

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, October 15, 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 September 17, 2015 – Gomez
2. **RECEIVE** Specialized Transportation/Jovenes de Antaño Operations Report for August 2015

REGULAR AGENDA:

3. **ADOPT** Resolution 2015-02 to be Eligible to Receive Low Carbon Transit Operations Program (LCTOP) Funds – Vienna
4. **RECEIVE** Presentation on County Express Commuter Service to the Silicon Valley – Vienna

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.)

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)

Adjourn to LTA Meeting on Thursday, November 19, 2015. Agenda deadline is November 10, 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**

September 17, 2015 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:

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

STAFF PRESENT:

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

CALL TO ORDER:

Chair Muenzer called the meeting to order at 4:21 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. Vote: 4/0 motion passes.

B. PUBLIC COMMENT: None

CONSENT AGENDA:

- 1. Approve** Local Transportation Authority Draft Meeting Minutes Dated August 20, 2015 – Gomez
- 2. Receive** County Express/MV Transportation Operations Report for August 2015 and Specialized Transportation/Jovenes de Antaño Operations Report for July 2015

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

Upon a motion duly made by Director Boch and seconded by Director Botelho, the Directors unanimously approved Items 1 and 2 from the Consent Agenda. Vote: 4/0 motion passes.

Deputy County Counsel, Shirley Murphy reported the COG Board going into closed session at 4:22 p.m. to discuss Item 8. Public Employee Performance Evaluation. The Board will then convene to the LTA closed session to discuss Item 3. Conference with Legal Counsel-Anticipated Litigation.

CLOSED SESSION:

3. 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)

The LTA Board reconvened from Closed session at 4:38 p.m.

Deputy County Counsel, Shirley Murphy stated that there was no reportable action taken under Item 3.

Upon a motion duly made by Director Boch, and seconded by Director Muenzer, the Directors Unanimously adjourned the LTA meeting at 4:39 p.m. Vote:4/0 motion passes.

ADJOURN TO LTA MEETING OCTOBER 15, 2015.



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - August 2015

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	372	234.25	2,879	\$ 57.00	21
Senior Lunch	649	118.50	1,116	\$ -	21
Medical/Shopping Assistance	32	44.50	416	\$ 38.00	10
Total	1,053	397.25	4,411	\$ 95.00	

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	372	234.25	2,879	\$ 57.00	21
Senior Lunch	649	118.50	1,116	\$ -	21
Medical/Shopping Assistance	32	44.50	416	\$ 38.00	10
Total	1,053	397.25	4,411	\$ 95.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	794	519.58	6,341	\$ 187.00	0
Senior Lunch	1,330	240.75	2,271	\$ -	21
Medical/Shopping Assistance	110	142.50	1,348	\$ 136.75	10
Total	2,234	902.83	9,960	\$ 323.75	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
733	
734	
735	87955
736	76110
737	57778
738	38871

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	0	132
Unduplicated Passengers		64
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 - August 2011

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
8/1/2015																				
8/3-8/15	15	17	18	19	16						8	8	12.5	14	12	57	60	121	220	128
8/10-15/15	18	19	17	20	15						13	12	12	13	7	132	126	154	210	87
8/17-22/15	18	20	16	16	14						10.8	12	7	7.5	7	145	251	57	60	61
8/24-29/15	19	20	18	22	16					57	10.5	13	12.5	13	11	143	166	201	139	131
8/31/2015	19										18.5					230				
Total	89	76	69	77	61	0	0	0	0	57	60.8	45	44	47.5	37	707	603	533	629	407

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
8/1/2015																				
8/3-8/15	26	36	32	38	30						5.5	5.5	5.5	5.5	5.5	45	50	57	52	49
8/10-15/15	31	31	34	33	24						5.5	5.5	6	5.5	6	45	52	45	62	67
8/17-22/15	18	22	37	35	27						6	5.5	5.5	5.5	5.5	53	46	55	49	46
8/24-29/15	35	38	37	38	33						5.5	6.5	5.5	5.5	5.5	56	59	66	57	56
8/31/2015	14										6					49				
Total	124	127	140	144	114	0	0	0	0	0	28.5	23	22.5	22	22.5	248	207	223	220	218

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
8/1/2015																				
8/3-8/15	0	2	0	4	2						0	3.5	0	4.5	4	0	21	0	16	64
8/10-15/15	4	4	2	2	0						5	5	3	3	0	42	35	28	28	0
8/17-22/15	0	0	4	0	0						0	0	5	0	0	0	0	32	0	0
8/24-29/15	0	0	0	6	2						0	0	0	7.5	4	0	0	0	136	14
8/31/2015	0										0					0				
Total	4	6	6	12	4	5	7.5	7.5	13	5	5	8.5	8	15	8	42	56	60	180	78

Staff Report

To: Local Transportation Authority
From: Sean Reilly Vienna, Transportation Planner Telephone: (831) 637-7665
Date: October 15, 2015
Subject: Low Carbon Transit Operations Program

Recommendation:

ADOPT Resolution 2015-02 to be eligible to receive Low Carbon Transit Operations Program (LCTOP) funds

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 transit services to the County Express system.

Financial Considerations:

The amount of funds available in Low Carbon Transit Operations funding to LTA is unknown at this time.

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 State is requiring local agencies to adopt a new resolution in t his funding cycle before approving new Certifications and Assurances to be eligible to receive funding.

Executive Director Review: _____

Counsel Review: Yes

Attachment: Resolution 15-02

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. 15-02

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 15th day of October 2015, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jerry Muenzer, Chair

ATTEST:
Mary Gilbert, Interim Executive Director

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

By: _____

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

Date: _____

Date: Oct. 9, 2015

Staff Report

To: Local Transportation Authority
From: Sean Vienna, Transportation Planner Telephone: (831) 637-7665
Date: October 15, 2015
Subject: County Express Commuter Services to Silicon Valley

Recommendation:

RECIEVE presentation on County Express Commuter Service to the Silicon Valley

Summary:

In response to a request from the Board that Staff look into the possibility of creating a commuter bus service from San Benito County to non-descript employment centers in Silicon Valley, staff has prepared a PowerPoint presentation. The presentation examines the existing conditions of inter-county services, what other agencies are doing, the options for future commuter services, possible funding sources and staff recommendation.

Financial Considerations:

The financial impact was found to be anywhere between \$0 and \$28 million.

Background:

Census information indicates that 48.9% of employed San Benito County residents commute outside of the county for employment. As the population of the county continues to increase at a rate higher than the employment opportunities, current congestion issues for personal automobiles will continue to increase. During the September board meeting, the LTA Board requested that staff look into the creation of a stand-alone commuter bus service to employment centers in Silicon Valley.

Staff Analysis:

Existing Conditions

Currently, 48.9% of the employed population of San Benito County commutes outside of the county for employment, the lion's share of these commuters is traveling to points north. San Benito County Express currently operates nine (9) Inter-County Transit routes (the "Gav Express" just launched in August) during the A.M. commute period, with three (3) offering direct service to the Gilroy Transit Center. Annually, the Inter-County service transports 46,855 passengers (FY14/15) with 12,441 accessing the Gilroy Transit Center.

What Other Agencies Are Doing

The Gilroy Transit Center is the southernmost transit center in Santa Clara County. This Transit Center provides a location for operations for four (4) different transit agencies: San Benito County Express, Santa Clara Valley Transportation Authority (VTA), Monterey Salinas Transit (MST), and CalTrain. With the exception of San Benito County Express, all of the other transit agencies at this location provide commuter services to employment centers in Silicon Valley.

Santa Clara Valley Transportation Authority (VTA) currently operates seven (7) different bus routes that service the Gilroy Transit Center. Three (3) of these bus routes have service into Silicon Valley: #68 with service to Diridon Station, #168 (Express) with service to Diridon Station, #121 (Express) with service to Lockheed Martin Transit Center. All of these northbound services provide southbound services in the P.M. commute period.

Monterey Salinas Transit (MST) currently operates two (2) bus lines that stop at the Gilroy Transit Center, with service into Silicon Valley. The San Jose Express (#55) operates from Monterey to Diridon Station getting a passenger to Diridon by 12 noon. The King City – San Jose Route (#86) can get a passenger to Diridon Station by 7:56 am via the San Jose International Airport (SJC).

CalTrain currently operates three (3) northbound trains during the A.M. commute period from Gilroy. However, there are no southbound trains that make it all the way to Gilroy. Also, there is some apprehension as to what will happen to CalTrain services, south of San Jose, once the Peninsula Corridor Electrification Project is complete.

What Can We Do Moving Forward

Option One, is to resurrect the Hollister/Gilroy CalTrain (Rail) Extension. In 2000, the San Benito Council of Governments had a report prepared to look at the feasibility of extending the CalTrain line from Gilroy to Hollister (4th and Sally). The annual operating costs associated with this extension (in FY2000 Dollars) would have been \$638,000 and \$941,000, for two and three train scenarios respectively. The initial capital investment for this project (in FY2000 Dollars) would have been between \$19.6 and \$27.1 million dollars, depending on the level of safety and the desired speed of the trains. Commuter rail would require extensive planning and negotiation to be feasible.

Option two, would be to create a dedicated bus commuter service to employment centers within Silicon Valley is another option. This would require the acquisition of at least two (2) commuter style buses. The cost of a 39 passenger commuter bus with all amenities (WiFi, electric outlets, LED lighting, etc.) is \$425,000. A larger 57 passenger commuter style bus is \$550,000. The operational costs of this service would have to be negotiated with MV Transportation, who currently runs our operations at a cost of about \$47 per operational hour and all of the bus drivers would have to be trained/certified in operating a bus with air breaks.

The maintenance cost of this option is difficult to estimate; however, it would go against the move that County Express is currently making to streamline the fleet to the same type of vehicles with different seating configurations to cut maintenance costs. This option would also require a major planning study to determine what employment centers San Benito County residents need to access. This option would also have to work with the various transit agencies and municipalities to create memorandums of understanding (MOU's) in order for County Express buses to be able to operate

within these other jurisdictions. Finally, this option would also require a major marketing effort as well, in order to offset the costs associated with this option; every seat would need to be filled on every bus.

Option three would be to strengthen the connection to the commuter services already being provided to employment centers in Silicon Valley from the Gilroy Transit Center. Currently the earliest San Benito County Express Inter-County bus arrives at the Gilroy Transit Center at 6:00 a.m.. If a bus were to arrive 30 minutes earlier (5:30 a.m.) a transit passenger can arrive in San Francisco by 7:44 a.m. via the VTA 168 Express Bus to Diridon Station and the Baby Bullet CalTrain to San Francisco. Although, there are still costs associated with this option, the funds for pursuing this option are available through grants from the Federal Transit Administration (FTA) and CalTrans, funding will be discussed in the next section. San Benito County Express would need capital money for the acquisition of new rolling stock and operations funds to expand the current services. In August, San Benito County Express launched the "Gav Express" utilizing operational grant monies from CalTrans (\$18,000). This express bus has been very popular and is at capacity daily.

Option four, the final option, would be to make no operational changes and only enhance marketing of existing services. This would have limited impact on the LTA budget; however, it would also provide no new options for commuting. There are existing services being provided by LTA to connect to dedicated commuter services that continue up into Silicon Valley from the Gilroy Transit Center. These services are being underutilized by the residents of San Benito County, so a more concentrated marketing effort to inform the employed population of San Benito County that is commuting to points north might have an impact on the amount of single-occupancy vehicles making this commute.

Funding Sources

With the exception of option four which only requires more marketing dollars, all of the options discussed above would require additional funding for both capital and operational expansions. The following sources of funding are options that can be pursued:

- FTA 5311 Funding: This is a Rural Transit and Intercity Bus federal funding program. The funds can be used for both capital and operations within the transit system.
- Low-Carbon Transit Operations Program (LCTOP): These funds can be used to purchase new low/zero-emission vehicles, expanding existing services or starting new ones. Priority is given to services that operate within CALEPA designated "Disadvantaged Communities" (Gilroy qualifies for this designation, while Hollister does not).
- Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA): These monies are for capital expenditures only. San Benito County Express is currently awaiting PTMISEA funds to replace outdated rolling stock.
- Greyhound Funding: Currently Monterey Salinas Transit (MST) is entered into an agreement with Greyhound Lines Inc. to receive operations funding for their services that serve Greyhound stations. County Express is currently providing service to the Greyhound station in Gilroy (Gilroy Transit Center) on the weekend, so these funds possibly could be attained.

- Gavilan College: Staff is currently in discussion with Gavilan College about establishing a constant revenue stream from the school by setting up an "Eco-Pass" type system, which is already in place with VTA.

Although there are various funding sources, the funds available are limited in size.

Staff Recommendation

Staff recommends that we look into strengthening connections to neighboring transit agencies. The most flexible option moving forward would be to increase the number of buses going to and from the Gilroy Transit Center. The neighboring agencies already have the capital, operational and planning in place. A good transit system is one that works well integrating itself with other transit systems, and by increasing connections to these existing systems, County Express is not providing a redundant service.

Staff also recommends increasing marketing efforts to increase ridership and awareness of the existing inter-county services and where/when transit can get riders to in Silicon Valley.

Executive Director Review: _____

Counsel Review: N/A

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)