

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, November 19, 2015
3:00 P.M.

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

DIRECTORS: Chair Jerry Muenzer, Vice Chair Tony Boch,
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 October 15, 2015 – Gomez
2. **RECEIVE** Specialized Transportation/Jovenes de Antaño October 2015 Monthly Service Report
3. **ADOPT** Resolution 15-03 Allocating Transportation Development Act Funds for Fiscal Year 2014/2015 – Postigo

CLOSED SESSION

Matters discussed during Closed Session include existing and pending litigation, personnel matters and real property negotiations. Reportable actions taken by the Board during Closed Session will be announced during open session. (Gov. Code Section 54957.1(a) & (b), Ralph M. Brown Act.)

4. **Conference with Legal Counsel-Anticipated Litigation**
Significant Exposure to Litigation Pursuant to Subdivision (d) of Section 54956.9:
Closed Session is Authorized by Section 54956.9(d) (2), (e) (1)

Adjourn to LTA Meeting on Thursday, December 17, 2015. Agenda deadline is December 8, 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
October 15, 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; Executive Director, Mary Gilbert; Transportation Planner, Sean Vienna; Secretary, Monica Gomez

CALL TO ORDER:

Chair Muenzer called the meeting to order at 3:30 p.m.

A. CERTIFICATE OF POSTING

Upon a motion duly made by Director Botelho, and seconded by Director Velazquez, the Directors unanimously acknowledged the Certificate of Posting. Vote: 5/0 motion passes.

B. PUBLIC COMMENT: None

CONSENT AGENDA:

1. **Approve** Local Transportation Authority Draft Meeting Minutes Dated September 17, 2015 – Gomez
2. **Receive** Specialized Transportation/Jovenes de Antaño Operations Report for August 2015

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

Upon a motion duly made by Director Botelho, and seconded by Director Boch, the Directors unanimously approved Items 1 and 2 from the Consent Agenda. Vote: 5/0 motion passes.

3. **Adopt** Resolution 2015-02 to be Eligible to Receive Low Carbon Transit Operations Program (LCTOP) Funds – Vienna

There was no discussion or public comment.

Upon a motion duly made by Director Botelho, and seconded by Director Boch, the Directors unanimously approved Item 3. Vote 5/0 motion passes.

4. **Receive** Presentation on County Express Commuter Service to the Silicon Valley – Vienna

Sean Vienna provided a presentation. There was discussion among the Board. Staff will be providing more information to the Board as it is available.

There was no public comment.

Deputy County Counsel, Shirley Murphy reported the LTA closed session Item 5 was pulled from the agenda.

CLOSED SESSION:

5. Conference with Legal Counsel-Anticipated Litigation

Significant Exposure to Litigation Pursuant to Subdivision (d) of Section 54956.9:

Closed Session is Authorized by Section 54956.9 (d) (2), (e) (1)

Upon a motion duly made by Director Boch, and seconded by Director Botelho, the Directors unanimously adjourned the LTA meeting at 4:01 p.m. Vote:5/0 motion passes.

ADJOURN TO LTA MEETING NOVEMBER 19, 2015.



Jovenes de Antaño
 Specialized Transportation Services
 Monthly Service Report - October 2014

2015 SN/

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	395	248.50	3,002	\$ 250.00	22
Senior Lunch	735	149.25	1,444	\$ -	22
Medical/Shopping Assistance	84	84.50	788	\$ -	17
Total	1,214	482.25	5,234	\$ 250.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	0	0.00	0	\$ -	0
Total	0	0.00	0	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	395	248.50	3,002	\$ 250.00	22
Senior Lunch	735	149.25	1,444	\$ -	22
Medical/Shopping Assistance	84	84.50	788	\$ -	17
Total	1,214	482.25	5,234	\$ 250.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	1,600	1,031.08	13,089	\$ 566.75	22
Senior Lunch	2,784	508.00	4,856	\$ -	43
Medical/Shopping Assistance	251	297.00	2,693	\$ 208.00	27
Total	4,635	1,836.08	20,638	\$ 774.75	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
733	
734	61874
735	89489
736	77446
737	61809
738	41881

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	124	340
Unduplicated Passengers	67	213
Turn Downs		0
No Shows		0
Cancellations		0
Employee Hours		0.00
Vehicles - Midday		
Vehicles - Peak		

NOTES



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - October 2014-2015

SOW

OUT OF COUNTY

Week of	ONE WAY PASSENGERS					DONATIONS					REVENUE HOURS					REVENUE MILES																
	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	S	Total					
10/1-3/15	0	0	0	19	18						0	0	0	12.5	10.5	0	0	0	64	96	0	0	0	64	96	0	0	0	64	96	0	160
10/5-10/15	18	24	17	29	14	175					12	13	12.5	15.5	11.5	0	64.5	0	300	134	0	983	0	300	134	0	983					
10/12-17/15	15	19	16	20	14	0					7	12.5	12	13	11.5	0	56	59	201	60	146	133	0	599								
10/19-24/15	15	19	15	19	18	75					12.5	13.5	11.5	12	14.5	0	64	251	159	179	146	129	0	864								
10/26-31/15	15	17	19	19	16	0					12	7.5	7	7.5	7	0	41	143	62	67	63	61	0	396								
Total	63	79	67	106	80	0	250	0	0	0	43.5	46.5	43	60.5	55	0	248.5	576	629	525	719	553	0	3002								

SENIOR LUNCH

Week of	ONE WAY PASSENGERS					DONATIONS					REVENUE HOURS					REVENUE MILES										
	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	S
10/1-3/15	35	34	34	41	37						5.5	12.25	11	12	11	9	61	60	49	68	59	297				
10/5-10/15	30	32	27	36	32	0					6.5	5.75	5.75	6.75	5.75	30.5	63	76	61	89	79	368				
10/12-17/15	33	31	33	34	38	0					6	5.75	5.75	6	5.75	29.25	88	71	68	72	80	379				
10/19-24/15	32	32	33	31	25	0					5.75	5.75	5.75	6.25	5.25	28.75	60	70	65	68	60	323				
10/26-31/15	130	129	127	179	170	0					23.75	29.5	28.25	36.5	31.3	149.25	272	277	243	352	300	1444				
Total	350	358	354	481	442	0	0	0	0	0	105.5	117.25	112.5	142.5	124.8	617.25	1444	1444	1243	1672	1300	0	788			

MEDICAL/SHOPPING ASSISTANCE

Week of	ONE WAY PASSENGERS					FARES					REVENUE HOURS					REVENUE MILES										
	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	S
10/1-3/15	0	0	0	4	4						0	0	0	5	2	7	0	0	0	73	49	122				
10/5-10/15	0	0	6	4	2	0					0	0	5.5	5.5	3	14	49	80	24	22	122	297				
10/12-17/15	4	0	8	10	6	0					6	0	7	7	6	26	55	48	50	22	37	212				
10/19-24/15	10	2	4	4	4	0					6.5	4	4	4	5	23.5	23	38	24	50	22	157				
10/26-31/15	2	0	6	4	0	0					4	0	6	4	0	14						0				
Total	16	2	24	26	16	0	0	0	0	0	16.5	4	22.5	25.5	16	84.5	127	166	98	167	230	788				

Staff Report

To: Local Transportation Authority
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: November 19, 2015
Subject: Allocation of Transportation Development Act Funds for Fiscal Year 2014/2015

Recommendation:

ADOPT Resolution 15-03 Allocating Transportation Development Act Funds for Fiscal Year 2014/2015.

Summary:

Each year the COG Board is required by the Transportation Development Act to allocate Local Transportation Funds and State Transit Assistance Funds.

Financial Considerations:

For the Fiscal Year 2014/2015 the Local Transportation Authority is requesting \$ 774,077.71 for Transit Operations under Article 4 and \$315,737.75 for Community Transit Services under Article 4.5. In total \$1,089,815.46 is allocated from FY 13/14 revenue. This amount still leaves \$700,000 which was set aside for local streets and roads in the approved Budget.

Background:

The Local Transportation Fund has been in existence since 1972 and is derived from a ¼ cent of the general sales tax collected statewide and returned to COG as Local Transportation Funds as defined under the Transportation Development Act. The State Transit Assistance Fund has been in existence since 1980 and is derived from the statewide sales tax on gasoline and diesel fuel. The State Transit Assistance Funds are monies allocated to the COG by the State Controller's Office based on the population of San Benito County and returned to COG to be used for public transit only.

Local Transportation Funds are to be used for statutory purposes in San Benito County and include (in priority order):

- TDA administration costs
- General public transit operations and capital

- Contract payments for transit services
- Transit-related research and development projects
- Administration of transit contracts
- Elderly and disabled transit
- Bicycle and pedestrian projects
- Local streets and roads (Cities & County based on population)

State Transportation Assistant Fund purposes in San Benito County include:

- Capital requirements of public transportation system
- Transit operations
- Contract payments for public transit services
- Administrative and planning cost of contracted public transportation

Staff Analysis:

Resolution 15-03 is required under the Transportation Development Act pursuant to Public Utilities Code Article 4 and Article 4.5 which are a part of the claims process. Listed below are the requirements of the claimants for the Local Transportation Funds and the State Transit Assistance Funds:

1. The Local Transportation Authority is in conformity with the Regional Transportation Plan.
2. The level of passenger fares and charges are sufficient to enable the Local Transportation Authority to meet the fare box revenue requirements of the Public Utilities Code.
3. The sum of the County of San Benito allocations from the State Transit Assistance Fund and from the Local Transportation Fund does not exceed the amount the claimant is eligible to receive during the fiscal year.
4. The Local Transportation Authority has submitted the certification required by the Department of California Highway Patrol verifying that the operator is in compliance with Section 1801.1 of the Vehicle Code.

Staff recommends that the Board APPROVE Resolution 15-03.

Executive Director Review: _____

Counsel Review: Yes

Attachment: Resolution 15-03

BEFORE THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY

A RESOLUTION OF THE SAN BENITO)
 COUNTY LOCAL TRANSPORTATION)
 AUTHORITY AUTHORIZING THE FILING) Resolution No. 15-03
 OF A CLAIM WITH THE COUNCIL)
 OF SAN BENITO COUNTY GOVERNMENTS,)
 ACTING AS THE REGIONAL)
 TRANSPORTATION PLANNING AGENCY,)
 FOR ALLOCATION OF TRANSPORTATION)
 DEVELOPMENT ACT FUNDS FOR)
FISCAL YEAR 2014/2015)

WHEREAS, the Transportation Development Act (TDA), as amended (California Public Utilities Code commencing with Section 99200 et seq.) provides for the allocation of funds from the Local Transportation Fund and the State Transit Assistance Fund by Regional Transportation Planning Agencies, for the use by eligible claimants for various transportation purposes; and

WHEREAS, the Council of San Benito County Governments is the Regional Transportation Planning Agency in and for the County of San Benito; and

WHEREAS, pursuant to the provisions of the TDA, as amended and pursuant to the applicable rules and regulations thereunder (Title 21, Division 3, Chapter 2 (commencing with section 6600) of the California Code of Regulations) a prospective claimant wishing to receive an allocation from the Local Transportation Fund or the State Transit Assistance fund shall file its claim with the Council of San Benito County Governments.

NOW, THEREFORE, BE IT RESOLVED that the San Benito County Local Transportation Authority is authorized to execute and file an appropriate claim pursuant to the terms of the Transportation Development Act, as amended and pursuant to applicable rules and regulations promulgated thereunder, together with all necessary supporting documents, with the Council of San Benito County Governments for an allocation of TDA funds in Fiscal Year 2014/2015.

BE IT FURTHER RESOLVED that the authorized claim includes \$1,089,815.46 for transit purposes.

BE IT FURTHER RESOLVED that a copy of this resolution be transmitted to the Council of San Benito County Governments in conjunction with the filings of the claims.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY THIS 19TH DAY OF NOVEMBER, 2014 BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAINING:

ABSENT:

Jerry Muenzer, Chair

APPROVED AS TO LEGAL FORM:

SAN BENITO COUNTY COUNSEL'S OFFICE

Dated: Nov. 13, 2015

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

ATTEST:

Mary Gilbert, Executive Director

Dated: _____

By: _____

Closed Session

Conference with Legal Counsel-Anticipated Litigation

Significant Exposure to Litigation Pursuant to Subdivision (d) of Section 54956.9:

Closed Session is Authorized by Section 54956.9(d) (2), (e) (1)