

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

March 18, 2010 2:30 P.M.

FINAL MINUTES

MEMBERS PRESENT:

Chair Gomez, Director Bilich, Director Botelho, Director De La Cruz, and Director Emerson

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Administrative Services Specialist, Kathy Postigo; Transportation Planner, Veronica Lezama; Transportation Planner, Betty LiOwen; Secretary, Monica Gomez; Supervising Mechanic, Pat Dunn

OTHERS PRESENT:

Dave Murray, Caltrans District 5; Tony Mercado, MV Transportation

CALL TO ORDER:

Chair Gomez called the meeting to order at 3:40 P.M.

A. ACKNOWLEDGE Certificate of Posting

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

B. PUBLIC COMMENT:

**Joe Thompson
Tres Pinos, CA**

Mr. Thompson asked the Board to think outside of the box. He asked why this is the only County that has two independent transit agencies, JDA and County Transit. Mr. Thompson stated that the Board should merge the two agencies to lower overhead.

CONSENT AGENDA:

- 1. Approve** LTA Transactions Report (Financial Claims) dated February 2010 – Postigo
- 2. Approve** LTA Draft Meeting Minutes dated February 18, 2010 – Gomez
- 3. Receive** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of January 2010 – LiOwen
- 4. Receive** San Benito County Express Monthly Service Report for the Month of January 2010 – LiOwen
- 5. Authorize** Staff to Submit Two Applications to the Monterey Bay Unified Air Pollution Control District for Consideration of Fiscal Year 2010/2011 Assembly Bill 2766 Vehicle Emissions Reduction Grant Program – LiOwen
- 6. 2010 Economic Stimulus Project List** – LiOwen
 - a.** Adopt Resolution 10-03 Authorizing the Executive Director to Apply for and Accept Funds from the Hiring Incentives to Restore Employment Act.

- b. Adopt Resolution 10-04 Authorizing the Executive Director to Apply for and Accept Funds from the Jobs for Main Street Act.

Chair Gomez pulled Item 6 from the Consent Agenda at the request of Director De La Cruz.

Upon a motion duly made by Director De La Cruz, and seconded by Director Emerson, the Director's unanimously approved Items 1-5.

Item 6

Upon a motion duly made by Director Emerson, and seconded by Director Botelho, the Director's unanimously approved Item 6 (a), with Director De La Cruz voting No.

Upon a motion duly made by Director Emerson, and seconded by Director Botelho, the Director's unanimously approved Item 6 (b), with Director De La Cruz voting No.

REGULAR AGENDA
TRANSPORTATION ITEMS

- 7. Authorize** Executive Director to Purchase Replacement Vehicle for Specialized Transportation Services for \$62,165 – LiOwen

Transportation Planner, Betty LiOwen reported that staff had anticipated purchasing a replacement vehicle off of the State Contract for the Specialized Transportation Services. Due to unforeseen delays in the bidding process and the deterioration of the vehicle, staff is asking to the Board to authorize the purchase of the replacement vehicle and seek reimbursement from the State after vehicle delivery.

Chair Gomez asked what company makes the vehicles.

Supervising Mechanic, Pat Dunn stated that there are three major carriers and the lowest bidder is Starcraft, who operates out of the Bay area.

Director De La Cruz stated that he believes the Board is taking a risk with the taxpayer's money by paying for the vehicle up-front and not knowing when the money will actually come in.

Mr. Dunn stated that the urgency is due to the fact that there is only one other bus that is being used on a daily basis to transport dialysis patients to the Bay area and if the bus breaks down there are no other available buses.

Chair Gomez inquired if there is a possibility to purchase a smaller vehicle in order to save on fuel and cost.

Mr. Dunn stated that the size of the vehicle is necessary because they transport 6-10 people who sometimes require wheel chairs which take up more room.

Director Emerson inquired about what the probability of being reimbursed by the state.

Ms. Rheinheimer stated that staff is 100% sure that the LTA will be reimbursed by the State.

Upon a motion duly made by Director De La Cruz, and seconded by Director Emerson, the Director's unanimously approved Item 7.

8. Bus Stop Signs, Hardware, and Installation – LiOwen

- a. **Reject** Bid from American Sign Brackets as Non-responsive,
- b. **Accept** Bid from First Signs as the Sole Responsive Bid,
- c. **Waive** Any defects in the Bid from First Signs as Clerical Errors,
- d. **Award** Contract to First Signs as the Only Responsive Bidder, and
- e. **Approve** Contract for an Amount not to Exceed \$15,625.62 for County Express Bus Stop Signs, Hardware, and Installation Services.

Ms. LiOwen reported that staff is in the process of implementing the 2008 Short Range Transit Plan recommendation to have consistent signage on its County Express services. The next project on the list is to install new bus stop signs, hardware, and installation services.

The Local Transportation Authority received two responses to Invitations for Bids #2009-004, released in November 2009. The most responsive bidder was First Signs, a local company. The project consists of new bus stop signs, hardware, replacement, removal and installation services.

Director De La Cruz inquired if the other bidder was from the local area.

Ms. LiOwen stated that the other bidder was not local.

Upon a motion duly made by Director De La Cruz, and seconded by Director Emerson, the Director's unanimously approved Item 8a-8e.

9. Receive 2nd Quarter Transit and Specialized Transportation Operations Report for Fiscal Year 2009/2010 – LiOwen

Ms. LiOwen provided the following report:

2nd Quarter Performance Indicator Highlights

County Express ridership decreased by 25.07% system-wide as a result of February 2009 service reductions. Productivity decreased by from 6.94 to 5.89 passengers per hour. Maintenance and Fuel decreased by 11.79% and 26.22%, respectively. System-wide farebox recovery increased from 12.46% to 14.85%.

Specialized Transportation ridership increased by 1.96% overall while the farebox recovery decreased by 33.99%. The decrease in farebox recovery is caused by the reduction of donations received from the Out-of-County Non-Emergency Medical Transportation service and the increase in maintenance costs. Maintenance increased by 45.99% due to repairs to an older vehicle. Productivity also decreased from 2.30 passengers per hour to 2.19 passengers per hour.

Director Bilich asked staff to define "service refusal".

Ms. LiOwen stated that typically the service refusal is for the demand response services for Paratransit services in town and Dial-a-Ride services out of town to San Juan Bautista and Tres Pinos. This occurs when the client calls to schedule a ride and the dispatcher explains that they are booked or cannot fit the ride in the schedule, so they offer another timeslot to the client but they refuse the service because it does not work for them.

Director Bilich stated that she has been refused services by Jovenes de Antaño on several occasions.

Ms. LiOwen stated that staff would look into the issue with Jovenes de Antaño and report back.

10. Receive FY 2010-2011 Local Transportation Authority Draft Budget – Postigo

Ms. Postigo reported that the most important component of the FY 2010/2011 budget focuses on aligning spending with revenues and investing in the replacement of aging vehicles. This replacement strategy helps to reduce maintenance costs.

Ms. Postigo noted that this year the Local Transportation Authority set up a new organization code for the Public Transportation Moderation, Improvements and Service Enhancements Account (PTMISEA) and the Economic Stimulus funding. The draft budget for this account for FY 2010/2011 is \$46,762. This is budgeted for transit security and transit cameras.

Ms. Postigo stated that the budget is balanced with revenues matching expenditures. Pending grant applications will be amended into the Budget at a future date if the funds become available.

In summary, the Local Transportation Authority meets the goals and objectives of the agency and matches revenues with expenses.

Director's Emerson and Botelho inquired about the increase in Personnel Costs for fiscal year 2010/11.

Ms. Postigo stated that staff will look into it and report back to the Board.

Director Gomez inquired about the decrease in revenues for fiscal year 2010/11.

Ms. Postigo stated that staff received funding for capital, since staff will not be purchasing capital there will not be any revenues received.

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 APRIL 15, 2010. AGENDA DEADLINE IS APRIL 6, 2010 AT 12:00 P.M.