Agenda Item :_	
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San Benito County LOCAL TRANSPORTATION AUTHORITY REGULAR MEETING

September 20, 2012 2:00 P.M.

FINAL MINUTES

MEMBERS PRESENT:

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

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Administrative Services Specialist, Kathy Postigo; Secretary, Monica Gomez

CALL TO ORDER:

Chair Emerson called the meeting to order at 2:10 p.m.

A. CERTIFICATE OF POSTING

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

B. PUBLIC COMMENT: None

CONSENT AGENDA:

- 1. Approve LTA Transaction Report (Financial Claims) Dated August 2012 Postigo
- 2. Approve Local Transportation Authority Draft Meeting Minutes Dated August 16, 2012 Gomez
- **3. Receive** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of July and August 2012 LiOwen
- **4. Receive** County Express Monthly Service Report for the Month of August 2012 LiOwen
- **5. Declare** LTA Owned Compressed Natural Gas Tanks as Surplus Property and Direct Staff to Dispose of Surplus Property per LTA Rules and Regulations Rheinheimer

Upon a motion duly made by Director De La Cruz, and seconded by Director Gomez, the Directors unanimously approved Items 1-5 from the Consent Agenda.

REGULAR AGENDA:

6. Receive Report on Proposed Fare Increase for all County Express Services and Medical Shopping Assistance Program and Establishment of an Order-by-Mail Processing Fee – LiOwen

Ms. Postigo reported that the last fare increase for County Express services was done in July 2009. The Medical Shopping Assistance Fare was increased January 2011. Due to increased costs of operations, staff recommends increasing the fares. Additionally, staff recommended that the Board establish an Order-by-Mail Processing Fee for token purchases.

Director De La Cruz asked if staff would be able to incorporate the option to purchase tokens by credit card on-line.

Ms. Postigo stated that a whole new system would have to be set in place for credit card purchases. There are fees that are associated with credit card purchases, which would then raise the price of fares to the customers. Ms. Postigo stated that the administrative costs would end up taking away from operation costs.

Director Gomez inquired why a 25% fare increase was selected across the board. He stated that the 25% increase seems to compensate for the increase in operation costs, but it doesn't compensate for the subsidized ride of over 90%.

Ms. Postigo stated that there has to be reason to back up the fare increase, such as an increase in operation cost. The fare increase also has to be cost effective to the customer.

There was discussion about providing notice to the public about the fare increase. Ms. Postigo stated that a public hearing will be required at the October meeting to allow the public to comment on the adoption of the fare increase. The new fares would take effect in January 2013.

Director Gomez asked if the Board could adopt a policy to increase fares on an annual basis.

County Counsel, Shirley Murphy, stated that the fees for services can't exceed the actual cost of providing the services. There has to be some type of back-up to support the amount of the increase.

Director Gomez asked that staff please inform Ms. Rheinheimer that he would like staff to provide an annual review of fares. He stated that he would like to have a better idea of actual costs, so that they are able to get some of the expenses under control.

Director Botelho mentioned that a transit study was provided in 2006 or 2007, which included a review and justification of fare increases over a period of time.

Ms. Postigo concurred with Director Botelho, and added that another transit study will be completed this year, which should provide the information that is being requested.

Upon a motion made by Director Gomez, and seconded by Director De La Cruz, the Directors unanimously voted to adjourn the LTA meeting.

ADJOURN TO LTA MEETING OCTOBER 18, 2012.