AGENDA
REGULAR MEETING
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

DATE: Thursday, August 17, 2017
3:00 p.m.

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

DIRECTORS: Chair Ignacio Velazquez, Vice Chair Jaime De La Cruz
Directors Tony Boch, Anthony Botelho, and Jim Gillio
Alternates: San Benito County: Mark Medina;
City of Hollister: Mickie Solorio Luna; City of San Juan Bautista: Jim West
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 C. Public Comment.

3:00 P.M. CALL TO ORDER

A. Pledge of Allegiance
B. Verification of Certificate of Posting
C. 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.)
D. Correspondence
E. Executive Director’s Report
F. Caltrans Report - Gubbins/Loe
G. 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 June 15, 2017 - Gomez
2. RECEIVE Construction Projects Report - Caltrans District 5
3. **Surplus Property Transfer - Gilbert**

   a. **ADOPT** Resolution 17-02 Declaring COG-Owned Property as Surplus and Authorizing the Grant of Such Surplus Property to the City of Hollister (4/5 Vote),

   b. **MAKE DETERMINATION** that the Conveyance is Exempt from the California Environmental Quality Act (CEQA) Pursuant to Section 15312 of the CEQA Guidelines (Title 14 of the California Code of Regulations).

**REGULAR AGENDA:**

4. **APPROVE** Apportionments of $1,584,000 in Regional Surface Transportation Program Funding for Fiscal Years 2017/2018 through 2019/2020 – Gilbert

5. **DISCUSS** Transportation Development Act – Local Transportation Funds – Gilbert

6. **RECEIVE UPDATE** on Senate Bill 1 Implementation and DISCUSS the Proposed Road Maintenance and Rehabilitation Account Guidelines – Gilbert

Adjourn to COG Meeting on September 21, 2017. Agenda Deadline is Tuesday, September 5, 2017 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.
July 25, 2017

San Benito County Council of Governments
330 Tres Pinos Road, Suite C-7
Hollister, California 95023

Honorable Chair Ignacio Velazquez and Board members,

The City of Hollister received notice yesterday that the California Transportation Commission awarded the City of Hollister's request for the Caltran's Cycle 3 Active Transportation Program Funds for a project called Safe Connections and Complete Streets for the West Side of Hollister. The City wishes to express thanks and recognize Mary Gilbert and Veronica Lezama for their guidance, support and leadership with the funding request and post-grant submittal questions from Caltrans. COG staff played an instrumental/role in helping the City of Hollister secure the grant award.

Sincerely,

[Signature]

William B. Avera
City Manager
District Director’s Report
A quarterly publication for our transportation partners

Major Storm Damage

Caltrans is working day and night in some locations to address extensive damages resulting from recent heavy rains and winds. Numerous roadways have sustained mudslides and closures, including Highways 1, 17, 35, 9 and 41 in Monterey, Santa Cruz and San Obispo counties.

So far, an estimated $600 million in storm damages have occurred statewide at nearly 200 locations.

Many emergency contracts are under way to open and restore the roadways to the traveling public.

Zero Emission Vehicle Charging Stations

The Governor’s 2016 ZEV Action Plan calls for 1.5 million zero emission vehicles on California’s roadways by 2025. This supports the state’s goal of reducing greenhouse gas emissions 20 percent to 2010 levels by 2020, and 40 percent below 1990 levels by 2030. This includes reducing petroleum use by up to 50 percent in the latter timeframe.

District 5 has identified locations for possible charging stations for zero emission electric vehicles on US 101 at Safety Roadside Rest Areas at Camp Roberts in Monterey County and Shandon in San Luis Obispo County. Additional stations are needed to accommodate long distance travel in ZEVs, fill service gaps along major state highways and increase workplace charging opportunities statewide.

The action plan’s top priorities include the following regarding ZEVs:

- Raising consumer awareness and education.
- Ensuring accessibility to a broad range of Californians.
- Making technologies commercially viable for both medium and heavy-duty vehicles and freight.
- Aiding market growth beyond the state’s boundary.

So far, California has an estimated 14,000 electric vehicle charging stations. The state supports providing a network of hydrogen fueling stations statewide. More information: https://www.gov.ca.gov/docs/2016_ZEV_Action_Plan.pdf.

QuickMap Phone App

Smart phone users can now download the free QuickMap app. Special features include real-time information on traffic speed, road closures, California Highway Patrol incidents, chain controls, fire locations, electronic highway sign messages and live traffic cameras. As a reminder, please do not use QuickMap while driving. More information: http://dot.ca.gov/cas24/trafficMapFaq.html.

Please Submit Maintenance Service Requests at the Following Link: http://www.dot.ca.gov/hq/maint/msrsubmit/
Access Management Plan

Caltrans recently completed the Highway 17 Access Management Plan, a long-range plan addressing existing and future access along the seven-mile corridor from the Granite Creek Road interchange to the Santa Cruz-Santa Clara county line.

The plan focuses on preserving both the function and operation of the highway corridor and local road network, reducing conflict points and coordinating land use and transportation planning.

Suggested improvements include median barrier management, more efficient entrances and exits, and grade-separated interchanges to fully eliminate left turns across the highway.

Caltrans’ partners on this major planning effort included Santa Cruz County Supervisor John Leopold, District 1; Santa Cruz County Supervisor Bruce McPherson, District 5; Santa Cruz County; Santa Cruz County Regional Transportation Commission, California Highway Patrol, and the City of Scotts Valley. More information at: http://www.cahwy17amp.org/files/managed/Document/303/Hwy17_Access_Management_Plan.pdf.

Critical Urban/Rural Freight Corridors

Caltrans and its local partners are working to designate US 101 and Highways 46 and 156 as critical urban/rural freight corridors providing critical connectivity to the National Highway Freight Network. This designation, which must meet specific criteria, is important in securing federal funding for improving system performance and freight mobility efficiency. Currently, Caltrans is facilitating a technical work group for this major planning effort. More information: https://ops.fhwa.dot.gov/FREIGHT/infrastructure/nflindex.htm.

Final Bicycle Plan

Coming Soon

The draft Caltrans 2017 Toward an Active California State Bicycle and Pedestrian Plan is out for public review and comment through March 10, 2017. The plan features policies and actions for Caltrans and its partners to achieve the state’s goals to double walking and triple bicycling statewide by 2020. Its main objectives include safety, mobility, preservation and social equity. It also highlights the best practices around the world where active bicycling networks are thriving. The final plan is scheduled for completion in April 2017. More information: http://www.cabikepedplan.org/

Sustainable Grants Produce Capital Projects

Since 2000, Caltrans has awarded multiple sustainable transportation planning grants statewide to numerous regional and local agencies. In District 5, two conceptual planning proposals recently became capital projects funded through Caltrans’ Active Transportation Program (ATP).

Monterey Multimodal Mobility Plan

This Community-Based Transportation Planning grant created a multimodal plan for Monterey. Based on the city’s Bicycle Transportation Plan, the $36,000 project featured a pedestrian component connecting mixed-use and residential, and visitor-serving areas to popular destinations such as parks, open spaces, visitor attractions, commercial services and schools. It also identified needs for bicycle racks, complete changing stations and safe storage facilities. The city later received a $495,000 ATP grant (Cycle 2) for its transportation demand management system.

Santa Cruz Complete Streets Plan

This Community-Based Transportation Planning grant project developed the Santa Cruz City Schools Complete Streets Master Plan. The $178,000 project identified barriers to safe, sustainable transportation at 10 city schools. Parents, administrators and students all participated in bicycling and walking audits at each school with staff from Public Works and the non-profit Ecology Action. The plan also included extensive community outreach at each educational facility. The city later received a $1.14 million ATP grant (Cycle 2) for its Santa Cruz Citywide Safe Routes to School Crossing Improvement Program. More information: http://www.dot.ca.gov/hq/tpp/grants.html.
SAN BENITO COUNTY
COUNCIL OF GOVERNMENTS
REGULAR MEETING
June 15, 2017, 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:
Chair Velazquez, Director Boch, Director Botelho, and Director De La Cruz
Ex Officio: John Olejnik, Caltrans District 5

STAFF PRESENT:
Deputy County Counsel, Shirley Murphy; Executive Director, Mary Gilbert; Administrative Services Specialist, Kathy Postigo; Transportation Planner, Regina Valentine; Secretary I, Monica Gomez

OTHERS PRESENT:
Brandy Rider, Caltrans District 5

CALL TO ORDER:
Chair Velazquez called the meeting to order at 3:00 P.M.

A. PLEDGE OF ALLEGIANCE

B. CERTIFICATE OF POSTING

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

C. PUBLIC COMMENT:

Victor Gomez
Pinnacle Strategy

Victor Gomez stated that he was attending this meeting representing Zanker Recycling Z-Best. He wanted to thank the COG Board for the comment letter that they provided last month in regards to their concerns about the project on Highway 25. He stated that he would like to meet with board members and the Executive Director, Mary Gilbert, to work on mitigating the issues mentioned in the comment letter.

Chair Velazquez stated for the record that the COG Board received Joe Thompson’s public comment correspondence dated May 19, 2017 through June 15, 2017. The correspondence was entered into the public record.

D. EXECUTIVE DIRECTOR’S REPORT: Gilbert

Ms. Gilbert reported that staff continues to track information related to Senate Bill 1 as it becomes available. She mentioned that she would be going to a CalCOG meeting in Sacramento at the end of the month to get more information on some of the different funding programs that will be coming through.
Ms. Gilbert reported that due to the upcoming Hollister Independence Rally some of the transit routes will have to be rerouted to accommodate the rally. Staff will be working with the City of Hollister staff to ensure that the changes are clearly publicized.

Lastly, Ms. Gilbert reminded the Board that the July COG meeting was cancelled. The next regularly scheduled COG meeting will take place August 17, 2017.

E. CALTRANS DISTRICT 5 REPORT: John Olejnik

Mr. Olejnik reported that Caltrans has adopted the first California State Bicycle and Pedestrian Plan. The plan features policies and actions for Caltrans and its partners to achieve the state's goals to double walking and triple bicycling statewide by 2020. Its main objectives include safety, mobility, preservation and social equity.

Mr. Olejnik reported that so far, an estimated $1.4 million in storm damages have occurred statewide at nearly 200 locations. Caltrans is working day and night in some locations to address extensive damages resulting from recent heavy rains and winds.

Lastly, Mr. Olejnik reported that starting in July a new standard will apply when it comes to striping. He stated that where it’s been a standard of 4 inch stripes, it will now require a 6 inch stripe on all edge lines. This is something that the state is taking very seriously and it will apply to any current road repairs that are being done.

There was brief discussion about the cost associated with the new standard of striping. Mr. Olejnik stated that the cost savings component would be in that the new material is much more durable and long-lasting. He noted that it is all done with safety in mind, especially for the nighttime and aging drivers.

Director De La Cruz inquired about the work that was being done at the intersection of Highway 25 and Highway 156 last night. He mentioned that there was a lot of traffic. He expressed appreciation for the night work, however he recommended that if possible, Caltrans provide prior notice warning drivers to slow down earlier on or to take alternate routes.

Brandy Rider, Project Manager for Caltrans District 5 stated that there are two large CAPM pavement preservation projects Caltrans is working on in the area. 1) Highway 156/101 separation to the Alameda and 2) Highway 156 to Highway 25 going back towards Union/Mitchell intersection. She stated that she will meet with the construction Resident Engineer and will discuss the potential of providing early warning information to drivers.

Mr. Olejnik recommended using the Caltrans free QuickMap phone app. (QuickMap.dot.ca.gov) which can be downloaded onto your smart phone. Some special features include real-time information on traffic speed, road closures, CHP incidents, and electronic message signs.

Chair Velazquez thanked Caltrans for cleaning up the weeds along Airline Highway. He asked if there was a way for the City and County to partner up with Caltrans on a maintenance agreement to avoid the same issue in the future.

Mr. Olejnik stated that a maintenance agreement was something they could definitely explore.

Ms. Gilbert stated that she would bring it to the attention of the Technical Advisory Committee and report back to the Board.

F. BOARD OF DIRECTORS REPORTS:
Director Botelho reported that the Board of Supervisors received a Pavement Conditions report at their meeting. They discussed strategies on how to help repair the deteriorating county roads with the SB 1 funding that is projected to come in. He expressed frustration over the amount of money that goes towards projects that he believed are not justified. He stated that local jurisdictions should have more flexibility and authority on how to utilize the money that is coming in.

**CONSENT AGENDA:**

1. **APPROVE** Council of Governments Draft Meeting Minutes Dated May 18, 2017 – Gomez
2. **RECEIVE** Construction Projects Report – Caltrans District 5

There was no public comment on the Consent Agenda.

*Upon a motion duly made by Director De La Cruz, and seconded by Director Boch, the Directors approved Items 1-2 from the Consent agenda. Vote: 4/0 motion passes.*

**REGULAR AGENDA**

**TRANSPORTATION ITEMS:**

3. **APPROVE** FY 2017/18 Council of Governments Final Budget – Postigo

Administrative Services Specialist, Kathy Postigo presented the Fiscal Year 2017/2018 Council of Governments Final Budget and answered questions from the Board.

Chair Velazquez inquired about the additional amount of $488,000 under contracts and expenditures descriptions.

Ms. Postigo explained that the amount includes the Highway 25 Safety Program funds. Last year staff budgeted $558,000 in contracts, but have only spent $61,000 this year.

Director Botelho asked if some of the Local Transportation Authority funds could be used towards local streets and roads.

Ms. Postigo stated that back in 2008, $700,000 was set aside for local streets and roads however COG staff had not received a request for these funds from the County or City. Staff anticipates that the request may come in 2018/2019.

The Board directed staff to place an item on the August agenda to allow discussion about pulling $1 million from the reserve account to be split up amongst the three jurisdictions and work on a plan on where those funds could best be used.

*Upon a motion duly made by Director De La Cruz and seconded by Director Botelho, the Directors directed staff to place an item on the August agenda to discuss pulling $1 million from the reserve account and also work on a plan on where the funds could best be used. Vote: 4/0 motion passes.*

Ms. Gilbert informed the Board that the caveat is they would first have to go through the Unmet Transit Needs process before allocating any funds aside for local streets and roads. Once it is determined that there are no unmet needs that are reasonable to meet the Board could make a finding that the funds could be used for local streets and roads. Staff would have to complete a budget adjustment and transfer for the Board to approve.

Ms. Gilbert stated that staff would research what options the Board has and place an item on the August agenda to allow discussion.
There was no public comment on the item.

Upon a motion duly made by Director De La Cruz and seconded by Director Boch, the Directors unanimously approved Item 3. Vote: 4/0 motion passes.

4. APPROVE Apportionments of $1,584,000 in Regional Surface Transportation Program Funding for Fiscal Years 2017/2018 through 2019/2020 – Gilbert

Ms. Gilbert stated that staff was recommending that the Board apportion Regional Surface Transportation Program funding to the Cities and County by the approved formula: City of Hollister $950,400 (60%), City of San Juan Bautista $158,400 (10%), County of San Benito $475,200 (30%).

Director Botelho and Director De La Cruz discussed revisiting the apportionment percentages.

Ms. Gilbert stated that for more than 15 years, the Council of Governments has distributed the funding by formula using road miles and population with most of the funding going to local streets and roads purposes. The Council of Governments Board made its last apportionments in February 2014. COG staff has notified local jurisdictions at a minimum of once annually regarding the availability of funds. Ms. Gilbert noted that the County still had a balance of $969,238 available.

Director Boch inquired about the current balances for the County and both Cities.

Ms. Gilbert reported that the following balances are apportionments that have already been made and received at COG: City of San Juan Bautista: $310,000; City of Hollister: $1.8 million; San Benito County: $969,238

Director Botelho stated that it would be beneficial to work on joint projects, however, he expressed some concern about being locked in to splitting the funds according to the percentages noted above.

Ms. Gilbert clarified that the action for the item would be for new apportionments for a new three year funding cycle.

Chair Velazquez stated that it is essential for the County and Cities to work in partnership towards a plan where they are able to get more projects completed as a whole.

Deputy County Counsel, Shirley Murphy stated that if Board members were not in agreement with the current apportionments they may want to consider continuing the item until staff could bring the item back with a different recommendation.

There was no public comment on the item.

After brief discussion the Board directed staff to continue the item to the August meeting to evaluate the apportionments.

Upon a motion duly made by Director Botelho, and seconded by Director De La Cruz, the Directors moved to continue Item 4 to the August COG Agenda, with Chair Velazquez voting against. Vote: 3/1 motion passes.

5. APPROVE The Fiscal Year 2017/2018 Final Overall Work Program and Authorize Executive Director to Sign Overall Work Program Agreement – Lezama

Transportation Planner, Veronica Lezama reported that at the February 16, 2017 meeting, the Board received the Draft Overall Work Program and authorized staff to submit the document to Caltrans for review and comment. Staff has incorporated Caltrans’ comments into the final Overall Work Program for the Board’s consideration. In addition, Caltrans requires that COG submit a signed Overall Work Program to Caltrans.
Program Agreement to be eligible to receive funding associated with completing the Overall Work Program.

There was no discussion or public comment on the item.

For the record, Deputy County Counsel, Shirley Murphy stated that staff was asking that the Board approve the Fiscal Year 2017/2018 Final Overall Work Program and authorize the Executive Director to sign the Overall Work Program Agreement.

Upon a motion duly made by Director De La Cruz, and seconded by Director Botelho, the Directors unanimously approved Item 5 as noted by County Counsel. Vote: 4/0 motion passes.

6. RECEIVE Update on the San Benito Route 156 Improvement Project – Gilbert

Brandy Rider with Caltrans District 5 provided an update on the San Benito Route 156 Improvement Project and new roadway design features. She noted that she would also present this update to the Joint Planning Commission (which includes the City of Hollister, City of San Juan Bautista, and San Benito County).

Ms. Rider reported that there is a new project design element being developed to address traffic impacts on the highway at the Bixby Road intersection. The proposed design includes a 2-lane roundabout to be constructed as part of the project.

Board members expressed concern over the location of the roundabout, noting that Union Road would be a more practical location. They stated that it would create more traffic to back up at Union Road and SR 156, where traffic currently backs up past San Juan Oaks and Pacific Scientific and at San Juan Road to 4th Street.

Ms. Rider stated that the benefits of a roundabout at Bixby are largely safety and operational improvements. It would reduce or eliminate high severity collision patterns, and collision costs. It would also provide a Level of Service B in 2035 and adequate queue storage.

Director Boch asked if it would be possible for Caltrans to bring back the design of the Union Road/SR 156 Interchange showing the storage areas and left turn lanes at the next meeting.

Ms. Rider stated that she would follow up with the design team to see how far along they are and will work with Ms. Gilbert to bring the project data and design back to the Board. She also reminded the Board that the work is really only a piece of a larger picture, which would help solve some of the issues until additional funds become available. The idea is that they do some projects incrementally, as funds become available.

Board members stated that they look forward to an update, however they reiterated their concern over the amount of people who will be upset because they will be stuck on Union Road trying to get onto SR 156.

There was no public comment on the item.

   a. ACCEPT 2017 Unmet Needs Report
   b. ADOPT Resolution 2017-01 Making Findings and Recommendations Regarding Unmet Transit Needs that are Reasonable to Meet as Required by the Transportation Development Act (TDA) for Fiscal Year 2017/2018.

Veronica Lezama presented the 2017 Unmet Transit Needs Report and answered questions from the Board.
Director De La Cruz asked if staff had received any requests for additional transportation services to dialysis centers.

Ms. Lezama stated that staff had received requests for additional service to dialysis centers last year. LTA staff added additional services to dialysis centers through the contract with the Specialized Transportation Services.

Ms. Lezama stated that upon approval by the Board, the 2017 Unmet Transit Needs Report will be submitted to the California Department of Transportation, Division of Mass Transportation.

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

Upon a motion duly made by Director De La Cruz, and seconded by Director Boch, the Directors unanimously approved Item 7. Vote: 4/0 motion passes

Upon a motion duly made by Director Boch, and seconded by Director De La Cruz, the Directors Unanimously adjourned the COG meeting. The meeting was adjourned at 4:22 p.m. Vote: 4/0 motion passes.

ADJOURN TO COG MEETING AUGUST 17, 2017 at 3:00 P.M.
## CONSTRUCTION PROJECTS

<table>
<thead>
<tr>
<th></th>
<th>Project</th>
<th>Location/Post Mile (PM)</th>
<th>Description</th>
<th>Construction Timeline</th>
<th>Construction Cost</th>
<th>Funding Source</th>
<th>Project Manager (Resident Engineer)</th>
<th>Contractor</th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
<td>1.</td>
<td>Highway 25 Curve Realignment (0T6404)</td>
<td>Near Hollister, just north of San Benito lateral to south of State Route (SR) 146 (PM 18.8-19.5)</td>
<td>Realign roadway and widen lanes and shoulders</td>
<td>Summer 2015- Winter 2017</td>
<td>$1.99 million</td>
<td>SHOPP</td>
<td>Brandy Rider (KB)</td>
<td>John Madonna Construction Company, San Luis Obispo</td>
<td>The project study report was approved in June 2017. The project began environmental review and preliminary design in July 2017.</td>
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## PROJECTS IN DEVELOPMENT

<table>
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<tr>
<th></th>
<th>Project</th>
<th>Location/Post Mile (PM)</th>
<th>Description</th>
<th>Construction Timeline</th>
<th>Construction Cost</th>
<th>Funding Source</th>
<th>Project Manager</th>
<th>Phase</th>
<th>Comments</th>
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<tr>
<td>4.</td>
<td>Highway Widening Project and Route Adoption Hollister to Gilroy (48540)</td>
<td>Near Hollister and Gilroy on SR 25 in SBt &amp; SCL Counties (PM SBt 25-51.5 to SCL-25-2.6)</td>
<td>Route adoption</td>
<td>N/A</td>
<td>N/A</td>
<td>Local</td>
<td>Brandy Rider</td>
<td>PA&amp;ED</td>
<td>Coordinating required adoption into SBr/SCL County &amp; City General Plans. Local agencies are working with Caltrans on the Controlled Access Highway Agreements at this time.</td>
</tr>
<tr>
<td>Project</td>
<td>Location/ Post Mile (PM)</td>
<td>Description</td>
<td>Construction Timeline</td>
<td>Construction Cost</td>
<td>Funding Source</td>
<td>Project Manager</td>
<td>Phase</td>
<td>Comments</td>
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<td>5. Highway 156 Improvement Project (34490_)</td>
<td>On SR 156 in and near San Juan Bautista from The Alameda to slightly east of 4th Street near Hollister (PM 3.0/R8.2)</td>
<td>Construct 4-lane expressway</td>
<td>Summer 2019 to Summer 2021</td>
<td>$44.6 million</td>
<td>STIP/Local</td>
<td>Brandy Rider</td>
<td>PS&amp;E</td>
<td>Project design on-going. ROW appraisals in progress. Utility relocation, design coordination almost complete, with 95% design complete.</td>
<td></td>
</tr>
<tr>
<td>6. Highway 25 Super Elevation Adjustment and Culvert Extension (1C260_)</td>
<td>In SBt County, from La Gloria Road and to just North of La Gloria Road (PM 25.9/R26.2)</td>
<td>Curve correction</td>
<td>Spring 2019</td>
<td>$2.1 million</td>
<td>SHOPP</td>
<td>Brandy Rider</td>
<td>PA&amp;ED</td>
<td>Project design continues. ROW acquisition and utility work to begin now that environmental documents are finalized.</td>
<td></td>
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<tr>
<td>7. Highway 25 Roadway Safety Improvements (1F430_)</td>
<td>In SBt County in Hollister from Sunnyslope/Tres Pinos Road to San Felipe Road (PM R49.9/R52.2)</td>
<td>Route deficiency corrections</td>
<td>October 2018</td>
<td>$6.9 million</td>
<td>SHOPP</td>
<td>Brandy Rider</td>
<td>PS&amp;E/ROW</td>
<td>Project design continues with concurrent ROW acquisitions and utility work.</td>
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**ACRONYMS USED IN THIS REPORT:**
- **PA&ED**: Project Approval and Environmental Document
- **PS&E**: Plans, Specifications, and Estimate
- **ROW**: Right of Way
- **SBt**: San Benito County
- **SCL**: Santa Clara County
- **SHOPP**: Statewide Highway Operation and Protection Program
- **STIP**: Statewide Transportation Improvement Project
Staff Report

To: Council of Governments
From: Mary Gilbert, Executive Director
Date: August 17, 2017
Subject: Surplus Property Transfer

Recommendation:

a. **ADOPT** Resolution 17-02 Declaring COG-Owned Property as Surplus and Authorizing the Grant of Such Surplus Property to the City of Hollister (4/5 Vote), and

b. **MAKE DETERMINATION** that the Conveyance is Exempt from the California Environmental Quality Act (CEQA) Pursuant to Section 15312 of the CEQA Guidelines (Title 14 of the California Code of Regulations).

Summary:

COG still holds fee ownership of some small parcels acquired as part of the Highway 25 Bypass project development process. These parcels are not necessary for public use as COG roadway rights of way and COG staff recommends that the Board of Directors declare the property surplus so it may be transferred in accordance with California Government Code Section 25365(a). A resolution making the declaration is attached (Attachment 1).

Background

The Council of Governments purchased several properties for construction of the Highway 25 Bypass. Due to requirements of the right of way acquisition process, some parcels were acquired that were not used in their entirety for construction of the roadway.

Financial Considerations:

Staff recommends that the property be transferred to the City of Hollister at no cost. The City contributed approximately $21 million to help fund property acquisitions and construction of the project.

Staff Analysis:

Government Code Section 25365 allows the Board to “…grant, convey, quitclaim, assign, or otherwise transfer to the state or … any other public agency within the county or exchange with those public agencies, any real or personal property … if the property or interest therein to be granted and conveyed or quitclaimed is not required for [COG] use.” As required by the
Government Code, COG published notice of its intent to declare the property surplus prior to the August 17 meeting. Notice was published in the Hollister Free Lance on August 4, 2017.
The property proposed for transfer is located within the jurisdiction of the City of Hollister. The property includes East Park Street, which was constructed as part of the project and which is under the City’s jurisdiction. In addition, there are associated slope and drainage easements that will be conveyed to the City.

- The Property known as East Park Street in the City of Hollister, a portion of Assessor’s Parcel No. 20-10-08, also known as COG Parcel 25-30B
- A Storm Drain Easement on Assessor’s Parcel No. 20-10-08, also known as COG Parcel 25-30C
- Slope Easements on Assessor’s Parcel No. 20-10-08, also known as COG Parcels 25-30F and 25-30G

The property will be conveyed to the City of Hollister through a Grant Deed signed by the Chair (Attachment 2). Resolution 17-02 authorizes the transfer of property and authorizes the Chair to sign the Grant Deed.

The conveyance of these properties is exempt from the California Environmental Quality Act pursuant to section 15312 of the CEQA Guidelines because the properties are not located in an area of statewide, regional, or area-wide concern.

Executive Director Review: ____________ Counsel Review: Yes

Supporting Attachments: 1. Resolution 17-02
2. Grant Deed
BEFORE THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
DECLARING COG-OWNED PROPERTY ALONG HIGHWAY 25 AS SURPLUS, AND
AUTHORIZING THE GRANT OF SUCH SURPLUS PROPERTY TO THE CITY OF
HOLLISTER

Resolution No. 17-02

WHEREAS, the Council of San Benito County Governments ("COG") is a joint powers agency formed under the joint exercise of powers provisions of California Government Code section 6500 through 6522, by the Joint Powers Agreement entered among the member entities on December 31, 1973, which was most recently amended on September 8, 2014 ("Amended JPA"); and

WHEREAS, the COG, owns portions of real property ("Property") that were acquired in connection with the Highway 25 Bypass project, that are located within the City of Hollister, as described in Exhibit A, attached hereto and incorporated herein by reference, and as depicted in Exhibit B, attached hereto and incorporated herein by reference; and

WHEREAS, pursuant to California Government Code Sections 6509 and 25365, and pursuant to Article IV of the Amended JPA, the Board of Directors is authorized to convey surplus Property to the City of Hollister in the manner proposed; and

WHEREAS, the City of Hollister has requested that COG declare the Property surplus and transfer title in the Property to the City of Hollister at no cost; and

WHEREAS, COG no longer requires the Property for COG use and desires to convey the Property to the City of Hollister.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Council of San Benito County Governments, that it does hereby declare the Property described in Exhibit A and depicted in Exhibit B to be surplus property, which is no longer required for COG use.

BE IT FURTHER RESOLVED by the Board of Directors of the Council of San Benito County Governments, that it does hereby authorize the grant of the Council of San Benito County Governments' undivided interest in such surplus Property to the City of Hollister, at no cost.

BE IT FURTHER RESOLVED by the Board of Directors of the Council of San Benito County Governments, that it does hereby authorize the chairperson to execute grant deeds to convey the Council of San Benito County Governments' undivided interest in the surplus Property to the City of Hollister and does hereby authorize the Executive Director or designee to deliver the executed grant deeds to the City of Hollister.
PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO GOVERNMENTS THIS 17th DAY OF AUGUST, 2015 BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAINING:  
ABSENT:  

Ignacio Velazquez, Chair

APPROVED AS TO LEGAL FORM:  
SAN BENITO COUNTY COUNSEL'S OFFICE

By: Shirley L. Murphy, Deputy County Counsel

ATTEST:  
Mary Gilbert, Executive Director

Dated: Aug. 4, 2017

By: ___________________________
EXHIBIT A

Highway 25, Hollister Bypass
Legal Description
Parcel 25-30B - Gibson
Assessor's Parcel #20-10-08
San Benito County, California

Parcel 25-30B

All that real property situated in the State of California, County of San Benito, being a portion of Homestead Lot 34 of the Rancho San Justo as shown on that map thereof filed in Book 1 of Maps, at Page 54 San Benito County Records being a portion of Parcel One as described in that Grant Deed Recorded April 25, 1995 in Recorder's File Number 9503487, San Benito County Records more particularly described as follows:

Beginning at a point in the westerly line of said Parcel One, said westerly line being also the easterly line of McCray Street (formerly the Southern Pacific Railroad Right of Way), said point of beginning being North 26° 47' 42" West, 315.29 feet from the southwest corner of said Parcel One; Thence from said point of beginning North 22° 07' 11" West, 299.43 ft; Thence North 32° 19' 47" East, 20.26 ft; Thence North 89° 33' 27" East, 239.29 ft; Thence South 85° 27' 52" East, 272.47 ft; Thence South 78° 32' 08" East, 121.21 ft; Thence North 3° 58' 05" East, 113.91 ft; Thence South 87° 43' 02" West, 128.83 ft; Thence North 85° 27' 52" West, 514.73 ft; Thence North 81° 00' 01" West, 48.25 ft; Thence North 59° 30' 40" West, 39.51 ft; Thence North 34° 04' 46" West, 197.28 ft to a point in said west line of Parcel One; Thence along said west line South 26° 47' 42" East, 662.01 ft to the point of beginning.

Containing 1.69 acres more or less.
Highway 25, Hollister Bypass

Legal Description
Parcel 25-30C - Gibson
Assessor's Parcel #20-10-06
San Benito County, California

Parcel 25-30C - 30' Storm Drain Easement

All that real property situated in the State of California, County of San Benito, being a portion of Homestead Lot 34 of the Rancho San Justo as shown on that map thereof filed in Book 1 of Maps, at Page 64 San Benito County Records being a portion of Parcels One and Three as described in that Grant Deed Recorded April 25, 1995 in Recorder's File Number 9503487, San Benito County Records more particularly described as follows:

Beginning at the intersection of the east line of said Parcel Three and the north line of Somme Ave, said point being also the southwest corner of Lot 118 of Tract No. 165, "Parkside Manor, Unit No. 3" according to that map thereof filed in Book 10 of Maps at Page 71 San Benito County Records; Thence from said point of beginning along said east line of Parcel One (said east line also being parallel to and 10 feet westerly of the centerline of Black Forest Drive according to said map) South 3°16' 49" West 48.94 ft; Thence leaving said east line North 34° 31' 37" West, 174.26 ft to a point in the east line of the Highway 25, Hollister Bypass; Thence along said east line North 2° 33' 12" East, 6.44 ft; Thence North 3° 30' 44" East, 36.08 ft to a point in the north line of said Parcel One at the Southwest corner of Lot 141, Tract Number 249, "California Sunset" as shown on that map thereof filed in Book 11 of Maps, at Page 53, San Benito County Records; Thence along said north line South 85° 27' 52" East, 5.00 ft; Thence leaving said north line South 34° 31' 37" East, 156.00 ft to the point of beginning.

Containing 0.12 acres more or less.
Highway 25, Hollister Bypass
Legal Description
Parcel 25-30F - Gibson
Assessor’s Parcel #20-10-08
San Benito County, California

Parcel 25-30F - Slope Easement

All that real property situated in the State of California, County of San Benito, being a portion of Homestead Lot 34 of the Rancho San Justo as shown on that map thereof filed in Book 1 of Maps, at Page 64 San Benito County Records being a portion of Parcel One as described in that Grant Deed Recorded April 25, 1995 in Recorder’s File Number 9503487, San Benito County Records more particularly described as follows:

A slope easement described as follows:

Beginning at a point in the south line of the Park Street Extension, said point being northeasterly of the southwest corner of said Parcel One the following courses:

North 25° 47’ 42” West, 315.29 ft and
North 22° 07’ 11” West, 299.43 ft and
North 32° 19’ 47” East, 20.26 ft and
North 89° 33’ 27” East, 125.87 ft.
Thence from said point of beginning, along said south line of the Park Street Extension, North 89° 33’ 27” East, 113.42 ft; Thence South 85° 27’ 52” East, 272.47 ft; Thence South 78° 32’ 08” East, 81.59 ft; Thence leaving said south line North 85° 27’ 52” West, 466.46 ft to the point of beginning.

Containing 0.08 acres more or less.
Highway 25, Hollister Bypass

Legal Description

Parcel 25-30G - Gibson
Assessor's Parcel #20-10-09
San Benito County, California

Parcel 25-30G - Slope Easement

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A slope easement described as follows:

Beginning at a point in the north line of the Park Street Extension, said point being northeasterly of the southwest corner of said Parcel One the following courses:

North 26° 47' 42" West, 977.30 ft and
South 34° 04' 46" East, 197.28 ft and
South 59° 30' 40" East, 25.61 ft.

Thence from said point of beginning, along said north line of the Park Street Extension, South 59° 30' 40" East, 13.91 ft; Thence South 81° 00' 01" East, 48.25 ft; Thence South 85° 27' 52" East, 314.73 ft; Thence North 87° 43' 02" East, 82.90 ft; Thence leaving said north line North 85° 27' 52" West, 657.66 ft to the point of beginning.

Containing .14 acres more or less.
RECORDING REQUESTED BY:
   City of Hollister
WHEN RECORDED MAIL TO:
   City of Hollister
   375 5th Street
   Hollister, CA 95023
WITH COPY TO:
   Council of San Benito County Governments
   330 Tres Pinos Road, Suite C7
   Hollister, CA 95023

GRANT DEED

THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS ("Grantor"), a joint powers agency formed under the joint exercise of powers provisions of California Government Code section 6500 through 6522 and Code of Civil Procedure section 1240.140, hereby grants and conveys to the City of Hollister, a municipal corporation, (hereinafter referred to as "Grantee"), for a valuable consideration, receipt and sufficiency of which is hereby acknowledged, certain real property located in the County of San Benito, State of California, described in Exhibit A, attached hereto, and depicted in Exhibit B, both of which exhibits are incorporated herein by this reference.

Signed this 17th day of August, 2017.

GRANTOR:

COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

______________________________
Ignacio Velazquez, Chairperson
EXHIBIT A

Highway 25, Hollister Bypass
Legal Description
Parcel 25-30B - Gibson
Assessor's Parcel #20-10-08
San Benito County, California

Parcel 25-30B

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Containing 1.69 acres more or less.
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Parcel 25-30C - Gibson
Assessor's Parcel #20-10-08
San Benito County, California

Parcel 25-30C - 30' Storm Drain Basement

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Containing 0.12 acres more or less.
Highway 25, Hollister Bypass
Legal Description
Parcel 25-30F - Gibson
Assessor’s Parcel #20-10-08
San Benito County, California

Parcel 25-30F - Slope Easement

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Legal Description
Parcel 25-30G - Gibson
Assessor's Parcel #20-10-08
San Benito County, California

Parcel 25-30G - Slope Easement

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Containing .14 acres more or less.
Staff Report

To: Council of San Benito County Governments
From: Mary Gilbert, Executive Director
Telephone: (831) 637-7665 x. 207
Date: August 17, 2017
Subject: Regional Surface Transportation Program

Recommendation:

APPROVE Apportionments of $1,584,000 in Regional Surface Transportation Program Funding for Local Street and Roadway Projects

Summary:

Regional Surface Transportation Program funding is made available each year through the Council of Governments when the funding is allocated by the State. The COG Board last approved 3-year apportionments in February 2014. These funds have typically been used by the Cities of Hollister and San Juan Bautista and the County of San Benito for streets and roads maintenance as well as roadway projects.

Financial Impact:

Caltrans estimates that the Council of Governments will receive $1,584,000 in Regional Surface Transportation Program funding over fiscal years 2017/18 – 2019/20. These funds will be distributed to the Cities and County for local streets and roads needs when funds are made available by the State.

Since 2008, COG has made apportionments and distributed funds according to the below formula:

<table>
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<tr>
<th>Location</th>
<th>Amount</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Hollister</td>
<td>$950,400</td>
<td>60%</td>
</tr>
<tr>
<td>City of San Juan Bautista</td>
<td>$158,400</td>
<td>10%</td>
</tr>
<tr>
<td>County of San Benito</td>
<td>$475,200</td>
<td>30%</td>
</tr>
</tbody>
</table>

The County directly receives RSTP funding from Caltrans, separate from distributions made by the Council of Governments. The Cities do not receive this separate set-aside, which is why the Cities have received a higher proportionate share of the funds distributed by COG.

The Council of Governments typically receives these funds in early summer.

Background:

Regional Surface Transportation Program funding was created in the 1990’s by Congress under the Intermodal Surface Transportation Efficiency Act and carried through subsequent reauthorizations.
Most recently, the FAST Act converts the long-standing Surface Transportation Program (STP) into the Surface Transportation Block Grant Program (STBG) acknowledging that this program has the most flexible eligibilities among all Federal-aid highway programs and aligning the program's name with how the Federal Highway Administration (FHWA) has historically administered it. The STBG promotes flexibility in State and local transportation decisions and provides flexible funding to best address State and local transportation needs.

Distribution of these dollars is managed through the California Department of Transportation and exchanged for state dollars under California law for small, rural areas. This exchange makes project delivery more streamlined than if the funding was federalized and subject to federal environmental and project delivery rules.

The Council of Governments has distributed the funding by formula using road miles and population with most of the funding going to local streets and roads purposes. The Council of Governments Board made its last apportionments in February 2014, and the local jurisdictions have been notified at a minimum of once annually regarding the availability of funds.

Discussion:

At its June 2017 meeting, the COG directors continued this item and asked for further discussion of the apportionment formula, or whether funds should be made available on a project-by-project basis. COG previously used a method of issuing a call for projects for RSTP funds rather than use the distribution formula, in the 2007/2008 fiscal year.

Staff brought an item to the Technical Advisory Committee to discuss the apportionment of Regional Surface Transportation Program funding to the Cities and County by the previously established formula, as described above, or by issuing a call for projects, and make a recommendation to the COG Board. The TAC considered two options for distribution of funds:

Option 1 – Call for Projects
- COG issues a call for projects
- Local agencies submit project proposals
- Ad-hoc subcommittee reviews and scores projects
- COG Board approves project list
- Local agency submits invoice for project with back-up documentation

Option 2 – Existing Formula Distribution
- COG apportions funding by existing formula
- Local agencies submit projects for allocation by COG Board
- COG Board approves funding allocation
- Local agency submits invoice for project with back-up documentation
The TAC voted unanimously to support Option 2, the existing formula distribution. The Committee noted that because the funding is so limited, it would be difficult to coordinate larger regional projects and that the funds could be better planned for by each local jurisdiction.

Staff recommends that the COG Board approve the RSTP apportionments by formula as recommended by the Technical Advisory Committee.

Executive Director Review: ____________  Counsel Review: _N/A_
Staff Report

To: Council of San Benito County Governments
From: Mary Gilbert, Executive Director
Date: August 17, 2017
Subject: Transportation Development Act Program for Fiscal Year 2017/2018

Recommendation:
DISCUSS Transportation Development Act – Local Transportation Funds

Summary:
As the Regional Transportation Planning Agency for San Benito County, C O G is responsible for the administration of the Transportation Development Act (TDA) funds. TDA provides funds under two separate programs: the Local Transportation Fund and the State Transit Assistance Fund.

Financial Impact:
The Transportation Development Act generates approximately $1.6 million annually for public transit and other purposes in San Benito County. In FY 17/18, staff anticipates $243,650 in State Transit Assistance funds, while the Local Transportation Fund will generate approximately $1.5 million. There is currently a fund balance of $2,149,085 in TDA funds that can be allocated by C O G. Staff is recommending that C O G maintain a reserve of $1.14 million, leaving an additional $1 million for allocations to local streets and roads purposes.

Discussion:
The Local Transportation Fund has been in existence since 1972 and is derived from a ¼ cent of the general sales tax collected statewide and returned to C O G as defined under the Transportation Development Act. By law, Local Transportation Funds are to be allocated by C O G in the following priority order:

1. Administration and Planning
2. Pedestrian and Bicycle (2% set-aside required)
3. Transit
4. Local Streets and Roads
The State Transit Assistance Fund has been in existence since 1980 and is derived from the statewide sales tax on gasoline and diesel fuel. The State Transit Assistance Funds are allocated to COG by the State Controller’s Office based on the population of San Benito County and are to be used for transit purposes only.

The Council of Governments is the designated regional transportation planning agency for purposes of administrating the Transportation Development Act in San Benito County. COG is also responsible for developing an annual apportionment schedule. In February 2008, COG adopted TDA guidelines for the administration of the funds (Attachment 1).

Local Transportation Funds may be claimed from COG by jurisdictions through a three step process; apportionment, allocation and payment (reimbursement). The adopted TDA guidelines include rules and procedures for the submission and evaluation of TDA claims. These guidelines include claim instructions for all TDA funds which are to be completed by claimants when requesting funds. In 2008, COG set aside $700,000 in TDA funds for local streets and roads, allocated by population percentage to each local jurisdiction. As of June 2017, no jurisdiction has submitted a claim for the funds.

In June 2017, the COG Board directed staff to consider allocation of $1 million in TDA reserves to local streets and roads. Local Transportation Funds may be used for local streets and roads after the Board has made findings regarding unmet transit needs. The Board holds public hearings and adopts an unmet transit needs annual report every year. The 2017 report is attached (Attachment 2). The unmet needs report include an identified need for additional weekend Dial-a-Ride service at a cost of approximately $30,000 annually. The other identified need is the restoration of mid-day fixed route service at a cost of $131,000 annually, for a total of $161,000 needed in TDA funds to meet the unmet needs.

Staff has reviewed the anticipated transit funding available for operations and determined that it would be prudent to maintain a reserve of $1.2 million, which is approximately one year of operations and administration costs. COG may not allocate funds to local streets and roads without first allocating funding to meet the identified unmet transit needs, which will cost approximately $161,000. This would allow for COG to authorize a one-time allocation of $1 million for local streets and roads purposes.

Upon direction, staff will place an item on a future agenda for TDA allocations to include the local streets and roads funding.

Executive Director Review: _______ Counsel Review: ___N/A___

Supporting Attachments: 1. TDA Guidelines
2. 2017 Annual Unmet Transit Comments & Responses
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
TRANSPORTATION DEVELOPMENT ACT GUIDELINES

Adopted July 2008
TRANSPORTATION DEVELOPMENT ACT
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INTRODUCTION

The Transportation Development Act, also known as the Mills-Alquist-Bebbeh Act (SB325), was enacted in 1971, by the California Legislature to improve existing public transportation services and encourage regional transportation coordination. This law provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans. The Council of San Benito County Governments is the regional transportation planning agency (RTPA) for San Benito County and as such is responsible for the allocation of Transportation Development Act funds. Two funds have been created by the Transportation Development Act, the Local Transportation Fund (LTF) and the State Transit Assistance (STA).

LOCAL TRANSPORTATION FUND & STATE TRANSIT ASSISTANCE

The Transportation Development Act provides two major sources of funding for public transportation:

1. Local Transportation Funds (LTF) are derived from a ¼ cent of the general sales tax collected statewide. The ¼ cent is returned by the State Board of Equalization to each county in accordance with the amount of sales tax collected in that county.

2. State Transit Assistance funds (STA), are derived from the statewide sales tax on gasoline and diesel fuel. The STA funds are appropriated by legislature to the State Controller’s office. The Controller’s office then allocates the tax revenue, by formula, to planning agencies including the Council of San Benito County Governments. Statute requires that 50% of STA funds be allocated according to population and 50% be allocated according to operator revenues from the prior fiscal year.

Because sales tax revenues are generally higher in times of an economic boom and lower in times of a recession, LTF revenues deposited vary from year to year.

The TDA provides a State funding source for use by local jurisdictions at the county level to improve existing public transportation and encourage regional public transportation coordination. The TDA provides a small percent (2% of LTF) of funding for bicycle and pedestrian projects. Counties with a population under 500,000 (according to the 1970 federal censes) may also use the LTF for local streets and roads. In San Benito County, the TDA can provide funding for local streets and roads projects when certain conditions are met. The main purpose and priority of TDA, however, is to provide funding for public transportation.

Two percent (2%) of the LTF revenues each year are exclusive for pedestrian and bicycle facility projects. The STA revenues can only be used for transportation planning and mass transportation purposes. TDA is a major funding source for public transportation in California.
To ensure program compliance, fiscal and performance audits are conducted. Fiscal audits are conducted annually, and include transit operator’s expense to revenue ratio known as farebox recovery. San Benito County being classified as a non-urbanized area, must maintain a ratio of fare revenues to operating cost at least equal to 10 percent excluding paratransit.

A claimant may receive exemptions from the various ratio requirements for services provided to new areas or along new routes. The exemptions apply until the end of the second full fiscal year of operation. If a claimant fails to meet a required ratio for a fiscal year, its TDA funding level may be reduced by the amount of required revenues that was not maintained. There is an exception if it is the first time that the claimant has ever failed to meet the required ratio.

The California Public Utilities Code requires that all transit operators and Regional Transportation Planning Agencies (that receive TDA) perform a triennial performance audit conducted of their activities. A performance audit is a systematic process of evaluating an organization’s effectiveness, efficiency and economy of operation under management control. The objectives of the audit are to provide a means for evaluating an organization’s performance and to enhance the performance by making recommendations for improvements. The Regional Transportation Planning Agency (Council of San Benito County Governments) and the public transit operator (San Benito county Local Transportation Authority) shall provide to the Director and the Controller prior to September 1, triennially a performance audit.

UNMET TRANSIT NEEDS PROCESS
Unmet Transit Needs hearings must be completed on an annual basis before the Council of San Benito County Governments, as the administrator of the TDA funds, can approve a claim for funding streets and roads projects. The Unmet Transit Needs process requires the Council of San Benito County Governments to perform specific tasks, which are:

1. Establish and consult with the Social Services Transportation Advisory Council.
2. Adopt a definition of “unmet transit need” and “reasonable to meet” (Appendix 1).
3. Hold an annual Unmet Transit Needs hearing to solicit comments on unmet transit needs that may exist.
4. Consider all the available information obtained in the above actions and adopt an Unmet Transit Needs finding. This finding shall be one of the following:
   - There are no unmet transit needs
   - There are no unmet transit needs that are reasonable to meet
   - There are unmet transit needs including needs that are reasonable to meet

Attached (Appendix 1) are the adopted definitions and procedures for noticing and conducting the annual unmet transit needs hearing.

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL
The primary purpose of the Social Services Transportation Advisory Council (SSTAC) is to participate in the Unmet Transit Needs process and advise the Council of San Benito County
Governments Board of Directors on Unmet Transit Needs findings. The Board is required to consult with and consider the recommendations of the SSTAC before making an annual Unmet Transit Needs finding. The SSTAC may also be asked to advise the Board on other major transit issues, especially regarding paratransit services.

CLAIM INSTRUCTIONS

These claim instructions are for the purpose of outlining the eligibility of claims for transit and non-transit purposes,

Local Transportation Fund purposes in San Benito County include:
- TDA administration costs
- General public transit operations and capital
- Contract payments for transit services
- Transit-related research and development projects
- Administration of transit contracts
- Elderly and disabled transit
- Bicycle and pedestrian projects
- Local streets and roads (Cities & County based on population)

State Transportation Assistant Fund Purposes in San Benito County include:
- Capital requirements of public transportation system
- Transit operations
- Contract payments for public transit services
- Administrative and planning cost of contracted public transportation

REGULATIONS FOR SUBMITTAL OF LTF AND STA CLAIMS

There are three steps to distribute money from the LTF and the STA to local jurisdiction.
- Apportionment
- Allocation
- Payment

Apportionment
Each year the County Auditor’s Office furnishes a preliminary estimate of the LTF for the next fiscal year. This estimate is based on actual funds received in previous years and current
economic conditions. Based on this fund estimate, COG estimates the allocations to jurisdictions based on current population figures provided by the California Department of Finance. This estimate of each jurisdiction’s apportionment is forwarded to the public works staff of each jurisdiction. The preliminary estimate of apportionment is amended later in the spring when the annual Department of Finance population figures are released.

Every spring, the State Controller’s office estimates the allocation of STA funds by formula to regional transportation planning agencies including the Council of San Benito County Governments. Because the state legislature annually approves the allocation of funds to the STA program as part of the budgetary process, the final amount of the STA funds available is not finalized until the State Budget is adopted. The legislature has the discretion to eliminate, redistribute, or reduce the funding levels recommended by the State Controller.

In order to receive the annual allocation of LTF and STA funds, local jurisdictions must submit a claim. The key parts of the claim are the amount of funding requested and the purpose for which the funds will be used.

Allocation

A claimant wishing to receive an allocation from the Local Transportation Fund shall file a claim with the Council of San Benito County Governments (COG) in accordance with the rules and regulations established by COG.

Allocation is the discretionary action of the COG Board of Directors designating funds for a specific claimant for a specific purpose.

Two percent (2%) of the yearly LTF revenues are set aside for pedestrian and bicycle facilities.

Payment

Payment is authorized by the allocation instructions, which are paid when funds become available.
A completed transit, streets and roads claim package includes the following:

- TDA Compliance Checklist
- TDA Claim Worksheet (excel worksheet available)
- Claim for State Transit Assistance Funds
- Claim for Local Transportation Funds – Transit Purposes
- Claim for Local Transportation Funds – Streets and Roads Purposes
- TDA Annual Project and Financial Plan

A copy of the resolution from the claimant’s governing board approving the claim and its submittal to Council of San Benito County Governments. The resolution must include the amount claimed, the fiscal year for which funds are claimed, and the purpose for which the claim is made.

Claimants are responsible for submitting the annual reports to the State Controller in October and in December submitting annual fiscal audits of TDA funds as required by the TDA Guidelines.
ANNUAL VERIFICATION OF TDA COMPLIANCE TO ACCOMPANY LTF AND STA CLAIMS FOR TRANSIT AND STREETS AND ROADS PURPOSES

PART I – ALL CLAIMANTS

1. Date annual TDA fiscal and compliance audit was approved by COG Board: 
   __________

2. Is the claimant’s retirement system fully funded?
   O Yes
   O No

3. Is the claimant using the maximum Federal funds available for transit and/or streets and roads purposes?
   O Yes
   O No

PART II – TRANSIT CLAIMANTS

4. Date Transit Operator’s Financial Transaction Report was submitted to State Controller’s Office: _______________. Attach copy of dated, signed cover sheet from report.

5. Are public transit vehicles routinely staffed with one driver?
   O Yes
   O No (explain) __________________________________________________________

6. Has the proposed transit operating budget changed by more than 15% compared to the previous year?
   O No
   O Yes (explain) ________________________________________________________

7. Did the transit operator meet its minimum fare box recovery requirement during the previous fiscal year (requirement for San Benito County is 10%)?
   O Yes
   O No (see below)

   If the fare box recovery requirement was not met, then claimant must complete the following for the most recent fiscal year:

   Transit operating expenses: _____________________ +
   Capital purchases/reserves: ____________________ =
   Subtotal: ____________________ - LTF spent in most recent fiscal year cannot exceed
   Federal revenues: ____________________ - STA revenues: ____________________ = result below.
   Total: ____________________ x0.5 = ____________________
8. Is there a prohibition on the employment of part-time drivers or on contracting with common carries?
   O No
   O Yes (explain) _____________________________________________________

9. Are STA funds being used for transit operating purposes?
   O No
   O Yes (see below)

   If STA funds are being used for transit operating purposes, list transit operating cost per vehicle revenue hour per year for the past three years. In calculating the operating cost, operators may exclude costs that exceed prior year cost, as adjusted by the CPI, for the following: ADA complementary paratransit service, fuel, power, and settlement payments. Notes: (1) These items may also be excluded when computing the farebox recovery ratio. (2) You may refer to operating cost figures from TDA fiscal audits for the applicable fiscal year.

   Operating cost per vehicle revenue hour in FY 200 /200 : _______________________
   Operating cost per vehicle revenue hour in FY 200 /200 : _______________________
   Operating cost per vehicle revenue hour in FY 200 /200 : _______________________

10. Describe or attach current fare structure:

11. Attach copy of latest CHP terminal inspection report.

12. Transit claimant must report on efforts to implement recommendation included in the previous triennial performance audit (attach additional pages as necessary).
CLAIM FOR STATE TRANSIT ASSISTANCE FUNDS

TO: COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
330 TRES PINOS RD., SUITE C7, HOLLISTER, CA 95023

FROM: CLAIMANT: ___________________________________
ADDRESS: ___________________________________
___________________________________
CONTACT PERSON: ___________________________________
Phone: _____________ Email: ___________________

The __________________________________ hereby request, in accordance with the State of California Public Utilities Code, commencing with Section 99200 and the California Code of Regulations commencing with Section 6600, that this claim for State Transit Assistance be approved in the amount of $ _________________ for Fiscal Year _________________, to be drawn from the State Transit Assistance fund deposited with the San Benito County Treasurer.

When approved, this claim will be transmitted to the San Benito County Auditor for payment. Approval of the claim and payment by the County Auditor to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan and budget.

APPROVED:
COUNCIL OF SAN BENITO COUNTY APPLICANT
GOVERNMENTS BOARD OF
DIRECTORS

BY: _______________________________ (signature) BY: _______________________________ (signature)
TITLE: _______________________________ TITLE: _______________________________
DATE: _______________________________ DATE: _______________________________
CLAIM FOR LOCAL TRANSPORTATION FUNDS
TRANSIT PURPOSES

TO: COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
330 TRES PINOS RD., SUITE C7, HOLLISTER, CA 95023

FROM: CLAIMANT: ___________________________________
ADDRESS: ___________________________________
___________________________________
CONTACT PERSON: ___________________________________
Phone: _____________ Email: ___________________

The __________________________________ hereby request, in accordance with the State of California Public Utilities Code, commencing with Section 99200 and the California Code of Regulations commencing with Section 6600, that this claim for Local Transportation Funds be approved for Fiscal Year _________________, in the following amounts for the following purposes to be drawn from the Local Transportation Fund deposited with San Benito County Treasurer.

P.U.C. 99260a, Article 4, Transit Operation/Capital: $__________________
P.U.C. 99275, Article 4.5, Community Transit Services: $__________________
P.U.C. 66400c, Article 8c, Contracted Transit Services: $__________________
C.C.R. 6648, Capital Reserve: $__________________
P.U.C. 99400e, Article 8e, Capital for Contracted Services: $__________________

When approved, this claim will be transmitted to the San Benito County Auditor for payment. Approval of the claim and payment by the County Auditor to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan and budget.

APPROVED:
SAN BENITO COUNTY COUNCIL APPLICANT
OF GOVERNMENTS BOARD OF DIRECTORS

BY: _______________________________ BY: _______________________________
(signature) (signature)
TITLE: _____________________________ TITLE: _____________________________
DATE: _____________________________ DATE: _____________________________
CLAIM FOR LOCAL TRANSPORTATION FUNDS
STREETS & ROADS PURPOSES

TO: COUNCIL OF SAN BENITO COUNTY GOVERNMENTS
330 TRES PINOS RD., SUITE C7, HOLLISTER, CA 95023

FROM: CLAIMANT: ___________________________________
ADDRESS: ___________________________________
___________________________________
CONTACT PERSON: ___________________________________
Phone: _____________ Email: ___________________

The __________________________________ hereby request, in accordance with the State of
California Public Utilities Code, commencing with Section 99200 and the California Code of
Regulations commencing with Section 6600, that this claim for Local Transportation Funds be
approved for Fiscal Year _________________, FOR STREET AND ROAD PURPOSES
(P.U.C. 99400a) in the amount of $ _________________ to be drawn from the Local
Transportation Fund deposited with San Benito County Treasurer.

When approved, this claim will be transmitted to the San Benito County Auditor for payment. Approval of the
claim and payment by the County Auditor to the applicant is subject to such monies being available for distribution,
and to the provisions that such monies will be used only in accordance with the terms of the approved annual
financial plan and budget.

APPROVED:
COUNCIL OF SAN BENITO COUNTY APPLICANT
GOVERNMENTS BOARD OF
DIRECTORS

BY: ___________________________ (signature) BY: ___________________________ (signature)
TITLE: ___________________________ TITLE: ___________________________
DATE: ___________________________ DATE: ___________________________

TDA ANNUAL PROJECT AND FINANCIAL PLAN

This form will show the planned expenditures of all TDA funds claimed for the fiscal year. Briefly describe all projects which will be funded by current year TDA funds, provide the total cost of the project, and provide all sources of funding associated with the project. The project, costs, and funding should be consistent with the budget developed in the TDA Claim Worksheet completed for the submittal of this claim. The total project cost and total funding source(s) should balance for each project.

Claimant: __________________________________________________
Fiscal Year: ______________________________________

<table>
<thead>
<tr>
<th>Brief Project Description</th>
<th>Project Cost</th>
<th>Source of Funding &amp; Amount</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

11
A completed Bicycle/Pedestrian claim package includes the following:

Completed forms:
- Bicycle and Pedestrian Project Description and Financial Plan
- Claim for LTF Bicycle and Pedestrian Funds

Certified copy of resolution from the claimant’s governing board approving the claim and its submittal to Council of San Benito County Governments. The resolution must include the specific dollar amount of LTF Bicycle/Pedestrian funds being requested.

At the discretion of the Board, the Council of San Benito County Governments may allocate 2% of the LTF for bicycle and pedestrian facilities. Allocations are made to each jurisdiction based on the current population estimate by the California Department of Finance.

Using the attached bicycle/pedestrian claim forms, jurisdictions may submit claims to the Council of San Benito County Governments. The claim form must be accompanied by a resolution from the claimant’s governing board approving the claim and its submittal to the Council of San Benito County Governments. Approval of the claim by the Council of San Benito County Governments Board then reserves the funds for that particular jurisdiction’s bicycle and pedestrian facility project(s). As the jurisdictions expend funds in implementing the projects, it should submit invoices, accompanied with appropriate documentation to the Council of San Benito County Governments. The Council of San Benito County Governments will then process the claim for payment with the County Auditor’s office. If a jurisdiction does not claim its allocation of bicycle and pedestrian funds within five-years the funds will revert to the LTF for apportionment to another project and jurisdiction.
CLAIM FOR BICYCLE AND PEDESTRIAN FUNDS

TO: COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

330 TRES PINOS RD., SUITE C7, HOLLISTER, CA 95023

FROM: CLAIMANT: ___________________________________

ADDRESS: ___________________________________

CONTACT PERSON: ___________________________________

Phone: _____________ Email: ___________________

The __________________________________ hereby request, in accordance with the State of California Public Utilities Code, as amended (Chapter 3, Section 99234), that this claim for Bicycle and Pedestrian funds in the amount of $ _________________ be approved for Fiscal Year _________________, to be drawn from the Bicycle and Pedestrian Trust Fund.

When approved, this claim will be transmitted to the San Benito County Auditor for payment. Approval of the claim and payment by the County Auditor to the applicant is subject to such monies being available for distribution, and to the provisions that such monies will be used only in accordance with the terms of the approved annual financial plan and budget.

APPROVED:

COUNCIL OF SAN BENITO COUNTY APPLICANT
GOVERNMENTS BOARD OF DIRECTORS

BY: _____________________________ (signature)    BY: _____________________________ (signature)

TITLE: ___________________________    TITLE: ___________________________

DATE: _____________________________    DATE: _____________________________
BICYCLE AND PEDESTRIAN PROJECT AND FINANCIAL PLAN

Briefly describe the project for which you are applying for Bicycle / Pedestrian Funds. Also identify all funding sources related to the project. The total project cost and total funding source(s) should balance for the project.

Include a location map for the project as appropriate.

Claimant: __________________________________________________
Fiscal Year: _________________________________________________

<table>
<thead>
<tr>
<th>Brief Project Description</th>
<th>Project Cost</th>
<th>Source of Funding &amp; Amount</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>
I. ADOPTED DEFINITIONS AND PROCEDURES FOR NOTICING AND CONDUCTING THE ANNUAL UNMET TRANSIT NEEDS HEARING

As required by PUC section 9940 1.5, the Council of San Benito County Governments must adopt formal definitions of "unmet transit need" and "reasonable to meet." The first definition is the primary tool used to evaluate the public testimony received during the initial hearing.

The second definition is used to evaluate the reasonableness of meeting those requests. State law (PUC Section 994015(c)) has been modified to clarify that..."the fact that an identified transit need cannot fully be met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet."

Additionally, the Act specifies that..."An agency's determination of needs that are reasonable to meet shall not be made by comparing unmet transit needs with the need of streets and roads."

I. The "unmet needs" definition adopted by Council of San Benito County Governments:

"Unmet needs are defined as expressed or identified needs of a significant segment of the community for public transportation services to meet basic mobility needs which are not currently being met through existing transit services or other means of transportation.

Included, at a minimum, are those public transportation or specialized services that are identified in the Regional Transportation Plan, Short Range Transit Plan and/or Transit Development Plan, which have not been implemented or funded."

II. The "unmet needs" threshold criteria adopted by the Council of San Benito County Governments:

The following criteria must be true for the COG to consider a request an "unmet need". If a request fails to satisfy any of the criteria below, the request is not an unmet need.

1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.
2. Sufficient broad-based community support exists.
3. Request is a current rather than future need.
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)
III. Adopted Definition of "Transit Needs That Are Reasonable To Meet Determination."

In making the reasonableness determination, an analysis will be conducted on existing transit services, available options, likely demand and general costs based on similar services in the area and available studies. Once completed, the following criteria shall be considered.

A. EQUITY

The proposed service:

1. Shall not unreasonably discriminate against nor favor any particular area or segment of the community.

2. Shall not result in reduced service levels for other parts of the transit system that have an equal or higher priority.

3. Shall require a subsidy per passenger generally equivalent to other parts of the transit system unless overriding reasons so justify.

4. Shall not adversely affect existing systems (or systems with higher priority) immediately or within the foreseeable future.

B. TIMING

The proposed service:

1. Shall be in response to an existing rather than a future need.

2. Shall be implemented consistent with federal or state grant approval delays if such a grant is the most appropriate primary method of funding.

C. FEASIBILITY

The proposed service:

1. Shall be provided within available funding and shall not exceed the operator's funding ability.

2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.

3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.

D. COMMUNITY ACCEPTANCE

A significant level of support exists for the public subsidy of transit services designed to address the unmet transit need. Including but not limited to, support from
D. COMMUNITY ACCEPTANCE

A significant level of support exists for the public subsidy of transit services designed to address the unmet transit need. Including but not limited to, support from community groups, community leaders, and community meetings reflecting a public commitment to public transit.

E. ECONOMY

The provision of the proposed transit service shall not set a precedent for other service expansions without a reasonable expectation of available funding.

The proposed service shall have a reasonable expectation of future demand and funding to maintain general conformance with all parts of this definition.

F. COST EFFECTIVENESS

The estimated number of passengers carried per service hour for the proposed service shall be in the range of other similar service provided by the operator.

G. OTHER FACTORS

Other specific, articulable factors that COG determines to affect the reasonableness of meeting an unmet transit need.
### SAN BENITO COUNTY COUNCIL OF GOVERNMENTS TRANSPORTATION DEVELOPMENT ACT CLAIM WORKSHEET 2007/2008

Claimant: ____________________________

**Part 1 of 4**

**PROJECTED PUBLIC TRANSIT REVENUES AND EXPENSES FOR FISCAL YEAR 2007/08**

**I. FY 2006/07 AVAILABLE RESOURCES**

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Deferred Revenues</strong> (Unexpended prior year cash receipts held in claimants treasury as of June 30, 2006. From TDA Financial Audit Report)</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>B. Interest Earnings through June 30, 2006.</strong></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>C. Federal Grants &amp; Reimbursements received in 2006/07:</strong></td>
<td>$ -</td>
</tr>
<tr>
<td>1. FTA Planning Assistance</td>
<td>$ -</td>
</tr>
<tr>
<td>2. FTA Operating Assistance</td>
<td>$ -</td>
</tr>
<tr>
<td>3. FTA Capital Assistance</td>
<td>$ -</td>
</tr>
<tr>
<td>4. Other</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>D. State Grants (Source/Amount):</strong></td>
<td>$ -</td>
</tr>
<tr>
<td>1. LTF-Operations/Capital (PUC 99260a; Article 4)</td>
<td>$</td>
</tr>
<tr>
<td>2. LTF-Community Transit Services (PUC 99275; Article 4.5)</td>
<td>$ -</td>
</tr>
<tr>
<td>3. LTF-Contracted Transit Service (PUC 99400c; Article 8c)</td>
<td>$ -</td>
</tr>
<tr>
<td>4. LTF-Capital Reserve Contribution (CCR 6648)</td>
<td>$ -</td>
</tr>
<tr>
<td>5. LTF-Capital expenses for contracted transit services (PUC 99400e; Article 8e)</td>
<td>$ -</td>
</tr>
<tr>
<td>6. STAF-Operations (CCR 6730a)</td>
<td>$</td>
</tr>
<tr>
<td>7. STAF-Capital (CCR 6730b)</td>
<td>$ -</td>
</tr>
<tr>
<td>8. STAF-Community Transit Services (CCR 6730d; &lt;CTSA&gt;)</td>
<td>$ -</td>
</tr>
<tr>
<td>9. STAF-Contracted Service (CCR 6731b)</td>
<td>$ -</td>
</tr>
<tr>
<td>10. Other</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>E. Local Cash Grants:</strong></td>
<td>$</td>
</tr>
<tr>
<td>1. LTF-Operations/Capital (PUC 99260a; Article 4)</td>
<td>$</td>
</tr>
<tr>
<td>2. LTF-Community Transit Services (PUC 99275; Article 4.5)</td>
<td>$ -</td>
</tr>
<tr>
<td>3. LTF-Contracted Transit Service (PUC 99400c; Article 8c)</td>
<td>$ -</td>
</tr>
<tr>
<td>4. LTF-Capital Reserve Contribution (CCR 6648)</td>
<td>$ -</td>
</tr>
<tr>
<td>5. LTF-Capital expenses for contracted transit services (PUC 99400e; Article 8e)</td>
<td>$ -</td>
</tr>
<tr>
<td>6. STAF-Operations (CCR 6730a)</td>
<td>$</td>
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<tr>
<td>7. STAF-Capital (CCR 6730b)</td>
<td>$ -</td>
</tr>
<tr>
<td>8. STAF-Community Transit Services (CCR 6730d; &lt;CTSA&gt;)</td>
<td>$ -</td>
</tr>
<tr>
<td>9. STAF-Contracted Service (CCR 6731b)</td>
<td>$ -</td>
</tr>
<tr>
<td>10. Other</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>F. Operating Revenues:</strong></td>
<td>$</td>
</tr>
<tr>
<td>1. Passenger Fares</td>
<td>$</td>
</tr>
<tr>
<td>2. Other</td>
<td>$</td>
</tr>
<tr>
<td><strong>G. Other Revenues</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>H. TOTAL FY 06/07 AVAILABLE RESOURCES (A+B+C+D+E+F+G)</strong></td>
<td>$ -</td>
</tr>
<tr>
<td>II. FY 06/07 PROJECTED EXPENSES &amp; USES</td>
<td></td>
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<tr>
<td>---------------------------------------</td>
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</tr>
</tbody>
</table>

**I. Personnel**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Administrative Salaries, Wages and Fringe Benefits</td>
<td>$ -</td>
</tr>
<tr>
<td>2. Operating Salaries, Wages and Fringe Benefits</td>
<td>$ -</td>
</tr>
<tr>
<td>3. Other Salaries Wages and Fringe Benefits</td>
<td>$ -</td>
</tr>
</tbody>
</table>

**J. Services and Supplies**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Professional Services</td>
<td>$ -</td>
</tr>
<tr>
<td>2. Maintenance Services</td>
<td>$ -</td>
</tr>
<tr>
<td>3. Other Services</td>
<td>$ -</td>
</tr>
<tr>
<td>4. Vehicle Maintenance &amp; Supplies</td>
<td>$ -</td>
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<tr>
<td>5. Vehicle Fuels</td>
<td>$ -</td>
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<tr>
<td>6. Insurance</td>
<td>$ -</td>
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<tr>
<td>7. Purchased Transit Services</td>
<td>$ -</td>
</tr>
<tr>
<td>8. Miscellaneous</td>
<td>$ -</td>
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<tr>
<td>9. Leases &amp; Rentals</td>
<td>$ -</td>
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</table>

**K. Capitol Assets (Itemize)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
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<td>1.</td>
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<td>2.</td>
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<td>3.</td>
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<tr>
<td>4.</td>
<td>$ -</td>
</tr>
<tr>
<td>5.</td>
<td>$ -</td>
</tr>
</tbody>
</table>

**L. Other Uses:**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capital Outlay Reserve Contribution (CCR 6648)</td>
<td>$ -</td>
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</table>

**M. TOTAL FY 06/07 EXPENSES & USES (I+J+K+L)**

<table>
<thead>
<tr>
<th>Amount</th>
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<td>$ -</td>
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</table>

**N. Estimated Deferred Revenue as of June 30, 2007 (H-M)**

<table>
<thead>
<tr>
<th>Amount</th>
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<tbody>
<tr>
<td>$ -</td>
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</tbody>
</table>
BUDGETED PUBLIC TRANSIT REVENUES & EXPENSES FOR FISCAL YEAR 2007/08

I. FY 2007/08 NON-TDA BUDGETED RESOURCES & DEFERRED REVENUE

<table>
<thead>
<tr>
<th>A. Deferred Revenues (Unexpended prior year cash receipts held in claimants treasury as of June 30, 2007– From Part 1, line O)</th>
<th>$ -</th>
</tr>
</thead>
<tbody>
<tr>
<td>B. Interest earnings through June 30, 2007</td>
<td>$ -</td>
</tr>
<tr>
<td>C. Federal Grants &amp; Reimbursements</td>
<td></td>
</tr>
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<td>$ -</td>
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<td>$ -</td>
</tr>
<tr>
<td>3. FTA Capital Assistance</td>
<td>$ -</td>
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<tr>
<td>4. Other</td>
<td>$ -</td>
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<tr>
<td>D. State Grants (Source/Amount):</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>$ -</td>
</tr>
<tr>
<td>2.</td>
<td>$ -</td>
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<tr>
<td>E. Local Non-TDA Cash Grants:</td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>$ -</td>
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<tr>
<td>2.</td>
<td>$ -</td>
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<td>3.</td>
<td>$ -</td>
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<tr>
<td>F. Operating Revenues:</td>
<td></td>
</tr>
<tr>
<td>1. Passenger Fares</td>
<td>$ -</td>
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<tr>
<td>2. Other</td>
<td>$ -</td>
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<tr>
<td>G. Other Revenues</td>
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<tr>
<td>1.</td>
<td>$ -</td>
</tr>
<tr>
<td>H. TOTAL FY 07/08 CARRYOVER &amp; NON-TDA BUDGETED RESOURCES (A+B+C+D+E+F+G)</td>
<td>$ -</td>
</tr>
</tbody>
</table>
## II. FY 07/08 PROJECTED EXPENSES & USES

### J. Personnel:

1. Administrative Salaries and Wages $\quad -$
2. Operating Salaries and Wages $\quad -$
3. Other Salaries and Wages $\quad -$
4. Fringe Benefits $\quad -$

### K. Services and Supplies:

1. Professional Services $\quad -$
2. Maintenance Services $\quad -$
3. Other Services $\quad -$
4. Vehicle Materials & Supplies $\quad -$
5. Utilities $\quad -$
6. Insurance $\quad -$
7. Purchased Transit Services $\quad -$
8. Miscellaneous $\quad -$
9. Interest $\quad -$
10. Leases & Rentals $\quad -$

### L. Capital Assets (Itemize):

1. $\quad -$
2. $\quad -$
3. $\quad -$
4. $\quad -$
5. $\quad -$

### M. Other Uses:

1. Capital Outlay Reserve Contribution (CCR 6648) $\quad -$
2. $\quad -$

### N. TOTAL FY 07/08 EXPENSES & USES (J+K+L+M) $\quad -$

### O. Unfunded Balance (I - N) $\quad -$
<table>
<thead>
<tr>
<th><strong>O. Unfunded Balance (I - N)</strong></th>
<th>$ -</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>III. FY 2007/2008 TDA TRANSIT CLAIMS</strong></td>
<td></td>
</tr>
<tr>
<td><strong>P. FY 06/07 LTF TRANSIT CLAIMS:</strong></td>
<td></td>
</tr>
<tr>
<td>1. LTF-Operations/Capital (PUC 99260a; Article 4)</td>
<td>$ -</td>
</tr>
<tr>
<td>2. LTF-Community Transit Services (PUC 99275; Article 4.5)</td>
<td>$ -</td>
</tr>
<tr>
<td>3. LTF-Contracted Transit Service (PUC 99400c; Article 8c)</td>
<td>$ -</td>
</tr>
<tr>
<td>4. LTF-Capital Reserve Contribution (CCR 6648)</td>
<td>$ -</td>
</tr>
<tr>
<td>5. LTF-Capital for contracted transit service (PUC 99400e; Article 8e)</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>6. TOTAL LTF CLAIM (P1+P2+P3+P4+P5)</strong></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>Q. FY 06/07 STAF CLAIMS:</strong></td>
<td></td>
</tr>
<tr>
<td>1. STAF-Operations (CCR 6730a)</td>
<td>$ -</td>
</tr>
<tr>
<td>2. STAF-Capital (CCR 6730b)</td>
<td>$ -</td>
</tr>
<tr>
<td>3. STAF-Community Transit Services (CCR 6730d) / CTSA</td>
<td>$ -</td>
</tr>
<tr>
<td>4. STAF-Contracted Service (CCR 6731b)</td>
<td>$ -</td>
</tr>
<tr>
<td><strong>5. TOTAL STF CLAIM (Q1+Q2+Q3+Q4)</strong></td>
<td>$ -</td>
</tr>
<tr>
<td><strong>R. TOTAL 07/08 TRANSIT CLAIMS (P6 + Q5)</strong></td>
<td>$ -</td>
</tr>
</tbody>
</table>
I. FY 06/07 AVAILABLE TDA STREET AND ROAD RESOURCES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Carryover</strong> <em>(Actual Unexpended Prior Year TDA Street And Road</em></td>
<td>$</td>
</tr>
<tr>
<td><em>Cash Receipts Held in Claimant’s Treasury as of June 30, 2007. From</em></td>
<td></td>
</tr>
<tr>
<td><em>TDA Fiscal Audits)</em></td>
<td></td>
</tr>
<tr>
<td>*<em>B. FY 06/07 TDA Cash Receipts from LTF trust fund for street and</em></td>
<td>$</td>
</tr>
<tr>
<td><em>road purposes</em> <em>(PUC 99400a)</em></td>
<td></td>
</tr>
<tr>
<td>*<em>C. Interest Earned on claimant TDA streets and roads cash</em></td>
<td>$</td>
</tr>
<tr>
<td><em>balances through June 30, 2007.</em></td>
<td></td>
</tr>
<tr>
<td>*<em>D. Total FY 06/07 Available TDA Street and Road Resources.</em></td>
<td>$</td>
</tr>
<tr>
<td><em>(A+B+C)</em></td>
<td></td>
</tr>
</tbody>
</table>

II. FY 06/07 TDA STREET AND ROAD EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>*<em>E. Administration and</em></td>
<td>$</td>
</tr>
<tr>
<td><em>Engineering</em></td>
<td></td>
</tr>
<tr>
<td><strong>F. Maintenance</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>G. Construction</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>H. Equipment</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>I. Other</strong></td>
<td>$</td>
</tr>
<tr>
<td>*<em>J. TOTAL FY 06/07</em></td>
<td>$</td>
</tr>
<tr>
<td><em>EXPENDITURES</em> <em>(E+F+G+H+I)</em></td>
<td></td>
</tr>
<tr>
<td>*<em>K. Estimated Carryover of</em></td>
<td>$</td>
</tr>
<tr>
<td><em>TDA Street and Road</em></td>
<td></td>
</tr>
<tr>
<td><em>Revenues at JUNE 30, 2007</em></td>
<td></td>
</tr>
<tr>
<td><em>(D-J)</em></td>
<td></td>
</tr>
</tbody>
</table>
### I. FY 07/08 AVAILABLE TDA STREET AND ROAD RESOURCES

| A. Carryover as of June 30, 2007 (From Part 3, Line K.) | $ - |
| B. 2007/08 TDA Funds Available For Streets And Roads |
| 1. FY 2007/08 LTF Total Apportionment (From COG) | $ - |
| 2. FY 2007/08 LTF Transit Claim (From Part 2, Line P6) | $ - |
| 3. Balance of 2007/08 LTF Apportionment (B1-B2) | $ - |
| 4. FY 07/08 LTF Apportionment To be Claimed for Streets and Roads Purposes Pursuant to PUC 99400a. (Can Not Exceed Line B3) | $ - |
| C. FY 07/08 Estimated Interest Earned on TDA Cash Balances through June 30, 2008. | $ - |
| D. Total Estimated FY 07/08 Available TDA Resources. (A+B4+C) | $ - |

### II. FY 07/08 ESTIMATED EXPENDITURES

| H. Administration and Engineering | $ - |
| I. Maintenance | $ - |
| J. Construction | $ - |
| K. Equipment | $ - |
| L. Other | $ - |
| M. Other | $ - |
| N. Total FY 2007/08 Estimated Expenditures (H+I+J+K+L+M) | $ - |
| O. Estimated Carryover as of June 30, 2008 (D-N) | $ - |
### Specialized Transportation Services

<table>
<thead>
<tr>
<th>No.</th>
<th>Statement</th>
<th>Unmet Transit Needs Determination and Criteria</th>
<th>COG Response</th>
</tr>
</thead>
</table>
| 1.  | Does Specialized Transportation Services (Jovenes de Antaño) charge for personal care attendants? | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | There is no fee for one personal care attendant to ride Specialized Transportation Services or County Express. |

| 2.  | Very good bus service. I find it hard to speak, can I text for bus services? Do you provide transit service to Salinas? | Unmet Transit Need, Reasonable to Meet.                                                                 | County Express and Specialized Transportation Services do not provide assistance for persons with communication disabilities. In this situation, the dispatcher is familiar with the rider’s communication disability and is able to schedule their trips. The dispatcher will inform the rider about medical service options to Salinas.  
The LTA will be implementing the California Relay Service, which is a telecommunications relay service that provides full telephone accessibility to people who are deaf, hard of hearing or speech disabled. Specially trained Communication Assistants complete all calls and stay on-line to relay messages electronically over a text telephone (TT), so called TTY for “Teletype”, or verbally to hearing parties. California Relay Service is available 24 hours a day, 365 days a year, with no restrictions on the length or number of calls placed. There is no charge for using relay services within your local calling area. Long distance rates are determined by the carrier of choice. |
<table>
<thead>
<tr>
<th></th>
<th>Unmet Transit Need, Reasonable to Meet.</th>
<th>Unmet Transit Need, Not Reasonable to Meet based on the following criteria:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>3.</td>
<td>The service boundary should be extended to Bolando Park as people rent monthly spaces at the RV park.</td>
<td>FEASIBILITY. The proposed service: 1. Shall be provided within available funding and shall not exceed the operator's funding ability. 2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds. 3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.</td>
<td>Bolado Park is outside of the Dial-a-Ride service area. However, County Express may provide Dial-a-Ride services to and from Bolado Park during their peak season.</td>
</tr>
<tr>
<td>4.</td>
<td>Aromas would be an ideal location for County Express and Monterey-Salinas Transit to allow transfers.</td>
<td>FEASIBILITY. The proposed service: 1. Shall be provided within available funding and shall not exceed the operator's funding ability. 2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds. 3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.</td>
<td>The LTA is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community. The LTA will consider applying for a Transportation Planning Grant in order to identify creative service options to serve the rural communities of San Benito County.</td>
</tr>
<tr>
<td>5.</td>
<td>Service is needed in Aromas.</td>
<td>FEASIBILITY. The proposed service: 1. Shall be provided within available funding and shall not exceed the operator's funding ability. 2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds. 3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.</td>
<td>The LTA is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community. The LTA will consider applying for a Transportation Planning Grant in order to identify creative service options to serve the rural communities of San Benito County.</td>
</tr>
<tr>
<td>6.</td>
<td>Provide transportation to and from Hollister to Pacific Scientific on Union Road.</td>
<td>FEASIBILITY. The proposed service: 1. Shall be provided within available funding and shall not exceed the operator's funding ability. 2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds. 3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.</td>
<td>Pacific Scientific is located outside of the County Express Fixed Route service area. However, Dial-a-Ride services are available to riders, upon request and availability. LTA will provide service to Pacific Scientific as a flag stop location for the Intercounty route. A flag stop is when a rider boards the bus at a location that is not an established bus stop with a posted bus stop sign. Riders who would like to be dropped off or picked up from Pacific Scientific must coordinate in advance (24-hours) with the Dispatch office to...</td>
</tr>
</tbody>
</table>
|   | There is a need for transit to serve the Betabel RV Park in San Juan Bautista. | Unmet Transit Need, Not Reasonable to Meet based on the following criteria:  
FEASIBILITY. The proposed service:  
1. Shall be provided within available funding and shall not exceed the operator’s funding ability.  
2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.  
3. Shall not unduly affect the operator’s ability to maintain the required fare to operating cost ratio. | inform drivers about their service request along the Intercounty route.  
The LTA is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community.  
The LTA will consider applying for a Transportation Planning Grant in order to identify creative service options to serve the rural communities of San Benito County. |
|---|---|---|---|
| 7. | Bus drivers are not able to make stops at the R.O. Hardin Elementary School location due to traffic and cars parking in front of the bus stop. Similar issues along Line Street. | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | All County Express bus stop locations are marked red for no parking. LTA notified the school and the principal will address the issue. |
| 8. | More needs to be done to raise awareness about the transportation services available in the community, especially now that there are several new housing developments. | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | COG serves on both the County and the City of Hollister’s Development Review Committee (DRC). The duties and responsibilities of the DRC are to review the site design of new development and improvements and provide applicants with appropriate design comments. Those comments include accommodations for public transit facilities and services. New development is required to accommodate public transit amenities, if warranted by the LTA.  
The LTA will continue to improve marketing of County Express services. |
10. Public and specialized transportation in this community is very good. Although this County needs to upgrade driver wages.

Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.
2. Sufficient broad-based community support exists.
3. Request is a current rather than future need.
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)

Thank you for your comment. Driver wages are set in accordance with a competitive request for proposals process. All wages comply with a mutually agreed compensation contract between the LTA and the transit contractors (i.e. MV Transportation and Jovenes de Antaño). Set wages comply with State and Federal compensation laws.

MV Transportation is scheduled to increase driver wages.

11. Riders should be able to get weekend service with a prior day request. The rider has called four days in advance and unable to book a ride because the service is at capacity.

Unmet Transit Need, Not Reasonable to Meet based on the following criteria:
FEASIBILITY. The proposed service:
1. Shall be provided within available funding and shall not exceed the operator's funding ability.
2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.
3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio.

The weekend Dial-a-Ride service has reach its capacity. There is one vehicle available on the weekend from 9:15 AM to 3 PM. The cost of providing an additional vehicle would consist of increasing the contractor’s service hours.

MV Transportation's hourly rate is $45.78/hour.* Providing an additional bus on the weekend would cost $549.36/weekend.* * Annually, the cost of providing this service would total $28,017.36.***
*Does not include fuel or maintenance costs.
**$45.78 (hourly rate) x (six hours/day) x (two days).
***51 weekends in a year x $549.36 (per weekend cost).

The LTA (LTA) is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community.

12. The bus stop at 4th & Line (taqueria) not clearly marked

Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.

The LTA will be initiating the implementation of system-wide bus stop signs in order to improve the visibility of the system. This is set to occur in the Fall of 2017.
<p>| | | |</p>
<table>
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<tr>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>
| **2.** Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) |   |

| **13.** Covered bus area needs shelter/covers | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | LTA recently completed the Bus Stop Improvement Plan, which identifies recommendations for bus stop amenities. Transit amenities will be implemented upon funding availability. |

| **14.** Many bus stops on fixed route are not covered and there is no place to sit. | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | The LTA recently completed the Bus Stop Improvement Plan, which identifies recommendations for bus stop amenities. Transit amenities will be implemented upon funding availability. |

| **15.** When is the fixed route mid-day hours being extended? | Unmet Transit Need, Not Reasonable to Meet based on the following criteria:  
**FEASIBILITY** The proposed service:  
1. Shall be provided within available funding and shall not exceed the operator's funding ability.  
2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.  
3. Shall not unduly affect the operator's ability to maintain the required fare to operating cost ratio. | The cost of restoring the Hollister Fixed Route Midday Weekday Service would total $131,019.61.  
*(2,861.94 service hours x MV hourly rate of $45.78)*  
The LTA is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community. |
<table>
<thead>
<tr>
<th></th>
<th>Question</th>
<th>Response</th>
<th>Additional Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.</td>
<td>When do you foresee restoring the Fixed Route mid-day service?</td>
<td>Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need. 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient broad-based community support exists. 3. Request is a current rather than future need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</td>
<td>The cost of restoring the Hollister Fixed Route Midday Weekday Service would total $131,019.61.* (2,861.94 service hours x MV hourly rate of $45.78*) The LTA is expected to receive an additional $321,000 annually in State Transit Assistance funding from Senate Bill 1, Road Repair and Accountability Act of 2017. At which point, LTA staff will evaluate the service recommendations from the public and the adopted Short Range Transit Plan. Any proposed services will need to be carefully analyzed to ensure maximum benefit to the community.</td>
</tr>
<tr>
<td>17.</td>
<td>Are bus services provided to and from Casa De Fruta? How far does County Express travel to? Has your policy changed?</td>
<td>Unmet Transit Need, Not Reasonable to Meet based on the following criteria: FEASIBILITY. The proposed service: 1. Shall be provided within available funding and shall not exceed the operator's funding ability. 2. Shall be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds. 3. Shall not unduly affect the operator’s ability to maintain the required fare to operating cost ratio.</td>
<td>County Express services are not currently provided to or from Casa de Fruta in Santa Clara County. The farthest that the bus service travels is to the Grove Restaurant, which is located at 7511 Pacheco Pass Highway in San Benito County. In the past, County Express has not provided transit services to or from Casa de Fruta.</td>
</tr>
<tr>
<td>18.</td>
<td>When receiving rides to doctors’ appointments, why am I unable to obtain service back home? Would like more information about why my client cannot get a ride home.</td>
<td>Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need. 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient broad-based community support exists. 3. Request is a current rather than future need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</td>
<td>Dial-a-Ride service appointments may be booked as round-trips in order to ensure that a vehicle is available. However, it is often difficult for passengers to estimate their departure time. The LTA will be purchasing electronic tablets that will complement the existing dispatching system. The tablets will allow drivers to view real-time transit trip request. The tablets will be purchased in fiscal year 2017/2018 and implemented by the Fall of 2017.</td>
</tr>
<tr>
<td>19.</td>
<td>The bus stop on College Street needs a sign.</td>
<td>Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need. 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</td>
<td>The LTA confirmed that there is a bus stop pole and sign on both sides of Fourth Street near College Street.</td>
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<tr>
<td>20.</td>
<td>There are many empty buses. What is your ridership and is it efficient?</td>
<td></td>
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</tbody>
</table>
|   | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) |
|   | In 2016 County Express provided 112,102 service rides. During the same time period, Specialized Transportation Services provided 17,198 service rides. County Express meets the state mandated farebox recovery ratio.  
There are instances that a bus may be empty, particularly when the vehicle is returning from dropping off passengers at their destination or when the vehicle is initiating its route. Without specific route information, COG staff is unable to make a clear determination as to the capacity of the vehicle. |
| 21. | On Red Line route bus stop near Lucky’s is not marked. |
|   | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) |
|   | The bus stop poles are currently missing on both sides of McCray Street. The LTA will be initiating the implementation of system-wide bus stop signs in order to improve the visibility of the system. This is set to occur in the Fall of 2017. |
| 22. | The commenter offered to conduct a survey around her neighborhood, Central Avenue and Graf Road, about the need for transportation services. |
|   | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient broad-based community support exists.  
3. Request is a current rather than future need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.). |
<p>|   | The LTA welcomes community feedback on the local bus services. Staff extends an invitation to community members to host a neighborhood meetings to obtain their input on their transportation needs. |</p>
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</table>
| **23.** | **Do you provide bus medical service to Salinas?** | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.). | Specialized Transportation services provides services to medical facilities in Salinas. |
| **24.** | **Is there a discount for seniors?** | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.). | County Express and Specialized Transportation services provide discounts to seniors. For a breakdown of fees, please see below:  
**County Express Fee Schedule**  
Hollister Fixed Route:  
- .75¢/one-way, for seniors (65+), youth (5-17) and people with disabilities.  
- $1.25/one-way on Dial-a-Ride.  
- $1.25/one-way on Intercounty service.  
**Specialized Transportation Services Fee Schedule**  
Hollister Service:  
In order to be eligible passengers must be 60 years of age or older or disabled.  
- No fee for transportation to senior lunch program.  
- $1.25 (one-way): grocery store, pharmacy bank and doctors’ appointments.  
- **Out-of-County Service:** No age limit. The cost varies from location: $4 Gilroy, $6 Salinas, $8 San Jose, $8 Monterey and $10 Palo Alto. |
| **25.** | **More bus stops are needed along 4th Street and College Street for those unable to walk long distances between stops.** | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.). | There are three bus stops on Fourth Street between San Benito Street and College Street. The first is located on the corner of Fourth and San Benito Street, the second is at the new San Benito County Superior Courthouse, and the third near College Street (adjacent to the restaurant). |
| 26. | Would like benches located near Lucky’s Supermarket and along 4th St. | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | The LTA recently completed the Bus Stop Improvement Plan, which identifies recommendations for bus stop amenities. Transit amenities will be implemented upon funding availability. |
| 27. | Have you talked to organizations about installing bus stop benches? (youth groups, 4H clubs, etc.) | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need.  
4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) | The procurement and labor of transit amenities and services must follow State and Federal guidelines attached to each funding source. These requirements offer little opportunity for private partnerships because labor laws and liability considerations. |
| 28. | Do you have security cameras on the buses? Had an experience on the bus that was frightening. | Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.  
1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.  
2. Sufficient *broad-based* community support exists.  
3. Request is a *current* rather than *future* need. | According to the LTA’s Intelligent Transportation Systems (ITS) Plan, the cost of implementing video surveillance cameras on 12 Fixed Route and Intercounty County Express vehicles is estimated between $47,000 – 75,500 for capital costs and $15,000 - $35,000 annual ongoing costs.  
As a standard protocol, bus drivers are required to notify the County Express dispatcher and local police upon an... |
<table>
<thead>
<tr>
<th>No.</th>
<th>Comment</th>
</tr>
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<tbody>
<tr>
<td>29.</td>
<td>Very happy with the services and its punctuality.</td>
</tr>
<tr>
<td></td>
<td>Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.</td>
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<td>3. Request is a current rather than future need.</td>
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<td></td>
<td>4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</td>
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<td></td>
<td>County express is equipped with DriveCam®, which uses a small mounted camera to record incidents; it is triggered by rapid acceleration or deceleration, hard turns, and collisions. The camera is not intended for long term recordings as it only records up to 20 seconds in length. The camera constantly records but keeps the data only when triggered. It retains the data from 10 seconds before to 10 seconds after the triggering event to provide situational context for investigators.</td>
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<tr>
<td></td>
<td>Thank you for your comments.</td>
</tr>
<tr>
<td>30.</td>
<td>Bus drivers are to be commended for their professionalism and their courteous attitude.</td>
</tr>
<tr>
<td></td>
<td>Not an Unmet Transit Need. The following criteria must be true for the COG to consider a request an “unmet need.” If a request fails to satisfy any of the criteria below, the request is not an unmet need.</td>
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<td>Thank you for your comments.</td>
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</tbody>
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Staff Report

To: Council of San Benito County Governments
From: Mary Gilbert, Executive Director Contact: (831) 637-7665 x. 207
Date: August 17, 2017
Subject: SB1 Implementation and Road Maintenance Funding

Recommendation:

RECEIVE UPDATE on Senate Bill 1 Implementation and DISCUSS the Proposed Road Maintenance and Rehabilitation Account Guidelines

Summary:

On April 6, the California state legislature approved a $5.2 billion annual transportation funding package aimed at fixing the state’s local roads, freeways and bridges in and investing more dollars toward transit and safety projects through the passage of SB 1 (Beall). It also approved ACA 5 (Frazier), which will place a constitutional amendment on the November 2018 ballot to firewall the resources from being diverted away from their intended use.

Financial Impact:

The following are estimated for new local annual revenues through the Road Maintenance and Rehabilitation Account (RMRA). These revenues are an average and initial revenues in early years of the program will be lower than the full estimated amount.

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>San Benito County</td>
<td>$ 2.2 million</td>
</tr>
<tr>
<td>Hollister</td>
<td>$ 835,000</td>
</tr>
<tr>
<td>San Juan Bautista</td>
<td>$ 43,000</td>
</tr>
<tr>
<td>State Transit Assistance</td>
<td>$ 320,009</td>
</tr>
</tbody>
</table>

Background:

The Council of Governments approved a letter of support for SB1 on March 16, 2017. The bill includes several provisions which have been a part of COG’s legislative platform since 2014.

Staff Analysis:

The California Transportation Commission (CTC) will be developing guidelines for the majority of the programs funded through SB1. Staff is monitoring the development of the guidelines, in particular for the State/Local Partnership Program and the RMRA.
The State/Local partnership program funds will be available to Counties that have developed a local funding mechanism, which includes both local sales tax measures and traffic impact fees. The program will be split with 50% going toward a competitive program and 50% by formula.

The proposed guidelines for the RMRA program are available online: [http://www.catc.ca.gov/meetings/agenda/2017Agenda/2017_08/24_4.10.pdf](http://www.catc.ca.gov/meetings/agenda/2017Agenda/2017_08/24_4.10.pdf)

Staff afforded the TAC an opportunity to provide final comments and to answer questions at its July and August meetings. The CTC will consider adoption of the guidelines at its meeting on August 16-17.

The CTC is holding workshops throughout the next few months as they develop guidelines for the program funds. A list of the workshops is attached (Attachment). Staff is attending workshops based on availability and will report to the Board on any updates on SB1 programs at the August 17 meeting.

Executive Director Review: ________________  Counsel Review: _____ N/A____

Supporting Attachment: CTC SB1 Program Workshop Schedule
<table>
<thead>
<tr>
<th>Date/Time</th>
<th>SB 1 Workshop Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, June 23rd</td>
<td>10:00 AM - 1:00 PM</td>
</tr>
<tr>
<td>Wednesday, June 28th</td>
<td>9:30 AM - 11:30 AM</td>
</tr>
<tr>
<td>Tuesday, July 11th</td>
<td>2:00 PM - 5:00 PM</td>
</tr>
<tr>
<td>Monday, July 17th</td>
<td>10:00 AM - 5:00 PM</td>
</tr>
<tr>
<td>Tuesday, July 18th</td>
<td>10:00 AM - 12:00 PM</td>
</tr>
<tr>
<td>Friday, July 21st</td>
<td>10:00 AM - 5:00 PM</td>
</tr>
<tr>
<td>Monday, August 7th</td>
<td>10:00 AM - 5:00 PM</td>
</tr>
<tr>
<td>Tuesday, August 8th</td>
<td>10:00 AM - 1:00 PM</td>
</tr>
</tbody>
</table>

**SB 1 Workshop Location**
- Caltrans HQ
- 1120 N Street
- Sacramento, CA 95814
- Basement Board Room
- CalPERS Auditorium
- 400 P Street
- Sacramento, CA 95814
- Conference Room
- 2116
- Caltrans District 4
- 111 Grand Ave
- Oakland, CA 94612

**Program(s) to be Covered**
- 2017 Active Transportation Program Augmentation
- Solutions for Congested Corridors Program
- Local Partnership Program
- Trade Corridors Enhancement Program
- State Transportation Improvement Program
- Local Streets and Roads Program
- Solutions for Congested Corridors Program
- Local Partnership Program
- Trade Corridors Enhancement Program

**Solutions for Congested Corridors**
- 10:00 AM - 1:00 PM
- Local Partnership Program
- 2:00 PM - 5:00 PM

**State Transportation Improvement Program**
- 1:30 PM to 5:00 PM

**Local Streets and Roads Program**
- 2:00 PM - 5:00 PM

**Please note:** Topics, dates and times for each workshops are subject to change.
<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Location</th>
<th>Program(s) to be Covered</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, September 8th</td>
<td>Caltrans HQ Basement Board Room 1120 N Street Sacramento, CA 95814</td>
<td>Local Partnership Program 9:00 AM to 12:30 PM</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Solutions for Congested Corridors Program</strong> 1:30 PM to 5:00 PM</td>
</tr>
<tr>
<td>Monday, September 25th</td>
<td>Caltrans HQ Basement Board Room 1120 N Street Sacramento, CA 95814</td>
<td>Trade Corridors Enhancement Program 9:00 AM to 12:30 PM</td>
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<td></td>
<td></td>
<td><strong>Solutions for Congested Corridors Program</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>1:30 PM to 5:00 PM</td>
</tr>
<tr>
<td>Tuesday, September 26th</td>
<td>Caltrans HQ Conference Room 2116 1120 N Street Sacramento, CA 95814</td>
<td>Local Partnership Program (if necessary) 9:00 AM to 12:30 PM</td>
</tr>
<tr>
<td>Wednesday, October 18th</td>
<td>Stanislaus County Administration Building Chambers 1010 10th Street</td>
<td><strong>Solutions for Congested Corridors - Hearing</strong></td>
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<tr>
<td></td>
<td>Modesto, CA 95354</td>
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<tr>
<td>Thursday, October 19th</td>
<td>Stanislaus County Administration Building Chambers 1010 10th Street</td>
<td><strong>Interregional Transportation Improvement Program - Hearing</strong></td>
</tr>
<tr>
<td></td>
<td>Modesto, CA 95354</td>
<td>1:00 PM to 4:00 PM</td>
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<tr>
<td>Tuesday, October 24th</td>
<td>Los Angeles County Metropolitan Transportation Authority One Gateway Plaza</td>
<td><strong>Interregional Transportation Improvement Program - Hearing</strong></td>
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<td></td>
<td>Los Angeles, CA 90012</td>
<td>9:00 AM to 12:00 PM 10:00 AM – 1:00 PM</td>
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<td></td>
<td><strong>Trade Corridors Enhancement Program</strong> (if necessary)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1:00 PM to 4:00 PM 2:00 PM – 5:00 PM</td>
</tr>
<tr>
<td>Friday, November 17th</td>
<td>San Joaquin Council of Governments 555 E. Weber Avenue Stockton, CA 95202</td>
<td><strong>Solutions for Congested Corridors (if necessary)</strong></td>
</tr>
<tr>
<td>Wednesday, December 6th</td>
<td>Riverside County Administration Building Supervisors' Chambers 4080</td>
<td><strong>Solutions for Congested Corridors - Hearing</strong></td>
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<tr>
<td></td>
<td>Lemon Street Riverside, CA 92501</td>
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</tr>
</tbody>
</table>

Please note: Topics, dates and times for each workshops are subject to change

August 9, 2017