



**AGENDA
REGULAR MEETING
SERVICE AUTHORITY FOR FREEWAYS AND EXPRESSWAYS**

DATE: Thursday, March 21, 2019
3:00 P.M.

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

DIRECTORS: Chair César E. Flores , Vice Chair Jim Gillio
Directors Mark Medina, Marty Richman, and Ignacio Velazquez
Alternates: San Benito County: Anthony Botelho
City of Hollister: Rolan Resendiz; San Juan Bautista: Mary Vazquez Edge

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section B. Public Comment.***

3:00 P.M. CALL TO ORDER

A. ACKNOWLEDGE Certificate of Posting

B. PUBLIC COMMENT: (Opportunity to address the Board on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2. **Speakers are limited to 3 minutes.**)

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.)

1. **APPROVE** Service Authority for Freeways and Expressways Draft Special Meeting Minutes Dated January 24, 2019 – Gomez
2. **RECEIVE** Service Authority for Freeways and Expressways FY 2018/19 Second Quarter Budget Report – Postigo

ADJOURN TO MEETING OF THURSDAY APRIL 18, 2019. AGENDA DEADLINE IS APRIL 2, 2019 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 Service Authority for Freeways and Expressways Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831)637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

**SAN BENITO COUNTY
SERVICE AUTHORITY FOR FREEWAYS
AND EXPRESSWAYS (SAFE)
SPECIAL MEETING**

January 24, 2019 3:00 P.M.

DRAFT MINUTES

MEMBERS PRESENT:

Director Flores, Director Gillio, Director Medina, Director Richman, and Director Velazquez

STAFF PRESENT:

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

CALL TO ORDER:

Director Flores called the meeting to order at 4:04 P.M.

A. Acknowledge Certificate of Posting

Upon a motion duly made by Director Gillio, and seconded by Director Richman, the Directors unanimously acknowledged the Certificate of Posting. Vote: 5/0 motion passes.

B. ELECT SAFE Chairperson for 2019

Upon a motion duly made by Director Gillio, and seconded by Director Richman, the Directors elected César E. Flores as SAFE Chairperson for 2019. Vote: 5/0 motion passes

C. ELECT SAFE Vice Chairperson for 2019

Upon a motion duly made by Director Medina, and seconded by Director Richman, the Directors elected Jim Gillio as SAFE Vice Chairperson for 2019. Vote: 5/0 motion passes

CONSENT AGENDA:

- 1. Approve** Service Authority for Freeways and Expressways Draft Meeting Minutes Dated June 21, 2018 – Gomez

There was no discussion or public comment on Consent.

Upon a motion duly made by Director Richman, and seconded by Director Gillio, the Directors unanimously approved Item 1 from the Consent Agenda. Vote: 5/0 motion passes.

Upon a motion duly made by Director Richman, and seconded by Director Medina, the Directors unanimously adjourned the SAFE meeting at 4:06 p.m. Vote: 5/0 motion passes.

ADJOURN TO SAFE MEETING JULY 19, 2018.



Agenda Item: _____

Staff Report

To: Service Authority for Freeways and Expressways
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: March 21, 2019
Subject: Second Quarter Budget Report

Recommendation:

RECEIVE Service Authority for Freeways and Expressways FY 2018/19 Second Quarter Budget Report.

Summary:

The FY 2018/2019 Second Quarter Budget Report shows that overall expenditures for SAFE were low at 35.17% and revenues were high at 85.82%.

Financial Considerations:

During the Second quarter, total expenditures for SAFE were \$23,339 or 35.17%.

Revenues received were \$210,148 or 85.82%.

Background:

Staff has prepared the attached budget report for the Board to review. After each quarter the Trial Balances are reviewed and analyzed by staff for errors or corrections. Once the Trial Balances are reviewed, a budget report is prepared and analyzed by staff for budget adjustments/transfers if needed.

Staff Analysis:

The FY 2018/19 Second Quarter Budget Report, ending December 31, 2018, summarizes the quarterly expenditures and revenues. Staff has prepared this report for the Board's review. No budget adjustment/transfers are necessary at this time.

Second Quarter Budget Report shows lower than projected expenditures for SAFE as Maintenance of Equipment line item was lower than anticipated.

Revenues in the Second Quarter Budget report were higher due to carry over from FY 2017/18.

Executive Director Review: _____

Counsel Review: N/A

Attachment: Service Authority for Freeways and Expressways' Second Quarter Budget Report FY 2018/19

*Council of San Benito County Governments ▪ Measure A Authority
Airport Land Use Commission ▪ Service Authority for Freeways and Expressways*

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**Service Authority for Freeways and Expressways Second
Quarter Budget Report FY 2018/19**

FISCAL SUMMARY	Budgeted FY 18/19	Expenses 12/31/2018	Balance FY 18/19	Projected % 50%	Actual %
EXPENDITURES					
Salaries & Benefits	15,135	7,538	7,597	50%	49.80%
Services & Supplies	36,076	15,737	20,339	50%	43.62%
Contracts	15,150	65	15,085	50%	0.43%
Capital	-	-	-		
Other	-	-	-	50%	
TOTAL EXPENDITURES	\$66,361	\$23,339	\$43,022	50%	35.17%
REVENUES					
Revenues	244,861	210,148	34,713	50%	85.82%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$244,861	\$210,148	\$34,713	50%	85.82%
TOTAL FUND BALANCE	\$178,500	\$186,809			

FUND BALANCE
Only available for SAFE

\$186,809

Service Authority for Freeways and Expressways Second Quarter Budget Report FY 2018/19

REVENUE & EXPENDITURES

REVENUES Category	Budgeted FY 18/19	Revenues 12/31/2018	Balance FY 18/19	Projected % 50%	Actual %
550.109 registered Vehicle Revenue	80,700	21,415	39,285	50%	35.28%
Fund Balance (Carryover previous years)	182,161	188,733	(6,572)	50%	103.61%
541.001 Interest	2,000	-	2,000	50%	0.00%
570.006 Reim for damages	-	-	-	-	-
TOTAL	244,861	210,148	34,713	50%	85.82%

EXPENDITURES Category	Budgeted FY 18/19	Expenses 12/31/2018	Balance FY 18/19	Projected % 50%	Actual %
Personnel					
610.101 Salaries	15,135	7,538	7,597	50%	49.80%
Total	15,135	7,538	7,597	50%	49.80%
Services and Supplies					
619.126 Magazines and Subscriptions	-	-	-	-	-
619.130 Clothing and Safety	-	-	-	-	-
619.132 Communications	3,570	1,478	2,092	50%	41.41%
619.138 Computer Maintenance	-	-	-	-	-
619.140 Computer Supplies	-	-	-	-	-
645.701 General Insurance	256	256	0	50%	99.92%
619.152 Maintenance of Equipment	32,000	14,003	17,997	50%	43.76%
619.154 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
621503 Maintenance of Equipment - Auto	-	-	-	-	-
619.158 Maintenance of Structures and Grounds	-	-	-	-	-
619.280 Marketing	-	-	-	-	-
619.164 Medical/Dental/Lab Supplies & Services	-	-	-	-	-
619.166 Membership Dues	-	-	-	-	-
619.168 Office Furniture under \$700	-	-	-	-	-
619.170 Office Equipment under \$300	-	-	-	-	-
619.176 Special Project Supplies - Printing	-	-	-	-	-
619.174 Supplies	-	-	-	-	-
619.172 Postage and Delivery	-	-	-	-	-
619.210 Legal	50	-	50	50%	0.00%
619.182 Permits & Legal	-	-	-	50%	-
619.222 Other Consultants	-	-	-	-	-
619.180 Public and Legal Notices	-	-	-	-	-
619.184 Rent Equipment	-	-	-	-	-
619.186 Rent Structures	-	-	-	-	-
619.188 Rent Space	-	-	-	-	-
619.190 Small Tools	-	-	-	-	-
619.268 Special Dept Expense - Other	-	-	-	-	-
619.196 Travel Lodging	-	-	-	-	-
619.198 Travel Meals	50	-	50	50%	0.00%
619.194 Training	-	-	-	-	-
619.200 Travel Transportation	150	-	150	50%	0.00%
619.306 Utilities	-	-	-	-	-
Total	36,076	15,737	20,339	50%	43.62%
Contracts					
619.250 Special Dept Expense - Contracts	15,150	65	15,085	50%	0.43%
Total	15,150	65	15,085	50%	0.43%
Capital					
650.304 Furniture and Fixtures	-	-	-	-	-
650.302 Equipment other than Computer	-	-	-	50%	-
650.303 Computer Hardware	-	-	-	-	-
650.301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	50%	-
Other					
640.320 OPEB	-	-	-	-	-
640.513 Operating Transfers	-	-	-	-	-
Total	-	-	-	-	-
TOTAL	66,361	23,339	43,022	50%	35.17%

JE#
18-19-05 645.701 General Ins. 30.00
619.132 Communications (30.00)
3/7/2019 10:58 AM