

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

- DATE:** Thursday, August 18, 2016
3:00 P.M.
- LOCATION:** **Board of Supervisors Chambers**
481 Fourth Street, Hollister, CA 95023
- DIRECTORS:** Chair Tony Boch, Vice Chair Ignacio Velazquez,
Anthony Botelho, Victor Gomez, and Jerry Muenzer
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 July 21, 2016 – Gomez
2. **RECEIVE** County Express/MV Transportation Operations Report for June 2016

REGULAR AGENDA:

3. **AUTHORIZE** County Express Shuttle Service to the San Benito County Fair – Valentine

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-Existing Litigation

Pursuant to Subdivision (a) & (d) (1) of Section 54956.9:

Name of Case: Luis Rodriguez, et al. v. MV Transportation, Inc., et al. Superior Court of California, County of San Benito, Case No. CU-15-00159

Adjourn to LTA Meeting on Thursday, September 15, 2016. Agenda deadline is September 6, 2016 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
July 21, 2016 3:00 P.M.**

DRAFT MINUTES

MEMBERS PRESENT:

Chair Boch, Director Botelho, Director Gomez, Director Velazquez, and Alternate Director De La Cruz

STAFF PRESENT:

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

CALL TO ORDER:

Chair Boch called the meeting to order at 4:15 p.m.

A. CERTIFICATE OF POSTING

Upon a motion duly made by Director De La Cruz, and seconded by Director Botelho, 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 June 16, 2016 – Gomez
2. **Receive** Specialized Transportation /Jovenes de Antaño May and June 2016 Monthly Service Reports
3. **Receive** County Express/MV Transportation Operations Report for May 2016

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

Upon a motion duly made by Director Botelho, and seconded by Director Velazquez, the Directors unanimously approved Items 1-3 from the Consent Agenda. Vote: 5/0 motion passes.

Chair Boch moved to the Regular ALUC and SAFE meetings at 4:11 p.m. and reconvened back into LTA's Closed session at 4:31 p.m.

CLOSED SESSION:

4. Conference with Legal Counsel-Existing Litigation

Pursuant to Subdivision (a) & (d) (1) of Section 54956.9:

Name of Case: Luis Rodriguez, et al. v. MV Transportation, Inc., et al. Superior Court of California, County of San Benito, Case No. CU-15-00159

The LTA Board reconvened from Closed session at 4:37 p.m.

Deputy County Counsel, Shirley Murphy stated that there was no reportable action taken under Item 4.

Upon a motion duly made by Director Gomez, and seconded by Director De La Cruz, the Directors unanimously adjourned the LTA meeting at 4:38 p.m. Vote:5/0 motion passes.

ADJOURN TO LTA MEETING AUGUST 18, 2016.

June 2016
San Benito County Express Monthly Operations Report
 Operated by MV transportation

Year to Year comparison

	2016	2015
Passengers Per Hour		
Dial a Ride/Paratransit	3.60	4.36
Fixed Route Service	3.41	3.93
Gavilan Service	4.36	5.23
Caltrain Service	6.28	6.17
Greyhound Service	3.34	4.81
Total Passengers	6,945	7,988
Total Revenue Hours	1788.59	1,762.04
Passengers per Hour	3.88	4.53
Lift Trips	170	212
No Shows	57	96
Cancellations	168	259

WEEKDAYS June 2016

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,557	0	339.99	359	\$ 705.04	\$ 443.17	\$ 17.25	21	\$ 15,014.98
Paratransit	1,745	31	601.79	12,310	\$ 2,115.12	\$ 1,329.53	\$ 51.75	21	\$ 26,576.85
Fixed Route	1,411	42	425.05	4,847	\$ 850.47	\$ 130.40	\$ -	21	\$ 18,771.48
Gavilan	768	1	176.03	3,956	\$ 1,076.41	\$ 175.10	\$ -	21	\$ 7,774.01
Caltrain	1,072	0	170.52	4,459	\$ 1,719.86	\$ 120.90	\$ -	21	\$ 7,530.67
Total	6,553	74	1,713.38	25,931	\$ 6,466.90	\$ 2,199.10	\$ 69.00	105	\$ 75,668.00

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	53	1	9.39	172	\$ 16.91	\$ 4.40	\$ -	4	\$ 414.69
Greyhound	94	0	26.54	767	\$ 155.81	\$ 5.40	\$ -	4	\$ 1,172.09
Total	147	1	35.93	939	\$ 172.72	\$ 9.80	\$ -	8	\$ 1,586.78

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	57	22	10.57	187	\$ 85.73	\$ 6.60	\$ -	4	\$ 466.80
Greyhound	91	0	28.71	772	\$ 154.95	\$ 8.80	\$ -	4	\$ 1,267.92
Total	148	22	39.28	959	\$ 240.68	\$ 15.40	\$ -	8	\$ 1,734.72

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,667	23	359.95	359	\$ 807.68	\$ 454.17	\$ 17.25	29	\$ 15,896.47
Paratransit	1,745	31	601.79	12,310	\$ 2,115.12	\$ 1,329.53	\$ 51.75	21	\$ 26,576.85
Fixed Route	1,411	42	425.05	4,847	\$ 850.47	\$ 130.40	\$ -	21	\$ 18,771.48
Gavilan	768	1	176.03	3,956	\$ 1,076.41	\$ 175.10	\$ -	21	\$ 7,774.01
Caltrain	1,072	0	170.52	4,459	\$ 1,719.86	\$ 120.90	\$ -	21	\$ 7,530.67
Greyhound	185	0	55.25	1,539	\$ 310.76	\$ 14.20	\$ -	8	\$ 2,440.01
Total	6,848	97	1,788.59	27,470	\$ 6,880.30	\$ 2,224.30	\$ 69.00		\$ 78,989.50

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	20,334	243	4,059.57	15,679	\$ 10,421.10	\$ 6,234.83	\$ 1,615.00	357	\$ 174,840.79
Paratransit	23,366	375	7,212.45	143,125	\$ 26,109.79	\$ 19,603.85	\$ 4,535.00	255	\$ 310,716.99
Fixed Route	26,483	503	5,561.01	64,084	\$ 14,711.13	\$ 3,155.67	\$ 20.00	252	\$ 239,540.12
Gavilan	26,304	85	2,984.01	69,285	\$ 26,554.02	\$ 11,580.05	\$ 436.00	257	\$ 128,387.05
Caltrain	13,042	0	2,011.94	52,002	\$ 19,823.11	\$ 1,835.80	\$ 120.00	258	\$ 86,574.83
Greyhound	2,751	0	685.67	19,790	\$ 4,714.49	\$ 112.70	\$ -	103	\$ 29,513.69
Total	112,280	1,206	22,514.65	363,965	\$ 102,333.64	\$ 42,522.90	\$ 6,726.00		\$ 969,573.47

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	170	2,159
Turn Downs	0	0
No Shows	57	916
Cancellations	168	3,502
Employee Hours	2,057	29,779
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 40 Caltrain Bikes = 10
Fixed Route = 2

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Jun	22	43	61	5	8	139
2-Jun	18	63	32	11	8	132
3-Jun	14	47	49	7	10	127
4-Jun						
5-Jun						
6-Jun	23	31	42	7	7	110
7-Jun	16	44	36	5	6	107
8-Jun	16	27	19	3	7	72
9-Jun	11	15	0	0	0	26
10-Jun	13	28	11	0	0	52
11-Jun						
12-Jun						
13-Jun	15	32	0	0	0	47
14-Jun	18	48	0	0	0	66
15-Jun	27	31	0	0	0	58
16-Jun	23	13	0	0	0	36
17-Jun	14	28	0	0	0	42
18-Jun						
19-Jun						
20-Jun	9	28	0	0	0	37
21-Jun	12	26	0	0	0	38
22-Jun	32	26	0	0	0	58
23-Jun	21	39	0	0	0	60
24-Jun	20	28	0	0	0	48
25-Jun						
26-Jun						
27-Jun	33	20	0	0	0	53
28-Jun	18	29	0	0	0	47
29-Jun	18	34	0	0	0	52
30-Jun	17	29	0	0	0	46
TOTALS	410	709	250	38	46	1453
DAILY AVERAGE						
E	19	32	11	2	2	66

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665
Date: August 18, 2016
Subject: County Express Service to San Benito County Fair

Recommendation:

AUTHORIZE County Express Shuttle Service to the San Benito County Fair.

Summary:

The Local Transportation Authority provided a shuttle service to the County Fair in 2013, 2014 and 2015. The County Fair will be held September 29 through October 2, 2016 and staff is proposing to offer a shuttle service for fair attendees.

Financial Considerations:

The financial impact for this service is approximately \$1,600.

Background:

The San Benito County Fair is scheduled September 29 through October 2, 2016. Staff is asking for the Board to authorize shuttle service to the fair on those dates. Staff will work with the San Benito County Fair Staff to select an appropriate schedule and stop locations.

Staff Analysis:

Staff has prepared a proposed schedule with the bus arriving approximately every hour (Attachment 1). If approved, this would be the fourth year the Local Transportation Authority will be providing this service.

The additional shuttle service would allow the Local Transportation Authority to market its services to residents who are not familiar with County Express to try transit. Often, a person does not ride transit because they do not understand how the system works or are reluctant to try something new. The shuttle service would provide them an opportunity to familiarize themselves to the vehicle, driver, and service levels. The driver on the vehicle would have service brochures on hand to provide attendees.

Staff does not recommend charging a fare for the service. Parking at the Fair is \$5.00 per vehicle. A family of two adults and children would pay \$7.00 in bus fares for a round trip; making it financially unreasonable for the family to take the shuttle service. Additionally, by not

charging a fare or having a third party pay for the service, the agency is exempt from Charter Bus regulations (49 CFR Section 604).

In addition to the marketing potential, the shuttle service would be a positive impact to the County Fair. The shuttle service has the potential to:

- Bring more attendees
Individuals without personal vehicles will be able to ride the shuttle to the County Fair, increasing the number of potential customers for vendors and sales tax generation.
- Reduce Congestion
Alleviate the crowded parking situation on the fairgrounds. In past years, attendees began illegally parked their vehicles on the side of the road once the parking lot was full.

After the fair, a staff report on the ridership will be presented to the Board of Directors.

Executive Director Review: _____

Counsel Review: N/A

Attachment: Proposed 2016 San Benito County Fair Shuttle Service Schedule

COUNTY EXPRESS



Shuttle to County Fair September 29th - October 2nd 2016

County Express is pleased to offer FREE shuttle service to the County Fair this year. The shuttle will drop-off at Gate 1 and pick-up passengers at Gate 3 at the County Fair. The shuttle is wheelchair accessible.

Tickets for the County Fair can be pre-purchased at Postal Graphics, Ace Hardware, Ranchers Feed, Chamber of Commerce and the Fairgrounds.

Shuttle Information: 831.636.4161 SanBenitoCountyExpress.org

Fair Information: 831.628.3421 SanBenitoCountyFair.com

Thursday and Friday, September 29 and 30, 2016

First Bus Leaves Veteran's Park: 3:15 p.m.

Last Bus Leaves County Fair at 9:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Arrive Gate 1)	County Fair (Depart Gate 3)
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
6:15	6:20	6:25	6:35	6:50	7:00
7:15	7:20	7:25	7:35	7:50	8:00
8:15	8:20	8:25	8:35	8:50	9:00

Saturday, October 1, 2016

First Bus Leaves Veteran's Park: 11:15 a.m.

Last Bus Leaves County Fair at 9:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Arrive Gate 1)	County Fair (Depart Gate 3)
11:15	11:20	11:25	11:35	11:50	12:00
12:15	12:20	12:25	12:35	12:50	1:00
2:15	2:20	2:25	2:35	2:50	3:00
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
5:15	5:20	5:25	5:35	5:50	6:00
7:15	7:20	7:25	7:35	7:50	8:00
8:15	8:20	8:25	8:35	8:50	9:00

Sunday, October 2, 2016

First Bus Leaves Veteran's Park: 11:15 a.m.

Last Bus Leaves County Fair at 6:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Arrive Gate 1)	County Fair (Depart Gate 3)
11:15	11:20	11:25	11:35	11:50	12:00
12:15	12:20	12:25	12:35	12:50	1:00
1:15	1:20	1:25	1:35	1:50	2:00
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
5:15	5:20	5:25	5:35	5:50	6:00

COUNTY EXPRESS



Servicio de Transporte a la Feria del Condado el 29 de septiembre - 2 de octubre 2016

County Express se complace en ofrecer servicio de transporte gratuito a la feria este año. El autobús dejara la Puerta 1 y recogerá pasajeros en la Puerta 3 en la Feria del Condado. El servicio de transporte es accesible para sillas de ruedas.

Los boletos para la Feria se pueden comprar por adelantado en Postal Graphics, Ace Hardware, Ranchers Feed, Chamber of Commerce y en los terrenos de la feria.

Información de Transporte: 831.636.4161 SanBenitoCountyExpress.org

Información de la Feria del Condado: 831.628.3421 SanBenitoCountyFair.com

Jueves y Viernes, el 29 y 30 de septiembre del 2016

Primer Autobús sale del Parque de los Veteranos: 3:15 p.m.

Último Autobús sale de la Feria a las 9:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Llegar Puerta 1)	County Fair (Salir Puerta 3)
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
6:15	6:20	6:25	6:35	6:50	7:00
7:15	7:20	7:25	7:35	7:50	8:00
8:15	8:20	8:25	8:35	8:50	9:00

Sábado, el 1 de octubre del 2016

Primer Autobús sale del Parque de los Veteranos: 11:15 a.m.

Último Autobús sale de la Feria a las 9:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Llegar Puerta 1)	County Fair (Salir Puerta 3)
11:15	11:20	11:25	11:35	11:50	12:00
12:15	12:20	12:25	12:35	12:50	1:00
2:15	2:20	2:25	2:35	2:50	3:00
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
5:15	5:20	5:25	5:35	5:50	6:00
7:15	7:20	7:25	7:35	7:50	8:00
8:15	8:20	8:25	8:35	8:50	9:00

Domingo, el 2 de octubre del 2016

Primer Autobús sale del Parque de los Veteranos: 11:15 a.m.

Último Autobús sale de la Feria a las 6:00 p.m.

Veteran's Park	4th St. & San Benito St.	Health Foundation	KMART	County Fair (Llegar Puerta 1)	County Fair (Salir Puerta 3)
11:15	11:20	11:25	11:35	11:50	12:00
12:15	12:20	12:25	12:35	12:50	1:00
1:15	1:20	1:25	1:35	1:50	2:00
3:15	3:20	3:25	3:35	3:50	4:00
4:15	4:20	4:25	4:35	4:50	5:00
5:15	5:20	5:25	5:35	5:50	6:00

Closed Session

Conference with Legal Counsel-Existing Litigation

Pursuant to Subdivision (a) & (d) (1) of Section 54956.9:

Name of Case: Luis Rodriguez, et al. v. MV Transportation, Inc., et al. Superior Court of California, County of San Benito, Case No. CU-15-00159