

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

**October 17, 2013 3:00 P.M.**

**FINAL MINUTES**

**MEMBERS PRESENT:**

Vice-Chair Gomez, Director Boch, Director De La Cruz, and Director Scattini

**MEMBERS ABSENT:**

Chair Botelho

**STAFF PRESENT:**

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Transportation Planner, Veronica Lezama; Transportation Planner, Betty LiOwen; Secretary, Monica Gomez

**CALL TO ORDER:**

Vice-Chair Gomez called the meeting to order at 3:33 p.m.

**A. CERTIFICATE OF POSTING**

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

**B. PUBLIC COMMENT:** None

**CONSENT AGENDA:**

- 1. Approve** Local Transportation Authority Draft Meeting Minutes Dated September 19, 2013 – Gomez
- 2. Approve** LTA Transaction Report (Financial Claims) dated September 2013 – Postigo
- 3. Receive** Jovenes de Antaño Specialized Transportation Services Monthly Service Report for the Month of August 2013 – Jovenes de Antaño
- 4. Receive** County Express Monthly Service Report for the Month of August 2013 – MV Transportation, Inc.
- 5. Receive** 4<sup>th</sup> Quarter County Express and Specialized Transportation Performance Indicators for Fiscal Year 2012/2013 – LiOwen
- 6. Adopt** Resolution 13-04 Allocating Transportation Development Act Funds for Fiscal Year 2012/2013 – Postigo
- 7. Invitation for Bids for Vehicles and Computer Server** – LiOwen
  - a. **Release** Invitation for Bids #2013-01 for a Shop Truck and Passenger Van and Invitation for Bids #2013-02 for a Computer Server
  - b. **Authorize** Executive Director to Enter into Purchase Agreements for Shop Truck, Passenger Van, and Computer Server with the Lowest Responsive, Responsible Bidder per Purchasing Policies
- 8. Approve** Project Plans and **Release** Invitations for Bids #2013-03: Bus Stop Shelter Installations – Gilbert

9. **Authorize** Executive Director to Purchase One Bus Stop Shelter from Tolar Manufacturing, Inc., for an Amount Not to Exceed \$12,000 – LiOwen
10. **Receive** Local Transportation Authority FY 2012-13 Fourth Quarter Budget Report, and **Approve** Budget Transfers for Year End Closing June 30, 2013 – Postigo

Ms. Rheinheimer noted a correction to Item 8, which was amended to read:  
Approve Project Plans and **Specifications** and Release Invitations for Bids #2013-03: Bus Stop Shelter Installations.

*Upon a motion duly made by Director De La Cruz, and seconded by Director Scattini, the Directors approved Items 1-10 of the Consent Agenda with the amendment to Item 8. Vote: 4/0 motion passes*

11. **Receive** Presentation on the San Benito Short Range and Long Range Transit Plan – Lezama

Veronica Lezama provided a power-point presentation on the San Benito Short Range and Long Range Transit Plan.

Director De La Cruz suggested contacting Ken Underwood at Hazel Hawkins Memorial Hospital about plans for a Dialysis Center. He also suggested having color coded routes for local transit services because he continues to receive this feedback from constituents.

There was no public comment on this item.

12. **Receive** Report on County Express' Shuttle to County Fair – LiOwen

Betty LiOwen provided a power-point presentation on the free County Express shuttle service to the County Fair, which was a great success. A total of 231 passengers enjoyed their free trip. Passengers expressed appreciation for the service and found the experience very convenient. The Local Transportation Authority will consider this service again next year.

The Directors stated that they were pleased with the turnout. They heard positive feedback from the public. They mentioned that staff may look into some marketing improvements to possibly increase ridership next year.

There was no public comment on this item.

Director Scattini excused himself from the remainder of the meetings at 4:04 p.m.

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

**ADJOURN TO LTA MEETING NOVEMBER 21, 2013.**