



## **CVR-SAFE Board of Directors**

June 21, 2018 – 9:30 a.m.

*The Board may take up any agenda item at any time, regardless of the order listed. Public comment will be taken on the item at the time that it is taken up by the board. We ask that members of the public complete a request to speak form, submit it to the clerk of the board, and keep their remarks brief. If several persons wish to address the board on a single item, the chair may impose a time limit on individual remarks at the beginning of the discussion. Action may be taken on any item on this agenda.*

**Roll Call:** Directors Banks, Buckland, Cabaldon, Clerici, Crews, Douglass, Duran, Flores, Frerichs, Frost, Janda, Jankovitz, Joiner, Kennedy, Miklos, Neu, Onderko, Peters, Rohan, Samayoa, Saylor, Slowey, Spokely, Stallard, Steinberg, Suen, Vasquez, Veerkamp, West, Winn, Young, Vice Chair Sander, Chair Schenirer, and Ex-Officio Member Benipal

**Public Communications:** Any person wishing to address the Committee on any item not on the agenda may do so at this time. After ten minutes of testimony, any additional testimony will be heard following the Action items.

**Consent:**

1. Approve Minutes of the May 17, 2018, Board Meeting (Est. time: 0 minutes)
2. Capitol Valley Regional SAFE Call Box Maintenance Services Contract Award (Est. time: 0 minutes)

**Action:**

3. Approve Final Fiscal Year 2018-2019 Budget for the Capitol Valley Regional SAFE (Barbara VaughanBechtold) (Est. time: 10 minutes)

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**CVR-SAFE Board**  
**Meeting Date: 6/21/2018**  
**Agenda Item No.: 2018-June-1.**

**Subject:** Approve Minutes of the May 17, 2018, Board Meeting (Est. time: 0 minutes)

**Consent**

**Prepared by:** Lanette Espinoza

**Approved by:** James Corless

**Attachments:** Yes

**1. Issue:**

Should the board approve the minutes of the May 17, 2018, meeting?

**2. Recommendation:**

Staff recommends approval of the May 17, 2018, board meeting minutes.

**3. Background/Analysis:**

The Board of Directors met on May 17, 2018.

**4. Discussion/Analysis:**

The board is being asked to approve the minutes from the previous board meeting.

**5. Fiscal Impact/Grant Information:**

There is no fiscal impact.

**6. This staff report aligns with the following SACOG Work Plan Goals:**

**ATTACHMENTS:**

Description

Attachment A - Minutes



## Draft Minutes

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The SAFE Board of Directors met in regular session on May 17, 2018, in the SACOG Board Chambers located at 1415 L Street, Sacramento, CA 95814 at 9:30 a.m.

**Call to Order:** Chair Schenirer called the meeting to order at 10:46 a.m.

**Present:** Directors Banks, Cabaldon, Borelli (for Clerici), Conant (for Flores), Crews, Duran, Frerichs, Frost, Joiner, Kennedy, Gaylord (for Miklos), Neu, Onderko, Peters, Samayoa, Saylor, Slowey, Stallard, Veerkamp, Young, Chair Schenirer, and Ex-Officio Member Benipal

**Absent:** Buckland, Douglass, Janda, Jankovitz, Rohan, Spokely, Steinberg, Suen, Vasquez, West, Winn, and Vice Chair Sander

**Public Communications:** There were no public communications.

**Consent Calendar:** It was moved, seconded (Joiner/Duran) and passed by unanimous vote that the following Consent items be approved:

1. Minutes of the April 19, 2018, Board Meeting
2. Draft Fiscal Year 2018-2019 Budget for the CVR-SAFE

**Adjournment:** The meeting adjourned at 10:47 a.m.

Approved by:

James Corless  
Chief Executive Officer

Approved by:

Jay Schenirer  
Chair

Auburn  
Citrus Heights  
Colfax  
Davis  
El Dorado County  
Elk Grove  
Folsom  
Galt  
Isleton  
Lincoln  
Live Oak  
Loomis  
Marysville  
Placer County  
Placerville  
Rancho Cordova  
Rocklin  
Roseville  
Sacramento  
Sacramento County  
Sutter County  
West Sacramento  
Wheatland  
Winters  
Woodland  
Yolo County  
Yuba City  
Yuba County



**CVR-SAFE Board**  
**Meeting Date:** 6/21/2018  
**Agenda Item No.:** 2018-June-2.

**Subject:** Approve Capitol Valley Regional SAFE Call Box Maintenance Services Contract Award (Est. time: 0 minutes)

**Consent**

**Prepared by:** Barbara VaughanBechtold

**Approved by:** James Corless

**Attachments:** No

**1. Issue:**

Should the CVR-SAFE Board of Directors approve a contract for Call Box Maintenance Services?

**2. Recommendation:**

The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board of Directors authorize the Chief Executive Officer to negotiate and award a contract for Call Box Maintenance Services to CASE Systems, Inc. for an amount not to exceed \$749,259.

**3. Background/Analysis:**

CVR-SAFE must provide for maintenance of the roadside and bike trail call boxes in the six-county CVR-SAFE system and call boxes operated through contracts with Glenn and Placer counties. The maintenance service ensures that call boxes are operational, and that those that are temporarily removed during the winter are returned to service.

**4. Discussion/Analysis:**

The current CVR-SAFE Call Box Maintenance Services contract will expire in mid-August 2018. After board authorization, CVR-SAFE released a new Request for Proposals on April 23, 2018. Two qualified proposals were received and evaluated by CVR-SAFE staff. Case Systems, Inc. provided the most responsive proposal at the lowest cost. Staff therefore recommends that CASE Systems, Inc. be awarded a two-year contract to provide Call Box Maintenance Services to CVR-SAFE, with an option for a one-year contract extension.

The new contract with CASE Systems will not go into effect until their current contract expires in August. The final contract scope is subject to further refinements and negotiation with CASE Systems, Inc.

**5. Fiscal Impact/Grant Information:**

There is no fiscal impact to the SACOG operating budget as CVR-SAFE is an enterprise program fully supported by the revenues generated through vehicle registration fees.

CVR-SAFE has sufficient revenues for the call box maintenance contract. The Fiscal Year 2018-2019 CVR-SAFE budget includes the first year costs for these services of \$242,424. This is substantially less than the current CVR-SAFE budget for call box services because of prior call box removals. Maintenance will decrease further as call boxes are removed in the next year and a half. Decreases in maintenance costs as removals are completed will be reflected in the contract.



**CVR-SAFE Board**  
**Meeting Date:** 6/21/2018  
**Agenda Item No.:** 2018-June-3.

**Subject:** Approve Final Fiscal Year 2018-2019 Budget for the Capitol Valley Regional SAFE (Est. time: 10 minutes)

**Action**

**Prepared by:** Barbara VaughanBechtold

**Approved by:** James Corless

**Attachments:** Yes

**1. Issue:**

Should the Capitol Valley Regional SAFE (CVR-SAFE) board approve the final fiscal year (FY) 2018-2019 CVR-SAFE budget?

**2. Recommendation:**

The CVR-SAFE Committee unanimously recommends that the CVR-SAFE Board of Directors approve the final FY 2018-2019 CVR-SAFE budget.

**3. Background/Analysis:**

The CVR-SAFE bylaws require that a budget be approved before July 1, of each fiscal year. The attached final FY 2018-2019 budget (Attachment A) includes costs for operations and maintenance of the core call box system, and for enhanced services including freeway service patrols (FSP), the 511/STARNET system, the Regional Household Travel Survey and related Big Data project, and the Smart Region Sacramento project, among others.

A draft FY 2018-2019 CVR-SAFE Budget was released for public review following the May 17, 2018, board meeting. No comments were received.

**4. Discussion/Analysis:**

The budget includes costs for the call box system option suggested as a default by the Committee: removing call boxes with five or fewer annual calls and upgrading the remainder. The costs for this option also reflect the contract recommend in this board agenda for new call box maintenance services.

The CVR-SAFE Committee at its June 7, 2018 meeting requested that staff return with a proposed plan for the future of the call box system prior to any future budget actions. Staff has contacted all jurisdictions regarding the future of the call box system and, to

provide sufficient time for response, will be working with them in June/July to find the approach that will be the best fit for each county, based on local staff's knowledge of the affected highway and bike trail segments. After conferring with local jurisdictions CVR-SAFE staff plan to return in late summer with a proposal for the future of the call box system. Staff will include information on proposed locations and estimated costs related to call box removals and upgrades.

Once approved, staff will provide the plan to Caltrans and CHP for their approval, and return to the Committee with any needed revisions to the budget based on the final plan approved.

The budget also includes funding for the TDM Innovations Grant Program to offer more flexibility for TDM-related projects than current federal Congestion Mitigation and Air Quality (CMAQ) funds allow. These CVR-SAFE funds will be paid back to fund CMAQ-eligible elements of the Smart Region Sacramento: ITS Architecture and Future Technology Implementation Plan.

## **5. Fiscal Impact/Grant Information:**

CVR-SAFE is an enterprise program fully supported by the revenues generated through vehicle registration fee in the six member counties. Total FY 2018-2019 costs in the CVR-SAFE final budget are estimated at \$4,151,666. The budget anticipates spending accumulated fund balances for call box removal and upgrade work, as well as ongoing operations and projects as shown in Attachment A.

Under this budget, FY 2018-2019 is anticipated to end with a fund balance of about \$645,656, in addition to the \$1 million reserve required by the board. With this fund balance, the CVR-SAFE will have sufficient funds in FY 2018-2019 to continue to cover the costs of existing and enhanced services expenditures (see Attachment B). Of the balance, the donor county shares are as follows: approximately 24% in El Dorado County, 68% in Sacramento County, and 8% in San Joaquin County. These levels fluctuate slightly from year to year due to differences in vehicle registrations.

It is required that the CVR-SAFE budget acknowledge that cost-sharing of vehicle registration funds from counties with excess revenues – El Dorado, Sacramento, and San Joaquin – will be needed to cover projected over-expenditures in the other three member counties: \$69,395 in Sutter, \$173,847 in Yolo, and \$59,706 in Yuba. These counties generate a relatively low amount of vehicle registration fee revenues to support the significant interregional travel they accommodate along their roadways. There are benefits to maintaining consistent service levels across the CVR-SAFE region, and no service reductions will be needed in the donor counties to accommodate this cost-sharing.

### **ATTACHMENTS:**

Description

Attachment A - Final FY 2018-19 CVR-SAFE Budget

Attachment B - FY 18-19 CVR-SAFE Budget Forecast

**CAPITOL VALLEY REGIONAL SAFE FY 2018-19 FINAL BUDGET**

	FY 2016-17 Actual	FY 2017-18 Budget	FY 2017-18 Projected Actual	FY 2018-19 Final Budget
<b>REVENUE</b>				
Interest	29,347	2,000	4,000	2,000
Registration Fees	2,470,018	2,525,518	2,519,418	2,569,807
Reimbursements from Glenn County	14,971	16,000	28,800	90,000
Reimbursements from Placer County	15,971	5,500	3,000	25,000
Knockdown Recovery	1,696	3,000	3,000	3,000
<b>TOTAL REVENUE</b>	<b>\$2,532,003</b>	<b>\$2,552,018</b>	<b>\$2,558,218</b>	<b>\$2,689,807</b>
<b>EXPENDITURES</b>				
Call Box Maintenance (including Placer/Glenn County)	282,749	315,000	250,000	242,424
Freeway Service Patrol - Sacramento County	747,000	868,100	868,100	688,000
Freeway Service Patrol - San Joaquin County on I-5, I-205, Hwy 99, & Hwy 120	77,470	113,000	80,000	207,000
Freeway Service Patrol - Yolo County	80,000	75,500	75,500	60,000
Freeway Service Patrol - El Dorado County	27,924	37,500	20,500	41,250
SAFE portion of Statewide CHP Coordinator	3,898	6,500	6,800	6,500
Private Call Box Answering Contract - Fixed call boxes (voice & TTY)	5,472	6,006	6,084	6,310
Private Call Box Answering Contract - Bike Trail Boxes - TTY only	9,000	9,180	9,652	9,365
SACOG Services (staff time and indirect costs)	350,841	430,000	465,000	430,000
Cellular Phone Service (including Placer/Glenn County)	60,848	35,000	15,000	20,000
Consultant	67,045	87,957	68,000	87,957
Insurance	10,624	11,000	14,000	14,500
Public Information	100	100	200	200
Legal Services	5,210	11,000	11,000	10,000
DMV Fees	12,125	12,000	12,000	13,000
Meetings/Printing	1,780	4,900	4,800	4,800
511/STARNET - Capital Improvements Project	0	0	0	0
511/STARNET - Maintenance & Operations	359,152	360,000	330,000	375,000
San Joaquin TDM/511 Administration, Trip Planning System/Website, & FSP	54,863	95,000	57,000	95,000
<b>TOTAL EXPENDITURES</b>	<b>\$2,156,101</b>	<b>\$2,477,743</b>	<b>\$2,293,636</b>	<b>\$2,311,306</b>
<b>SPECIAL FUNDED PROJECTS</b>				
Call Box Removals/Req'd Telephony Upgrade (222 remain w/ 20% contingency)	637,373	286,000	226,000	705,360
Smart Region Sacramento: ITS Architecture and Future Technology Implementation Plan Assistance	0	450,000	150,000	300,000
Smart Region Plan Contingency	0	200,000	0	200,000
ITS Planning Intern	0	43,000	43,000	35,000
Open Data Hub	23,700	85,000	85,000	115,000
Transportation Demand Management	125,000	125,000	125,000	50,000
TDM Innovations Grant Program*				250,000
Regional Household Travel Survey/Big Data	0	150,000	70,000	185,000
<b>TOTAL SPECIAL PROJECTS</b>	<b>\$786,073</b>	<b>\$1,339,000</b>	<b>\$699,000</b>	<b>\$1,840,360</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,942,174</b>	<b>\$3,816,743</b>	<b>\$2,992,636</b>	<b>\$4,151,666</b>
<b>REVENUE LESS EXPENDITURES</b>	<b>-\$410,171</b>	<b>-\$1,264,725</b>	<b>-\$434,418</b>	<b>-\$1,461,859</b>
<b>PROJECTED ENDING CASH BALANCE</b>	<b>\$3,541,933</b>	<b>\$1,731,325</b>	<b>\$3,107,515</b>	<b>\$1,645,656</b>
<b>PROGRAM RESERVES</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)</b>	<b>\$2,541,933</b>	<b>\$731,325</b>	<b>\$2,107,515</b>	<b>\$645,656</b>

\*These funds will be replaced by CMAQ funds used on the Smart Region Sacramento ITS Plan.



**CVR-SAFE 10 YEAR BUDGET FORECAST**

	FY 2016-17 Actual	FY 2017-18 Estimated Actual	FY 2018-19 Final Budget	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
<b>REVENUE</b>														
Interest	29,347	4,000	2,000	1,500	1,000	500	500	500	500	500	500	500	500	500
Registration Fees	2,470,018	2,519,418	2,569,807	2,621,203	2,673,627	2,727,099	2,781,641	2,837,274	2,894,020	2,951,900	3,010,938	3,071,157	3,132,580	3,195,232
Reimbursements from Glenn County	14,971	28,800	90,000	16,000	16,000	16,000	110,000	16,000	16,000	16,000	130,000	16,000	16,000	16,000
Reimbursements from Placer County	15,971	3,000	25,000	5,500	5,500	5,500	35,000	5,500	5,500	5,500	45,000	5,500	5,500	5,500
Knockdown Recovery	1,696	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
<b>TOTAL REVENUE</b>	<b>\$2,532,003</b>	<b>\$2,558,218</b>	<b>\$2,689,807</b>	<b>\$2,647,203</b>	<b>\$2,699,127</b>	<b>\$2,752,099</b>	<b>\$2,930,141</b>	<b>\$2,862,274</b>	<b>\$2,919,020</b>	<b>\$2,976,900</b>	<b>\$3,189,438</b>	<b>\$3,096,157</b>	<b>\$3,157,580</b>	<b>\$3,220,232</b>
<b>EXPENDITURES</b>														
Call Box Maintenance (including Placer/Glenn County)	282,749	250,000	242,424	162,815	167,699	172,730	177,912	183,250	200,000	206,000	212,180	218,545	225,102	231,855
Freeway Service Patrol - Sacramento County	747,000	868,100	688,000	708,640	729,899	751,796	774,350	797,581	821,508	846,153	871,538	897,684	924,614	952,353
Freeway Service Patrol - San Joaquin County on I-205	77,470	80,000	207,000	211,140	215,363	219,670	224,063	228,545	233,116	237,778	242,533	247,384	252,332	257,378
Freeway Service Patrol - Yolo County	80,000	75,500	60,000	61,200	62,424	63,672	64,946	66,245	67,570	68,921	70,300	71,706	73,140	74,602
Freeway Service Patrol - El Dorado County	27,924	20,500	41,250	43,313	43,313	45,478	47,752	50,140	52,647	55,279	58,043	60,945	63,992	67,192
SAFE portion of Statewide CHP Coordinator	3,898	6,800	6,500	7,000	7,000	7,000	7,000	7,500	7,500	7,500	7,500	8,000	8,000	8,000
Private Call Answering Contract - Fixed call boxes (voice & TTY)	5,472	6,084	6,310	6,436	6,565	6,696	6,897	7,104	7,317	7,537	7,763	7,996	8,236	8,483
Private Call Answering Contract - Bike Trail Boxes - TTY only	9,000	9,652	9,365	9,552	9,743	9,938	10,236	10,543	10,860	11,186	11,521	11,867	12,223	12,589
SACOG Services (staff time and indirect costs)	350,841	465,000	430,000	430,000	430,000	430,000	435,000	435,000	445,000	450,000	455,000	460,000	465,000	470,000
Cellular Phone Service (including Placer/Glenn County)	60,848	15,000	20,000	25,000	25,000	38,000	39,000	40,000	41,000	42,000	43,000	44,000	45,000	45,000
Consultant	67,045	68,000	87,957	90,355	90,355	92,826	94,683	97,523	100,449	103,462	106,566	109,763	113,056	116,448
Insurance	10,624	14,000	14,500	15,000	15,450	15,914	16,391	16,883	17,389	17,911	18,448	19,002	19,572	20,159
Public Information	100	200	200	100	100	100	100	100	100	100	100	100	100	100
Legal Services	5,210	11,000	10,000	10,000	10,000	2,000	10,000	2,000	2,000	2,000	10,000	10,000	2,000	2,000
DMV Fees	12,125	12,000	13,000	13,000	13,000	13,000	13,000	14,000	14,000	14,000	14,000	14,000	14,000	15,000
Meetings/Printing	1,780	4,800	4,800	4,900	19,900	4,900	4,900	4,900	4,900	4,900	24,900	4,900	4,900	4,900
511/STARNET - Capital Improvements Project	0	0	0	0	0	0	0	0	0	0	0	0	0	0
511/STARNET - Maintenance & Operations	359,152	330,000	375,000	400,000	415,000	425,000	430,000	435,000	440,000	440,000	440,000	450,000	450,000	450,000
511 Program Management - San Joaquin County														
San Joaquin TDM/511 Administration, Trip Planning System/Website and Freeway Service Patrol	54,863	57,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000	95,000
<b>TOTAL EXPENDITURES</b>	<b>\$2,156,101</b>	<b>\$2,293,636</b>	<b>\$2,311,306</b>	<b>\$2,293,451</b>	<b>\$2,355,811</b>	<b>\$2,393,721</b>	<b>\$2,451,231</b>	<b>\$2,491,313</b>	<b>\$2,560,355</b>	<b>\$2,609,726</b>	<b>\$2,688,392</b>	<b>\$2,730,891</b>	<b>\$2,776,266</b>	<b>\$2,831,059</b>
<b>SPECIAL FUNDED PROJECTS</b>														
San Joaquin County TDM Website and Rideshare upgrade														
Call Box Removals/Req'd Telephony Upgrade/ADA Certification (525 remain)	637,373	226,000												
Call Box Communications Upgrade or Removals (incl. 20% contingency; 222 call boxes remain)			705,360	0			479,520				532,800			
Smart Region Sacramento: ITS Architecture and Future Technology Implementation Plan Assistance	0	150,000	300,000	0										
Smart Region Plan Contingency	0		200,000											
Open Data Hub	23,700	85,000	115,000	115,000										
ITS Planning Intern	0	43,000	35,000	0										
Transportation Demand Management	125,000	125,000	50,000											
TDM Innovations Grant Program*			250,000											
Regional Household Travel Survey/Big Data	0	70,000	185,000	45,000										
511/STARNET System Software Replacement									700,000	700,000	700,000			
<b>TOTAL SPECIAL PROJECTS</b>	<b>\$786,073</b>	<b>\$699,000</b>	<b>\$1,840,360</b>	<b>\$160,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$479,520</b>	<b>\$0</b>	<b>\$700,000</b>	<b>\$700,000</b>	<b>\$1,232,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENDITURES</b>	<b>\$2,942,174</b>	<b>\$2,992,636</b>	<b>\$4,151,666</b>	<b>\$2,453,451</b>	<b>\$2,355,811</b>	<b>\$2,393,721</b>	<b>\$2,930,751</b>	<b>\$2,491,313</b>	<b>\$3,260,355</b>	<b>\$3,309,726</b>	<b>\$3,921,192</b>	<b>\$2,730,891</b>	<b>\$2,776,266</b>	<b>\$2,831,059</b>
<b>REVENUE LESS EXPENDITURES</b>	<b>-\$410,171</b>	<b>-\$434,418</b>	<b>-\$1,461,859</b>	<b>\$193,752</b>	<b>\$343,316</b>	<b>\$358,378</b>	<b>-\$609</b>	<b>\$370,962</b>	<b>-\$341,335</b>	<b>-\$332,826</b>	<b>-\$731,754</b>	<b>\$365,266</b>	<b>\$381,314</b>	<b>\$389,173</b>
<b>PROJECTED ENDING CASH BALANCE</b>	<b>\$3,541,933</b>	<b>\$3,107,515</b>	<b>\$1,645,656</b>	<b>\$1,839,408</b>	<b>\$2,182,724</b>	<b>\$2,541,102</b>	<b>\$2,540,493</b>	<b>\$2,911,454</b>	<b>\$2,570,119</b>	<b>\$2,237,293</b>	<b>\$1,505,540</b>	<b>\$1,870,806</b>	<b>\$2,252,120</b>	<b>\$2,641,293</b>
<b>PROGRAM RESERVES</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>PROJECTED AVAILABLE CASH BALANCE (BALANCE LESS RESERVE)</b>	<b>\$2,541,933</b>	<b>\$2,107,515</b>	<b>\$645,656</b>	<b>\$839,408</b>	<b>\$1,182,724</b>	<b>\$1,541,102</b>	<b>\$1,540,493</b>	<b>\$1,911,454</b>	<b>\$1,570,119</b>	<b>\$1,237,293</b>	<b>\$505,540</b>	<b>\$870,806</b>	<b>\$1,252,120</b>	<b>\$1,641,293</b>

\*These funds will be replaced by CMAQ funds used on the Smart Region Sacramento ITS Plan.