



# AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING  
Meeting Date: January 15, 2019

Agenda Item ceK

**Approvals:**

City Manager [Signature]

Dept. Head [Signature]

Attorney [Signature]

Finance [Signature]

**Department:** Public Works  
**Prepared By:** Tom Bonigut, Public Works Director

**Subject:** *APPROVAL OF ORANGE COUNTY TRANSPORTATION AUTHORITY (OCTA) GRANT COOPERATIVE AGREEMENT FOR PROJECT V SAN CLEMENTE TROLLEY EXPANSION.*

**Fiscal Impact:** Yes. The OCTA grant requires a 10% local match from the City, estimated at \$170,800 over the five-year term of the grant agreement. The City's match is proposed to be initially funded with Air Quality Management District (AQMD) funds and then General Funds as further discussed in this report. If approved, actions recommended in this report will result in OCTA grant revenue of up to \$477,000 for the current fiscal year and a supplemental appropriation of \$530,000 in the Air Quality Improvement Fund.

**Summary:** Staff requests the approval of a cooperative agreement between OCTA and the City of San Clemente for the expansion of the San Clemente Trolley.

**Background:** In March 2018 the City Council authorized staff to submit a grant application to OCTA to help fund expansion of the San Clemente Summer Trolley service. In June 2018 the OCTA Board approved a grant to help fund expansion of the trolley service from weekends to daily service, and to add an additional route to make a connection with the Dana Point Trolley. OCTA recently provided the required cooperative agreement for City approval.

**Discussion:** OCTA Cooperative Agreement  
To receive grant funds for the expanded summer trolley service, the City must sign a cooperative agreement with OCTA, just as was done for the initial summer trolley service. This grant will provide funds for up to 90% of capital and operational costs to expand the operating days of the original trolley service from weekends (Friday through Sunday) to daily service. Note that this past summer the City funded all of the costs to operate the trolleys on Wednesdays and Thursdays, but going forward this will be largely funded by the new grant. The grant will also provide funding to expand the trolley service to make a connection with the Dana Point Trolley at a common stop on Camino De Estrella at Calle Verano. For Summer 2019, the San Clemente trolley will operate two routes as shown in the attached map, where the red route is the original downtown route and the blue route is the new northern (Dana Point connection) route. Since the grants have minimum ridership performance measures that must be met in order to receive grant funds, the new northern route will operate as a separate route to track ridership and not jeopardize the very successful existing downtown route in case the northern route ridership doesn't meet minimum requirements. The two-route also approach reduces travel times for riders depending on their destination (e.g. a rider who wants to go from the Outlets to downtown

wouldn't have to ride the trolley to the northern end of the City before heading back toward downtown).

The total cost of the five-year grant funding agreement is \$1,708,000 with OCTA funding 90% of this cost as shown in the table below. Note that AQMD funds may be used for up to three years to provide the City's required matching funds. Starting in FY2022, the City will need to use General Funds to provide required match funding. If the City Council desires to continue the trolley after the grant expires, the City will need to fund the entire cost of the trolley unless additional grant funding becomes available. The OCTA cooperative agreement is available for review in the City Clerk's office.

Total Project Cost	\$ 1,708,000
OCTA Share (90%)	\$ 1,537,200
City Share (10%)	\$ 170,800
AQMD Funds (FY19-21)	\$ 110,300
General Funds (FY22-23)	\$ 60,500

Trolley Vehicle Purchase

To provide trolley service on the northern route to connect with the Dana Point Trolley, two additional trolley vehicle are needed in order to maintain approximately 15-minute service intervals. As required by the grant, OCTA staff reviewed and concurred with City staff's analysis that it is less costly over the term of the grant to purchase rather than lease trolley vehicles. Therefore, the City is approved for 90% reimbursement of the cost of two new trolley vehicles.

The City conducted a competitive procurement process for the first three trolley vehicles in 2016, and Creative Bus Sales was the low bidder that the City entered into a purchase contract with. To ensure that the City obtained two new vehicles that match the existing trolleys, staff solicited a proposal from Creative Bus Sales for two vehicles. The proposal is available for review in the City Clerk's office. The total cost for two additional trolleys is \$377,528.52, which reflects competitive pricing from the CALACT/MBTA Purchasing Cooperative. City Policy No. 201-2-1 allows purchasing of materials, supplies and equipment under such cooperative purchase mechanisms. The new trolley vehicles will be identical to the existing trolleys, except for the addition of electronic route sign boards (to be mounted inside the front windshield) to help distinguish between the existing downtown route and the new Dana Point connection route. The existing trolleys will be retrofitted with these route board signs also. The trolleys are equipped with front-mounted bicycle racks, and staff is pursuing installation of custom rear-mounted surfboard racks if existing approved budget is sufficient to do so.

Since the OCTA grant is on a reimbursement basis, the City must first provide the entire amount for capital costs (trolley acquisition, signage, and stop improvements) and then request reimbursement from OCTA. To do this, the City Council must accept the OCTA grant revenue and approve a supplemental appropriation equal to the grant amount. The supplemental appropriation combined with available AQMD funds will

provide the funds needed in the current fiscal year. Required future funding and expenses will be included in future year proposed budgets.

The Summer 2019 Trolley service will start on Friday, May 24 and operate through Sunday, September 29. Operating hours will be:

- Monday through Friday: 12 noon to 10 pm
- Saturday: 10 am to 10 pm
- Sunday: 10 am to 8 pm

Note that the actual start of the northern route service might be somewhat delayed depending on delivery and California Highway Patrol certification of the new trolley vehicles.

**Recommended**

**Action:** STAFF RECOMMENDS THAT the City Council:

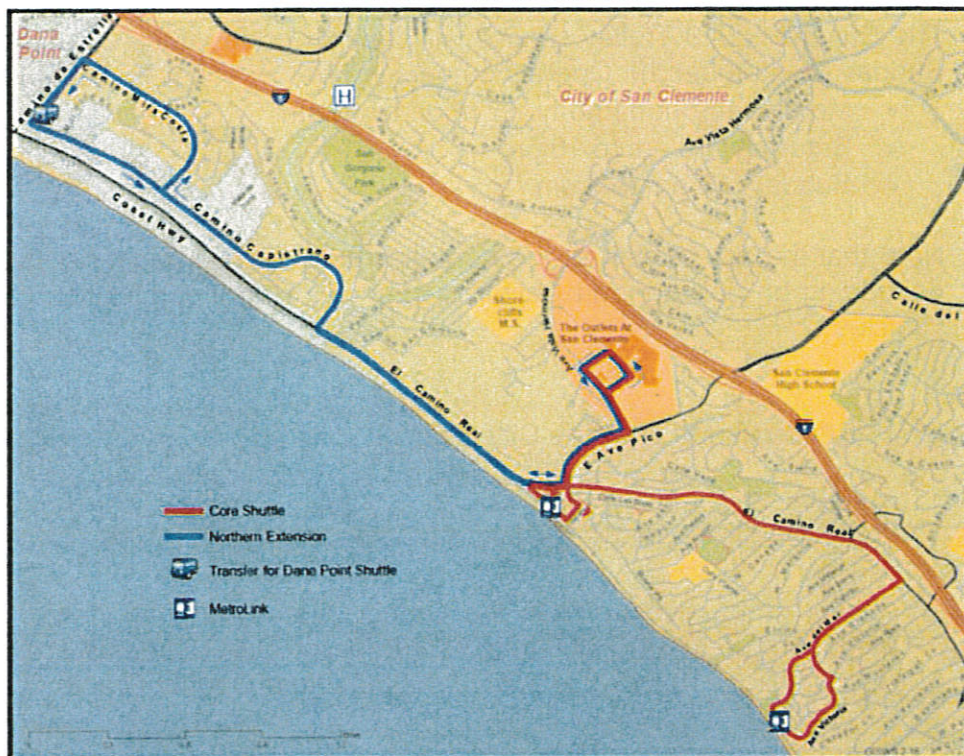
1. Approve and authorize the Mayor to execute Cooperative Agreement No. C-8-1989 with OCTA for expansion of the San Clemente Trolley;
2. Accept grant revenue from the Orange County Transportation Authority in the amount of up to \$477,000 for FY2019 for the San Clemente Trolley Expansion to Account No. 019-819-33790-000-00000, Other County Grants;
3. Approve a supplemental appropriation of \$530,000 in the Air Quality Improvement Fund, to Account No. 019-819-45300-000-28801 for the San Clemente Trolley Project; and
4. Approve and authorize the Public Works Director to execute a purchase order with Creative Bus Sales, Inc. in an amount not to exceed \$380,000 for the purchase of two new trolley vehicles.

**Attachment:** San Clemente Summer 2019 Trolley Routes.

**Notification:** None.

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## San Clemente Trolley Summer 2019 Routes



### Downtown Core Summer Trolley Stops (RED Route)

Northbound	Southbound
1 -San Clemente Pier	9 - Outlets at San Clemente <b>(Red-Blue Line Transfer)</b>
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 <b>(Red-Blue Line Transfer)</b>	1 - San Clemente Pier

### Northern Route Trolley Stops (BLUE ROUTE)

Northbound	Southbound
1 - Outlets at San Clemente	5 – Camino de Estrella & Calle Verano <b>(Dana Point Transfer)</b>
2 – Camino Capistrano & Vaquero	6 – Camino Capistrano & Mira Costa
3 – Camino Capistrano & Mira Costa	7 – Camino Capistrano & Vaquero
4 – Mira Costa & Camino de Estrella	8 - Metrolink Station (Avenida Estacion)
5 – Camino de Estrella & Calle Verano <b>(Dana Point Transfer)</b>	9 - Outlets at San Clemente