

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

September 19, 2013 3:00 P.M.

FINAL MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director Scattini

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Transportation Planning Manager, Mary Gilbert; Transportation Planner, Veronica Lezama; Secretary, Monica Gomez

CALL TO ORDER:

Vice Chair Gomez called the meeting to order at 4:55 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** Local Transportation Authority Draft Meeting Minutes Dated August 15, 2013 – Gomez
- 2. Approve** LTA Transaction Report (Financial Claims) dated July through August 2013 – Postigo
- 3. Receive** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of July 2013 – Jovenes de Antaño
- 4. Receive** County Express Monthly Service Report for the Month of July 2013 – MV Transportation, Inc.
- 5. Abbe Park Bus Stop Improvement Project** – LiOwen
 - a. **Adopt** Resolutions 13-02 and 13-03 Authorizing Executive Director and/or Transportation Planning Manager to Execute All Necessary Documents to Obtain Fiscal Year 2011/2012 and Fiscal Year 2012/2013 Funding from the California Emergency Management Agency, and
 - b. **Authorize** Chair to Sign Authorizing Agent Forms from Fiscal Year 2011/2012 and Fiscal Year 2012/2013

Upon a motion duly made by Director Gomez, and seconded by Director De La Cruz, the Directors approved Items 1-5 of the Consent Agenda. Vote: 4/0 motion passes

- 6. Approve** Contract between the San Benito County Local Transportation Authority (LTA) and Majic Consulting Group in the Amount not to Exceed \$79,981 for the Preparation of the San Benito County Transit Plan – Lezama

Ms. Lezama reported that the LTA received three proposals from qualified consultants for the preparation of the San Benito County Transit Plan. The Transit Plan will include short and long range recommendations to improve County Express and Jovenes de Antaño transit services.

Staff recommended that the LTA award the contract to Majic Consulting Group for the preparation of the San Benito Transit Plan.

Ms. Lezama mentioned that the Board of Directors will receive project updates throughout the development of the Transit Plan to ensure optimal feedback. In addition, the Social Services Transportation Advisory Council (SSTAC) will serve as the review committee—providing ongoing feedback throughout the development of the Plan. The general public will also have various opportunities to provide input on the service needs and project recommendations.

There was brief discussion about the proposal scores.

Director De La Cruz commended staff for including the three competitors in the staff report.

Upon a motion duly made by Director De La Cruz, and seconded by Director Boch, the Directors unanimously approved Item 6. Vote 4/0 Motion passes.

7. Approve Agreement between the Local Transportation Authority and the San Benito Health Foundation for the Construction and Installation of a Bus Stop Shelter – Rheinheimer

Ms. Rheinheimer asked to continue this item to a later date, possibly October's meeting.

Chair Botelho continued Item 7 to a future meeting date.

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 17, 2013.