

Rideshare Beta Test Rider ("SCRIDES with Lyft")

The City started the preliminary phase, or "soft launch," of its Rideshare Program, pursuant to a contract with Lyft, in October 2016. The Rideshare Program is currently funded for two years, commencing from the start of the soft launch on October 9, 2016. Within the last two weeks, Lyft and OCTA agreed upon reporting formats required under the Project V grant program. OCTA also provided an amendment to the City's cooperative agreement with an extension to December 31, 2019. In coordination with Lyft and Butterfli, the City is planning a formal program launch on March 19, 2018. Butterfli is the companion service required to be able to provide wheel chair accessible rides and call center services.

Since it is unknown when another call for Project V grant applications will be issued, staff recommends submitting a separate Project V grant application to continue the SCRIDES program beyond December 31, 2019. The requested funding would continue the current program for an additional three years from January 1, 2020 through December 31, 2022 at the estimated costs below:

Summary of Estimated Costs and Required Match Funding for Rideshare Program

Item	Total 3-Year Cost
Operations OCTA 90% Share	\$1,418,400
Local Match 10%	\$157,600
TOTAL	\$1,576,000

The OCTA grant application deadline is March 23, 2018. A resolution by the City Council is required to affirm and formally authorize submittal of the grant funding application. The proposed resolution is provided in Attachment 5.

Recommended

Action: STAFF RECOMMENDS THAT the City Council:

1. Authorize the submittal of Measure M2 (Project V) grant application to OCTA for San Clemente Trolley and Rideshare Beta Test Rider programs; and
2. Adopt Resolution No. _____, entitled "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING THE SUBMITTAL OF THE SAN CLEMENTE TROLLEY AND RIDESHARE BETA TEST PROGRAMS TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE PROJECT V COMMUNITY-BASED TRANSIT/CIRCULATORS PROGRAM."

- Attachments:**
1. Current SC Trolley map and service days/times.
 2. Dana Point planned summer 2018 trolley map.
 3. Possible SC Trolley northern route extension.
 4. Possible SC Trolley southern route extension.
 5. Resolution.

Notification: None.

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San Clemente Summer Trolley Map



San Clemente Summer Trolley Stops

Northbound	Southbound
1 -San Clemente Pier	9 - Outlets at San Clemente
2 - Ave Del Mar & Seville	10 - Avenida Vista Hermosa at Via Pamplona
3 - Ave Del Mar & Ola Vista	11 - Metrolink station (Avenida Estacion)
4 - El Camino Real & Ave Del Mar (on El Camino Real)	12 - El Camino Real & Los Molinos
5 - El Camino Real & Palizada	13 - El Camino Real & Mariposa
6 - El Camino Real & El Portal	14 - Ave Del Mar & El Camino Real (on Del Mar)
7 - El Camino Real & Los Molinos	15 - Ave Del Mar & Ola Vista
8 - Metrolink station (Ave Estacion)	16 - Ave Del Mar & Seville
9 - Outlets at San Clemente	1 - San Clemente Pier

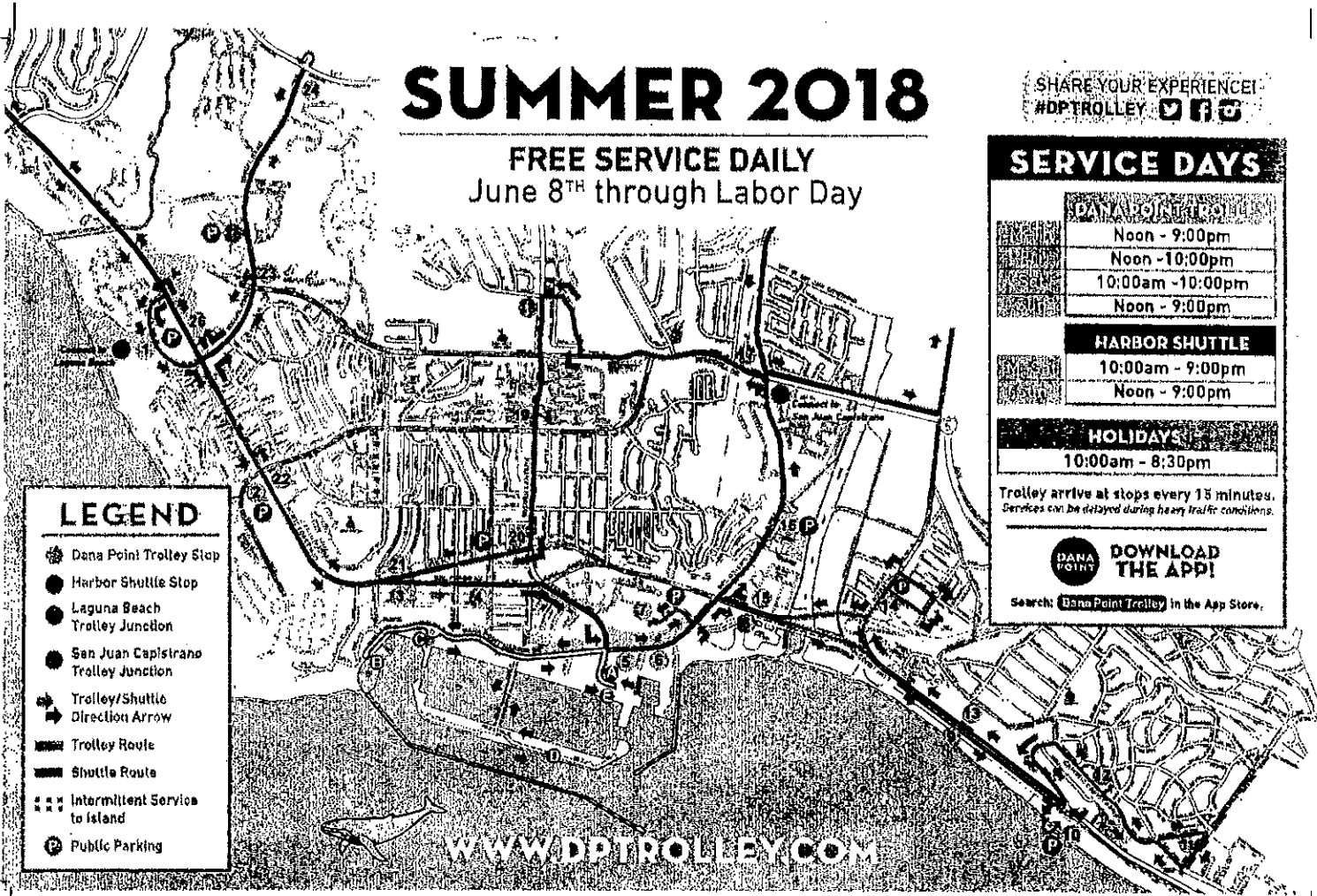
San Clemente Summer Trolley Operating Days and Times

- Thursday and Friday: 12 Noon to 10 p.m.
 - Saturday: 10 a.m. to 10 p.m.
 - Sunday: 10 a.m. to 8 p.m.
- Service at each stop generally every 15 minutes
 - No charge, the trolley is free to ride

SUMMER 2018

FREE SERVICE DAILY
June 8TH through Labor Day

SHARE YOUR EXPERIENCE!
#DPTROLLEY



LEGEND

- Dana Point Trolley Stop
- Harbor Shuttle Stop
- Laguna Beach Trolley Junction
- San Juan Capistrano Trolley Junction
- Trolley/Shuttle Direction Arrow
- Trolley Route
- Shuttle Route
- Intermittent Service to island
- Public Parking

SERVICE DAYS

DANA POINT TROLLEY	
MON - FRI	Noon - 9:00pm
SAT	Noon - 10:00pm
SUN	10:00am - 10:00pm
HOLIDAYS	Noon - 9:00pm

HARBOR SHUTTLE	
MON - FRI	10:00am - 9:00pm
SAT - SUN	Noon - 9:00pm

HOLIDAYS	
MON - FRI	10:00am - 8:30pm

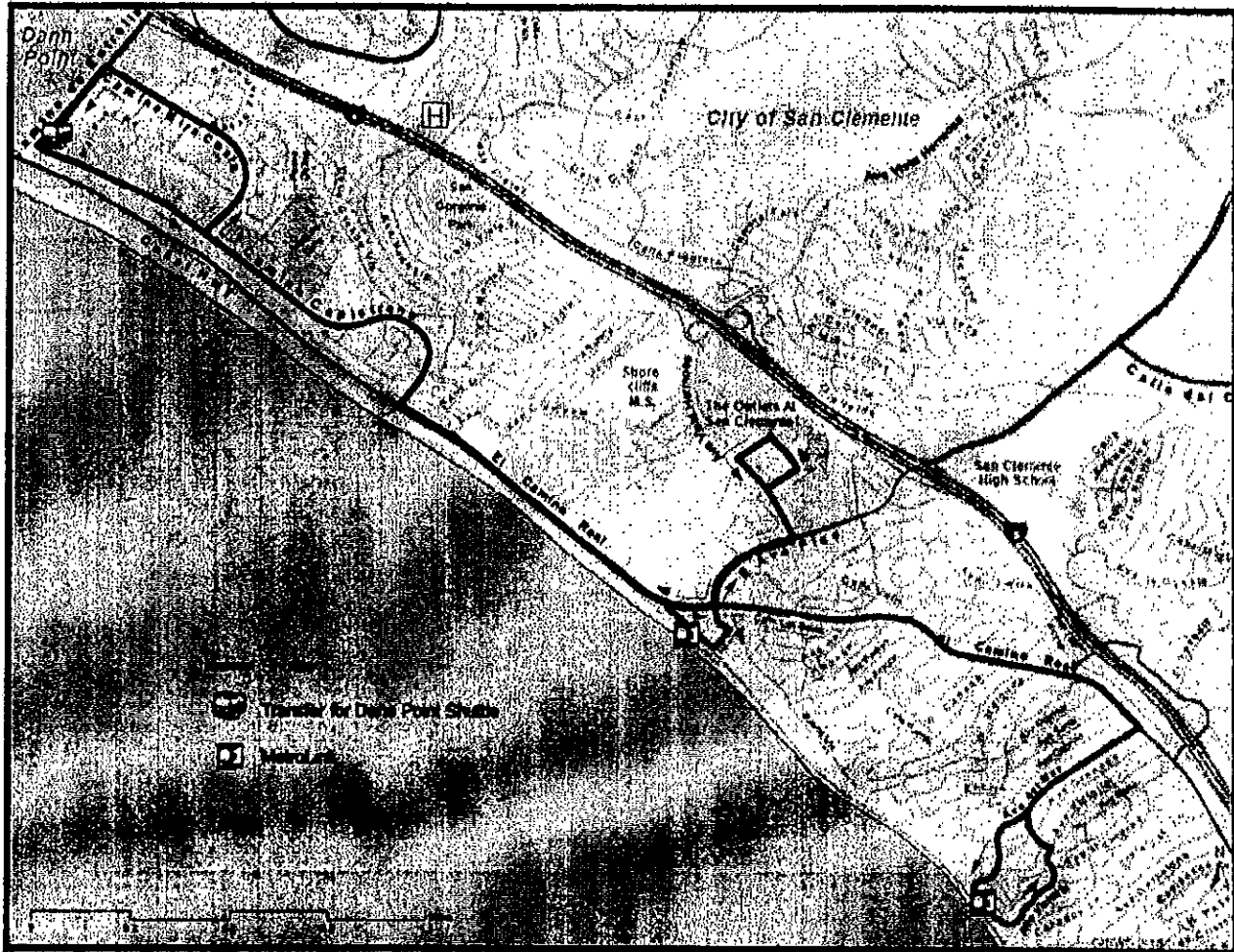
Trolley arrive at stops every 15 minutes.
Services can be delayed during heavy traffic conditions.

DOWNLOAD THE APP!

Search: Dana Point Trolley in the App Store.

WWW.DPTROLLEY.COM

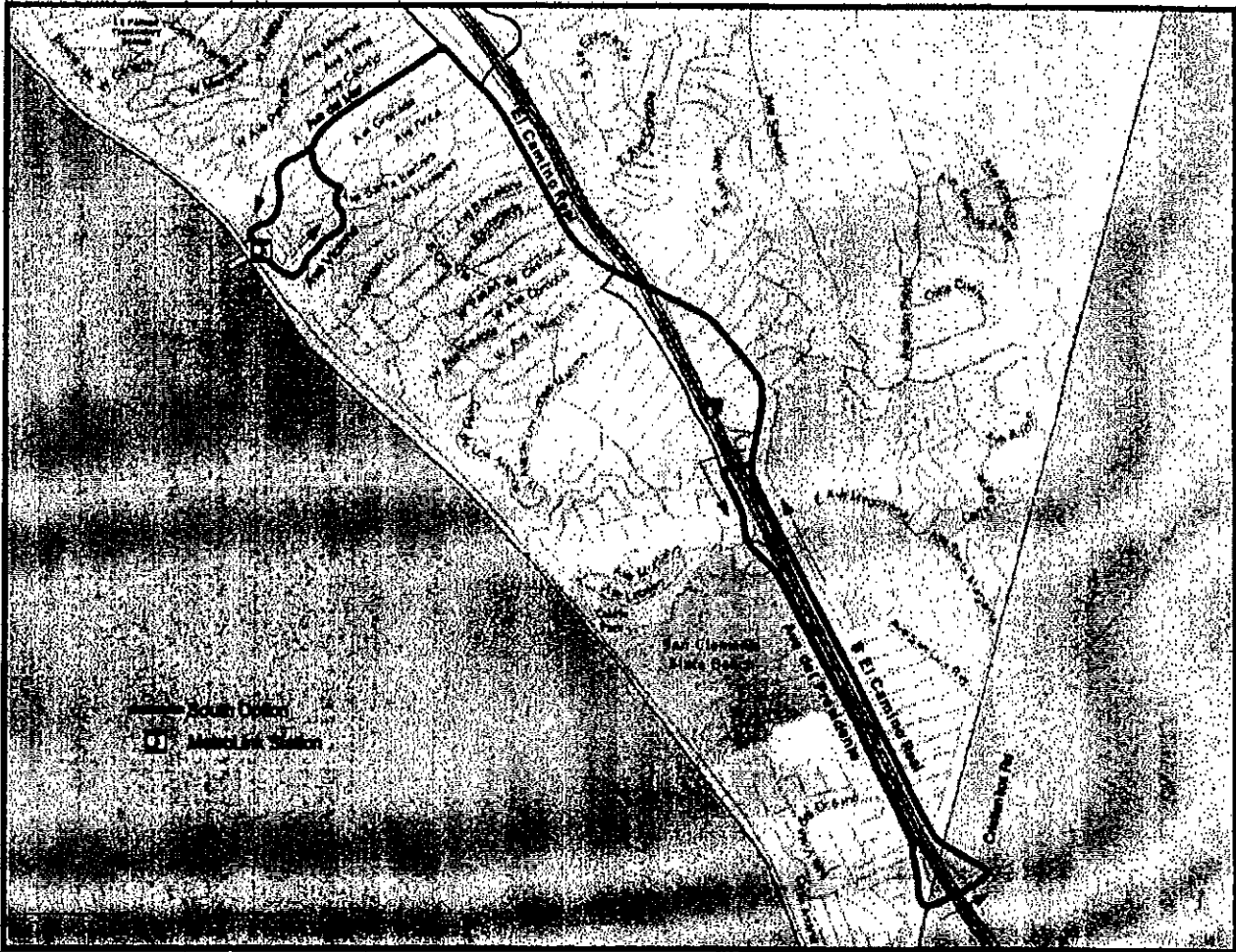
Map of Proposed Northern Trolley Route Extension



Trolley Stops for Expanded Northern Route

<i>Northbound</i>	<i>Southbound</i>
1 - San Clemente Pier	13 - Camino de Estrella & Calle Verano (Dana Point Transfer)
2 - Del Mar & Seville	14 - Camino Capistrano & Mira Costa
3 - Del Mar & Ola Vista	15 - Camino Capistrano & Vaquero
4 - ECR & Del Mar (on N. ECR)	16 - Metrolink station (Avenida Estacion)
5 - N. ECR & Palizada	17 - Outlets at San Clemente
6 - N. ECR & El Portal	18 - Avenida Vista Hermosa at Via Pamplona
7 - N. ECR & Los Molinos	19 - N. ECR & Los Molinos
8 - Metrolink station (Ave Estacion)	20 - N. ECR & Mariposa
9 - Outlets at San Clemente	21 - Ave Del Mar & N. ECR (on Del Mar)
10 - Camino Capistrano & Vaquero	22 - Ave Del Mar & Ola Vista
11 - Camino Capistrano & Mira Costa	23 - Ave Del Mar & Seville
12 - Mira Costa & Camino de Estrella	1 - San Clemente Pier
13 - Camino de Estrella & Calle Verano (Dana Point Transfer)	

Map of Proposed Southern Trolley Route Extension



RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CLEMENTE, CALIFORNIA, APPROVING THE SUBMITTAL OF THE SAN CLEMENTE TROLLEY AND RIDESHARE BETA TEST PROGRAMS TO THE ORANGE COUNTY TRANSPORTATION AUTHORITY FOR FUNDING UNDER THE PROJECT V COMMUNITY-BASED TRANSIT/CIRCULATORS PROGRAM.

WHEREAS, the Orange County Transportation Authority (OCTA) has established a Community-Based Transit/Circulators Program (Project V) to provide a competitive process to enable local jurisdictions to develop community-based local transit services that complement regional transit services, and meet needs in areas not adequately serviced by regional transit; and

WHEREAS, the City of San Clemente (City) desires to implement an expansion of the San Clemente Trolley Program and continue the Rideshare Beta Test Rider program; and

WHEREAS, the City has been declared by OCTA to meet the eligibility requirements to receive revenues as part of Measure M2; and

WHEREAS, the City must include all projects funded by Net Revenues in the seven-year Capital Improvement Program as part of the Renewed Measure M Ordinance eligibility requirement; and

WHEREAS, the City authorizes a formal amendment to the seven-year Capital Improvement Program to add projects approved for funding upon approval from the OCTA Board of Directors; and

WHEREAS, the City's Circulation Element is consistent with the County of Orange Master Plan of Arterial Highways; and

WHEREAS, the City will comply where applicable with provisions of the Americans with Disabilities Act, and any other federal, state, and/or local laws, rules and/or regulations; and

WHEREAS, the City will consult with OCTA regarding the need for a paratransit plan prior to starting operations; and

WHEREAS, the City will provide matching funds for the project as required by the Project V Guidelines and shall fund its share of the project costs and any additional costs over the identified programmed amount; and

WHEREAS, the City will not use Measure M funds to supplant Developer Fees or other commitments; and

WHEREAS, the City will give OCTA's representatives access to and the right to examine all records, books, papers or documents related to the Project.

NOW, THEREFORE, The City Council of the City of San Clemente does hereby resolve as follows:

Section 1. The City Council of the City of San Clemente hereby requests that the Orange County Transportation Authority allocate Project V funds in the amounts specified in the City's application to the City of San Clemente. Said funds shall be matched by funds from the City as required and shall be used as supplemental funding to aid the City in the implementation of the proposed expansion of the San Clemente Trolley and Rideshare Beta Test Rider transit service programs.

Section 2. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED this _____ day of _____, 2018.

ATTEST:

City Clerk of the City of
San Clemente, California

Mayor of the City of San
Clemente, California

STATE OF CALIFORNIA)
 COUNTY OF ORANGE) §
 CITY OF SAN CLEMENTE)

I, JOANNE BAADE, City Clerk of the City of San Clemente, California, do hereby certify that Resolution No. _____ was adopted at a regular meeting of the City Council of the City of San Clemente held on the _____ day of _____, _____, by the following vote:

AYES:

NOES:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Clemente, California, this _____ day of _____, _____.

 CITY CLERK of the City of
 San Clemente, California

Approved as to form:

 City Attorney