

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, March 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: Jerry Muenzer;
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** Local Transportation Authority Draft Meeting Minutes Dated February 15, 2018 – Gomez
2. **RECEIVE** Specialized Transportation/Jovenes de Antaño January 2018 Monthly Service Reports – Valentine
3. **RECEIVE** County Express/MV Transportation January 2018 Monthly Operations Reports – Valentine
4. **Surplus Vehicles** – Valentine
 - a. **DECLARE** Two Vehicles Surplus Property to be Auctioned or Salvaged.

b. AUTHORIZE Executive Director to Execute all Necessary Documents to Auction or Salvage Surplus Vehicles

Adjourn to LTA Meeting on Thursday, April 19, 2018. Agenda deadline is April 13, 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 Local Transportation Authority 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
LOCAL TRANSPORTATION AUTHORITY
REGULAR MEETING**

February 15, 2018 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:

Chair De La Cruz, Director Velazquez, Director Boch, Director Gillio, and Alternate Director Muenzer

MEMBERS ABSENT:

Director Botelho

STAFF PRESENT:

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

CALL TO ORDER:

Chair De La Cruz called the meeting to order at 4:11 p.m.

A. CERTIFICATE OF POSTING

Upon a motion duly made by Director Boch, and seconded by Director Velazquez, the Directors unanimously acknowledged the Certificate of Posting. Vote: 5/0 motion passes.

B. PUBLIC COMMENT: None

CONSENT AGENDA:

- 1. Approve** Local Transportation Authority Draft Meeting Minutes Dated January 18, 2018 – Gomez
- 2. Receive** Specialized Transportation/Jovenes de Antaño December 2017 Monthly Service Report – Valentine
- 3. Receive** County Express/MV Transportation December 2017 Monthly Operations Report – Valentine
- 4. Receive** Local Transportation Authority FY 2017-18 Second Quarter Budget Report – Postigo

There was no public comment on the consent agenda.

Upon a motion duly made by Director Velazquez, and seconded by Director Gillio, the Directors unanimously approved Items 1-4 from the Consent Agenda. Vote: 5/0 motion passes.

- 5. Receive** Report on Potential Transportation Solutions for H.O.M.E. Resource Center Participants to Job Training – Valentine

Regina Valentine provided a report in response to a request from Director Botelho. Staff conducted preliminary research on potential transportation solutions for H.O.M.E. Resource Center participants to job training at Goodwill Industries in San Jose.

Public Comment:

Victor Gomez

Goodwill Silicon Valley Board of Directors

Mr. Gomez stated that he is a member of the Goodwill Silicon Valley Board of Directors, and the only representative south of San Jose. He stated that Hollister Goodwill is very active and generates a substantial amount of revenue. The Hollister store is one of 17 stores controlled by the non-profit Goodwill of Silicon Valley. He stated that all monies made from all 17 non-profit stores are all used for job training purposes, specifically, with minorities and those who have previously been incarcerated. He said they do their best to use all of those funds to get people back into the workforce. He mentioned that he invited Supervisors' Botelho, Muenzer, and Jim Rydingsword from the County H&HSA to tour their San Jose facility as a way for them to see all that is done at their facility. He stated that their long-term goal is to keep the revenue from the Hollister here, locally, and work with the City and County to extend that conversation and make it happen.

Director Muenzer stated that he attended the meeting Mr. Gomez spoke of with Mr. Rydingsword. He stated that their thought was to start by providing transportation for 12-15 people to work at their San Jose facility. He stated that they are very committed and would like to help with getting something started here locally.

Mr. Gomez stated that it was a great first step to initiate a partnership and looks forward to further discussions. He mentioned that Goodwill is a \$55 million non-profit organization and invited everyone to visit their facility so they can see first-hand the great work they do.

The Chair thanked staff and Mr. Gomez for their report.

Upon a motion duly made by Director Velazquez, and seconded by Director Boch, the Directors unanimously adjourned the LTA meeting at 4:21 p.m. Vote: 5/0 motion passes.

ADJOURN TO LTA MEETING MARCH 15, 2018.



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - January 2018

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	456	283.50	3,350	\$ 804.75	22
Senior Lunch	614	131.00	949	\$ -	22
Medical/Shopping Assistance	109	130.00	1,046	\$ 136.25	19
Total	1,179	544.50	5,345	\$ 941.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	68	31.50	487	\$ -	4
Total	68	31.50	487	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	524	315.00	3,837	\$ 804.75	26
Senior Lunch	614	131.00	949	\$ -	22
Medical/Shopping Assistance	109	130.00	1,046	\$ 136.25	19
Total	1,247	576.00	5,832	\$ 941.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	3,210	2,168.00	29,541	\$ 2,807.75	175
Senior Lunch	4,803	845.25	6,952	\$ -	146
Medical/Shopping Assistance	686	769.50	7,047	\$ 838.00	118
Total	8,699	3,782.75	43,540	\$ 3,645.75	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
62	7562
734	
735	112301
736	99214
737	
738	87209
63	16854

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	92	618
Unduplicated Passengers	75	657
Turn Downs	0	0
No Shows	2	5
Cancellations	0	0
Employee Hours	0	0.00
Vehicles - Midday		
Vehicles - Peak		

NOTES



Jovenes de Antaño

Specialized Transportation Services Monthly Service Report - January 2018

OUT OF COUNTY

Week of	ONE WAY PASSENGERS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	21	21	19	20	19	20	19	100
1/8-13/2018	25	25	18	17	20	16	121	121
1/15-20/2018	19	21	21	18	21	17	117	117
1/22-27/2018	25	22	19	21	19	16	122	122
1/29-31/2018	17	23	24				64	64
Total	86	112	103	75	80	68	524	524

SENIOR LUNCH

Week of	ONE WAY PASSENGERS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	30	29	28	28	25		112	112
1/8-13/2018	35	35	28	26	29		153	153
1/15-20/2018	37	31	26	23	29		146	146
1/22-27/2018	21	19	26	25	27		118	118
1/29-31/2018	29	29	27				85	85
Total	122	144	136	102	110		614	614

MEDICAL/SHOPPING ASSISTANCE

Week of	ONE WAY PASSENGERS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	4	4	6	4	2		16	16
1/8-13/2018	6	10	6	10	6		38	38
1/15-20/2018	4	4	8				16	16
1/22-27/2018	2	5	8	6	8		29	29
1/29-31/2018	4	6					10	10
Total	16	29	28	20	16		109	109

Week of	DONATIONS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018							131	131
1/8-13/2018							190.5	190.5
1/15-20/2018							0	0
1/22-27/2018							125.75	125.75
1/29-31/2018							357.5	357.5
Total	0	0	0	0	0	0	804.75	804.75

Week of	REVENUE HOURS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	15	11	13.5	13	8		60.5	60.5
1/8-13/2018	15	17.5	12	14.5	7.5		74.5	74.5
1/15-20/2018	6.5	12	12.5	17	12		68	68
1/22-27/2018	14.5	17.75	6.5	12	10.5		68.75	68.75
1/29-31/2018	10	15.75	17.5				43.25	43.25
Total	46	78	59.5	57	43		315	315

Week of	REVENUE MILES							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	232	128	133	202	260		955	955
1/8-13/2018	132	274	113	241	67		82	909
1/15-20/2018	64	168	134	147	209		82	804
1/22-27/2018	128	176	64	141	115		63	687
1/29-31/2018	122	336	24				482	482
Total	446	1186	463	662	593		487	3837

Week of	DONATIONS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018							26	26
1/8-13/2018							29	29
1/15-20/2018							29	29
1/22-27/2018							18	18
1/29-31/2018							0	0
Total	24	30	30	24	23		131	131

Week of	REVENUE HOURS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	6	7	6	6	7		26	26
1/8-13/2018	6	6	6	6	5		29	29
1/15-20/2018	6	6	6	6	5		29	29
1/22-27/2018	6	6	5	6	6		29	29
1/29-31/2018	6	6	6				18	18
Total	24	30	30	24	23		131	131

Week of	REVENUE MILES							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	49	4	72	39			164	164
1/8-13/2018	44	53	43	50	47		237	237
1/15-20/2018	46	43	40	43	39		211	211
1/22-27/2018	44	41	50	41	38		214	214
1/29-31/2018	41	43	39				123	123
Total	175	229	176	206	163		949	949

Week of	FARES							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	5	7.5	5	2.5			20	20
1/8-13/2018	7.5	12.5	7.5	12.5	7.5		47.5	47.5
1/15-20/2018	5	5	10				20	20
1/22-27/2018	2.5	6.25	10	7.5	10		36.25	36.25
1/29-31/2018	5	7.5					12.5	12.5
Total	20	36.25	35	25	20		136.25	136.25

Week of	REVENUE HOURS							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	5.5	4	6	4	4		19.5	19.5
1/8-13/2018	7	6.5	6	11.5	5		36	36
1/15-20/2018	5	10	7				22	22
1/22-27/2018	6	5	7.5	6	7		31.5	31.5
1/29-31/2018	6	8	7				21	21
Total	24	35	31.5	23.5	16		130	130

Week of	REVENUE MILES							Total
	M	T	W	TH	F	S	S	
1/1-6/2018	34	23	30	23			110	110
1/8-13/2018	83	103	49	65	54		354	354
1/15-20/2018	39	37	71				147	147
1/22-27/2018	62	88	41	33	119		343	343
1/29-31/2018	46	46					92	92
Total	230	308	184	128	196		1046	1046

January 2018
San Benito County Express Monthly Operations Report
 Operated by MV transportation

Year to Year comparison

	2018	2017
Passengers Per Hour		
Dial a Ride/Paratransit	3.84	3.80
Fixed Route Service	4.93	4.47
Gavilan Service	5.40	5.59
Caltrain Service	4.38	4.30
Greyhound Service	3.29	3.85
Total Passengers	8,292	8,192
Total Revenue Hours	1909.97	1,920.20
Passengers per Hour	4.34	4.26
Lift Trips	125	138
No Shows	47	57
Cancellations	151	205

WEEKDAYS January 2018

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,948	23	321.82	3,553	\$ 753.59	\$ 398.72	\$ 110.00	22	\$ 15,155.47
Paratransit	1,473	28	591.46	8,796	\$ 2,260.78	\$ 1,196.18	\$ 330.00	22	\$ 27,853.63
Fixed Route	2,450	48	506.86	5,705	\$ 1,324.60	\$ 325.70	\$ 30.00	22	\$ 23,869.56
Gavilan	1,142	0	211.54	4,747	\$ 1,470.71	\$ 491.90	\$ -	22	\$ 9,962.05
Caltrain	882	0	201.51	4,906	\$ 1,313.32	\$ 65.00	\$ -	22	\$ 9,489.71
Total	7,895	99	1,833.19	27,707	\$ 7,123.00	\$ 2,477.50	\$ 470.00		\$ 86,330.42

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	41	0	8.14	176	\$ 54.75	\$ 3.30	\$ -	4	\$ 383.34
Greyhound	105	0	27.20	763	\$ 181.93	\$ 5.40	\$ -	4	\$ 1,280.93
Total	146	0	35.34	939	\$ 236.68	\$ 8.70	\$ -		\$ 1,664.27

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	70	4	12.98	162	\$ 62.68	\$ 12.10	\$ -	4	\$ 611.27
Greyhound	78	0	28.46	773	\$ 131.14	\$ 5.80	\$ -	4	\$ 1,340.27
Total	148	4	41.44	935	\$ 193.82	\$ 17.90	\$ -		\$ 1,951.53

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	2,059	27	342.94	3,891	\$ 871.02	\$ 414.12	\$ 110.00	30	\$ 16,150.07
Paratransit	1,473	28	591.46	8,796	\$ 2,260.78	\$ 1,196.18	\$ 330.00	22	\$ 27,853.63
Fixed Route	2,450	48	506.86	5,705	\$ 1,324.60	\$ 325.70	\$ 30.00	22	\$ 23,869.56
Gavilan	1,142	0	211.54	4,747	\$ 1,470.71	\$ 491.90	\$ -	22	\$ 9,962.05
Caltrain	882	0	201.51	4,906	\$ 1,313.32	\$ 65.00	\$ -	22	\$ 9,489.71
Greyhound	183	0	55.66	1,536	\$ 313.07	\$ 11.20	\$ -	8	\$ 2,621.20
Total	8,189	103	1,909.97	29,581	\$ 7,553.50	\$ 2,504.10	\$ 470.00		\$ 89,946.22

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	14,017	373	2,313.85	25,327	\$ 6,331.48	\$ 3,348.18	\$ 543.25	210	\$ 106,386.22
Paratransit	10,117	607	4,115.94	67,217	\$ 15,474.52	\$ 9,708.12	\$ 1,629.75	148	\$ 189,218.42
Fixed Route	16,350	169	3,190.53	35,764	\$ 9,278.48	\$ 1,860.30	\$ 155.00	147	\$ 146,738.71
Gavilan	15,452	1	1,790.02	40,445	\$ 18,088.80	\$ 5,391.10	\$ 238.00	148	\$ 82,231.18
Caltrain	6,138	3	1,358.87	33,105	\$ 9,159.66	\$ 575.70	\$ -	148	\$ 62,478.28
Greyhound	1,712	0	436.87	11,832	\$ 2,764.79	\$ 164.80	\$ -	62	\$ 20,074.52
Total	63,786	1,153	13,206.08	213,690	\$ 61,097.73	\$ 21,048.20	\$ 2,566.00		\$ 607,127.32

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	125	886
Turn Downs	0	0
No Shows	47	444
Cancellations	151	1,181
Employee Hours	2,003	17,050
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 14 Gavilan Bikes = 31 Caltrain Bikes = 2 Fixed Route = 1

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Jan						0
2-Jan	26	28	0	0	0	54
3-Jan	14	20	0	0	5	39
4-Jan	10	25	35	1	8	79
5-Jan	14	55	40	1	7	117
6-Jan						0
7-Jan						
8-Jan	12	38	46	1	5	102
9-Jan	10	31	36	1	4	82
10-Jan	20	50	86	3	7	166
11-Jan	26	38	40	3	12	119
12-Jan	19	48	58	1	5	131
13-Jan						
14-Jan						
15-Jan	11	24	7	0	0	42
16-Jan	20	47	20	6	3	96
17-Jan	14	53	53	5	5	130
18-Jan	13	43	44	2	8	110
19-Jan	18	60	49	4	8	139
20-Jan						
21-Jan						
22-Jan	9	45	49	2	2	107
23-Jan	15	50	59	3	3	130
24-Jan	14	70	57	0	3	144
25-Jan	20	50	47	0	11	128
26-Jan	18	57	59	0	5	139
27-Jan						
28-Jan						
29-Jan	23	51	45	0	6	125
30-Jan	16	52	52	1	5	126
31-Jan	46	59	79	1	8	193
TOTALS	388	994	961	35	120	2498
DAILY AVERAGE						
E	18	45	44	2	5	104

Staff Report

To: Local Transportation Authority
 From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
 Date: March 15, 2018
 Subject: Surplus Vehicles

Recommendation:

- a. **DECLARE** Two Vehicles Surplus Property to be Auctioned or Salvaged.
- b. **AUTHORIZE** Executive Director to Execute all Necessary Documents to Auction or Salvage Surplus Vehicles.

Summary:

Two transit vehicles have been identified by staff to be declared as surplus vehicles to be auctioned or salvaged as they can no longer used in transit operations. These older, high-mileage vehicles have exceeded their useful life requiring excessive costly repairs.

Financial Analysis:

Staff anticipates less than \$1,000 in revenue if the vehicles are auctioned or salvaged. Staff will determine whether to auction or salvage the vehicles to yield the highest return for the Local Transportation Authority (LTA).

Staff Analysis:

Once a transit vehicle has reached its useful life, the LTA may declare the vehicles as surplus property. Medium vehicles are eligible for surplus when the mileage has reached 150,000 miles or 5 years. The following vehicles are no longer used in transit operations and are eligible to be declared as surplus property:

Bus Number	VIN (last 5 digits)	Vehicle Year/Make	Passenger Capacity	Mileage
45	78945	2007 Ford Cutaway	12A/2WC	200,189
51	52880	2008 Ford Cutaway	12A/2WC	284,149

A = Ambulatory, WC = Wheelchair

Executive Director Review: _____

Counsel Review: N/A