



**AGENDA
REGULAR MEETING
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS**

DATE: Thursday, February 15, 2018
3:00 P.M.

LOCATION: **Board of Supervisors Chambers**
481 Fourth Street, Hollister, CA 95023

DIRECTORS: Chair Jaime De La Cruz, Vice Chair Tony Boch
Directors Anthony Botelho, Jim Gillio, and Ignacio Velazquez
Alternates: San Benito County: Mark Medina
City of Hollister: Mickie Solorio Luna; San Juan Bautista: Jim West

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section B. Public Comment.***

3:00 P.M. CALL TO ORDER

A. ACKNOWLEDGE Certificate of Posting

B. PUBLIC COMMENT: (Opportunity to address the Board on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2. **Speakers are limited to 3 minutes.**)

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)

1. **APPROVE** Service Authority for Freeways and Expressways Draft Meeting Minutes Dated January 18, 2018 – Gomez
2. **RECEIVE** Service Authority for Freeways and Expressways FY 2017/18 Second Quarter Budget Report – Postigo

ADJOURN TO MEETING OF THURSDAY MARCH 15, 2018. AGENDA DEADLINE IS FEBRUARY 27, 2018 AT 12:00 P.M.

In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Service Authority for Freeways and Expressways Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831)637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

**SAN BENITO COUNTY
SERVICE AUTHORITY FOR FREEWAYS
AND EXPRESSWAYS (SAFE)
MEETING**

January 18, 2018 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:

Chair De La Cruz, Director Boch, Director Botelho, and Director Velazquez

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Mary Gilbert; Transportation Planner, Veronica Lezama; Transportation Planner, Regina Valentine; Secretary, Monica Gomez

CALL TO ORDER:

Chair De La Cruz called the meeting to order at 4:02 P.M.

A. Acknowledge Certificate of Posting

Upon a motion duly made by Director Velazquez, and seconded by Director Boch, the Directors unanimously acknowledged the Certificate of Posting. Vote: 4/0 motion passes.

B. Elect SAFE Chairperson for 2018

C. Elect SAFE Vice Chairperson for 2018

Upon a motion duly made by Director Velazquez, and seconded by Director Botelho, the Directors elected Jaime De La Cruz as SAFE Chairperson and Tony Boch as SAFE Vice Chairperson for 2018. Vote: 4/0 motion passes

D. Public Comment: None

CONSENT AGENDA:

- 1. Approve** Service Authority for Freeways and Expressways Draft Meeting Minutes Dated June 15, 2017 – Gomez

There was no discussion or public comment on Consent.

Upon a motion duly made by Director Velazquez, and seconded by Director Botelho, the Directors unanimously approved Item 1 from the Consent Agenda. Vote: 4/0 motion passes.

Upon a motion duly made by Director Boch, and seconded by Director Botelho, the Directors unanimously adjourned the SAFE meeting at 4:04 p.m. Vote: 4/0 motion passes.

ADJOURN TO SAFE MEETING FEBRUARY 15, 2018.



Agenda Item: _____

Staff Report

To: Service Authority for Freeways and Expressways
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: February 15, 2018
Subject: Second Quarter Budget Report

Recommendation:

RECEIVE Service Authority for Freeways and Expressways FY 2017/18 Second Quarter Budget Report.

Summary:

The FY 2017/2018 Second Quarter Budget Report shows that overall expenditures for SAFE were low at 41.70% and revenues were high at 80.52%.

Financial Considerations:

During the Second quarter, total expenditures for SAFE were \$27,524 or 41.70%.

Revenues received were \$186,103 or 80.52%.

Background:

Staff has prepared the attached budget report for the Board to review. After each quarter the Trial Balances are reviewed and analyzed by staff for errors or corrections. Once the Trial Balances are reviewed, a budget report is prepared and analyzed by staff for budget adjustments/transfers if needed.

Staff Analysis:

The FY 2017/18 Second Quarter Budget Report, ending December 31, 2017, summarizes the quarterly expenditures and revenues. Staff has prepared this report for the Board's review. No budget adjustment/transfers are necessary at this time.

Second Quarter Budget Report shows lower than projected expenditures for SAFE as Maintenance of Equipment line item was lower than anticipated.

Revenues in the Second Quarter Budget report were higher due to carry over from FY 2017/18.

Executive Director Review: _____

Counsel Review: N/A

Attachment: Service Authority for Freeways and Expressways' Second Quarter Budget Report FY 2017/18

*Council of San Benito County Governments ▪ Measure A Authority
Airport Land Use Commission ▪ Service Authority for Freeways and Expressways*

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Service Authority for Freeways and Expressways Second Quarter Budget Report FY 2017/18

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 17/18	12/31/2017	FY 17/18	50%	
550.109	registered Vehicle Revenue	58,000	5,679	52,321	50%	9.79%
	Fund Balance (Carryover previous years)	172,627	180,424	(7,797)	50%	104.52%
541.001	Interest	500	-	500	50%	0.00%
570.006	Reim for damages	-	-	-	-	-
TOTAL		231,127	186,103	45,024	50%	80.52%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 17/18	12/31/2017	FY 17/18	50%	
Personnel						
610.101	Salaries	23,656	12,376	11,280	50%	52.31%
Total		23,656	12,376	11,280	50%	52.31%
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-	-	-
619.130	Clothing and Safety	-	-	-	-	-
619.132	Communications	4,175	1,464	2,711	50%	35.08%
619.138	Computer Maintenance	-	-	-	-	-
619.140	Computer Supplies	-	-	-	-	-
645.701	General Insurance	248	229	19	50%	92.54%
619.152	Maintenance of Equipment	31,925	13,300	18,625	50%	41.66%
619.154	Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503	Maintenance of Equipment - Auto	-	-	-	-	-
619.158	Maintenance of Structures and Grounds	-	-	-	-	-
619.280	Marketing	-	-	-	-	-
619.164	Medical/Dental/Lab Supplies & Services	-	-	-	-	-
619.166	Membership Dues	-	-	-	-	-
619.168	Office Furniture under \$700	-	-	-	-	-
619.170	Office Equipment under \$300	-	-	-	-	-
619.176	Special Project Supplies - Printing	-	-	-	-	-
619.174	Supplies	-	-	-	-	-
619.172	Postage and Delivery	-	-	-	-	-
619.210	Legal	50	-	50	50%	0.00%
619.182	Permits & Legal	-	-	-	50%	-
619.222	Other Consultants	-	-	-	-	-
619.180	Public and Legal Notices	-	-	-	-	-
619.184	Rent Equipment	-	-	-	-	-
619.186	Rent Structures	-	-	-	-	-
619.188	Rent Space	-	-	-	-	-
619.190	Small Tools	-	-	-	-	-
619.268	Special Dept Expense - Other	-	-	-	-	-
619.196	Travel Lodging	-	-	-	-	-
619.198	Travel Meals	50	-	50	50%	0.00%
619.194	Training	-	-	-	-	-
619.200	Travel Transportation	150	-	150	50%	0.00%
619.306	Utilities	-	-	-	-	-
Total		36,598	14,994	21,604	50%	40.97%
Contracts						
619.250	Special Dept Expense - Contracts	5,625	93	5,532	50%	1.65%
Total		5,625	93	5,532	50%	1.65%
Capital						
650.304	Furniture and Fixtures	-	-	-	-	-
650.302	Equipment other than Computer	-	-	-	50%	-
650.303	Computer Hardware	-	-	-	-	-
650.301	Automobiles, Trucks, Vans	-	-	-	-	-
Total		-	-	-	50%	-
Other						
640.320	OPEB	123	61	62	-	-
640.513	Operating Transfers	-	-	-	-	-
Total		123	61	62	-	49.93%
TOTAL		66,002	27,524	38,478	50%	41.70%

JE #
17-18-05 610 101 Salaries \$9,500
619 250 Contracts (\$9,500)
1/31/2018 11:03 AM