



UNMET TRANSIT NEEDS REPORT

May 2016



The Council of San Benito County Governments improves the mobility of San Benito County travelers by planning for and investing in a multi-modal transportation system that is safe, economically viable, and environmentally friendly.

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About the Council of San Benito County Governments (COG)

BOARD OF DIRECTORS

The Council of San Benito County Governments (COG) is the Regional Transportation Planning Agency (RTPA) for San Benito County. COG serves as the forum for regional decision-making. In this capacity, COG builds consensus among local and regional agencies, develops long-term strategic plans, programs Federal and State funding for allocation to transportation projects.

The governing board for COG is made up of five members. Two members are appointed by the San Benito County Board of Supervisors, two from the City of Hollister and one from the City of San Juan Bautista.

COG BOARD OF DIRECTORS

Tony Boch, Chair, City of San Juan Bautista

Ignacio Velazquez, City of Hollister

Victor Gomez, City of Hollister

Anthony Botelho, County of San Benito

Jerry Muenzer, County of San Benito

Eileen Loe, Caltrans District 5 (Ex-Officio)

ALTERNATES, COG BOARD OF DIRECTORS:

Mickie Solorio Luna, City of Hollister

Jim West, City of San Juan Bautista

Jaime De La Cruz, San Benito County

COG STAFF:

Mary Gilbert, Executive Director

Kathy Postigo, Administrative Services Specialist

Veronica Lezama, Transportation Planner

Monica Gomez, Secretary

Griselda Arevalo, Office Assistant

Chris Thomson, Mechanic

Area Profile and Transit System Overview

REGIONAL SETTING

San Benito County is ideally located inland from the Central California Coast. The County borders Monterey, Santa Cruz, Fresno, Merced, and Santa Clara Counties. Combined with more affordable housing and its close proximity to Monterey, Santa Cruz, and Santa Clara Counties, San Benito County is an attractive home to 55,269 people (2010). Although the County consists of 1,390 square miles, the majority of the population lives in Hollister (the County seat) San Juan Bautista, or the unincorporated area of northern San Benito County.



EXISTING TRANSIT SERVICES

The San Benito County Local Transportation Authority (LTA) was formed by a Joint Powers Agreement between the Cities of Hollister and San Juan Bautista and the County of San Benito in 1990. The Authority is responsible for the administration and operation of public transportation services in the County provided by County Express and Specialized Transportation Services.

COUNTY EXPRESS TRANSIT SYSTEM

The County Express system currently provides three fixed routes in the City of Hollister, complementary Americans with Disabilities Act Paratransit service, Intercounty service to Gilroy in Santa Clara County, and a general public Dial-A-Ride.

As of April 2016, the County Express fleet included 23 vehicles. All vehicles are ADA compliant and equipped with wheelchair lifts/ramps and bicycle racks. The Local Transportation Authority contracts with a private operator for management, dispatchers, trainers, and drivers of its County Express transit service.



Fixed-Route

Fixed-Route service operates three Fixed Routes within the City of Hollister. These routes operate between 6:20 a.m. and 5:40 p.m. However, there is no Fixed Route service between 11:00 a.m. to 2:00 p.m. Headways for each of the routes range from 40 to 50 minutes.

Dial-A-Ride

County Express transit system provides Dial-a-Ride service to parts of northern San Benito County, including Hollister, San Juan Bautista, and Tres Pinos, Monday through Friday from 6:00 a.m. to 6:00 p.m. where and when Fixed Route is not available and on weekends. Reservations for the Dial-A-Ride may be made up to 14 days in advance. Same-day service is available but is subject to availability and a convenience fee.

Paratransit

Complementary Americans with Disabilities Act Paratransit service is available for residents and visitors who are eligible for the service as determined by the Authority. The service is for individuals who are not able to access Fixed Route due to a physical or cognitive disability and have trips that begin or end in a location less than ¼ mile from a Fixed Route bus stop. Reservations for the Paratransit service may be made up to 14 days in advance. Same-day service is available but is subject to availability and a convenience fee.



Intercounty

County Express' Intercounty routes provide connections from the Cities of Hollister and San Juan Bautista to the City of Gilroy. There is daily weekday service to Gavilan College and the Caltrain station and Saturday service to the Greyhound station in Gilroy. The weekday shuttle service to Gavilan College is from 6:50 a.m. to 6:10 p.m. with a limited schedule when school is not in session. There are three early morning and three evening runs to the Gilroy Caltrain station for connections to Caltrain and Valley Transportation Authority bus services. Service to the Greyhound station operates on Saturday and Sunday from 7:40 a.m. to 6:00 p.m.

SPECIALIZED TRANSPORTATION SERVICES

According to the 2010 U.S. Census, 10.4 percent of the total county population is aged 65 or older.¹ Many of these elderly individuals and persons with disabilities require specialized transportation services to travel to medical appointments, shop, and visit recreation centers.

The Authority contracts with Jovenes de Antaño, a local non-profit organization that has been providing specialized transportation services in San Benito County since 1990. Specialized services include Out of County Non-Emergency Medical Transportation, Medical Shopping Assistance Transportation, and Senior Lunch Transportation Program. These services are beyond the requirements of Americans with Disabilities Act. They provide escort services, door-through-door, and minor translation services.



Jovenes de Antaño also has a referral program that provides information about other social services within the community, coordination of home-based services, referral to legal assistance, and other local

¹ U.S. Census, San Benito County

services to their clients. The coordination effort between Jovenes de Antaño and the Authority allows for efficient, affordable and reliable service for this critical need in the community of San Benito County.

The LTA makes great strides to provide a comprehensive and adequate public transit service. This continued effort to meet the needs of the community is accomplished through the annual Unmet Transit Needs Process, which is outlined in this Report.

Unmet Transit Needs Overview

TRANSPORTATION DEVELOPMENT ACT (TDA)

The Transportation Development Act of 1971 (TDA), also known as SB 325, is administered by the California Department of Transportation (Caltrans) through the county’s designated regional transportation planning agency (RTPA).



As the administrator of Transportation Development Act (TDA) funds, the Council of San Benito County Governments (COG), as the regional transportation planning agency, is charged with performing the Unmet Transit Needs (UTN) process. The purpose of this process is to ensure that all unmet transit needs that are "reasonable to meet" are met before funds are expended for non-transit uses, such as streets and roads.

"Unmet Transit 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.

The "Reasonable To Meet" standard is based on several criteria that analyze how accommodating that transit need will affect the rest of the transit system that it relates to. If it passes the criteria then it is found reasonable to meet and changes will be made to accommodate the need.

The process is done annually and entails a comprehensive outreach program and a series of public hearings throughout the county to obtain comments on unmet transit needs that may be reasonable to meet. Once the comments are received, the Social Services Transportation Advisory Committee (SSTAC) analyzes them to determine if there are any transit needs that meet the adopted definitions of "reasonable to meet" and "unmet transit need" and makes a recommendation of findings to the COG Board. If the Board determines there are unmet transit needs that are reasonable to meet, the affected jurisdiction must satisfy the needs before any TDA funds are expended for non-transit purposes.

This Report documents the Unmet Transit Needs process which is submitted annually to the California Department of Transportation (Caltrans).

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.

REASONABLE TO MEET CRITERIA

In making a 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. An Unmet Transit Need would be considered reasonable to meet if the proposed service is in general compliance with the following criteria:

A. EQUITY

The proposed service would:

1. Benefit the general public.
2. Not unreasonably discriminate against nor favor any particular area or segment of the community at the exclusion of any other.
3. Not result in adversely affect existing services in other parts of the transit system that have an equal or higher priority immediately or within the foreseeable future.
4. Require a subsidy per passenger generally equivalent to other parts of the transit system, unless overriding reasons so justify.

B. TIMING

The proposed service would:

1. Be in response to an existing rather than a future need.
2. Be implemented consistent with federal, state, or regional funding approval schedules, if such funds are the most appropriate primary method of funding.

C. COST EFFECTIVENESS

The proposed service would:

1. Not cause the responsible operator or service claimant to incur expenses in excess of the maximum allocated funds.
2. Not set a precedent for other service expansions without a reasonable expectation of available funding.
3. Have available funding on a long-term basis to maintain the service.

D. SYSTEM PERFORMANCE

1. The efficiency of the new, expanded or revised transit service, excluding specialized transportation services, shall be measured on efficiency, such as:
 - Cost per passenger trip,
 - Cost per vehicle service hour,
 - Passenger trips per vehicle service hour,
 - Passenger trips per service mile,
 - On-time performance.
2. The proposed service would have a reasonable expectation of future increase in ridership.

E. OPERATIONAL FEASIBILITY

1. The new, expanded or revised transit service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles.
2. The new service would be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.

3. The new service would have the available maintenance staff to cover the additional vehicle maintenance hours incurred as a result of the proposed service.

F. COMMUNITY ACCEPTANCE

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

G. ADA CONFORMITY

The new, expanded or modified service, excluding specialized transportation services, would conform to the requirements of the Americans with Disabilities Act. The COG shall consider the financial impact on the TDA claimant if complementary paratransit services are required as a result of the new, expanded, or modified service.

H. OTHER FACTORS

Other specific, formulated components that COG determines to affect the reasonableness of meeting an unmet transit need.

Council of Governments Resolution

BEFORE THE BOARD OF DIRECTORS OF THE
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

RESOLUTION OF THE BOARD OF)
DIRECTORS OF THE COUNCIL OF SAN)
BENITO COUNTY GOVERNMENTS) Resolution No. 11-04
AMENDING RESOLUTION NO. 90-12 TO)
REVISE THE CRITERIA FOR)
DETERMINING UNMET TRANSIT NEEDS)
THAT ARE "REASONABLE TO MEET")
_____)

WHEREAS, the Council of San Benito County Governments, herein referred as to as ("COG") is the Regional Transportation Planning Agency (RTPA) for San Benito County; and

WHEREAS, the COG is responsible for the allocation to claimants of funds received from the Transportation Development Act (P.U.C. 99200, et seq); and

WHEREAS, Transportation Development Act funds can be allocated to eligible claimants for support of public transportation systems, bicycle and pedestrian facilities, and for streets and roads; and

WHEREAS, COG identifies unmet transit needs within the San Benito County region and those needs that are reasonable to meet in accordance with Public Utilities Code, Section 99401.5; and

WHEREAS, COG, on July 12, 1990, adopted Resolution No. 90-12, adopting the definition of "unmet needs" and the criteria for determining unmet transit needs that are "reasonable to meet" in San Benito County.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Council of San Benito County Governments, that it does hereby amend COG's Resolution 90-12 to amend the criteria for determining what unmet transit needs are "reasonable to meet", as set forth in Exhibit A, attached hereto and incorporated herein by reference.

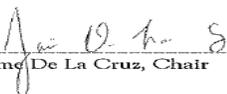
PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS THIS 21ST DAY OF APRIL, 2011 BY THE FOLLOWING VOTE:

AYES:

NOES:

ABSTAINING:

ABSENT:


Jaime De La Cruz, Chair

ATTEST:
Lisa Rheinheimer, Executive Director

APPROVED AS TO LEGAL FORM:
San Benito County Counsel Office

By: 

By: 
Shirley L. Murphy, Deputy County Counsel

Dated: 4/26/11

Dated: April 13, 2011

Exhibit A

REASONABLE TO MEET CRITERIA

In making a 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. An Unmet Transit Need would be considered reasonable to meet if the proposed service is in general compliance with the following criteria:

A. EQUITY

The proposed service would:

1. Benefit the general public.
2. Not unreasonably discriminate against nor favor any particular area or segment of the community at the exclusion of any other.
3. Not adversely affect existing services in other parts of the transit system that have an equal or higher priority immediately or within the foreseeable future.
4. Require a subsidy per passenger generally equivalent to other parts of the transit system, unless overriding reasons so justify.

B. TIMING

The proposed service would:

1. Be in response to an existing rather than a future need.
2. Be implemented consistent with federal, state, or regional funding approval schedules, if such funds are the most appropriate primary method of funding.

C. COST EFFECTIVENESS

The proposed service would:

1. Not cause the responsible operator or service claimant to incur expenses in excess of the maximum allocated funds.
2. Not set a precedent for other service expansions without a reasonable expectation of available funding.
3. Have available funding on a long-term basis to maintain the service.

D. SYSTEM PERFORMANCE

1. The efficiency of the new, expanded or revised transit service, excluding specialized transportation services, shall be measured on efficiency, such as:
 - Cost per passenger trip,
 - Cost per vehicle service hour,
 - Passenger trips per vehicle service hour,
 - Passenger trips per service mile,
 - On-time performance.
2. The proposed service would have a reasonable expectation of future increase in ridership.

E. OPERATIONAL FEASIBILITY

1. The new, expanded or revised transit service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles.
2. The new service would be provided with the existing vehicle fleet or with vehicles that can be acquired with available funds.
3. The new service would have the available maintenance staff to cover the additional vehicle maintenance hours incurred as a result of the proposed service.

F. COMMUNITY ACCEPTANCE

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

G. ADA CONFORMITY

The new, expanded or modified service, excluding specialized transportation services, would conform to the requirements of the Americans with Disabilities Act. The COG shall consider the financial impact on the TDA claimant if complementary paratransit services are required as a result of the new, expanded, or modified service

H. OTHER FACTORS

Other specific, formulated components that COG determines to affect the reasonableness of meeting an unmet transit need.

Unmet Transit Needs Public Hearing

HEARING PROCESS

The Council of Governments held one public hearing and two public meetings to receive Unmet Transit Needs testimony. Translation services were available at both hearings, and transportation was available to those persons in need by San Benito County Transit.

The hearing was held March 17, 2016 at 3:00 p.m. during the Council of Governments regular Board meeting.

Two public meetings are also scheduled on: March 15 from 1:00 PM at the Hollister Community Center, 300 West Street, Hollister, CA and on March 16 from 1:30 PM at San Juan Bautista City Hall, 311 Second Street, in San Juan Bautista, CA.

During the public comment period, the Council of Governments received a total of 16 comments. A summary of comments received, Unmet Transit Needs determination (i.e. Unmet Need or Not an Unmet Need), COG response to comments, and relevant Unmet Transit Needs Policy.

Unmet Needs Public Notice

Notice of the hearings was given 30 days in advance and included the date, place and specific purpose of the meeting. Notice was provided in English and Spanish.

Public Notice

NOTICE OF PUBLIC HEARING
Unmet Transit Needs

Notice is hereby given that one public hearing and two public meetings will be held by the Council of San Benito County Governments. The purpose of the hearing and meetings are to provide the public the opportunity to identify any transit needs that are not currently being met in San Benito County.

Said public hearing will be held on March 17, 2016 at 3:00 PM at the San Benito County Administration Building, 481 Fourth Street, Hollister, CA. Two public meetings are also scheduled on: March 15 from 1:00 PM to 2:00 PM at the Hollister Community Center, 300 West Street, Hollister, CA and on March 16 from 1:30 PM to 2:30 PM at San Juan Bautista City Hall, 311 Second Street, San Juan Bautista, CA.

If you are unable to attend, you may submit your comments in writing to: Council of Governments, Attn: Unmet Transit Needs, 330 Tres Pinos Road, Suite C7, Hollister, CA 95023. For more information, please contact Veronica Lezama (831) 637-7665 Ext. 204.

AVISO-AUDIENCIA PÚBLICA
Necesidades de Tránsito

Se avisa que una audiencia pública y dos justas públicas se llevarán a cabo por el Concilio de los Gobiernos del Condado de San Benito. El propósito de la audiencia y juntas es de ofrecer al público la oportunidad de identificar las necesidades de tránsito que en la actualidad no se están cumpliendo en el Condado de San Benito.

Dicha Audiencia Pública se llevarán a cabo el 17 de marzo del 2016 a las 3:00 PM en el Edificio de Administración del Condado de San Benito, 481 Fourth Street, Hollister, CA. Dos juntas públicas también están programadas para el: 15 de marzo de 1:00 PM a 2:00 PM en el Centro de la Comunidad de Hollister, 300 West Street, Hollister, CA y el 16 de marzo de 1:30 PM a 2:30 PM en la Municipalidad de San Juan Bautista, 311 Second Street, San Juan Bautista, CA.

Si usted no puede atender, usted puede escribir para

expresar sus opiniones a el Concilio de Gobiernos, Attn: Necesidades de Tránsito, 330 Tres Pinos Road, Suite C7, Hollister, CA 95023. Para obtener más información, llame a Veronica Lezama al (831) 637-7665 Ext. 204.

Publish: February 12, 2016 F/11556506

Public Hearing and Meeting Flyers

Pursuant to PUC Section 99238.5, the transportation planning agency shall hold at least one public hearing for the purpose of soliciting comments on the unmet transit needs that may exist within its jurisdiction.

In fulfillment of the above requirement, the Council of San Benito County Governments, designated the San Benito County Regional Transportation Planning Agency, held one public hearing on March 17, 2016 and two public meetings on March 15 and 16, 2016.

The COG posted English and Spanish flyers in its social media Facebook page, on-board transit vehicles, and flyers were distributed to several agencies in San Benito County.

Public Transit Meetings 2016

**We want to hear your thoughts
on the bus service needs for
Jóvenes de Antaño and
County Express.**



Unmet Transit Needs

<p>March 15 1:00 PM Community Center 300 West Street Hollister</p> <p>March 16 1:30 PM San Juan Bautista City Hall 311 Second Street San Juan Bautista</p> <p>March 17 3:00 PM Board of Supervisors Chambers 481 Fourth Street Hollister</p>	<p>Comments due: March 25, 2016</p> <p> Mail Comments: Attn: Unmet Transit Needs 330 Tres Pinos Road, C7 Hollister, CA 95023</p> <p> Email Comments: veronica@sanbenitocog.org</p> <p> Phone Comments: (831) 637-7665, Ext. 204</p> <p> Fax Comments: (831) 636-4160</p> <p> Council of San Benito County Governments 330 Tres Pinos Road, C7 Hollister, CA 95023</p>
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Juntas Públicas Sobre el Tránsito 2016

**De su opinión sobre las
necesidades del tránsito
proporcionadas por Jóvenes de
Antaño y County Express.**



Necesidades de Tránsito

<p>15 de marzo 1:00 p.m. Centro Comunitario 300 West Street Hollister, CA</p> <p>16 de marzo 1:30 p.m. Municipalidad de la Ciudad 311 Second Street San Juan Bautista, CA</p> <p>17 de marzo 3:00 p.m. Edificio de Administración del Condado 481 Fourth Street Hollister, CA</p>	<p>Fecha de cierre para comentarios: 25 de marzo 2016</p> <p> Comentarios por Correo: Attn: Necesidades de Tránsito 330 Tres Pinos Road, C7 Hollister, CA 95023</p> <p> Comentarios por correo electrónico: veronica@sanbenitocog.org</p> <p> Comentarios por teléfono: (831) 637-7665, Ext. 204</p> <p> Comentarios por fax: (831) 636-4160</p> <p> Conclio de Gobiernos del Condado de San Benito 330 Tres Pinos Road, C7 Hollister, CA 95023</p>
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COG Minutes, Relating to the Unmet Transit Needs Hearings

SAN BENITO COUNTY
COUNCIL OF GOVERNMENTS
REGULAR MEETING
March 17, 2016, 3:00 P.M.

MEMBERS PRESENT:

Chair Boch, Director Botelho, Director Gomez, Director Muenzer, and Director Velazquez
Ex Officio: Brandy Rider, Caltrans District 5

STAFF PRESENT:

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

OTHERS PRESENT:

Tony Mercado, MV Transportation; Heather Adamson, AMBAG

CALL TO ORDER:

Chair Boch 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 Velazquez, and seconded by Director Gomez, the Directors acknowledged the Certificate of Posting. Vote: 5/0 motion passes.

C. PUBLIC COMMENT:

Chair Boch stated for the record that the COG Board received Joe Thompson's public comment correspondence dated February 19, 2016 through March 17, 2016. The correspondence was entered into the public record.

D. EXECUTIVE DIRECTOR'S REPORT: Gilbert

Ms. Gilbert reported that she forwarded information from the California Association of Councils of Governments (CalCOG) Regional Leadership forum which is being hosted in Monterey from March 30th to April 1st. All members of COG are invited and may let staff know if they are interested in attending.

Ms. Gilbert reported that the Regional Transportation Improvement Program was submitted to the California Transportation Commission as directed by the Board, showing existing STIP funding for the Highway 156 project. Ms. Gilbert mentioned that she will be speaking at the California Transportation Commission hearing in Sacramento on March 24th. She will be advocating for the Highway 156 project to remain funded with STIP funds.

Lastly, Ms. Gilbert announced that COG is partnering with Ecology Action, who will be hosting a Bike event on Monday, March 21st, at San Juan Elementary School in San Juan Bautista. They will provide youth

bicycle safety information and a bicycle rodeo. COG partially sponsored the event with some Rideshare funds. Veronica Lezama will be attending on behalf of COG.

F. CALTRANS DISTRICT 5 REPORT: Gubbins/Loe

Brandy Rider announced that Caltrans is kicking off a statewide Bicycle Plan, and District 5 will be participating in this effort. There will be some upcoming forums that they will be encouraging all of the local agencies to participate. They will be inviting local agencies as the dates are scheduled for these forums.

Ms. Rider announced that the California Transportation Plan 2040 is out for a final review until March 29th. If anyone has any questions or comments she asked to please call Caltrans District 5.

G. BOARD OF DIRECTORS REPORTS:

Director Muenzer reported out on the Mobility Partnership meeting. He stated that per discussion he had with VTA representatives, they also have a potential project for the overpass at Highway 25 and 101. If they are able to do it, it would not be the ultimate project. However, it would address some issues at the intersection. Also, they were pleased to hear about COG’s sales tax measure and the potential monies that could go towards the project.

CONSENT AGENDA:

1. **APPROVE** Council of Governments Draft Meeting Minutes Dated February 18, 2016 – Gomez
2. **APPROVE** Council of Governments Draft Adjourned Meeting Minutes Dated February 24, 2016 – Gomez
3. **APPROVE** Council of Governments Draft Adjourned Meeting Minutes Dated February 26, 2016 – Gomez
4. **RECEIVE** Construction Projects Report – Caltrans District 5
5. **RECEIVE** Council of Governments FY 2015/16 Second Quarter Budget Report – Postigo
6. **Fiscal Year 2016/2017 Draft Overall Work Program** – Lezama
 - a. **RECEIVE** the Fiscal Year 2016/2017 Draft Overall Work Program, Which Includes Planning Activities to be Performed by the Council of Governments; and
 - b. **AUTHORIZE** Submittal of Fiscal Year 2016/2017 Draft Overall Work Program to the California Department of Transportation for Comment.

There was no public comment on the Consent Agenda.

Upon a motion duly made by Director Muenzer, and seconded by Director Botelho, the Directors unanimously approved Items 1-6 from the Consent Agenda. Vote: 5/0 motion passes.

REGULAR AGENDA

TRANSPORTATION ITEMS:

7. **Unmet Transit Needs Hearing – Lezama**
 - a. **RECEIVE** Report on Unmet Transit Needs Hearing
 - b. **OPEN** Public Hearing

c. **CLOSE** Public Hearing

Ms. Lezama stated that the COG Board was being asked to open a public hearing on the annual Unmet Transit Needs to obtain the public's input on the bus service needs provided by County Express and Specialized Transportations Services. In addition to this public hearing, COG held two public meetings. The first meeting was held at the Hollister Community Center on March 15th at 1:00 P.M. The second meeting took place at the San Juan Bautista City Hall on March 16th at 1:30 P.M. Chair Boch opened the Public Hearing at 3:05 p.m.

There was no public comment or discussion on this item.

Chair Boch closed the Public Hearing at 3:05 p.m.

Ms. Lezama mentioned that after the hearings process, the Social Services Transportation Advisory Council and staff review all the testimony received and will provide a recommended determination of Unmet Transit Needs to the COG Board in May or June.

Chair Boch moved Item 11 up on the agenda, after Item 7 on the agenda.

Upon a motion duly made by Director Muenzer, and seconded by Director Velazquez, the Directors unanimously approved moving Item 11 up on the agenda. Vote: 5/0 motion passes

Upon a motion duly made by Director Velazquez, and seconded by Director Muenzer, the Directors Unanimously adjourned the COG meeting. The meeting was adjourned at 3:27p.m. Vote: 5/0 motion passes.

ADJOURN TO COG MEETING APRIL 21, 2016 at 3:00 P.M.

Public Comments Received



UNMET TRANSIT NEEDS 2016

PUBLIC COMMENT and RESPONSES

No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
1.	Provide additional weekend Dial-a-Ride service as it is always booked, even when calling early.	<p>Unmet Transit Need, Not Reasonable to Meet based on the following criteria:</p> <p>FEASIBILITY. The proposed service:</p> <ol style="list-style-type: none"> 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. 	<p>MV Transportation's hourly rate is \$40/hour* for transit services. Providing an additional bus on the weekend would cost \$480/weekend**. Annually, the cost of providing this service would total \$24,480.***</p> <p>*Does not include fuel or maintenance costs. **\$40 (hourly rate) x (six hours/day) x (two days). ***51 weekends in a year x \$480 (per weekend cost).</p> <p>However, to provide additional service at little cost, the San Benito County Transit Pan recommends that the LTA provide additional service by having the weekend Intercounty route start at Hazel Hawkins Memorial Hospital and make several convenient stops along the existing transit corridor before heading out of county.</p> <p>The long range section of the Transit Plan recommends weekend service on blue and green fixed routes and limited Saturday red route service. LTA staff is working on identifying funding to implement the Transit Plan recommendations.</p>
2.	More same-day weekday Dial-a-Ride service for unexpected medical visits, as service is always booked.	<p>Unmet Transit Need, Not Reasonable to Meet based on the following criteria:</p> <p>FEASIBILITY. The proposed service:</p> <ol style="list-style-type: none"> 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. 	<p>The Transit Plan identifies a financially constrained scenario that would allow the Hollister fixed route system to deviate (i.e. Flexibus). The Flexibus would continue to meet the designated time points on the Fixed Route schedule, but would deviate to capture those trips previously provided by Dial-A-Ride. The FlexiBus service would also provide Americans with Disability (ADA) transit services. Flexibus implements a more efficient operations by reducing overlapping, competing services, and streamlining LTA's service delivery model through a deviated fixed route system. LTA staff is working on identifying funding to implement the Transit Plan recommendations.</p>

No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
3.	Provide the ability to schedule same-day Dial-a-Ride services, without having to pay the additional \$1.00 convenience fee. The rider noted that sometimes unexpected illness can arise.	<p>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.</p> <ol style="list-style-type: none"> 1. <u>The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</u> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	<p>The advance reservation policy was developed to allow dispatchers to establish the transit schedule prior to providing Dial-a-Ride trips. The \$1.00 convenience fee is aimed at discouraging interruptions in the established schedule. The advance reservation policy reduces operational cost and increases efficiency in transit services.</p>
4.	Extended Hollister Fixed Route service hours beyond 5:00 PM.	<p>Unmet Transit Need, Not Reasonable to Meet based on the following criteria:</p> <p>FEASIBILITY The proposed service:</p> <ol style="list-style-type: none"> 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. 	<p>The Transit Plan’s Financially Elastic Scenario: Pulsed Fixed Route alternative would provide an expanded, all day, three bus fixed system design. The LTA would need to define what an “all day” Fixed Route service would entail based on demand.</p> <p>The annual cost of providing one additional hour of Fixed Route services is estimated at \$31,200* (\$10,400/per route). There are a total of three Fixed Routes (i.e. Red, Blue and Green). *\$40.00 x 5 (hours/week) x 52 (weeks/year) x 3 (bus routes).</p> <p>LTA staff is working on identifying funding to implement the Transit Plan recommendations.</p>

5.	Provide Intercounty service to Watsonville Santa Cruz and Salinas.	<p>Unmet Transit Need, Not Reasonable to Meet based on the following criteria:</p> <p>FEASIBILITY The proposed service:</p> <ol style="list-style-type: none"> 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. 	<p>The long range component of the Transit Plan recommends transit services to Monterey and Santa Cruz Counties (i.e. Watsonville and Salinas). Transit services to those Counties may be implemented during peak hours upon funding availability.</p> <p>LTA staff is working on identifying funding to implement the Transit Plan recommendations.</p>
No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
6.	The bus stop sign that is located on Park Street and Sally Street is not visible because of overgrown tree branches.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. <u>Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</u> 	The bus stop has been relocated to the east of the tree.
7.	The bus stop pole located on McCray Street near Lucky’s Supermarket is in the wrong location. The bus stop needs to be marked (red line).	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional 	This bus stop deficiency has been identified in the Bus Stop Improvement Plan (bus stops #31, #32). Funding for bus stop improvements was requested in May 2016, and should be available by the end of the 2016 calendar year.

		<p>Transportation Plan.</p> <ol style="list-style-type: none"> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. <u>Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</u> 	
8.	The commenter would like to take Dial-a-Ride to St. Francis Retreat.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, <u>or is identified as a deficiency in the Regional Transportation Plan.</u> 2. <u>Sufficient <i>broad-based</i> community support exists.</u> 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	The location of St. Francis Retreat is outside of the Dial-a-Ride service area and is not an operationally feasible location to serve due to its rural location.
No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
9.	Requested that unmet transit needs responses be posted at the Hollister Community Center.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. <u>Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</u> 	Request will be accommodated.

10.	Rider is pleased with the provided bus services. Drivers are always punctual.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	Thank you for your comment.
11.	Need benches at the bus stops with shade coverage.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. <u>Request is not operational in nature (i.e. minor route change, bus stop change, etc.)</u> 	The LTA is currently working on the Bus Stop Improvement Plan which evaluates each County Express bus stops for its accessibility and amenities and makes recommendations for improvements. The draft Plan will be available for public review in June 2016.
No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
12.	The bus that provides bus services to the Senior Lunch Program has reached its capacity. A larger or an additional bus is needed as client mobility walker are stacked on top of each and the bus is crowded. There is only room for one wheelchair.	<p>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.</p> <ol style="list-style-type: none"> 1. <u>The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</u> 	There is currently one (1) bus being operated by JDA for the Senior Lunch Service. Each bus has room for two (2) wheelchairs to be tied down. Walkers are also tied down.

		<ol style="list-style-type: none"> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	
13.	The rider requested that Specialized Transportation Services to Fairview Road so that they do not have to pay a fare. The rider noted that County Express provides services to Fairview Road, but charges a fare.	<p>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.</p> <ol style="list-style-type: none"> 1. <u>The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</u> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	Specialized Transportation Services’ one-way fare to/from Fairview Road is \$1.25. Specialized Transportation Services currently provides service as far north as Fairview Mobile Manor and as far south as Saint Benedict Family Church.
14.	The rider would like consistency in the service. The rider noted that some drivers help with packages and knock on the door upon pick-up arrival and some do not.	<p>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.</p> <ol style="list-style-type: none"> 1. <u>The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</u> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	Specialized Transportation Services was notified of the comment. Specialized provides help with packages through the Shopping Assistance Program. In addition, Specialized provides pick-up announcements on all of its services.
No.	Statement	Unmet Transit Needs Determination and Criteria	GOG Response
15.	The rider would only like to call once to schedule a roundtrip.	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	One-way trip reservations allow for the efficient operation of transit services. Identifying a predetermined time when a passenger will be ready for a pick-up may pose challenges as

		<p>the criteria below, the request is not an unmet need.</p> <ol style="list-style-type: none"> 1. <u>The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan.</u> 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	<p>passengers are often delayed at their various destinations.</p>
16.	Satisfied with the bus services provided.	<p>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.</p> <ol style="list-style-type: none"> 1. The request fills a gap in transit service, or is identified as a deficiency in the Regional Transportation Plan. 2. Sufficient <i>broad-based</i> community support exists. 3. Request is a <i>current</i> rather than <i>future</i> need. 4. Request is not operational in nature (i.e. minor route change, bus stop change, etc.) 	<p>Thank you for your comment.</p>

Social Services Transportation Advisory Council Meeting

Minutes May 27, 2016

DATE: Friday, May 27, 2016 9:30 AM
 LOCATION: Council of San Benito County Governments
 Conference Room
 330 Tres Pinos Road, Suite C-7
 Hollister, CA 95023

CALL TO ORDER

Chair, Tony Mercado called the meeting to order at 9:54 A.M.

SSTAC Members	*Jan 22	*Mar 25	May 27	July 22	Sept 23	Nov 18
Tony Mercado			P			
Maggie Bilich			P			
Esther Alva			E			
Clay Kempf (Bob Campbell)			P			
Alex Andrade			E			
Ann Ross			P			
Pauline Valdivia			P			
Jim Parker			E			

* Meeting Cancelled P= Present A=Absent E= Excused (a) = alternate

STAFF PRESENT:

Mary Gilbert, Interim Executive Director; Veronica Lezama, Transportation Planner; Monica Gomez, Secretary I

A. CERTIFICATE OF POSTING

Upon a motion duly made by Pauline Valdivia, and seconded by Ann Ross, the Committee unanimously acknowledged the Certificate of Posting.

B. Public Comment: None

C. MEMBER ANNOUNCEMENTS: None

D. EXECUTIVE DIRECTOR’S REPORT:

Mary Gilbert announced that COG received some funding through the Proposition 1B program. Staff will be using the funds to purchase new transit vehicles in July and August. Also, staff just completed a Bus Stop Improvement Plan and some Proposition 1B funds will also be used to update some of the bus stops.

CONSENT AGENDA

1) **APPROVE** SSTAC Meeting Minutes dated June 17, 2015 – Gomez

2) **APPROVE** SSTAC Special Meeting Minutes dated December 16, 2016 – Gomez

Upon a motion duly made by Pauline Valdivia, and seconded by Maggie Bilich, the Committee unanimously approved Items 1 and 2 from the Consent Agenda. Vote: 5/0 motion passes.

REGULAR AGENDA:

3) **RECEIVE** and **COMMENT** on the Draft 2016 Unmet Transit Needs Hearings Report – Lezama

The Council of Governments received 16 public comments at the Unmet Transit Needs Hearing and two public meetings. Ms. Lezama provided an overview of the 2016 Unmet Transit Needs received and Draft COG responses.

Public Comment #4 – SSTAC recommended that staff include the cost to implement an expanded, all day, three bus fixed system design in report to the Board. Tony Mercado estimated the cost to be \$31,000 a year for all three routes.

Public Comment #6 – Staff is following up with City staff to ensure that the tree blocking the bus stop has been trimmed.

Public Comment #12 – Pauline Valdivia noted a correction, Jovenes de Antaño operates two routes with 1 bus for the Senior Lunch Service. She also stated that walkers are tied down at the back of the bus and that there is room for two wheelchairs.

Comment #13 – For clarification purposes SSTAC recommended that staff include the following to COG’s response: “The service always charges a fare”

There was brief discussion about providing more information to parents and students about the County Express service to and from the High School.

As a separate item of discussion the SSTAC requested a future agenda item on COG’s Measure P ½ cent sales tax.

Staff will present the Draft Unmet Transit Needs Report to the Council of Governments Board at their June 16, 2016 meeting. The final report will be presented to the COG Board at their July 21, 2016 meeting for approval.

There was no further discussion or public comment.

Adjourn to Meeting of July 22, 2016.

Upon a motion duly made by Pauline Valdivia, and seconded by Ann Ross, the Committee unanimously adjourned the meeting at 10:32 a.m. Vote: 5/0 motion passes.

Council of San Benito County Governments Resolution

To be inserted upon Board approval at the July 21, 2016 meeting.