

**SAN BENITO COUNTY
COUNCIL OF GOVERNMENTS
REGULAR MEETING**

June 21, 2012, 2:00 P.M.

FINAL MINUTES

MEMBERS PRESENT:

Chair Emerson, Vice-Chair Botelho, Director Boch, Director De La Cruz, and Alternate Director Scattini

STAFF PRESENT:

Deputy County Counsel, Shirley Murphy; Executive Director, Lisa Rheinheimer; Transportation Planning Manager, Mary Gilbert; Administrative Services Specialist, Kathy Postigo; Transportation Planner, Veronica Lezama; Secretary, Monica Gomez

OTHERS PRESENT:

Aileen Loe, Caltrans District 5

CALL TO ORDER:

Chair Emerson called the meeting to order at 2:02P.M.

A. PLEDGE OF ALLEGIANCE

B. CERTIFICATE OF POSTING

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

C. PUBLIC COMMENT:

Chair Emerson stated for the record that the COG Board received Joe Thompson's public comment correspondence dated May 18, 2012 through June 21, 2012. The correspondence was entered into the public record.

D. EXECUTIVE DIRECTOR'S REPORT – Rheinheimer

Ms. Rheinheimer was pleased to announce the arrival of a new member of the COG's extended family. Baby Aubrey was born June 3rd to Betty LiOwen.

With regard to the Route 152 Mobility Partnership, Ms. Rheinheimer reported that the Merced Area Council of Governments may be pulling out of the partnership. Ms. Rheinheimer stated that they will be looking at what the options are without Merced. She will provide more information at a later date.

E. CALTRANS DISTRICT 5 REPORT – Falsetti/Loe

Aileen Loe reported that the selection process for the District 5 Director is under way with the expectation to fill the position in the summer.

Ms. Loe stated that with regard to the Highway 25 Bypass and the downtown area, she wanted to ensure that the City and staff had copies of a useful guidebook published in 2010 by the California Department of Transportation called: "Complete Intersections: A Guide to Reconstructing Intersections and Interchanges for Bicyclists and Pedestrians". It is a comprehensive guide that looks at how the movement of pedestrians and bicyclists on the State Highway System are being facilitated.

Ms. Loe noted a correction to last month's report. It was announced that the Highway 101/San Juan Road Interchange project had been allocated funding by the California Transportation Commission. The funds were allocated with Corridor Mobility Improvement Account funds, not with TCIF funds.

Chair Emerson inquired about the construction timeline on the ADA Curb Ramp Project. He stated that he was under the impression that the project had to be completed, or would be completed by the end of 2012.

Ms. Loe stated that they thought the work in downtown Hollister would be completed by the end of December, however, the contract covers several counties, including San Benito County and Monterey County. The contractor is able to determine which location is completed first. Ms. Loe stated that the work in San Benito may not be finalized until January or February 2013.

Director Botelho stated that constituents have brought to his attention a very dangerous intersection at Highway 101 (southbound) and Merrill Road near the Park & Ride. He asked if Caltrans could look into possibly putting in some warning signs to slow traffic down.

Chair Emerson inquired about Caltrans schedule for weed abatement along Airline Highway.

Ms. Loe stated that she would look into both inquiries from Director Botelho and Chair Emerson and report back.

F. BOARD OF DIRECTORS REPORTS:

Director De La Cruz asked for a status report on the bus stop shelter and bench on Central Ave. and Miller Rd.

Ms. Gilbert stated that staff is working on a procurement of a bus stop shelter to be placed at the intersection of Central Ave. and Graf Rd. and they're also pursuing the purchase of a bench to be placed at Miller Road. Staff is waiting for approval on a statewide contract so that they do not have to do their own invitation for bids. Staff is also pursuing the purchase of the tax default property, which should be on next months agenda for the Boards approval.

Director De La Cruz asked staff to look into a safety issue at Central Ave., which was brought to his attention by constituents. The concern is due to cars driving by very fast because there are no stop signs on this road. Also, he wanted it to be noted that if the orchard property along Central Ave. was to become developed in any way, they should have to give more space for the roadway because it is dangerously narrow.

Ms. Rheinheimer stated that she's waiting to hear back from Rudi Golnik, City Engineer, to discuss Director De La Cruz' safety concerns at Central Ave. She mentioned that she would also like to schedule him for an informational session for the July COG meeting to provide information about the City's plans for their Capital Improvement Program for the next year or two.

Director Botelho and Ms. Rheinheimer were in Sacramento this week to support Senator Cannella with SB1155. Director Botelho reported that unfortunately, the Bill did not pass at the Assembly level. A few issues came up, which will require clarification from stake holders. Ms. Rheinheimer will work with Senator Cannella's staff to set up a meeting in an effort to resolve the issues that were brought up with the

CONSENT AGENDA:

1. **APPROVE** Council of Governments Draft Regular Meeting Minutes Dated May 17, 2012 – Gomez
2. **APPROVE** Council of Governments Draft Special Joint Meeting Minutes Dated May 17, 2012 – Gomez
3. **APPROVE** Council of Governments Transaction Report (Financial Claims) Dated May 2012 – Postigo
4. **RECEIVE** Construction Projects Report – Caltrans District 5
5. **APPROVE** Council of San Benito County Governments Social Media Policy – Valentine
6. **APPROVE** Council of Governments' Title VI Complaint Procedures and Limited English Proficiency Plan – Murillo
7. **APPROVE** Amending the Vanpool Guaranteed Ride Home Program Guidelines – Lezama
8. **APPROVE** Contract with Pacific Municipal Consultants, dba PMC for Triennial Performance Audit for Three Year Period Ending June 30, 2012 – Postigo
9. **APPROVE** Amendment No. 1 to Contract with URS Corporation for Project Closeout for the Highway 25 Safety and Operational Enhancements Project, Extending the Contract Termination Date to December 31, 2013 – Gilbert
10. **APPROVE** Amendment No.2 to Contract with AECOM for Design Services Associated with the San Juan Highway Bike Lanes Project, Extending the Contract Termination Date to December 31, 2013 – Gilbert
11. **Fiscal Year 2012/2013 Overall Work Program** – Gilbert
 - a. **APPROVE** the Fiscal Year 2012/2013 Overall Work Program, Which Includes Planning Activities to be Performed by the Council of Governments, and
 - b. **AUTHORIZE** the Executive Director to Sign the Overall Work Program Agreement

Ms. Rheinheimer asked to pull Item 7 from the Consent agenda.

With regard to the Agenda itself, County Counsel, Shirley Murphy, noted that the word APPROVE on Items 5, 6, and 7 should be revised to say ADOPT. Also, regarding Item 14 from the Regular Agenda, the word APPROVE should be revised to ADOPT.

There was no public comment on the Consent Agenda.

Upon a motion duly made by Director De La Cruz, and seconded by Director Scattini, the Directors unanimously approved Items 1-11 with the changes noted above to Items 5, 6, 7, and 14.

Item 7

Regarding Item 7, Ms. Rheinheimer stated that in addition to changing the word APPROVE to ADOPT, the second paragraph in the Guaranteed Ride Home (GRH) Program (Attachment 1) needed to be revised to add wording to the last sentence in the 2nd paragraph under “How Does It Work?” as follows: The mileage reimbursement will be paid at the current IRS mileage rate in effect at the time of travel.

Chair Emerson and Director Scattini inquired about the reimbursement program. Ms. Rheinheimer provided an overview of how the program works.

Upon a motion duly made by Director De La Cruz, and seconded by Director Scattini, the Directors unanimously approved Item 7 with the changes noted above to the Consent Agenda and the added language to the Guaranteed Ride Home Program noted above.

REGULAR AGENDA

TRANSPORTATION ITEMS:

- 12. RECEIVE** Report from COG Staff and **MAKE RECOMMENDATION** to the City of Hollister City Council – Rheinheimer/Gilbert

Ms. Rheinheimer asked to strike this item from the agenda, as staff did not provide enough information in the recommendation on the agenda. Staff posted this item as a Special Meeting Agenda that may take place after the Regular COG meeting agenda.

There was no discussion or public comment on this item.

- 13. RECEIVE** Central Coast Commercial Flows Study Report – Gilbert

Ms. Gilbert reported that the Study reviewed commercial freight traffic patterns in the Central Coast Region and identified recommended improvements to ensure that the Central Coast Region will be responsive to growing demand from freight transportation. The consulting firm, Cambridge Systematics, conducted interviews with private and public sector freight carriers in San Benito County to identify key issues and a prioritized list of projects in San Benito County. The top three projects identified were State Route 152 Improvements, the State Route 25 Widening Project, and the State Route 156 Improvement Project.

Ms. Gilbert stated that staff will be using the information from the Commercial Flows Study to address goods movement in the 2014 Regional Transportation Plan.

Director Botelho stated that he was satisfied with the Study and was glad to see that the Route 152 Improvement Project was included in the report because it is very important to the future of transportation as a region.

There was no public comment on this item.

- 14. APPROVE** FY 2012/2013 Council of Governments Budget – Postigo

Ms. Postigo presented the FY 2012/2013 Council of Governments Budget and answered questions from the Board.

Director Scattini asked if grants were included in the Budget.

Ms. Postigo stated that only the grants that have been awarded were included in the Budget.

Director Boch inquired about the apportionment of \$700,000 set aside for Local Streets & Roads.

Ms. Postigo stated that the \$700,000 was distributed as follows: 60% to City of Hollister, 30% to San Benito County, and 10% to City of San Juan Bautista.

Director De La Cruz inquired about the percentage that was set aside for the salary increase.

Ms. Postigo stated that she used the salary projections that were provided by the Administration office to account for the potential step increase of one employee.

Director Scattini asked staff to find out what the percentage for salary increase would be and report back to him.

Ms. Rheinheimer stated that staff will report back to Director Scattini.

Upon a motion duly made by Director De La Cruz, and seconded by Director Scattini, the Directors unanimously ADOPTED Item 14 of the Agenda.

Upon a motion duly made by Director De La Cruz, and seconded by Director Scattini, the Directors unanimously adjourned the COG meeting.

ADJOURN TO COG MEETING JULY 19, 2012.