



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

**DATE:** Thursday, January 15, 2015  
3:00 p.m.

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

**DIRECTORS:** Chair Victor Gomez, Directors Anthony Botelho, Tony Boch, Jerry Muenzer, and Ignacio Velazquez  
Alternates: San Benito County: Jaime De La Cruz;  
City of Hollister: Pauline Valdivia; San Juan Bautista: Andy Moore  
Ex Officio: Caltrans District 5

*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 F. Public Comment.***

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

- A. Pledge of Allegiance**
- B. Verification of Certificate of Posting**
- C. ELECT COG Chairperson for 2015**
- D. ELECT COG Vice Chairperson for 2015**
- E. COMMITTEE APPOINTMENTS**
  - 1. Associate Member to the Association of Monterey Bay Area Governments (AMBAG) and an Alternate
  - 2. Delegate and Alternate to the California Association of Councils of Governments (CALCOG)
  - 3. Representative to Speak on Behalf of COG at California Transportation Commission Meetings
- F. Public Comment** (Opportunity to address the Board on items of interest on a subject matter within the jurisdiction of the Council of Governments and not appearing on the agendas. No action may be taken unless provided by Govt. Code Sec. 54954.2 Speakers are limited to 3 minutes.)
- G. Executive Director's Report**

## H. Caltrans Report – Gubbins/Loe

## I. Board of Directors' Reports

### 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** Council of Governments Draft Meeting Minutes Dated December 18, 2014 – Gomez
2. **RECEIVE** Construction Projects Report – Caltrans District 5
3. **ADOPT** Resolution 15-01 Approving FTA Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Funding Programming For: San Benito County Local Transportation Authority – Gilbert
4. **Amendment to Fiscal Year 2014/2015 Overall Work Program** – Gilbert
  - a. **APPROVE** Amendment No. 1 to the Fiscal Year 2014/2015 Overall Work Program to Include Federal transit Administration Section 5304 Funding for a Transit Technology Infrastructure Improvement Plan for the Local Transportation Authority, and
  - b. **AUTHORIZE** the Executive Director to Sign and Amended Overall Work Program Agreement with the California Department of Transportation.

### REGULAR AGENDA: TRANSPORTATION ITEMS

5. **Highway 25 Widening Project** – Gilbert
  - a. **RECEIVE** Update on COG Staff Work Plan for Highway 25 Development
  - b. **RECEIVE** Update from Caltrans on Finalizing the Tier 1 Environmental Impact Statement for the Project
6. **DISCUSS** Circulation Planning Study for the State Route 156 Corridor in San Juan Bautista – Gilbert

### CLOSED SESSION:

7. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**  
Title: COG Interim Executive Director

#### **Adjourn to COG Meeting on February 19, 2015. Agenda Deadline is Tuesday, February 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 Council of Governments 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 Council'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  
COUNCIL OF GOVERNMENTS  
REGULAR MEETING**

**December 18, 2014, 3:00 P.M.**

**DRAFT MINUTES**

**MEMBERS PRESENT:**

Chair Gomez, Director Boch, Director Botelho, and Director Muenzer  
Ex Officio: Aileen Loe, Caltrans District 5

**STAFF PRESENT:**

Deputy County Counsel, Shirley Murphy; Interim Executive Director, Mary Gilbert; Secretary, Monica Gomez

**OTHERS PRESENT:**

Heather Adamson, Association of Monterey Bay Area Governments (AMBAG)

**CALL TO ORDER:**

Chair Gomez called the meeting to order at 3:01 P.M.

**A. PLEDGE OF ALLEGIANCE**

**B. CERTIFICATE OF POSTING**

*Upon a motion duly made by Director Muenzer, and seconded by Director Botelho, the Directors acknowledged the Certificate of Posting. Vote: 4/0 motion passes.*

**C. PUBLIC COMMENT: None**

**D. EXECUTIVE DIRECTOR'S REPORT: Gilbert**

Ms. Gilbert reported that the County Express dispatch office is experiencing difficulties with the phone lines. Staff is referring riders to an alternate phone number while they repair the phone line over the next few days.

Ms. Gilbert reported that she attended the CALCOG Directors meeting in Sacramento last week as well as a meeting of the Aspiring Counties in California, which are counties that are looking at potential for sales tax and it is an information sharing opportunity.

Ms. Gilbert stated that she plans to return to issuing COG Meeting Highlights in the coming year, since they were put on hold over the summer.

Lastly, Ms. Gilbert wished everyone a Happy Holiday season and reminded the Board that the COG office will be closed during the holidays from December 24<sup>th</sup> through January 2<sup>nd</sup>. The COG office will re-open on Monday, January 5, 2015.

**E. CALTRANS DISTRICT 5 REPORT: Gubbins**

Aileen Loe also wished everyone a Happy Holiday Season.

Ms. Loe thanked everyone for their patience with regard to the San Juan Road Interchange Project which is mostly open. She stated that they continue work to complete access to all of the ramps and also work on the median.

Also, Caltrans is updating their statewide Interregional Transportation Strategic Plan, which will be out early next year for publication by June. Ms. Loe stated that there are several routes through this County that are key interregional routes therefore Caltrans looks forward to the participation from San Benito County.

Ms. Loe announced that as of December 24<sup>th</sup>, the Deputy District Director of Maintenance and Operations, Steve Price, is retiring. She stated that he has been with the department for 35 years. Ms. Loe stated that Mr. Price has been a great source of information, integrity, and innovation within Caltrans and will be greatly missed. In his absence, Sarah von Schwind will be the Interim Deputy. She is currently the Deputy for Planning and Programming and will step in to this role for a period of time until the recruitment is finished.

#### **F. BOARD OF DIRECTORS REPORTS:**

Chair Gomez stated that he had a couple of Caltrans related issues to discuss. First, was the synchronization of lights on the Highway 25 Bypass. He asked if Caltrans could provide a report sometime in the future on the possibility of peak hour synchronization.

Ms. Loe stated that she recalled that it was one of the elements of the original construction that was out of synch. She stated that she would have to obtain some information and report back to the Board at a future meeting.

Chair Gomez stated that the second item was in regard to Flynn Road and Highway 25. He stated that he has observed these issues over a couple of years of commuting on Highway 25. He stated that a perhaps deceleration and acceleration lanes are needed on northbound Highway 25 at Flynn. He's noticed problems with drivers trying to enter Highway 25 off of Flynn Road and enter Flynn Road off of Highway 25 going northbound. He asked Ms. Gilbert to look into what options are possible for that area. He recalled that there were some operational improvements for Highway 25 monies that were potentially allocated under our constrained list of projects.

Ms. Gilbert stated that she would look into it and report back at a future meeting.

Director Botelho stated that he wanted to bring an item to the attention of Caltrans. He stated that this was brought to his attention by an employee from a business located off of San Juan Road and Mission Vineyard. The concern is that due to the curvature of the road turning left from 156, employees find it difficult to maneuver as the curb is hard to see at night and in foggy conditions. Director Botelho asked it would be possible for Caltrans to put in some type of striping or an analysis of what could be done at that location. He stated that both he and Amycel Mushroom would appreciate a response. He noted that he would forward the email and pictures to Caltrans.

Ms. Loe stated that she would look into the matter.

#### **CONSENT AGENDA:**

- 1. APPROVE** Council of Governments Draft Meeting Minutes Dated November 20, 2014 – Gomez
- 2. RECEIVE** Construction Projects Report – Caltrans District 5

3. **ADOPT** Resolution 14-16 Amending the Technical Advisory Committee (TAC) Bylaws to Appoint a Staff Representative from the Association of Monterey Bay Area Governments (AMBAG) as a TAC Member – Lezama
4. **SET** Two Public Hearings on Unmet Transit Needs for February 17 and 19, 2015 in Hollister and One Public Meeting on February 18, 2015 in San Juan Bautista – Lezama

There was no public comment.

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

## **REGULAR AGENDA**

### **TRANSPORTATION ITEMS:**

5. **RECEIVE** Council of Governments FY 2013/14 Basic Financial Statements – Postigo

Ms. Gilbert introduced Joe Arch with JJACPA, Inc. He provided a brief presentation on the FY 2013/14 Basic Financial Statements.

Mr. Arch pointed out that there was one informational comment that was with regards to GASB Statement No. 68, “Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27”. The primary objective of this Statement is to improve accounting and financial reporting by state and local governments for pensions. The reason he included it in the Communication letter is because it will be a big liability that will show up in the financial statements next year and it could potentially delay the audit a bit because of the actuarial information that will need to be gathered ahead of time.

Mr. Arch reported that there were no findings by the auditors and the financial statements were presented in conformity with accounting principles generally accepted in the United States of America. Mr. Arch stated that the audit report is standard and the audit opinion is unmodified.

There was no further discussion on this item or public comment.

*Upon a motion duly made by Director Muenzer, and seconded by Director Boch, the Directors unanimously accepted Item 5: 4/0 Motion passes.*

6. **DISCUSS** Request from the City of San Juan Bautista City Council Requesting Highway Improvement Feasibility and Cost Analysis Studies for Traffic Calming and Speed Reduction Solutions at the Intersection of State Highway 156 and Monterey Street – Gilbert

Ms. Gilbert reported that she had the opportunity to talk a little about the request with some people from San Juan Bautista and that overall the goal is to ensure safety at the intersection with the Alameda. A comment that has been heard throughout development of the Highway 156 project. Ms. Gilbert stated that she spoke with Caltrans staff and discussed the opportunity to pursue a smaller scale feasibility study in the area before moving forward with a lengthier and costly Project Initiation Document (PID).

Ms. Gilbert mentioned that staff has also reviewed the request with COG’s Technical Advisory Committee, which generally supported the project initiation.

Ms. Loe stated that Caltrans was well aware of the desire for improvements in the area from San Juan Bautista as they have had conversations about this over the years with representatives from the City of San Juan Bautista and the former COG Executive Director. Ms. Loe stated that Caltrans would recommend taking a broader look at a feasibility study or a planning study with some engineering features to look at some options that would take in a longer stretch from Monterey Street and include the

Alameda, rather than jump into a Project Initiation Document (PID). Ms. Loe stated that this would allow you to look at what type of options could potentially work to meet the interest of San Juan Bautista for through movements as well as crossing movement from across Highway 156 for pedestrians and bicycle traffic movement.

Chair Gomez stated that he was a little concerned with seeing the term “traffic calming and speed reduction solutions” on a state highway. He asked if they would be looking more at operational enhancements because the goal should be to move traffic and not create congestion in the area. He stated that the COG Board approved a new Highway between Hollister and San Juan Bautista to try to address congestion issues and was this going to create a speed bump before the \$70 million project.

Ms. Loe stated that the purpose and need would be defined by the City of San Juan Bautista. She added that the traffic calming that is currently out there as an expressway is more of a misnomer. Ms. Loe stated that the City’s request seems to be more related to the signal at that location.

Chair Gomez agreed with Director Boch’s comment, stating that a deceleration lane into the Alameda would make sense. Chair Gomez asked if the City of San Juan Bautista would be looking at a partnership or if they were looking at COG to carry the cost of the study.

Director Boch stated that the City’s concern is with the congestion with the southwest corner of the Alameda and Highway 156 to get into the new fuel station. In terms of speed, Caltrans has stated that they do not want to reduce the speed although, there are other similar areas in the state where it has been done. Director Boch stated that a major concern for them is with the crosswalk in that area. He stated that it is frightening to watch the children who are trying to get across the street from the grade school. He stated that they are hoping that they can slow the traffic down at Monterey and Highway 156 to possibly alleviate this concern. He mentioned that they have had discussion about putting in flashing yellow beacon as trucks are approaching to signal them to slow down.

Director Boch stated that in terms of cost, the City has commitment from the developer of the fuel station to pay \$200,000 towards a deceleration lane. He stated that they also have to move the stop light back towards the south to provide a turn lane, which was estimated to cost approximately \$400,000. He stated that they do not have any commitment money for the study at Highway 156. He stated that he spoke with Ms. Gilbert about the possibility of using RSTP funds to help pay for the study to get some information on what can be done to make it a safer intersection for people in cars, trucks, and school children. Director Boch also mentioned that when the intersection was built there were no acceleration or deceleration lanes going eastbound. There is a deceleration lane westbound turning into the Alameda but there is no acceleration lane coming out of the Alameda westbound on Highway 156. He stated that he was curious about why only one out of four lanes was built and wondered if this is something Caltrans could build.

Chair Gomez inquired about the cost of going with the scaled back approach.

Ms. Gilbert stated that staff did not have a cost estimate for the scaled back approach however, it would be less than what was provided on the staff report. Ms. Gilbert stated that as Director mentioned, possible funding sources include Regional Surface Transportation Program funds, which COG allocates annually to the local agencies for roadway improvements or specific projects.

Chair Gomez stated that Director Boch brought up some very valid issues and he would support moving forward with the scaled back approach.

Director Botelho stated that Director Boch put it very clear. He stated that there is a long history of issues and concern. He stated that he was glad that Caltrans wrote a letter to the City identifying the potential hazard in the area. He stated that moving forward with the Resolution, the City hopes that it will address the issues and concerns brought forward.

Ms. Loe stated that Caltrans definitely recognizes the City's interest in making some changes in the area. She stated that Caltrans has encouraged the City of San Juan Bautista or COG to apply for grant programs that are available. Ms. Loe stated that the way that the funding scenarios work rely on the local lead effort, which is what Ms. Gilbert recommended and Caltrans would partner with COG in overseeing and participating in the process.

With regards to a cost estimate, Ms. Loe stated that when discussing a scaled down project they are talking about less engineering detail than you might get out of a PID, but she could not guarantee that it would be less costly than what is listed on the staff report. She suggested working together to get the right kind of study done and moving forward from there.

Director Muenzer stated that he would be interested to see staff come back at a future meeting with a more detailed scope of work and cost estimates.

Director Muenzer stated that perhaps by looking at both intersections and completing the study to establish what needs to be done to make the intersection safer may be the component to bring San Juan Bautista and the west part of the county together into a sales tax measure to widen Highway 25.

Chair Gomez and Director Boch stated that Director Muenzer made an excellent point noting that it may be the way to get everyone to support a sales tax measure.

#### **PUBLIC COMMENT:**

##### **John Freeman**

Strategic Planning Committee of SJB

Mr. Freeman stated that to his knowledge the congestion on Highway 156 comes after the Alameda going towards Hollister and there is very little congestion from the Alameda heading towards Salinas. He stated that they are looking for traffic calming ideas or suggestions. He stated that there is a tremendous amount of noise 365 days a year for residents in San Juan Bautista especially at Franklin Circle and 6<sup>th</sup> Street. Slowing the speed down to 50mph would ease the noise volume. Mr. Freeman stated that from personal experience for his family who are avid bicyclists, having to deal with crossing Highway 156 is nearly impossible. He stated that there simply is not enough time to get across. He suggested increasing the crossing time by about 10 seconds as an easy and cost effective solution.

##### **Jolene Cosio**

San Juan Bautista

Ms. Cosio stated that the deceleration lane should have been put in when the highway was widened in the 80's on the southwest corner of the intersection and acceleration lanes would've been nice as well. She stated that they are really interested in some short term solutions such as better signage, verbal signage saying "pedestrians ahead" and slowing the traffic at the intersection to 45mph. She stated that these would be less expensive solutions that would make the intersection much safer.

##### **Valerie Eglund**

San Juan Bautista

Ms. Eglund stated that she liked that idea from Director Muenzer of adding San Juan Bautista into the funding for Highway 25. She stated that it would be huge in keeping our cities and county focused on being together and the idea may bring compliance with the community on more funding. Ms. Eglund stated that she agreed with the comments from those who had already spoken to reduce the speed and add signage and flashing lights. She stated that reducing the speed limit all the way from Highway 101 would increase safety in the area because the entry into Rancho Larios is also an accident prone area.

There was consensus from the COG Board to direct staff to look into some short-term potential improvements. These included upgrading the pedestrian crosswalk to include a timer that is triggered by the pedestrian and updating the flashing beacons at the approach of the Alameda and HWY 156 intersection.

Ms. Gilbert stated that staff would follow up with the short-term improvements as they were more operational in nature and would not be required to be a part of the study.

Chair Gomez stated that staff may want to keep in contact with the San Juan Bautista Strategic Planning Committee to discuss the short-term improvements.

Director Botelho mentioned that the Impact Fees are another funding component and hoped that the City of San Juan Bautista incorporates Impact Fees to generate some funding.

The COG Board directed staff to include the following potential improvements to the study:

- Decreasing highway noise
- Slowing traffic at the approach to the Alameda
- Improvements to intersection crossing safety at the Alameda
- Gateway feature improvements at the Monterey Street intersection

Ms. Gilbert stated that staff will bring back a detailed scope of work and cost estimates for a feasibility study at the next COG Board meeting.

## **7. RECEIVE UPDATE on State Route 25 Widening Project Development – Gilbert**

Ms. Gilbert reported that as directed at the September Board meeting, staff has continued the work plan objectives for the project. The following items were accomplished:

- Coordination with Caltrans on the federal Environmental Impact Statement for the project: Caltrans has begun work on environmental studies and will schedule a Project Development Team meeting in the next 2-3 months.
- Stakeholder Involvement: Staff has continued communication with project stakeholders with the anticipation of holding a second meeting in January.
- Regional Coordination: Staff continued coordination discussions with AMBAG and Caltrans regarding the project.
- Local Coordination and Outreach: The Interim Executive Director attended meetings of the Intergovernmental Committee and updated attendees on the status of the project and the work plan reviewed by COG. Staff also provided an update on the project at the San Benito County Business Council meeting. The County Administrative Officer has requested an update on the project at a Board of Supervisors meeting on December 16.
- Traffic Impact Mitigation Fee Program Update: the Council of Governments awarded a contract to PMC in November to update the Traffic Impact Mitigation Fee program. The update will kick off in late December and work will continue for approximately ten months. The Board will receive updates on the program's progress throughout its development. At this time PMC is obtaining a Model Use Agreement for the AMBAG model and scheduling a kickoff meeting with COG and other local agency staff.

Ms. Gilbert stated that staff has identified January 29<sup>th</sup> as a target date for the next Stakeholder meeting. Items to be covered at the meeting will include establishing the group's goals for the effort and an overview of the project with Caltrans, including more information regarding current project design.



Ms. Gilbert noted that the Caltrans project manager will attend the January 15<sup>th</sup> COG Board meeting and make a presentation to the board on the project as it is currently designed.

Staff will continue to update the Board on this project and progress on the work plan on a monthly basis.

There was no further discussion on this item or public comment.

*Upon a motion duly made by Director Muenzer, and seconded by Director Boch, the Directors unanimously adjourned the COG meeting at 4:09 p.m. Vote:4/0 motion passes.*

**ADJOURN TO COG MEETING JANUARY 15, 2015.**



# PROJECT UPDATE – SAN BENITO COUNTY

PREPARED FOR JANUARY 15, 2015 COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

## CONSTRUCTION PROJECTS

	Project	Location	Description	Construction Timeline	Construction Cost	Funding Source	Implementing Agency	Project Manager (Resident Engineer)	Contractor	Comments
1.	<b>Hwy. 101/San Juan Road Interchange (315804)</b>	On Route 101 near Prunedale.4 mile south of Dunbarton Road in Mon. Co. (PM 100.0-101.3)	Construct new interchange at San Juan Road and US 101	Dec. 3, 2012-Winter 2016 (Timeframe includes Plant Establishment Work)	\$46.2 Million	STIP/CMIA/ARRA	Caltrans	David Silberberger (JW)	Granite Construction /MCM	The majority of the interchange was opened in early October: motorists utilize the new bridge for access onto NB Highway 101 and to exit SB Highway 101, while access onto SB Highway 101 is from Dunbarton Road. Work continues to open the remaining ramps and to complete work in the median of US 101.

## PROJECTS IN DEVELOPMENT

	Project	Location	Description	Construction Timeline	Construction Cost	Funding Source	Implementing Agency	Project Manager	Phase	Comments
2.	<b>Hwy. 156 Improvement Project (34490_)</b>	On SR 156 in and near San Juan Bautista from The Alameda to 0.2 mi east of 4th St. near Hollister (PM 3.0/R8.2)	Widen 2 to 4 Lanes	Summer 2017 to Summer 2019	\$48.5 Million	STIP, IIP, RIP, Local	Caltrans	Richard Rosales	PS&E	Project design on-going. Right of Way appraisals in progress. Utility pothole work completed. Utility relocation design coordination ongoing.
3.	<b>Hwy. 25 Route Adoption Hollister to Gilroy (48540_)</b>	Near Hollister and Gilroy on SR 25 in SBT & SCL Counties (SBT-25-51.5/60.1) (SBT-156-R10.5/12.2) (SCL-25-0.0/2.6)	Route Adoption (SBT-25-51.5 to SCL-25-2.6)	N/A	N/A	Local	Caltrans	Richard Rosales	PA&ED	Funding Cooperative Agreement approved July 28, 2014 to complete Tier 1 final Environmental Document and Route Adoption



## Staff Report

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To: Council of San Benito County Governments  
 From: Mary Gilbert, Interim Executive Director Phone Number: (831) 637-7665 x.207  
 Date: January 15, 2015  
**Subject: Federal Transit Administration Section 5310**

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### Recommendation:

**ADOPT** Resolution 15-01, Approving FTA Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Funding Programming for: San Benito County Local Transportation Authority

### Summary:

The purpose of the Section 5310 program is to provide funding for transit capital and mobility management types of projects to improve mobility for seniors and persons with disabilities by removing barriers to transportation services and expanding the transportation mobility options available. The Council of Governments, as the Regional Transportation Planning Agency, is responsible for scoring and certifying applications prior to their submittal to Caltrans.

### Financial Considerations:

The Council of Governments received applications totaling \$300,000 for replacement vehicles and funding Paratransit operations.

### Background:

With the signing of Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), President Obama consolidated various sections of the Federal Transit Acts. Under MAP-21, the funding for Federal Transit Action Section 5317 grant program was combined with Section 5310 grant program. The consolidation of the grant programs increased the types of eligible projects. Such eligible projects include replacement vehicles, computers, mobility management and ongoing operational costs.

There is approximately \$13 million available under the new Section 5310 grant program. Of this amount, 55% has been earmarked for the traditional capital projects and 45% for the expanded operational types of projects. Caltrans is continuing to allow grant applicants to utilize toll credits for its 11.47% local match. With the use of toll credits, all awarded projects will be 100% funded by the Section 5310 grant program.

**Staff Analysis:**

The Council of Governments received two applications from the San Benito County Local Transportation Authority. The LTA is requesting three replacement transit vehicles and funding for paratransit operations. COG staff reviewed the applications and is recommending them for funding.

As a part of the scoring process and application review, a resolution must be adopted by the Council of Governments. Resolution 15-01 certifies the San Benito County Local Transportation Authority's applications are consistent with federal and state requirements and recommends the applications for funding.

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

Counsel Review: Yes

Supporting Attachment:        Resolution No. 15-01

BEFORE THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

RESOLUTION OF THE COUNCIL OF SAN BENITO )	RESOLUTION NO: 15-01
COUNTY GOVERNMENTS APPROVING FTA )	
SECTION 5310 ENHANCED MOBILITY FOR )	
SENIORS AND INDIVIDUALS WITH DISABILITIES )	
FUNDING PROGRAMMING FOR: SAN BENITO )	
COUNTY LOCAL TRANSPORTATION AUTHORITY_)	

WHEREAS, the Council of San Benito County Governments (“COG”) is the designated Regional Transportation Planning Agency (“RTPA”) for San Benito County; and

WHEREAS, COG is responsible for preparing and adopting the Regional Transportation Plan and the Regional Transportation Improvement Program; and

WHEREAS, COG is responsible for scoring and recommending FTA 5310 Enhanced Mobility for Seniors and Individuals with Disabilities “Traditional” and “Expanded” projects in the COG Regional Transportation Planning Agency area; and

WHEREAS, COG has reviewed and scored the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Grant Program project applications for Fiscal Year 2014/15 and recommends the San Benito County Local Transportation Authority-Replacement Vehicles and Service Expansion projects for funding.

NOW THEREFORE, BE IT RESOLVED, that the Council of San Benito County Governments hereby certifies that:

1. The recommended projects are consistent with COG’s adopted Regional Transportation Plan.
2. The recommended projects are included in the Association of Monterey Bay Area Governments Public Transit and Human Services Transportation Coordinated Plan as required by the Federal Transit Administration (FTA).
3. If awarded the recommended projects will be programmed in the Metropolitan Transportation Improvement Program (MTIP).

**PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS** on this 15<sup>th</sup> day of January 2015, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
, 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  
Dated: Jan. 8, 2015

Dated: \_\_\_\_\_



## Staff Report

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To: Council of Governments  
 From: Mary Gilbert, Interim Executive Director   **Telephone:** (831) 637-7665  
 Date: January 15, 2015  
**Subject: Amendment to Fiscal Year 2014/2015 Overall Work Program**

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### Recommendation:

- a. **APPROVE** Amendment No. 1 to the Fiscal Year 2014/2015 Overall Work Program to Include Federal Transit Administration Section 5304 Funding for a Transit Technology Infrastructure Improvement Plan for the Local Transportation Authority, and
- b. **AUTHORIZE** the Executive Director to Sign an Amended Overall Work Program Agreement with the California Department of Transportation.

### Summary:

The Council of Governments was awarded a Federal Transit Administration Section 5304 grant to fund the preparation of a Transportation Technology Infrastructure Improvement Plan. An amendment to the 2014/2015 Overall Work Program is needed to include the new program.

### Financial Impact:

This amendment supplements the budget with \$55,000 in Federal Transit Administration Section 5304 Funds. A match of \$6,310 will be met with in kind services by staff.

### Background:

As the designated Regional Transportation Planning Agency, the Council of Governments is eligible to receive certain types of state and federal funds for preparing an Overall Work Program. The document may be amended if changes occur during the fiscal year to reflect priorities, funding, and staffing changes. The 2014/2015 Overall Work Program was adopted in June 2014.

### Staff Analysis

Staff is requesting that the Council of Governments Board of Directors consider an amendment to the adopted Fiscal Year 2014/2015 Overall Work Program. The amendment would include a Federal Transportation Administration Section 5304 grant to fund the preparation of a Transit Technology Infrastructure Improvements Plan. In order to use the funds, the grant must be identified the Overall Work Program and COG must sign an amended Overall Work Program Agreement with the California Department of Transportation.

Executive Director Review: \_\_\_\_\_ Counsel Review: N/A

Supporting Attachments:   1. Overall Work Program Amendment No. 1  
   2. Amended Overall Work Program Agreement

# Overall Work Program Amendment

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**Fiscal Year: 2014/2015**

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**Amendment No.: 1**

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**COG Board Approval Date: January 15, 2014**

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**Financial Impact: \$61,310**

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**Work Element No.: 403**

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**WORK ELEMENT 403: Mapping ITS Technology for the 21<sup>st</sup> Century: Using Technology to Improve Safety and Efficiency of San Benito County's Transit System**

Lead Agency: Local Transportation Authority

Project Manager: Betty LiOwen

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## Project Objective:

The ITS Transit Plan will have the following project objectives:

- **Public Participation Opportunities:** To solicit public input on desired ITS transit improvements, a bilingual (English and Spanish) survey of all transit services managed by LTA will be completed. Other public participation opportunities will be assessed depending on the calendar of local community events during the development of the ITS Transit Plan.
- **Transit Technology Needs Assessment:** The assessment will need to determine the technology gap between the current and desired transit system by clarifying problems and identifying appropriate project solutions. This will require a thorough understanding of the National ITS Architecture, Central Coast ITS Implementation Plan, and newly developed Short Range Transit Plan and Long Range Transit Plan.
- **Implementation Planning:** The implementation planning will detail the activities, project priority, potential project partnerships, project integration into future technologies, expected difficulties, and schedules required to achieve the objectives of the strategic ITS Transit Plan.
- **Project Cost Estimates:** The estimates will establish the costs associated with implementing the technology project solutions identified in the ITS Transit Plan at different stages of development, including the maintenance stage. Both direct and indirect costs will need to be provided.
- **Potential Funding Source Identification:** To bring the ITS Transit Plan project list to fruition, potential funding sources will need to be identified. These investments in the San Benito County community will likely come from a variety of federal, state, and local sources.

Task 1.0     Selection of Consultant



- 1.1 Develop and release Request for Proposals
- 1.2 Review responses and interview respondents
- 1.3 Execute contract with successful proposer

*Responsible Party: LTA*

Task Number	Deliverable
1.1	Request for Proposals
1.2	Consultant Contract
1.3	Consultant Contract

**Task 2.0 Development of ITS Transit Plan**

- 2.1. Kick-off meeting with Project Team and Consultant
- 2.2. Review of National ITS Architecture, Central Coast ITS Implementation Plan and SRTP/LRTP
- 2.3. Develop project list and estimated cost
- 2.4. Develop project implementation plan and funding scenarios
- 2.5. Develop Administrative Draft
- 2.6. Review Administration Draft
- 2.7. Incorporated comments on Administrative Draft and provide Draft for Public Review
- 2.8. Present Draft to Board of Directors and Advisory Committees
- 2.9. Review, respond, and incorporate comments received
- 2.10. Provide Final of ITS Transit Plan Adoption

*Responsible Party: LTA and Consultant*

Task Number	Deliverable
2.1	Meeting Notes
2.2	Consultant Progress Report
2.3	Project list and estimate cost
2.4	Project implementation plan
2.5	Administrative Draft ITS Transit Plan
2.6	Administrative Draft ITS Transit Plan

Task Number	Deliverable
2.7	Draft ITS Transit Plan
2.8	Meeting Agendas
2.9	Copy of comments received
2.10	Final ITS Transit Plan

Task 3.0 Public Participation

- 3.1. Conduct and incorporate results of a bilingual (English and Spanish) survey
- 3.2. Evaluate local community event calendar for possible opportunities for public participation
- 3.3. LTA open public review period of Draft Plan

*Responsible Party: LTA and Consultant*

Task Number	Deliverable
3.1	Survey
3.2	Community Event Calendar and Project Schedule
3.3	Public Review Period Notice

Task 4.0 Project Administration

- 4.1. LTA to provide ongoing project management
- 4.2. LTA to print Draft and Final Plan
- 4.3. LTA to provide quarterly reports and invoicing to Caltrans

*Responsible Party: LTA and Consultant*

Task Number	Deliverable
4.1	Time Studies
4.2	Draft and Final Plan
4.3	Quarterly Reports and Invoice

**WORK ELEMENT 403 BUDGET INFORMATION**

<b>Funding Source</b>	<b>Amount</b>
Federal Transit Administration 5304	\$55,000
In Kind Local Match	\$6,310
<b>TOTAL</b>	<b>\$61,310</b>



**OVERALL WORK PROGRAM AGREEMENT (OWPA) FOR  
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS**

1. The undersigned signatory Regional Transportation Planning Agency (RTPA) hereby commits to complete, this fiscal year (FY) (beginning July 1, 2014 and ending June 30, 2015), the annual Overall Work Program (OWP), a copy of which was approved on June 19, 2014 and is attached as part of this OWPA.

2. All of the obligations, duties, terms and conditions set forth in the Master Fund Transfer Agreements (MFTA), numbered 74A0801 and executed with an effective date of January 2, 2015 between Council of San Benito County Governments (RTPA) and the Department of Transportation (STATE), are incorporated herein by this reference as part of this OWPA for this FY.

3. This OWP Agreement obligates and encumbers only these following funding sources: State Highway Account – Rural Planning Assistance (RPA) funds, Federal Highway Administration (FHWA) State Planning and Research (SP&R) – Partnership Planning Element (FHWA – SP&R Partnership Planning), FHWA SP&R – Regional Blueprint Planning Element (FHWA – SP&R Blueprint Planning) and Federal Transit Administration (FTA) Section 5304 Transit Planning Grants. RTPA agrees to comply with FHWA and FTA matching requirements for “Consolidated Planning Grant” funds obligated and encumbered against this OWP Agreement: FHWA – SP&R Part. Planning, federal/local – 80/20; and/or FTA Section 5304, federal/local – 88.53/11.47, Rural Blueprint federal/local – 80/20). All local match funds are to be provided from non-federal sources.

4. Subject to the availability of funds this FY OWPA funds encumbered by STATE include, but may not exceed, the following:

Funding Source	Minimum Match % Required	Funding	Local Match, if applicable	Total Expenditures Authorized
RPA – State Highway Account	0%	\$294,000.00	Not Applicable	\$0.00
FTA Section 5304	11.47%	\$183,274.56	\$21,021.59	\$204,296.15
FHWA SP&R Partnership Planning	20%	\$0.00	\$0.00	\$0.00
FHWA SP&R Regional Blueprint	20%	\$0.00	\$0.00	\$0.00
<b>Total Programmed Amount</b>		<b>\$477,274.56</b>	<b>\$21,021.59</b>	<b>\$204,296.15</b>

6. Should RTPA expend funds in excess of those available and programmed in this FY OWPA, those costs shall be borne solely by RTPA.

Council of San Benito  
County Governments

Department of Transportation (STATE)

Name of Agency (RTPA)

Authorized Signature

Authorized Signature

Printed Name of Person Signing

Mary Gilbert

Printed Name of Person Signing

Title

Interim Executive Director

Title

Date

16-Jan-15

Date

**(For Use by Caltrans Accounting Only)**

The total amount of all Federal funds encumbered  
Fund Title: \_\_\_\_\_

The total amount of all State funds encumbered  
Fund Title: \_\_\_\_\_

Item \_\_\_\_\_ Chapter Statute Fiscal Year \_\_\_\_\_

Item \_\_\_\_\_ Chapter Statute Fiscal Year \_\_\_\_\_

Project ID# \_\_\_\_\_ Encumbrance Document Number \_\_\_\_\_

Project ID# \_\_\_\_\_ Encumbrance Document Number \_\_\_\_\_

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and expenditure purpose stated above.

Signature of Department of Transportation Accounting Officer

Date



## Staff Report

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To: Council of San Benito County Governments  
 From: Mary Gilbert, Interim Executive Director Phone Number: (831) 637-7665 x.207  
 Date: January 15, 2015  
 Subject: **Highway 25 Widening Project**

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### Recommendation:

- a. Receive Update on COG Staff Work Plan for Highway 25 Development
- b. Receive Update from Caltrans on Finalizing the Tier 1 Environmental Impact Statement for the Project

### Summary:

In recent months, COG has discussed the Highway 25 4-Lane Widening project cost, scope, and schedule. COG has also received several comments from the public and other groups regarding the importance of moving the project forward and identifying funding for construction to allow for an amendment to the Regional Transportation Plan.

### Financial Impact:

There are several financial impacts regarding the Highway 25 Widening Project and Route Adoption. COG staff time spent on this project is paid through Planning, Programming, and Monitoring funds distributed by the State.

The initial development of the environmental document was paid with Federal Highway Administration and Valley Transportation Authority funding in the amount of \$6.8 million. COG recently committed \$365,000 of additional funding to conclude work associated with the environmental document and route adoption from monies in the Highway 25 Safety project account.

Both regional development impact fees and public investment must be made in order to pay for the project. New developments are not responsible for existing deficiencies (i.e. congestion) (Government Code 66000). The Council of Governments is initiating an update of the Traffic Impact Mitigation Fee Nexus Study and will analyze the Highway 25 Widening project for future funding in that effort. The 2011 Traffic Impact Mitigation Fee identified an existing deficiency on the Highway 25 Passing Lanes project of 52.6 percent. Based on Caltrans estimated project costs for Phase I, new development would be responsible for \$29 million. The remaining project cost, \$32 million must come from a public source.

As a part of updating the Traffic Mitigation Impact Fee study, COG staff and the consultant team will review these assumptions and costs and provide that information to the Board.

## **Background:**

The Council of Governments has reaffirmed its commitment to Highway 25 on several occasions by way of resolutions. The Highway 25 Widening project has been on the list of projects in the Regional Transportation Plan for many years and is included in the most recently adopted 2014 Regional Transportation Plan. At its August meeting, the COG Board of Directors discussed the project extensively and directed staff to return with options for moving forward with the project.

The City of Hollister City Council and San Benito County Board of Supervisors in August both adopted resolutions supporting the Highway 25 Widening project's inclusion in the 2014 Regional Transportation Plan's constrained, or fully funded, project list. The COG Board's direction at meetings in September and October 2014 has been to implement a work program to plan for the project with the anticipation of a Regional Transportation Plan amendment at such time as the state requirements for the project are met.

## **Staff Analysis:**

COG's work plan for the project includes tasks that are being approached concurrently. The tasks cover four major areas:

- Finalizing the Tier 1 Environmental Impact Statement
- Updating Financial Assumptions, including the Traffic Impact Mitigation Fee contributions to the project
- Public Involvement
- Regional & Local Coordination

In September, the Board directed staff to move forward with the work items with the intent of moving forward with developing an amendment to the Regional Transportation Plan. Staff presented an illustrative list of steps and requirements necessary to result in a Regional Transportation Plan Amendment. That list is attached to this staff report for reference (Attachment 1).

As directed at the September Board meeting, staff has continued the work plan objectives for the project. The following items were accomplished:

- Coordination with Caltrans on the federal Environmental Impact Statement for the project: Caltrans has begun work on environmental studies and is making updates to the document at this time.
- Stakeholder Involvement: Staff has continued communication with project stakeholders and has invited stakeholders to a second meeting on January 29th.
- Regional Coordination: Staff continued coordination discussions with AMBAG and Caltrans regarding the project.
- Local Coordination and Outreach: The Interim Executive Director provided an update on the project at a Board of Supervisors meeting on December 16.

- Traffic Impact Mitigation Fee Program Update: the Council of Governments awarded a contract to PMC in November to update the Traffic Impact Mitigation Fee program. The update will kick off in late December and work will continue for approximately ten months. The Board will receive updates on the program's progress throughout its development. \

Staff has identified January 29th as the target date for the next Stakeholder meeting. Items to be covered at the meeting will include establishing the group's goals for the effort and an overview of the project with Caltrans, including more information regarding current project design.

Caltrans project manager for the project will attend the January 15<sup>th</sup> COG Board meeting and make a presentation to the Board on the scope of the project as it is currently designed and go over the status of the environmental studies. An updated project map is attached to this staff report (Attachment 1). The map shows the proposed alignment of the route as identified as Alternative 2 in the Draft Environmental Document.

Staff will continue to update the Board on this project and progress on the work plan on a monthly basis.

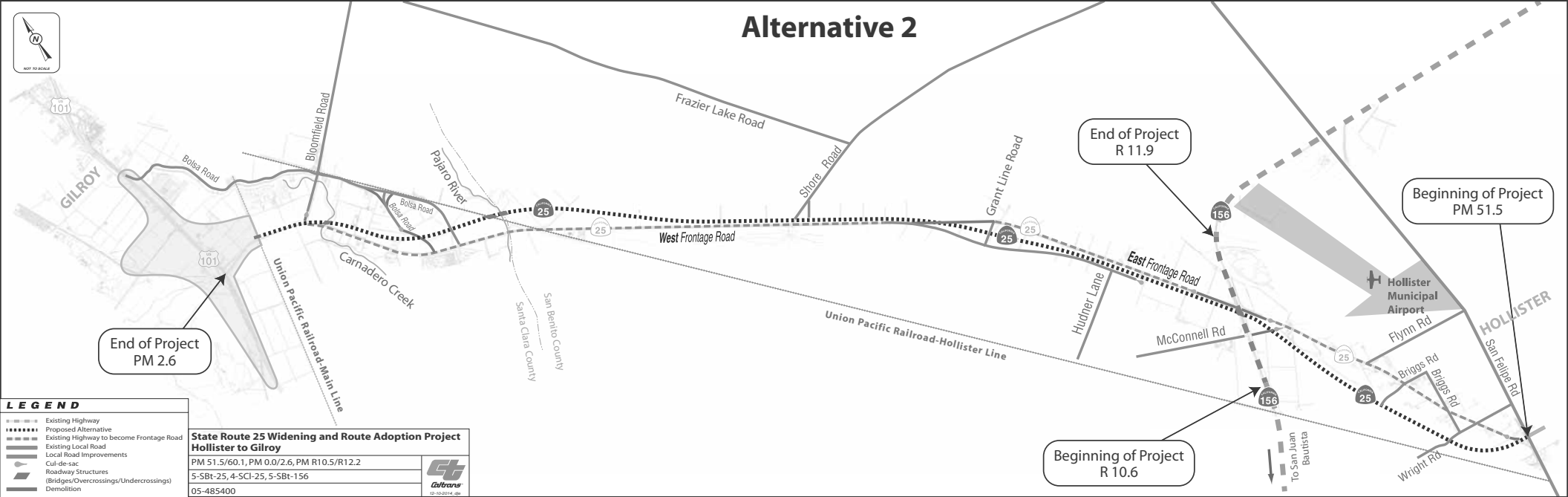
Executive Director Review: \_\_\_\_\_

Counsel Review: \_\_\_\_\_ N/A \_\_\_\_\_

Supporting Attachments: Highway 25 Alternative 2 Project Map



# Alternative 2



End of Project  
PM 2.6

End of Project  
R 11.9

Beginning of Project  
PM 51.5

Beginning of Project  
R 10.6

**LEGEND**


- Existing Highway
- Proposed Alternative
- Existing Highway to become Frontage Road
- Existing Local Road
- Local Road Improvements
- Cul-de-sac
- Roadway Structures (Bridges/Overcrossings/Undercrossings)
- Demolition

**State Route 25 Widening and Route Adoption Project  
Hollister to Gilroy**

PM 51.5/60.1, PM 0.0/2.6, PM R10.5/R12.2

5-SBT-25, 4-SCI-25, 5-SBT-156

05-485400





## Staff Report

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To: Council of San Benito County Governments  
 From: Mary Gilbert, Interim Executive Director Phone Number: (831) 637-7665 x.207  
 Date: January 15, 2015  
**Subject: State Route 156 Circulation Study**

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### Recommendation:

**DISCUSS** Circulation Planning Study for the State Route 156 Corridor in San Juan Bautista

### Summary:

The City of San Juan Bautista recently adopted a resolution requesting COG begin study of State Route 156 in and around the Alameda and the Monterey Street intersection west of the currently planned Route 156 Improvement Project. The COG Board considered this request at its December 18<sup>th</sup>, 2014 meeting and identified several potential improvements. The Board directed staff to provide a more detailed scope of work and cost estimates for a feasibility study at the January meeting.

### Financial Impact:

A study of this scope could cost from \$75,000 to \$100,000, based on previous projects of similar scope. Staff is coordinating with Caltrans to identify a more detailed cost estimate as well as potential funding sources for the work.

### Background:

The San Benito Route 156 Improvement project has been a high priority project in San Benito County for several years. The project will construct a new four-lane facility between Union Road and the Alameda. The existing route will become a frontage road providing access to properties along the highway. The Monterey Street intersection is outside of the study area for the San Benito Route 156 Improvement project and would be considered a separate project on the highway.

### Staff Analysis:

The City of San Juan Bautista recently adopted a resolution requesting study of the State Route 156 and Monterey Street intersections in the City. Specifically, the resolution requests the support of San Benito County Council of Government to initiate specific highway improvement feasibility and cost analysis studies for traffic calming and speed reduction solutions at State Route 156 with Monterey Street.

Staff has reviewed the request with Board and received input from Caltrans on an approach to project development in the area. Potential improvements that were cited at the COG Board meeting of

December 18<sup>th</sup> included slowing traffic at the approach to the Alameda, improvements to intersection crossing safety at the Alameda, and Gateway feature improvements at the Monterey Street intersection.

Based on the Board's direction, staff is developing a scope of work for the proposed planning study, with the focus to be local circulation in the study area. Key components of the scope of work include:

1. Developing a Purpose and Need statement for the project
2. Establishing a working group of local agency and COG representatives
3. Public outreach to the San Juan Bautista community
4. A final report including proposed circulation and safety improvements

Staff will provide more information, including a conceptual project schedule, to the Board at the January 15<sup>th</sup> meeting.

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

Counsel Review:       N/A