

**AGENDA  
REGULAR MEETING  
LOCAL TRANSPORTATION AUTHORITY**

**DATE:** Thursday, April 16, 2015  
3:00 P.M.

**LOCATION:** **Board of Supervisors Chambers**  
481 Fourth Street, Hollister, CA 95023

**DIRECTORS:** Chair Jerry Muenzer, Vice Chair Tony Boch,  
Directors, Anthony Botelho, Victor Gomez, and Ignacio Velazquez  
Alternates: San Benito County: Jaime De La Cruz;  
City of Hollister: Mickie Luna; San Juan Bautista: Jim West

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section B. Public Comment.***

**3:00 P.M. CALL TO ORDER:**

- A. **ACKNOWLEDGE** Certificate of Posting
- B. **PUBLIC COMMENT:** (Opportunity to address the Board on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2. **Speakers are limited to 3 minutes.**)

**CONSENT AGENDA:**

*(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)*

1. **APPROVE** Local Transportation Authority Draft Meeting Minutes Dated March 19, 2015 – Gomez
2. **RECEIVE** County Express/MV Transportation and Specialized Transportation/Jovenes de Antaño Monthly Operations Reports for January and February 2015
3. **ADOPT** Resolution 2015-01 Approving a Project Under the Low Carbon Transit Operations Program – Gilbert

**REGULAR AGENDA:**

4. **DISCUSS** Opportunities for Expanded Transit Services for Commuters – Gilbert

**Adjourn to LTA Meeting on Thursday, May 21, 2015. Agenda deadline is May 12, 2015 at 12:00 p.m.**

*In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Local Transportation Authority Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.*

**San Benito County  
LOCAL TRANSPORTATION AUTHORITY  
REGULAR MEETING  
March 19, 2015 3:00 P.M.**

**DRAFT MINUTES**

**MEMBERS PRESENT:**

Chair Muenzer, Vice-Chair Boch, Director Botelho, Director Gomez, and Director Velazquez

**STAFF PRESENT:**

Deputy County Counsel, Shirley Murphy; Interim Executive Director, Mary Gilbert; Transportation Planner, Veronica Lezama; Secretary, Monica Gomez

**CALL TO ORDER:**

Chair Muenzer called the meeting to order at 3:31 p.m.

**A. CERTIFICATE OF POSTING**

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

**B. PUBLIC COMMENT:** None

**CONSENT AGENDA:**

**1. Approve** Local Transportation Authority Draft Meeting Minutes Dated February 19, 2015 – Gomez

There was no discussion or public comment on the Consent Agenda.

*Upon a motion duly made by Director Boch, and seconded by Director Gomez, the Directors approved Item 1 from the Consent Agenda, with an abstention from Director Botelho and Director Velazquez.*

*Vote: 3/0/2 motion passes.*

**REGULAR AGENDA:**

**2. Receive** Operations Performance Report for the 2nd Quarter of Fiscal Year 2014/2015 – Gilbert

Mary Gilbert reported that during the 2nd Quarter of Fiscal Year 2014/2015, both County Express and Specialized Transportation services experienced an increase in overall ridership. Operational cost increased approximately 4% due to a couple of transmission repairs to County Express vehicles and increase of revenue service hour rate for County Express services.

There was no public comment on this item.

*Upon a motion duly made by Director Boch, and seconded by Director Botelho, the Directors unanimously adjourned the LTA meeting at 3:33 p.m. Vote: 5/0 motion passes.*

**ADJOURN TO LTA MEETING APRIL 16, 2015.**

**January 2015**  
**San Benito County Express Monthly Operations Report**  
 Operated by MV transportation

**Year to Year comparison**

	<b>2015</b>	<b>2014</b>
<b>Passengers Per Hour</b>		
Dial a Ride/Paratransit	4.15	4.15
Fixed Route Service	5.48	5.35
Gavilan Service	10.33	7.41
Caltrain Service	6.03	6.12
Greyhound Service	5.15	4.71
<b>Total Passengers</b>	<b>9,935</b>	<b>8,853</b>
<b>Total Revenue Hours</b>	<b>1,871.43</b>	<b>1,748.81</b>
<b>Passengers per Hour</b>	<b>5.30</b>	<b>5.06</b>
<b>Lift Trips</b>	<b>202</b>	<b>146</b>
<b>No Shows</b>	<b>72</b>	<b>111</b>
<b>Cancellations</b>	<b>313</b>	<b>336</b>

**February 2015**  
**San Benito County Express Monthly Operations Report**  
 Operated by MV transportation

**Year to Year comparison**

	<b>2015</b>	<b>2014</b>
<b>Passengers Per Hour</b>		
Dial a Ride/Paratransit	4.24	4.08
Fixed Route Service	5.28	4.70
Gavilan Service	13.73	12.19
Caltrain Service	5.77	6.51
Greyhound Service	4.40	4.09
<b>Total Passengers</b>	<b>10,669</b>	<b>9,455</b>
<b>Total Revenue Hours</b>	<b>1,808.13</b>	<b>1,683.65</b>
<b>Passengers per Hour</b>	<b>5.90</b>	<b>5.61</b>
<b>Lift Trips</b>	<b>215</b>	<b>138</b>
<b>No Shows</b>	<b>77</b>	<b>81</b>
<b>Cancellations</b>	<b>315</b>	<b>269</b>



**Jovenes de Antaño**  
 Specialized Transportation Services  
 Monthly Service Report - January 2015

**WEEKDAYS**

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	468	320.25	3,957	\$ 180.00	21
Senior Lunch	732	119.75	1,160	\$ -	21
Medical/Shopping Assistance	92	92.00	700	\$ 110.00	
<b>Total</b>	<b>1,292</b>	<b>532.00</b>	<b>5,817</b>	<b>\$ 290.00</b>	

**WEEKENDS**

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	91	42.00	421	\$ -	5
<b>Total</b>	<b>91</b>	<b>42.00</b>	<b>421</b>	<b>\$ -</b>	

**MONTH**

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	559	362.25	4,378	\$ 180.00	26
Senior Lunch	732	119.75	1,160	\$ -	22
Medical/Shopping Assistance	92	92.00	700	\$ 110.00	21
<b>Total</b>	<b>1,383</b>	<b>574.00</b>	<b>6,238</b>	<b>\$ 290.00</b>	

**FISCAL YEAR TO DATE**

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	#REF!	2,699.12	#REF!	\$ 1,072.75	
Senior Lunch	5,302	851.58	9,049	\$ -	
Medical/Shopping Assistance	628	775.75	7,778	\$ 640.00	
<b>Total</b>	<b>#REF!</b>	<b>4,326.45</b>	<b>#REF!</b>	<b>\$ 1,712.75</b>	

**VEHICLE MILEAGE INFORMATION**

Vehicle Number	Ending Odometer
733	
734	111120
735	119656
736	49359
737	37610
738	

**ADDITIONAL INFORMATION**

Service	Current Month	Year To Date
Lift Assisted Trips	104	963
Unduplicated Passengers	96	619
Turn Downs	0	0
No Shows	0	2
Cancellations	0	0
Employee Hours		0.00
Vehicles - Midday		
Vehicles - Peak		

**NOTES**



## Jovenes de Antaño

### Specialized Transportation Services

#### Monthly Service Report - February 2015

#### WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	402	289.75	3,723	\$ 361.00	19
Senior Lunch	728	107.00	1,139	\$ -	19
Medical/Shopping Assistance	92	95.00	894	\$ 115.00	18
<b>Total</b>	<b>1,222</b>	<b>491.75</b>	<b>5,756</b>	<b>\$ 476.00</b>	

#### WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	81	35.00	314	\$ -	4
<b>Total</b>	<b>81</b>	<b>35.00</b>	<b>314</b>	<b>\$ -</b>	

#### MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	483	324.75	4,037	\$ 361.00	19
Senior Lunch	728	107.00	1,139	\$ -	19
Medical/Shopping Assistance	92	95.00	894	\$ 115.00	18
<b>Total</b>	<b>1,303</b>	<b>526.75</b>	<b>6,070</b>	<b>\$ 476.00</b>	

#### FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	4,850	3,023.87	#REF!	\$ 1,433.75	19
Senior Lunch	6,030	958.58	10,188	\$ -	19
Medical/Shopping Assistance	720	870.75	8,672	\$ 755.00	18
<b>Total</b>	<b>11,600</b>	<b>4,853.20</b>	<b>#REF!</b>	<b>\$ 2,188.75</b>	

#### VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
731	
733	112675
734	121848
735	50681
736	38446

#### ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	176	1,139
Unduplicated Passengers	102	721
Turn Downs		0
No Shows		2
Cancellations		0
Employee Hours		0.00
Vehicles - Midday		
Vehicles - Peak		

#### NOTES

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## Staff Report

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To: Local Transportation Authority  
From: Mary Gilbert, Interim Executive Director Telephone: (831) 637-7665  
Date: April 16, 2015  
Subject: Low Carbon Transit Operations Program

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### Recommendation:

ADOPT Resolution 2015-01 Approving a Project Under the Low Carbon Transit Operations Program

### Summary:

The Low Carbon Transit Operations Program provides funding for transit services that reduce greenhouse gas emissions. The LTA is proposing to use the funds to add additional morning transit service to Gilroy beginning in August 2015.

### Financial Considerations:

There is approximately \$18,741 in Low Carbon Transit Operations funding available to the LTA for this project.

### Background:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions.

**Staff Analysis:**

The Local Transportation Authority will use the LCTOP funding for one additional bus route to Gilroy on weekdays. This is an identified need in the LTA's draft Short Range Transit Plan. The additional service will serve students and workers commuting to Gilroy and beyond.

Resolution 15-01 approves the project and authorizes signature of required forms.

Executive Director Review: \_\_\_\_\_

Counsel Review: Yes

Attachment: Resolution 15-01



Resolution of the San Benito County Local        )  
Transportation Authority Approving a            )  
Project Under the Low Carbon Transit            )  
Operations Program (LCTOP) and                 )  
Authorizing the LTA Executive Director or       )  
Transportation Planning Manager to            )  
Execute the LCTOP Certifications and            )  
Assurances    )

Resolution No. 15-01

**WHEREAS**, the San Benito County Local Transportation Authority (LTA) is an eligible project sponsor and may receive state funding for transit projects from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, the LTA proposes to use LCTOP funding to enhance mobility and reduce greenhouse gas emissions through the provision of expanded bus service to Gilroy; and

**WHEREAS**, LCTOP program guidelines require fund recipients to execute Certifications and Assurances regarding compliance with applicable statutes, regulations and guidelines; and

**WHEREAS**, the LTA wishes to delegate authority to the LTA Executive Director and/or Transportation Planning Manager to execute these documents and any amendments thereto for and on behalf of the LTA.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the LTA that it hereby authorizes the expenditure of funds for expanded bus service to Gilroy, and

**BE IT FURTHER RESOLVED** by Board of Directors of the LTA that it hereby agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects, and

**BE IT FURTHER RESOLVED** by the Board of Directors of the LTA that it hereby authorizes and directs the LTA Executive Director and/or Transportation Planning Manager to execute all Certifications and Assurances required of the LCTOP program with the California Department of Transportation, and any Amendments thereto, for and on behalf of the LTA.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY  
on this 16<sup>th</sup> day of April 2015, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

ATTEST:  
Mary Gilbert, Interim Executive Director

By: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Jerry Muenzer, Chair

APPROVED AS TO LEGAL FORM:  
San Benito County Counsel's Office

By: Shirley L. Murphy  
Shirley L. Murphy, Deputy County Counsel

Date: April 9, 2015

## Staff Report

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To: Local Transportation Authority  
From: Mary Gilbert, Interim Executive Director Telephone: (831) 637-7665  
Date: April 16, 2015  
Subject: Expanded Transit Services

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### Recommendation:

**DISCUSS** Opportunities for Expanded Transit Services for Commuters

### Summary:

Staff will provide a presentation of preliminary options for expanded commuter transit services at the April 16 meeting.

### Financial Considerations:

Transit services in San Benito County are funded by a variety of state and federal funding sources. Service expansion could.

### Background:

At its March meeting, the Board discussed completing a bus service cost analysis that expands to San Jose and Mountain View to serve commuters. There was also discussion about whether there is a demand for service to those areas. Based on survey efforts completed by the Council of Governments, there are a high number of commuters traveling to those areas from San Benito County.

### Staff Analysis:

The Local Transportation Authority is currently updating its Short-Range and Long-Range transportation plans. Service expansions are part of the consideration in these plans.

Staff will provide a presentation of initial consideration of long distance bus service options and a preliminary look at funding availability options at the April meeting.

Executive Director Review: \_\_\_\_\_

Counsel Review:     N/A