

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

October 18, 2012 2:00 P.M.

FINAL MINUTES

MEMBERS PRESENT:

Chair Emerson, Vice-Chair Botelho, Director Boch, and Director Gomez

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Transportation Planning Manager, Mary Gilbert; Administrative Services Specialist, Kathy Postigo; Secretary, Monica Gomez

CALL TO ORDER:

Chair Emerson called the meeting to order at 2:14 p.m.

A. CERTIFICATE OF POSTING

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

B. PUBLIC COMMENT: None

CONSENT AGENDA:

1. **Approve** LTA Transaction Report (Financial Claims) Dated September 2012 – Postigo
2. **Approve** Local Transportation Authority Draft Meeting Minutes Dated September 20, 2012 – Gomez
3. **Adopt** Resolution 12-07 Allocating Transportation Development Act Funds for Fiscal Year 2011/2012 – Postigo
4. **Adopt** Budget Adjustment 12-13-01, Increasing Contracts by \$150,000 – Postigo
5. **Fourth Quarter Budget** – Postigo
 - a. **Receive** Local Transportation Authority FY 2011-12 Fourth Quarter Budget Report
 - b. **Approve** Budget Transfer for Year end Closing June 30, 2012
6. **Radio Equipment and Infrastructure Upgrade Project** – Gilbert
 - a. **Approve** and **Release** Invitation for BIDS #2012-01 for Radio Equipment , and
 - b. **Approve** Memorandum of Understanding with San Benito County Describing Funding for Radio Infrastructure Improvements
7. **Approve** and **Release** Request for Proposals #2012-02 for Demand Response Dispatch Software – LiOwen
8. **Receive** 4th Quarter County Express and Specialized Transportation Performance Indicators for Fiscal Year 2011/2012 – LiOwen

Upon a motion duly made by Director Botelho, and seconded by Director Gomez, the Directors unanimously approved Items 1-8 from the Consent Agenda.

REGULAR AGENDA:

9. Receive Update on the Bus Stop Shelter Project (Verbal Report) – Gilbert

Ms. Gilbert provided an update on the Bus Stop Shelter Project. Staff provided a handout of a map which showed the locations of the bus stop shelter projects.

Ms. Gilbert reported that there are three sites where new bus stop shelters will be installed. Two of the sites are school sites, located at R.O. Hardin Elementary School on Line Street and Sunnyslope School on Memorial Drive. Both of these projects are funded with American Recovery and Reinvestment Act funds from 2009. The Hollister School District dedicated the property at the school sites to LTA, therefore LTA will own the property where the shelters are located at R.O. Hardin and Sunnyslope schools.

In addition, staff is pursuing a shelter at Central and Graff Road. There will also be a bench location at Central and Miller Road, to allow seating for people waiting for the bus.

Staff is pursuing the acquisition of the property at Central and Graff Road, which is a tax defaulted property. Staff is working with the Tax Collector's office to ensure everything is complete and to then be able to acquire deed to the property.

Currently, staff is working on the school site construction. Construction is scheduled to begin the week of October 29th and should be completed the week of November 12th.

Director Gomez inquired if the Hollister School District eliminated its bus service.

Ms. Gilbert stated that at the end of the last school year they did send out notice stating there would no longer be anymore bus service. However, after going through a bid process they changed the bus service to First Student Transit. They offer transportation to students who live outside of a certain distance from their school site.

Director Gomez commented that it may be a good idea for staff to work with the schools to provide information about County Express transportation services. He noted that it may be a good way to increase ridership.

There was no public comment on this item.

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

ADJOURN TO LTA MEETING NOVEMBER 15, 2012.