

**San Benito County  
LOCAL TRANSPORTATION AUTHORITY  
REGULAR MEETING**

**August 19, 2010 2:30 P.M.**

**FINAL MINUTES**

**MEMBERS PRESENT:**

Chair Gomez, Director Bilich, Director Botelho, and Director Emerson

**STAFF PRESENT:**

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Administrative Services Specialist, Kathy Postigo; Transportation Planning Manager, Mary Dinkuhn; Transportation Planner, Veronica Lezama

**OTHERS PRESENT:**

Tony Mercado, MV Transportation

**CALL TO ORDER:**

Chair Gomez called the meeting to order at 2:59 p.m..

**A. ACKNOWLEDGE Certificate of Posting**

*Upon a motion duly made by Director Emerson, and seconded by Director Botelho, the Director's unanimously acknowledged the Certificate of Posting.*

**B. PUBLIC COMMENT: None**

**CONSENT AGENDA:**

- 1. Approve** LTA Transactions Report (Financial Claims) dated June 30 - July 2010 – Postigo
- 2. Approve** Local Transportation Authority Draft Meeting Minutes Dated July 15, 2010 – Gomez
- 3. Receive** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of June 2010 – LiOwen
- 4. Receive** County Express Monthly Service Report for the Month of June 2010 – LiOwen
- 5. Approve** Updated Local Transportation Authority Purchasing Policy – Postigo
- 6. Approve** Budget Adjustment/Transfer #10-11-02 – Postigo

Ms. Rheinheimer asked to continue Item 5 to a future meeting.

Due to a personal appointment and for the interest of members of the audience Director De La Cruz asked to move directly to the ALUC agenda and come back to the LTA agenda once ALUC is adjourned.

*Upon a motion duly made by Director Botelho, and seconded by Director Emerson, the Director's approved Items 1-4 and Item 6 from the Consent Agenda and continued Item 5 to a future meeting.*

Chair Gomez reconvened the LTA meeting at 4:25 p.m.

## REGULAR AGENDA

### **7. Transit Advertising Demonstration Project on Bus Stop Shelters – LiOwen**

- a. Direct** Staff to Implement Transit Advertising Demonstration Project on County Express Bus Stop Shelters.
- b. Set** Transit Advertising Rates for Bus Stop Shelters.
- c. Consider** Discounted Rate for Non-Profits and Government Agencies.

Ms. LiOwen provided a Power-Point presentation on the Transit Advertising Demonstration Project on Bus Stop Shelters.

The Board was pleased with Ms. LiOwen's presentation and noted that the report was very well put together.

Director Bilich inquired about the installation of the bus shelters.

Ms. LiOwen stated that Hazel Hawkins Hospital staff will be installing the shelter at the hospital's location. There are two other shelters that staff plans to install, however, staff is in the process of reviewing bids for the installation costs.

Ms. Rheinheimer stated that the other two shelters will be installed at 4<sup>th</sup> and San Benito Streets and Veteran's Memorial Park. Staff is reviewing all possible funding options to install the shelters because the quotes that were submitted came in higher than what staff anticipated.

Director Bilich inquired about the installation of a bus shelter in San Juan Bautista.

Ms. Rheinheimer stated that staff will research installing a shelter in San Juan Bautista.

The Board directed staff to keep the advertising rates on the lower end to start out with and have the option to raise the price at a later date.

After brief discussion amongst Board members and staff, the Board directed staff to move forward with Option 1 and a discount rate of 15% for non-profits and/or government agencies.

*Upon a motion duly made by Director Botelho, and seconded by Director Bilich, the Director's approved Item 7 to move forward with Option 1 and a discount rate of 15% for non-profits and/or government agencies.*

### **8. Surplused Vanpool Vehicles – Lezama**

- a. Authorize** Auction of Surplused Vanpool Vehicle, Last 5 VIN No. 87843, Under the County of San Benito's Contract with Roger Ernst and Associates; and
- b. Solicit** Proposals from Local Non-Profits for the Donation of a Surplused Vanpool Vehicle, Last 5 VIN No. 87803.

Ms. Lezama stated that at the June 17, 2010 meeting, the Local Transportation Authority declared three Vanpool Vehicles as surplus property. The Local Transportation Authority is asked to consider auctioning one of the vehicles and donating the second vehicle to a local non-profit that meets the eligibility criteria. The third vehicle was donated to Bull Dog Boxing Gym by the Authority at the July 15, 2010 meeting.

Director Emerson inquired about the number of passengers on the vehicle and whether or not the driver is required to have a special license.

Ms. Lezama stated that the vehicle is a 13-passenger vehicle. Under the California Vehicle Code, if the vehicle is being used for commuter purposes, a specialized license is not required.

Tony Mercado from MV Transportation explained that if the weight of the vehicle doesn't exceed the qualifications as well as the number of axles, such as a single axle vs. a dual axle vehicle, a specialized license is not required.

*Upon a motion duly made by Director Bilich, and seconded by Director Botelho, the Director's approved Item 8a and 8b.*

**9. Draft Transit Design Guidelines – Lezama**

- a. **Conduct** Public Hearing on Notice of Intent to Approve a Notice of Exemption for the Transit Design Guidelines; and
- b. **Adopt** Notice of Exemption, According to California Environmental Quality Act (CEQA) Section 15306: Information Collections, for the Draft Transit Design Guidelines

Ms. Lezama stated that a Notice of Exemption was prepared, in compliance with the California Environmental Quality Act (CEQA) process. Preparation of the Transit Design Guidelines falls under the CEQA Categorical Exemption Section 15306: Information Collections because the Guidelines are part of a study leading to an action which a public agency has not yet approved, adopted, or funded.

Staff has made a revision to the Notice of Exemption to reflect a Statutory Exemption under State Code: 21080 b (10) and b (11). The Transit Design Guidelines fall under this California Public Resource Code because the Guidelines would increase passenger or commuter services on vehicle lanes already in use.

Deputy County Counsel, Shirley Murphy stated for the record that the agenda Item 9b. should read as follows: **Adopt Notice of Exemption, According to California Environmental Quality Act (CEQA) Section 21080 Subsection B Subsections 10 and 11.**

Chair Gomez opened the Public Hearing at 4:46 p.m. and closed the hearing at 4:46 p.m. as there were no members of the public present.

Upon a motion duly made by Director Botelho, and seconded by Director Emerson, the Director's unanimously approved Item 9b to **Adopt Notice of Exemption, According to California Environmental Quality Act (CEQA) Section 21080 Subsection B Subsections 10 and 11.**

*Upon a motion duly made by Director Emerson, and seconded by Director Botelho, the Director's unanimously voted to adjourn the LTA meeting.*

**ADJOURN TO LTA MEETING SEPTEMBER 16, 2010.**