

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, June 20, 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,
Anthony Botelho, Marty Richman, and Ignacio Velazquez
Alternates: San Benito County: Mark Medina;
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** Local Transportation Authority Draft Meeting Minutes Dated May 16, 2019 – Gomez
2. **RECEIVE** Specialized Transportation/Jovenes de Antaño January - April 2019 Monthly Service Reports – Valentine
3. **RECEIVE** County Express/MV Transportation January - April 2019 Monthly Operations Reports – Valentine
4. **RECEIVE** Local Transportation Authority FY 2018-19 Third Quarter Budget Report – Postigo

REGULAR AGENDA:

5. APPROVE FY 2019/20 Local Transportation Authority Final Budget – Postigo

Adjourn to LTA Meeting on Thursday, August 15, 2019. Agenda deadline is August 6, 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 Local Transportation Authority 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
LOCAL TRANSPORTATION AUTHORITY
REGULAR MEETING
May 16, 2019 3:00 P.M.**

DRAFT MINUTES

MEMBERS PRESENT:

César E. Flores, Jim Gillio, Marty Richman, Ignacio Velazquez, and Anthony Botelho

STAFF PRESENT:

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

OTHERS PRESENT:

Leona Medearis-Peacher, MV Transportation

CALL TO ORDER:

Chair Flores called the meeting to order at 4:20 p.m.

A. CERTIFICATE OF POSTING

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

B. PUBLIC COMMENT: None

CONSENT AGENDA:

1. Approve Local Transportation Authority Draft Meeting Minutes Dated April 18, 2019 – Gomez

There was no public comment on the consent agenda.

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

REGULAR AGENDA:

2. Receive Presentation on FY 2019/20 Local Transportation Authority Draft Budget – Postigo

Administrative Services Specialist, Kathy Postigo presented the FY 2019/20 Local Transportation Authority Draft Budget and answered questions from the Board.

Director Botelho inquired about the farebox recovery percentage rate.

Executive Director, Mary Gilbert stated that reaching the farebox recovery rate has been a struggle, not just here locally, but statewide. Regina Valentine mentioned that with the increase in gas prices over the years it has become increasingly difficult to meet the farebox.

There was discussion about the Public Transportation Modernization, Improvement and Service Enhancement Account Program (PTMISEA) funding.

Ms. Postigo stated that the PTMISEA funds have been programmed to purchase new buses. Ms. Gilbert stated that there is approximately \$1.5million available in PTMISEA funds, which staff will be using for vehicle purchases and some other infrastructure improvements.

Director Richman asked if there were changes that could be made, such as cutting expenses to address farebox recovery issues. He stated that Dial-A-Ride “no-shows” were significant and could be affecting farebox. He asked if they should also look at whether transportation modes were fuel efficient.

Ms. Gilbert stated that there is a strict policy in place for “no-shows”, where riders are penalized for no-shows. With regards to efficient transportation modes, she stated that the cut-away buses are not very fuel efficient, especially with the amount of driving that is done for our rural area. She mentioned that it is an issue that plagues most rural agencies.

Director Velazquez stated that one of the things they have discussed in the past was looking into alternative modes of transportation, such as Uber etc. He asked if it was something they need to research further.

Chair Flores asked if LTA has considered going electric with its fleet.

Ms. Gilbert stated that the LTA is required to consider electric. There is a mandate that all transit operators have to go electric with their fleets and staff must have a plan in place by 2022. Staff is working with Monterey Bay Community Power. Staff provided a presentation to one of their committees along with Monterey Salinas Transit, and Santa Cruz Metro. She said that Monterey and Santa Cruz have electric buses, so staff is learning from some of the issues they’ve had mainly with the charging infrastructure. She mentioned that Monterey Bay Community Power is putting together a grant program that staff may be able to access to help with the implementation plan.

Director Gillio inquired when the final implementation of the plan is due.

Regina Valentine stated that by 2026 a certain percentage of vehicles purchased must be electric.

Ms. Gilbert stated that staff would bring back to the Board the presentation that they gave to Monterey Bay Community Power at a future meeting.

Board members stated that it would be beneficial to move as quickly as possible towards alternative energy and alternative modes of transportation so that we are not relying so much on petroleum.

There was no further discussion or public comment.

Upon a motion duly made by Director Velazquez, and seconded by Director Botelho, the Directors unanimously adjourned the LTA meeting at 4:36 p.m. Vote: 5/0 motion passes unanimously.

ADJOURN TO LTA MEETING JUNE 20, 2019.



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - January 2019

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	480	288.09	4,605	\$ 483.25	22
Senior Lunch	607	125.75	1,061	\$ -	22
Medical/Shopping Assistance	115	88.25	599	\$ 143.75	18
Total	1,202	502.09	6,265	\$ 627.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	80	30.25	500	\$ -	4
Total	80	30.25	500	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	560	318.34	5,105	\$ 483.25	26
Senior Lunch	607	125.75	1,061	\$ -	22
Medical/Shopping Assistance	115	88.25	599	\$ 143.75	18
Total	1,282	532.34	6,765	\$ 627.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	3,905	2,158.34	30,585	\$ 3,031.25	177
Senior Lunch	3,794	833.00	6,069	\$ -	147
Medical/Shopping Assistance	837	715.50	6,180	\$ 1,051.75	133
Total	8,536	3,706.84	42,834	\$ 4,083.00	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
62	
63	28670
735	122065
736	119023
737	
738	121945

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	169	1,077
Unduplicated Passengers	102	663
Turn Downs	0	0
No Shows	2	9
Cancellations	29	29
Employee Hours	532	3,707
Vehicles - Midday	4	
Vehicles - Peak	4	

NOTES



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - January 2019

OUT OF COUNTY

Week of	ONE WAY PASSENGERS						
	M	T	W	TH	F	S	Total
1/1-5/2019	15	28	24	22	23	21	133
1/6-12/2019	18	29	20	20	22	21	130
1/13-19/2019	21	21	23	23	19	19	126
1/20-26/2019	23	25	22	23			93
1/27-31/2019	77	103	107	108	85	80	560
Total							0

DONATIONS

M	T	W	TH	F	S	Total
			89			89
			209			209
			31.25			31.25
			21.5			21.5
			132.5			132.5
0	0	0	483.3	0	0	483.25

REVENUE HOURS

M	T	W	TH	F	S	Total
		10.25	7.75	14.75	7.5	40.25
12.5	12	17.92	11.5	14.75	7.75	76.42
14	16	14.75	13.5	14.25	7.75	80.25
10.75	7.75	12.25	15	11	7.25	64
11.17	12	20.25	14			57.42
48.42	47.75	75.42	61.75	54.75	30.25	318.34

REVENUE MILES

M	T	W	TH	F	S	Total
		98	134	150	125	507
213	282	254	188	208	126	1271
196	319	257	258	144	131	1305
124	130	202	277	115	118	966
145	168	214	529			1056
678	899	1025	1386	617	500	5105

SENIOR LUNCH

Week of	ONE WAY PASSENGERS						
	M	T	W	TH	F	S	Total
1/1-5/2019	30	35	29	25	22		141
1/6-12/2019	27	29	32	22	29		139
1/13-19/2019	28	28	26	24	26		132
1/20-26/2019	26	28	19	26			99
1/27-31/2019	111	120	137	135	104		607
Total							0

DONATIONS

M	T	W	TH	F	S	Total
			0			0
			0			0
			0			0
			0			0
			0			0
0	0	0	0	0	0	0

REVENUE HOURS

M	T	W	TH	F	S	Total
		5.75	5.75	5.75	5.75	17.25
5.75	5.75	5.75	5.75	5.75	5.75	28.75
5.75	5.75	5.75	5.75	5.75	5.75	28.75
5.75	5.75	5.75	5.75	5.75	5.75	28.75
5.75	5.75	5	5.75			22.25
23	23	28	28.75	23		125.75

REVENUE MILES

M	T	W	TH	F	S	Total
		45	52	52		149
50	46	45	46	43		230
43	45	48	41	56		233
46	47	40	43	43		219
46	43	66	75			230
185	181	244	257	194		1061

MEDICAL/SHOPPING ASSISTANCE

Week of	ONE WAY PASSENGERS						
	M	T	W	TH	F	S	Total
1/1-5/2019	10	8	2	2	2		12
1/6-12/2019	6	8	4	8	5		31
1/13-19/2019	4	6	6	8			18
1/20-26/2019	12	6	6	10			34
1/27-31/2019	18	28	24	30	15		115
Total							0

FARES

M	T	W	TH	F	S	Total
		10	2.5	2.5		15
	12.5		2.5	10		25
7.5	10	5	10	6.25		38.75
	5	7.5	10			22.5
15	7.5	7.5	12.5			42.5
22.5	35	30	37.5	18.75		143.75

REVENUE HOURS

M	T	W	TH	F	S	Total
		5.75	2.75	2.75		11.25
	5.75		2.25	6.75		14.75
6.75	5.75	4.25	5.25	7.25		29.25
	3.25	2.75	5.25			11.25
5.5	4.75	4.75	6.75			21.75
12.25	19.5	17.5	22.25	16.75		88.25

REVENUE MILES

M	T	W	TH	F	S	Total
		43	14	14		71
	45		20	52		117
41	36	26	31	53		187
	17	25	41			83
48	40	26	27			141
89	138	120	133	119		599

Combined Totals 627.00



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - February 2019

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	418	242.75	3,934	\$ 464.25	19
Senior Lunch	524	110.50	903	\$ -	19
Medical/Shopping Assistance	142	92.75	747	\$ 160.25	19
Total	1,084	446.00	5,584	\$ 624.50	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	79	31.00	511	\$ -	4
Total	79	31.00	511	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	497	273.75	4,445	\$ 464.25	23
Senior Lunch	524	110.50	903	\$ -	19
Medical/Shopping Assistance	142	92.75	747	\$ 160.25	19
Total	1,163	477.00	6,095	\$ 624.50	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	4,402	2,432	35,030	\$ 3,495.50	200
Senior Lunch	4,318	943.50	6,972	\$ -	166
Medical/Shopping Assistance	979	808.25	6,927	\$ 1,212.00	152
Total	9,699	4,183.84	48,929	\$ 4,707.50	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
62	
63	29495
735	122977
736	120837
737	
738	109294

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	175	1,252
Unduplicated Passengers	96	759
Turn Downs	0	0
No Shows	3	12
Cancellations	24	53
Employee Hours	477	4,184
Vehicles - Midday	5	
Vehicles - Peak	5	

NOTES



Jovenes de Antaño Specialized Transportation Services Monthly Service Report - February 2019

OUT OF COUNTY

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
2/1-2/2019					17	21	38
2/3-9/2019	24	29	21	20	21	19	134
2/10-16/2019	24	25	21	24	22	20	136
2/17-23/2019		25	20	21	19	19	104
2/24-28/2019	18	25	21	21			85
Total	66	104	83	86	79	79	497

Fares

M	T	W	TH	F	S	Total
						0
			200.25			200.25
			19			19.0
			171.5			171.5
			73.5			73.5
0	0	0	464.25	0	0	464.25

REVENUE HOURS

M	T	W	TH	F	S	Total
				11.25	7.75	19
	16	9	7.75	16	7.75	69
	13.5	12.5	8.5	11.5	16.75	70.5
	14	15.25	17.5	11	7.75	65.5
	7.25	15.5	15.25	11.75		49.75
33.25	58	48	48.5	55	31	273.75

REVENUE MILES

M	T	W	TH	F	S	Total
				140	129	269
302	292	95	79	241	128	1137
224	248	97	207	329	126	1231
	231	226	250	126	128	981
63	290	224	250			827
589	1081	642	786	836	511	4445

SENIOR LUNCH

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
2/1-2/2019					27		27
2/3-9/2019	24	26	27	25	24		126
2/10-16/2019	25	25	26	29	24		129
2/17-23/2019		24	27	26	30		107
2/24-28/2019	37	37	32	29			135
Total	86	112	112	109	105		524

DONATIONS

M	T	W	TH	F	S	Total
						0
						0
						0
						0
						0
0	0	0	0	0	0	0

REVENUE HOURS

M	T	W	TH	F	S	Total
				5.75		5.75
5.75	5.75	5.75	5.75	5.75		28.75
5.75	6.25	5.75	5.75	5.75		29.25
	5.75	5.75	5.75	5.75		23
5.75	5.75	5.75	6.5			23.75
17.25	23.5	23	23.75	23		110.5

REVENUE MILES

M	T	W	TH	F	S	Total
				43		43
42	42	45	45	44		218
59	40	46	48	42		235
	47	59	44	44		194
56	50	56	51			213
157	179	206	188	173		903

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
2/1-2/2019					8		8
2/3-9/2019	4	10	10	6	12		42
2/10-16/2019	10	6	6	8	6		36
2/17-23/2019		12	10	8	4		34
2/24-28/2019	2	4	6	10			22
Total	16	32	32	32	30		142

FARES

M	T	W	TH	F	S	Total
				10		10
5	12.5	7.5	1.5	8.75		35.25
12.5	7.5	7.5	10	7.5		45
	15	12.5	10	5		42.5
2.5	5	7.5	12.5			27.5
20	40	35	34	31.25		160.25

REVENUE HOURS

M	T	W	TH	F	S	Total
				6.25		6.25
5.25	4.75	2.25	5.25	4.25		21.75
5.75	2.25	4.25	3.75	6.25		22.25
	7.25	7.75	5.75	3.75		24.5
3	3.5	5.25	6.25			18
14	17.75	19.5	21	20.5		92.75

REVENUE MILES

M	T	W	TH	F	S	Total
				63		63
23	40	16	48	46		173
41	19	40	43	39		182
	61	91	45	17		214
23	19	27	46			115
87	139	174	182	165		747

Combined Totals 624.50



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - March 2019

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	403	245.00	3,726	\$ 759.25	21
Senior Lunch	689	120.75	1,011	\$ -	21
Medical/Shopping Assistance	145	104.00	1,030	\$ 183.75	20
Total	1,237	469.75	5,767	\$ 943.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	90	38.75	545	\$ -	5
Total	90	38.75	545	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	493	283.75	4,271	\$ 759.25	26
Senior Lunch	689	120.75	1,011	\$ -	21
Medical/Shopping Assistance	145	104.00	1,030	\$ 183.75	20
Total	1,327	508.50	6,312	\$ 943.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	4,895	2,716	39,301	\$ 4,254.75	226
Senior Lunch	5,007	1,064.25	7,983	\$ -	187
Medical/Shopping Assistance	1,124	912.25	7,957	\$ 1,395.75	172
Total	11,026	4,692.34	55,241	\$ 5,650.50	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
62	
63	30498
735	123982
736	122741
733	145720
739	4891

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	177	1,429
Unduplicated Passengers	100	859
Turn Downs	0	0
No Shows	3	15
Cancellations	24	77
Employee Hours	509	4,692
Vehicles - Midday	5	
Vehicles - Peak	5	

NOTES



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - March 2019

OUT OF COUNTY

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					23	19	42
3/3-9/2019		22	21	21	16	12	82
3/10-16/2019		17	20	19	22	20	118
3/17-23/2019		19	20	23	21	28	131
3/24-30/2019		22	2	17	19	18	97
3/31/2019							0
Total	80	63	80	78	102	90	493

SENIOR LUNCH

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					45		45
3/3-9/2019		37	34	35	33	31	170
3/10-16/2019		31	32	31	31	33	158
3/17-23/2019		28	31	34	29	29	151
3/24-30/2019		33	35	36	29	32	165
3/31/2019							0
Total	129	132	136	122	170		689

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					8		8
3/3-9/2019		6	8	4	6	2	26
3/10-16/2019		10	7	9	10	6	42
3/17-23/2019			11	10	9	8	38
3/24-30/2019		6	6	8	9	2	31
3/31/2019							0
Total	22	32	31	34	26		145

DONATIONS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019							0
3/3-9/2019				46			46
3/10-16/2019				219.5			219.5
3/17-23/2019				316.5			316.5
3/24-30/2019				177.3			177.25
3/31/2019							0
Total	0	0	0	759.3	0	0	759.25

DONATIONS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019							0
3/3-9/2019							0
3/10-16/2019							0
3/17-23/2019							0
3/24-30/2019							0
3/31/2019							0
Total	0	0	0	0	0	0	0

FARES

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					10		10
3/3-9/2019		7.5	10	5	7.5	5	35
3/10-16/2019		12.5	8.75	11.25	12.5	7.5	52.5
3/17-23/2019			13.75	12.5	11.25	10	47.5
3/24-30/2019		7.5	7.5	10	11.25	2.5	38.75
3/31/2019							0
Total	27.5	40	38.75	42.5	35		183.75

Combined Totals 943.00

REVENUE HOURS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					13.25	7.75	21
3/3-9/2019		15	10.5	12.5	7.75	6.25	59.75
3/10-16/2019		6.75	7.75	13	11.5	7.75	58.25
3/17-23/2019		12	15.5	12.5	13.5	15.5	76.75
3/24-30/2019		9.5	12.5	10	12	16.25	68
3/31/2019							0
Total	43.25	46.25	48	44.75	62.75	38.75	283.75

REVENUE HOURS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					5.75		5.75
3/3-9/2019		5.75	5.75	5.75	5.75		28.75
3/10-16/2019		5.75	5.75	5.75	5.75		28.75
3/17-23/2019		5.75	5.75	5.75	5.75		28.75
3/24-30/2019		5.75	5.75	5.75	5.75		28.75
3/31/2019							0
Total	23	23	23	23	28.75		120.75

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					8		8
3/3-9/2019		6	8	4	6	2	26
3/10-16/2019		10	7	9	10	6	42
3/17-23/2019			11	10	9	8	38
3/24-30/2019		6	6	8	9	2	31
3/31/2019							0
Total	22	32	31	34	26		145

REVENUE MILES

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					218	130	348
3/3-9/2019		102	272	225	80	58	896
3/10-16/2019		71	69	244	225	183	902
3/17-23/2019		228	201	171	283	205	1214
3/24-30/2019		191	159	123	186	232	1001
3/31/2019							0
Total	592	701	763	774	896	545	4271

REVENUE MILES

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					45		45
3/3-9/2019		51	50	53	46	51	251
3/10-16/2019		43	58	45	46	45	237
3/17-23/2019		41	40	50	48	53	232
3/24-30/2019		51	49	52	48	46	246
3/31/2019							0
Total	186	197	200	188	240		1011

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
3/1-2/2019					48		48
3/3-9/2019		42	52	27	37	28	186
3/10-16/2019		47	41	96	63	56	303
3/17-23/2019			59	71	79	68	277
3/24-30/2019		26	35	96	45	14	216
3/31/2019							0
Total	115	187	290	224	214		1030



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - April 2019

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	452	289.00	5,071	\$ 611.00	26
Senior Lunch	714	124.50	2,162	\$ -	22
Medical/Shopping Assistance	133	102.50	880	\$ 177.50	20
Total	1,299	516.00	8,113	\$ 788.50	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	70	31.00	458	\$ -	4
Total	70	31.00	458	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	522	320.00	5,529	\$ 611.00	30
Senior Lunch	714	124.50	2,162	\$ -	22
Medical/Shopping Assistance	133	102.50	880	\$ 177.50	20
Total	1,369	547.00	8,571	\$ 788.50	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	5,417	3,036	44,830	\$ 4,865.75	256
Senior Lunch	5,721	1,188.75	10,145	\$ -	209
Medical/Shopping Assistance	1,257	1,014.75	8,837	\$ 1,573.25	192
Total	12,395	5,239.34	63,812	\$ 6,439.00	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
63	31,461
735	125,041
736	125,611
733	145,775
738	110,525
739	6,031

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	180	1,609
Unduplicated Passengers	102	961
Turn Downs	0	0
No Shows	1	16
Cancellations	34	111
Employee Hours	547	5,239
Vehicles - Midday	6	
Vehicles - Peak	6	

NOTES



Jovenes de Antaño Specialized Transportation Services Monthly Service Report - April 2019

OUT OF COUNTY

Week of	M	T	W	TH	F	S	Total
4/1-6/2019	18	23	16	29	14	19	119
4/7-13/2019	20	27	12	23	15	19	116
4/14-20/2019	20	31	20	22	18	15	126
4/21-27/2019	25	20	17	19	17	17	115
4/28-30/2019	19	27					46
Total	102	128	65	93	64	70	522

SENIOR LUNCH

Week of	M	T	W	TH	F	Total
4/1-6/2019	33	27	39	34	29	162
4/7-13/2019	39	32	34	30	22	157
4/14-20/2019	31	24	34	37	33	159
4/21-27/2019	33	35	39	37	33	177
4/28-30/2019	36	23				59
Total	172	141	146	138	117	714

MEDICAL/SHOPPING ASSISTANCE

Week of	M	T	W	TH	F	Total
4/1-6/2019	1	4	7	6	6	24
4/7-13/2019			10	8	6	24
4/14-20/2019	6	9	8	8	4	35
4/21-27/2019	8	8	6	4	6	32
4/28-30/2019	12	6				18
Total	27	27	31	26	22	133

DONATIONS

	M	T	W	TH	F	S	Total
				270.75			270.75
				133.5			133.5
				65.25			65.25
				141.5			141.5
						0	0
	0	0	0	611	0	0	611

DONATIONS

	M	T	W	TH	F	Total
						0
						0
						0
						0
	0	0	0	0	0	0

FARES

	M	T	W	TH	F	Total
	12.5	5	8.75	7.5	7.5	41.25
			12.5	10	7.5	30
	7.5	11.25	10	10	5	43.75
	10	10	7.5	5	7.5	40
	15	7.5				22.5
	45	33.75	38.75	32.5	27.5	177.5

Combined Totals 788.50

REVENUE HOURS

	M	T	W	TH	F	S	Total
	12	13	8.5	18	6.25	7.75	65.5
	18.75	16.25	6.75	14	14	7.75	77.5
	14.25	14.5	13.5	13	11	7.75	74
	19.25	13	10.5	13	10	7.75	73.5
	12.5	17					29.5
	76.75	73.75	39.25	58	41.25	31	320

REVENUE HOURS

	M	T	W	TH	F	Total
	5.75	4	5.75	5.75	5.75	27
	5.75	5.75	5.75	5.75	5.5	28.5
	5.75	5.75	5.75	5.75	5.75	28.75
	5.75	5.75	5.75	5.75	5.75	28.75
	5.75	5.75				11.5
	28.75	27	23	23	22.75	124.5

REVENUE HOURS

	M	T	W	TH	F	Total
	7.25	2.5	3.75	4.75	7	25.25
			5.25	7.25	3.75	16.25
	3.75	6.25	5.75	4.75	3.75	24.25
	5.75	5.25	5.75	4.75	3.75	25.25
	7.25	4.25				11.5
	24	18.25	20.5	21.5	18.25	102.5

REVENUE MILES

	M	T	W	TH	F	S	Total
	156	223	120	293	114	119	1025
	254	216	60	286	216	113	1145
	195	352	235	277	229	111	1399
	393	293	149	253	190	115	1393
	213	354					567
	1211	1438	564	1109	749	458	5529

REVENUE MILES

	M	T	W	TH	F	Total
	48	27	50	49	44	218
	57	57	52	45	59	270
	44	41	47	51	43	226
	60	49	50	51	50	260
	59	48				107
	268	222	199	196	196	1081

REVENUE MILES

	M	T	W	TH	F	Total
	76	7	42	44	54	223
			58	81	36	175
	40	39	65	56	19	219
	37	36	28	25	23	149
	85	29				114
	238	111	193	206	132	880

January 2019

San Benito County Express Monthly Operations Reports

Operated by MV Transportation

Year-to-Year Comparison

	2019	2018
Passengers Per Hour		
Dial-A-Ride/Paratransit	2.85	3.84
Fixed Route	4.78	4.93
Intercounty Gavilan	4.73	5.4
Intercounty Caltrain	3.23	4.38
Intercounty Greyhound	2.93	3.29
 Total Passengers	 7681	 8292
 Total Revenue Hours	 2207.49	 1909.97
 Passengers Per Hour	 3.48	 4.34
 Lift Trips	 122	 125
No Shows	106	47
Cancellations	72	151

WEEKDAYS JANUARY 2019

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,790	17	413.22	3,445	\$ 802.02	\$ 354.35		22	\$ 15,793.27
Paratransit	1,377	53	741.76	10,962	\$ 2,406.06	\$ 1,063.05	\$ 121.00	22	\$ 28,350.07
Fixed Route	2,332	52	499.22	5,937	\$ 1,255.44	\$ 212.80	\$ -	22	\$ 19,080.19
Gavilan	1,218	0	257.52	5,687	\$ 1,207.96	\$ 365.30	\$ -	22	\$ 9,842.41
Caltrain	688	0	213.22	5,099	\$ 897.52	\$ 143.40	\$ -	22	\$ 8,149.27
Total	7,405	122	2,124.94	31,130	\$ 6,569.00	\$ 2,138.90	\$ 121.00		\$ 81,215.21

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	53	2	11.09	178	\$ 75.60	\$ 4.40	\$ -	4	\$ 423.86
Greyhound	86	0	28.44	776	\$ 101.97	\$ -	\$ -	4	\$ 1,086.98
Total	139	2	39.53	954	\$ 177.57	\$ 4.40	\$ -		\$ 1,510.84

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	55	15	14.05	241	\$ 90.35	\$ 2.20	\$ -	4	\$ 536.99
Greyhound	82	0	28.97	791	\$ 123.08	\$ -	\$ -	4	\$ 1,107.23
Total	137	15	43.02	1,032	\$ 213.43	\$ 2.20	\$ -		\$ 1,644.22

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 29,125.00
Dial-A-Ride	1,898	34	438.36	3,864	\$ 967.97	\$ 360.95	\$ -	30	\$ 16,754.12
Paratransit	1,377	53	741.76	10,962	\$ 2,406.06	\$ 1,063.05	\$ 121.00	22	\$ 28,350.07
Fixed Route	2,332	52	499.22	5,937	\$ 1,255.44	\$ 212.80	\$ -	22	\$ 19,080.19
Gavilan	1,218	0	257.52	5,687	\$ 1,207.96	\$ 365.30	\$ -	22	\$ 9,842.41
Caltrain	688	0	213.22	5,099	\$ 897.52	\$ 143.40	\$ -	22	\$ 8,149.27
Greyhound	168	0	57.41	1,567	\$ 225.05	\$ -	\$ -	8	\$ 2,194.21
Total	7,681	139	2,207.49	33,116	\$ 6,960.00	\$ 2,145.50	\$ 121.00		\$ 113,495.27

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 29,125.00
Dial-A-Ride	13,914	431	2,972.03	25,816	\$ 6,354.90	\$ 3,192.18	\$ 309.75	210	\$ 136,072.24
Paratransit	10,128	422	4,890.02	77,120	\$ 15,745.77	\$ 9,484.12	\$ 1,050.25	149	\$ 223,704.08
Fixed Route	16,156	326	3,225.81	37,705	\$ 8,817.63	\$ 1,494.90	\$ 27.00	149	\$ 147,483.49
Gavilan	12,788	0	1,980.22	43,833	\$ 13,680.79	\$ 4,169.80	\$ 90.00	149	\$ 90,969.53
Caltrain	5,436	0	1,450.17	34,248	\$ 7,711.23	\$ 782.80	\$ -	149	\$ 66,400.95
Greyhound	1,380	0	434.47	11,680	\$ 2,200.38	\$ 41.80	\$ -	61	\$ 19,951.10
Total	59,802	1,179	14,952.72	230,402	\$ 54,510.70	\$ 19,165.60	\$ 1,477.00		\$ 713,706.38

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	122	1,006
Turn Downs	0	0
No Shows	106	1,122
Cancellations	72	571
Employee Hours	2,315	19,207
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 39 Caltrain Bikes = 16 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Jan						
2-Jan	24	17	0	0	0	41
3-Jan	18	15	0	0	12	45
4-Jan	26	10	0	0	8	44
5-Jan						
6-Jan						
7-Jan	25	4	4	0	9	42
8-Jan	19	53	55	2	10	139
9-Jan	39	41	48	4	11	143
10-Jan	26	38	60	4	16	144
11-Jan	27	39	50	5	12	133
12-Jan						
13-Jan						
14-Jan	20	32	57	3	12	124
15-Jan	19	36	35	3	11	104
16-Jan	24	51	35	4	10	124
17-Jan	28	27	40	4	17	116
18-Jan	24	42	45	3	11	125
19-Jan						
20-Jan						
21-Jan	12	12	12	0	0	36
22-Jan	27	63	45	3		138
23-Jan	24	22	47	1	13	107
24-Jan	23	39	38	2	25	127
25-Jan	20	41	63	0	11	135
26-Jan						
27-Jan						
28-Jan	22	67	47	2	12	150
29-Jan	22	31	52	0	13	118
30-Jan	21	54	46	5	9	135
31-Jan	18	47	22	3	24	114
TOTALS	508	781	801	48	246	2384
DAILY AVERAGE	23	36	36	2	12	108

February 2019
San Benito County Express Monthly Operations Reports
Operated by MV Transportation

Year-to-Year Comparison

	2019	2018
Passengers Per Hour		
Dial-A-Ride/Paratransit	2.78	3.77
Fixed Route	4.45	5.25
Intercounty Gavilan	6.91	8.71
Intercounty Caltrain	3.42	4.12
Intercounty Greyhound	2.66	3.57
 Total Passengers	 7635	 9007
 Total Revenue Hours	 2070.62	 1829.31
 Passengers Per Hour	 3.69	 4.92
 Lift Trips	 141	 132
No Shows	152	63
Cancellations	109	151

WEEKDAYS FEBRUARY 2019

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,516	41	370.75	2,318	\$ 738.60	\$ 389.30	\$ 82.50	20	\$ 14,170.07
Paratransit	1,273	58	689.86	10,721	\$ 2,215.81	\$ 1,167.90	\$ 247.50	20	\$ 26,366.45
Fixed Route	1,936	18	438.52	5,277	\$ 942.74	\$ 219.90	\$ -	20	\$ 16,760.23
Gavilan	2,011	0	290.97	6,483	\$ 1,739.80	\$ 630.50	\$ -	20	\$ 11,120.87
Caltrain	675	0	197.42	4,546	\$ 866.05	\$ 121.00	\$ -	20	\$ 7,545.39
Total	7,411	117	1,987.52	29,345	\$ 6,503.00	\$ 2,528.60	\$ 330.00		\$ 75,963.01

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	25	0	10.39	152	\$ 40.50	\$ 4.00	\$ -	4	\$ 397.11
Greyhound	77	0	28.06	775	\$ 101.55	\$ 1.10	\$ -	4	\$ 1,072.45
Total	102	0	38.45	927	\$ 142.05	\$ 5.10	\$ -		\$ 1,469.56

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	47	26	15.64	253	\$ 79.07	\$ -	\$ -	4	\$ 597.76
Greyhound	75	0	29.01	795	\$ 114.38	\$ 2.20	\$ -	4	\$ 1,108.76
Total	122	26	44.65	1,048	\$ 193.45	\$ 2.20	\$ -		\$ 1,706.52

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 29,125.00
Dial-A-Ride	1,588	67	396.78	2,723	\$ 858.17	\$ 393.30	\$ 82.50	28	\$ 15,164.93
Paratransit	1,273	58	689.86	10,721	\$ 2,215.81	\$ 1,167.90	\$ 247.50	20	\$ 26,366.45
Fixed Route	1,936	18	438.52	5,277	\$ 942.74	\$ 219.90	\$ -	20	\$ 16,760.23
Gavilan	2,011	0	290.97	6,483	\$ 1,739.80	\$ 630.50	\$ -	20	\$ 11,120.87
Caltrain	675	0	197.42	4,546	\$ 866.05	\$ 121.00	\$ -	20	\$ 7,545.39
Greyhound	152	0	57.07	1,570	\$ 215.93	\$ 3.30	\$ -	8	\$ 2,181.22
Total	7,635	143	2,070.62	31,320	\$ 6,838.50	\$ 2,535.90	\$ 330.00		\$ 108,264.10

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 58,250.00
Dial-A-Ride	15,502	498	3,368.81	28,539	\$ 7,213.07	\$ 3,585.48	\$ 392.25	238	\$ 151,237.17
Paratransit	11,401	480	5,579.88	87,841	\$ 17,961.58	\$ 10,652.02	\$ 1,297.75	169	\$ 250,070.52
Fixed Route	18,092	344	3,664.33	42,982	\$ 9,760.37	\$ 1,714.80	\$ 27.00	169	\$ 164,243.73
Gavilan	14,799	0	2,271.19	50,316	\$ 15,420.59	\$ 4,800.30	\$ 90.00	169	\$ 102,090.40
Caltrain	6,111	0	1,647.59	38,794	\$ 8,577.28	\$ 903.80	\$ -	169	\$ 73,946.35
Greyhound	1,532	0	491.54	13,250	\$ 2,416.31	\$ 45.10	\$ -	69	\$ 22,132.31
Total	67,437	1,322	17,023.34	261,722	\$ 61,349.20	\$ 21,701.50	\$ 1,807.00		\$ 821,970.48

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	141	1,147
Turn Downs	0	0
No Shows	152	1,274
Cancellations	109	680
Employee Hours	3,076	22,283
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 21 Caltrain Bikes = 4 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Feb	33	27	68	3	7	138
2-Feb						
3-Feb						
4-Feb	20	27	62	2	7	118
5-Feb	24	35	44	0	12	115
6-Feb	67	20	51	2	12	152
7-Feb	26	28	36	3	25	118
8-Feb	24	26	52	2	10	114
9-Feb						
10-Feb						
11-Feb	54	36	37	2	12	141
12-Feb	20	40	35	2	15	112
13-Feb	27	24	25	9	1	86
14-Feb	17	19	24	17	1	78
15-Feb	25	25	42	2	10	104
16-Feb						
17-Feb						
18-Feb	13	9	0	0	0	22
19-Feb	17	27	0	0	0	44
20-Feb	20	31	0	0	0	51
21-Feb	28	18	0	0	0	46
22-Feb	26	16	0	0	0	42
23-Feb						
24-Feb						
25-Feb	23	44	56	2	11	136
26-Feb	30	28	47	3	7	115
27-Feb	23	28	48	2	12	113
28-Feb	23	19	51	2	14	109
TOTALS	540	527	678	53	156	1954
DAILY AVERAGE						
E	27	26	34	3	8	98

March 2019
San Benito County Express Monthly Operations Reports
Operated by MV Transportation

Year-to-Year Comparison

	2019	2018
Passengers Per Hour		
Dial-A-Ride/Paratransit	2.73	3.9
Fixed Route	5.65	5.32
Intercounty Gavilan	7.64	8.72
Intercounty Caltrain	3.9	5.1
Intercounty Greyhound	2.98	3.84
 Total Passengers	 9512	 10734
 Total Revenue Hours	 2294.9	 2102.59
 Passengers Per Hour	 4.14	 5.1
 Lift Trips	 148	 174
No Shows	137	91
Cancellations	109	198

WEEKDAYS MARCH 2019

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,913	25	432.51	2,898	\$ 846.00	\$ 462.89	\$ 66.00	21	\$ 16,530.53
Paratransit	1,166	68	741.19	11,206	\$ 2,537.98	\$ 1,386.81	\$ 198.00	21	\$ 28,328.28
Fixed Route	2,770	33	496.10	6,051	\$ 1,242.48	\$ 275.60	\$ 27.00	21	\$ 18,960.94
Gavilan	2,386	0	312.64	7,208	\$ 2,016.20	\$ 739.90	\$ -	21	\$ 11,949.10
Caltrain	811	0	207.73	4,862	\$ 998.84	\$ 108.60	\$ -	21	\$ 7,939.44
Total	9,046	126	2,190.17	32,225	\$ 7,641.50	\$ 2,973.80	\$ 291.00		\$ 83,708.30

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	29	0	13.99	186	\$ 44.00	\$ 1.80	\$ -	5	\$ 534.70
Greyhound	112	0	35.94	935	\$ 162.71	\$ 2.20	\$ -	5	\$ 1,373.63
Total	141	0	49.93	1,121	\$ 206.71	\$ 4.00	\$ -		\$ 1,908.32

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	67	25	17.38	255	\$ 83.33	\$ -	\$ -	5	\$ 664.26
Greyhound	107	0	37.62	987	\$ 183.46	\$ -	\$ -	5	\$ 1,437.84
Total	174	25	55.00	1,242	\$ 266.79	\$ -	\$ -		\$ 2,102.10

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 29,125.00
Dial-A-Ride	2,009	50	463.88	3,339	\$ 973.33	\$ 464.69	\$ 66.00	31	\$ 17,729.49
Paratransit	1,166	68	741.19	11,206	\$ 2,537.98	\$ 1,386.81	\$ 198.00	21	\$ 28,328.28
Fixed Route	2,770	33	496.10	6,051	\$ 1,242.48	\$ 275.60	\$ 27.00	21	\$ 18,960.94
Gavilan	2,386	0	312.64	7,208	\$ 2,016.20	\$ 739.90	\$ -	21	\$ 11,949.10
Caltrain	811	0	207.73	4,862	\$ 998.84	\$ 108.60	\$ -	21	\$ 7,939.44
Greyhound	219	0	73.56	1,922	\$ 346.17	\$ 2.20	\$ -	10	\$ 2,811.46
Total	9,361	151	2,295.10	34,588	\$ 8,115.00	\$ 2,977.80	\$ 291.00		\$ 116,843.72

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 87,375.00
Dial-A-Ride	17,511	548	3,832.69	31,878	\$ 8,186.40	\$ 4,050.17	\$ 458.25	269	\$ 168,966.67
Paratransit	12,567	548	6,321.07	99,047	\$ 20,499.56	\$ 12,038.83	\$ 1,495.75	190	\$ 278,398.81
Fixed Route	20,862	377	4,160.43	49,033	\$ 11,002.85	\$ 1,990.40	\$ 54.00	190	\$ 183,204.67
Gavilan	17,185	0	2,583.83	57,524	\$ 17,436.79	\$ 5,540.20	\$ 90.00	190	\$ 114,039.50
Caltrain	6,922	0	1,855.32	43,656	\$ 9,576.12	\$ 1,012.40	\$ -	190	\$ 81,885.79
Greyhound	1,751	0	565.10	15,172	\$ 2,762.48	\$ 47.30	\$ -	79	\$ 24,943.78
Total	76,798	1,473	19,318.44	296,310	\$ 69,464.20	\$ 24,679.30	\$ 2,098.00		\$ 938,814.20

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	148	1,295
Turn Downs	0	0
No Shows	137	1,411
Cancellations	109	789
Employee Hours	2,950	25,233
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 27 Caltrain Bikes = 2 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal	
1-Mar	26	29	50	3	10	118	
2-Mar							
3-Mar							
4-Mar	32	46	51	2	11	142	
5-Mar	29	24	48	2	14	117	
6-Mar	29	36	41	3	11	120	
7-Mar	36	41	43	3	22	145	
8-Mar	33	42	55	3	14	147	
9-Mar							
10-Mar							
11-Mar	27	30	49	2	15	123	
12-Mar	31	37	52	2	20	142	
13-Mar	26	47	48	10	7	138	
14-Mar	24	40	59	2	22	147	
15-Mar	33	31	53	15	3	135	
16-Mar							
17-Mar							
18-Mar	27	31	47	1	17	123	
19-Mar	20	55	34	3	15	127	
20-Mar	21	40	39	2	17	119	
21-Mar	24	52	37	3	21	137	
22-Mar	23	56	43	2	22	146	
23-Mar							
24-Mar							
25-Mar	64	44	29	2	10	149	
26-Mar	21	38	61	3	15	138	
27-Mar	28	41	57	2	18	146	
28-Mar	20	30	32	3	25	110	
29-Mar	36	38	43	2	15	134	
30-Mar							
31-Mar							
TOTALS	610	828	971	70	324	2803	
DAILY AVERAG							
E	29	39	46	3	15	133	

April 2019

San Benito County Express Monthly Operations Reports

Operated by MV Transportation

Year-to-Year Comparison

	2019	2018
Passengers Per Hour		
Dial-A-Ride/Paratransit	2.74	3.61
Fixed Route	5.58	4.97
Intercounty Gavilan	6	7.37
Intercounty Caltrain	3.78	4.25
Intercounty Greyhound	3.92	3.52
 Total Passengers	 8720	 9023
 Total Revenue Hours	 2225.1	 1997.65
 Passengers Per Hour	 3.92	 4.52
 Lift Trips	 159	 148
No Shows	156	53
Cancellations	132	158

WEEKDAYS APRIL 2019

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	1,900	45	436.55	3,499	\$ 788.94	\$ 440.75	\$ 88.00	22	\$ 16,684.94
Paratransit	1,115	42	702.74	10,415	\$ 2,366.83	\$ 1,322.92	\$ 264.00	22	\$ 26,858.72
Fixed Route	2,638	72	485.91	5,749	\$ 1,298.28	\$ 217.20	\$ 10.00	22	\$ 18,571.48
Gavilan	1,847	0	309.62	6,702	\$ 1,701.48	\$ 773.50	\$ -	22	\$ 11,833.68
Caltrain	819	0	216.63	5,006	\$ 1,228.97	\$ 156.30	\$ -	22	\$ 8,279.60
Total	8,319	159	2,151.45	31,371	\$ 7,384.50	\$ 2,910.67	\$ 362.00		\$ 82,228.42

SATURDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	44	0	13.51	260	\$ 51.75	\$ 17.20	\$ -	4	\$ 516.35
Greyhound	66	0	28.30	777	\$ 112.56	\$ 1.80	\$ -	4	\$ 1,081.63
Total	110	0	41.81	1,037	\$ 164.31	\$ 19.00	\$ -		\$ 1,597.98

SUNDAY

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Dial-A-Ride	26	11	10.33	112	\$ 49.20	\$ -	\$ -	3	\$ 394.81
Greyhound	95	0	21.51	782	\$ 143.99	\$ 12.00	\$ -	4	\$ 822.11
Total	121	11	31.84	894	\$ 193.19	\$ 12.00	\$ -		\$ 1,216.92

MONTH

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 29,125.00
Dial-A-Ride	1,970	56	460.39	3,871	\$ 889.89	\$ 457.95	\$ 88.00	29	\$ 17,596.10
Paratransit	1,115	42	702.74	10,415	\$ 2,366.83	\$ 1,322.92	\$ 264.00	22	\$ 26,858.72
Fixed Route	2,638	72	485.91	5,749	\$ 1,298.28	\$ 217.20	\$ 10.00	22	\$ 18,571.48
Gavilan	1,847	0	309.62	6,702	\$ 1,701.48	\$ 773.50	\$ -	22	\$ 11,833.68
Caltrain	819	0	216.63	5,006	\$ 1,228.97	\$ 156.30	\$ -	22	\$ 8,279.60
Greyhound	161	0	49.81	1,559	\$ 256.55	\$ 13.80	\$ -	8	\$ 1,903.74
Total	8,550	170	2,225.10	33,302	\$ 7,742.00	\$ 2,941.67	\$ 362.00		\$ 114,168.32

FISCAL YEAR TO DATE

Service	Passengers	Incidental Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Cash Fares Collected	Token Fares Collected	Token Sales	Service Days	Invoiced
Monthly Fixed Fee									\$ 116,500.00
Dial-A-Ride	19,481	604	4,293.08	35,749	\$ 9,076.29	\$ 4,508.12	\$ 546.25	298	\$ 186,562.77
Paratransit	13,682	590	7,023.81	109,462	\$ 22,866.39	\$ 13,361.75	\$ 1,759.75	212	\$ 305,257.53
Fixed Route	23,500	449	4,646.34	54,782	\$ 12,301.13	\$ 2,207.60	\$ 64.00	212	\$ 201,776.15
Gavilan	19,032	0	2,893.45	64,226	\$ 19,138.27	\$ 6,313.70	\$ 90.00	212	\$ 125,873.18
Caltrain	7,741	0	2,071.95	48,662	\$ 10,805.09	\$ 1,168.70	\$ -	212	\$ 90,165.39
Greyhound	1,912	0	614.91	16,731	\$ 3,019.03	\$ 61.10	\$ -	87	\$ 26,847.51
Total	85,348	1,643	21,543.54	329,612	\$ 77,206.20	\$ 27,620.97	\$ 2,460.00		\$ 1,052,982.52

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	159	1,454
Turn Downs	0	0
No Shows	156	1,567
Cancellations	132	921
Employee Hours	2,973	28,206
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 29 Caltrain Bikes = 12 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Apr	31	30	40	1	14	116
2-Apr	38	51	31	3	17	140
3-Apr	34	44	52	3	18	151
4-Apr	30	27	44	2	22	125
5-Apr	21	39	47	2	18	127
6-Apr						
7-Apr						
8-Apr	32	43	63	6	15	159
9-Apr	30	58	57	3	9	157
10-Apr	49	55	63	3	13	183
11-Apr	31	40	46	3	20	140
12-Apr	47	47	49	4	13	160
13-Apr						
14-Apr						
15-Apr	33	23	0	0	0	56
16-Apr	33	11	0	0	0	44
17-Apr	34	14	0	0	0	48
18-Apr	24	16	0	0	0	40
19-Apr	15	9	0	0	0	24
20-Apr						
21-Apr						
22-Apr	50	39	56	2	11	158
23-Apr	37	30	62	3	23	155
24-Apr	26	42	61	3	18	150
25-Apr	26	29	38	4	24	121
26-Apr	35	37	56	3	19	150
27-Apr						
28-Apr						
29-Apr	28	56	45	4	15	148
30-Apr	33	48	58	4	15	158
1-May						
TOTALS	717	788	868	53	284	2710
DAILY AVERAGE	33	36	39	2	13	123

Staff Report

To: Local Transportation Authority
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: June 20, 2019
Subject: **Third Quarter Budget Report**

Recommendation:

RECEIVE Local Transportation Authority FY 2018-19 Third Quarter Budget Report

Summary:

The Local Transportation Authority's expenditures for the third quarter for 2018-19 were under budget. The Third Quarter Budget Report shows that expenditures were at 65.84 % and revenues were at 8.07%.

Financial Considerations:

During the Third quarter, total expenditures for LTA were \$1,391,832 or 65.84% of the budget. Revenues received were at 8.07 % of the budget. No Budget Adjustment/Transfers are required for the third quarter.

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 to reflect actual revenues and expenditures

The FY 2018-19 Third Quarter Budget Report, ending March 31, 2019, summarizes the quarterly expenditures and revenues. This report has the actual revenues and expenditures for the third quarter of fiscal year 2018-19. The Local Transportation Authority as a whole was under budget.

This Budget Report also includes the Public Transportation, Modernization, Improvement and Safety Enhancement Account (PTMISEA).

The Third Quarter Report of Local Transportation Authority shows expenditures for Services and Supplies as a whole close to the 75% projection for the quarter although Insurance, Marketing, Printing and Supplies are over due to yearly allocations and one time printing and marketing cost.

Revenues are low at 8.07% due to the fact that Transportation Development Act Funds are allocated at the end of the fiscal year.

Staff Analysis:

Staff made budget adjustments as authorized in the Purchasing/Budget policy. At this time Budget Adjustment/Transfers are not required for the Local Transportation Authority.

Staff recommends that the Board receive the FY 2018/19 Third Quarter Budget Report.

Executive Director Review: _____

Counsel Review: N/A

Attachments: 1. Local Transportation Authority FY 2018/19 Third Quarter Budget Report

**Local Transportation Authority
Third Quarter Budget Report
FY 2018/19**

FISCAL SUMMARY	Budgeted FY 18/19	Expenses 3/31/2018	Balance FY 18/19	Projected % 75%	Actual %
EXPENDITURES					
Salaries & Benefits	275,231	194,939	80,292	75%	70.83%
Services & Supplies	255,854	209,654	46,200	75%	81.94%
Contracts	1,582,865	987,239	595,626	75%	62.37%
Capital	-	-	-	75%	
Other	-	-	-	75%	
TOTAL EXPENDITURES	\$2,113,950	1,391,832	\$722,118	75%	65.84%
REVENUES					
Revenues	2,113,846	170,689	1,943,157	75%	8.07%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$2,113,846	\$170,689	\$1,943,157	75%	8.07%
TOTAL FUND BALANCE	(\$104)	(\$1,221,143)			
	Equip. Trf	\$0			
		(\$1,221,143)			

**Local Transportation Authority
Third Quarter Budget Report
FY 2018/19**

REVENUE & EXPENDITURES

Category	Revenues	Budgeted FY 18/19	Revenues 3/31/2018	Balance FY 18/19	Projected % 75%	Actual %
570.001 Other Sales (Ad Space)		-	6,098	(6,098)	75%	
551.113 Mls (FTA 5311 Operating Assistance)		316,616	-	316,616	75%	0.00%
551.113 FTA 5310		-	-	-	75%	
551.113 FTA 5304 (SRTP & LRTP)		-	-	-	75%	
570.001 Sales of fixed assets		3,000	-	3,000	75%	0.00%
551.113 FTA 5304 (IT Tech for Safety & Eff)		-	-	-	75%	
551.113 FTA 5304 (Bus Stop Imp Plan)		-	-	-	75%	
576.012 Transfer from Trust STA<F		1,552,942	-	1,552,942	75%	0.00%
590.001 Transfer from PTMISEA		-	-	-	75%	
551.401 LCTOP-Inter county service exp		71,288	53,140	18,148	75%	74.54%
541.001 Interest		-	-	-	75%	
562.803 County Express Fares		170,000	111,451	58,549	75%	65.56%
TOTAL		2,113,846	170,689	1,943,157	75%	8.07%

Category	EXPENDITURES	Budgeted FY 18/19	Expenses 3/31/2018	Balance FY 18/19	Projected % 75%	Actual %
Personnel			0			
610.101 Salaries		275,231	194,939	80,292	75%	70.83%
610.101 BS IT		-	-	-		
610.101 Bus Stop Imp.		-	-	-		
Total		275,231	194,939	80,292	75%	70.83%
Services and Supplies						
619.130 Clothing and Safety		1,500	935	565	75%	62.31%
619.132 Communications		1,025	851	175	75%	82.98%
619.138 Computer Maintenance		1,000	902	98	75%	90.15%
619.141 Computer Software		200	-	200		0.00%
645.701 General Insurance		4,427	4,427	(0)	75%	100.00%
619.152 Maintenance of Equipment		66,000	49,473	16,527	75%	74.96%
619.154 Maintenance of Equip - Oil and Gas		165,220	146,262	22,668	75%	88.58%
619.158 Maint of Structures and Grounds		500	216	284	75%	43.13%
619.280 Marketing		1,004	1,004	0	75%	99.98%
619.166 Membership Dues		590	590	-	75%	100.00% Cal Act
619.176 Special Project Supplies		1,100	1,056	44	75%	95.99%
619.174 Supplies		250	66	184	75%	26.25%
619.172 Postage and Delivery		25	-	25	75%	0.00%
619.210 Professional Service - Legal		4,000	2,220	1,780	75%	55.50%
619.180 Public and Legal Notices		100	-	100	75%	0.00%
619.184 Rent Equipment		-	-	-		
619.190 Small Tools		250	-	250	75%	0.00%
619.268 Special Dept Expense -		2,000	1,548	453	75%	77.38%
619.196 Travel Lodging		500	-	500	75%	0.00%
619.198 Travel Meals		200	8	192	75%	4.09%
619.194 Training		2,000	25	1,975	75%	1.25%
619.200 Travel Transportation		150	75	75	75%	49.69%
619.306 Utilities		103	-	103		0.00%
Total		255,854	209,654	46,200	75%	81.94%
Contracts						
619.250 Special Dept Exp (SRTP & LRTP)		-	-	-	75%	
619.250 Special Dept Expense - Contracts		1,582,865	987,239	595,626	75%	62.37%
Total		1,582,865	987,239	595,626	75%	62.37%
Capital						
650.302 Equipment other than Computer		-	-	-	75%	
650.301 Automobiles, Trucks, Vans		-	-	-	75%	
650.312 Depreciation Exp		-	-	-	0%	
Total		-	-	-	75%	
Other						
640.320 OPEB		-	-	-		
640.513 Operating Transfers		-	-	-		
Total		-	-	-	75%	
JE #	BUDGET ADJUSTMENTS					
18-19-01	645.701 Insurance	227.00	18-19-10	619.154 Maint. Oil & Gas	8500.00	
	619.166 Memberships	30.00		619.306 utilities	(4,000.00)	
	619.268 Special Dept. Other	2,000.00		610.101 Salaries	(5,600.00)	
	619.280 Marketing	200.00				
	619.176 Special Proj. supp	600.00	18-19-11	619.280 Marketing	104.00	
	619.306 Utilities	(3,057.00)		619.190 Small Tools	(104.00)	
18-19-07	619.154 Maint. Oil & Gas	18,430.00				
	551.113 Grant Revenue	18,430.00				
TOTAL		2,113,950	1,391,832	722,118	75%	65.84%

**PTMISEA ARRA Third Quarter Budget Report
FY 2018/19**

FISCAL SUMMARY	Budgeted FY 18/19	Expenses 3/31/2019	Balance FY 18/19	Projected % 75%	Actual %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-		
Services & Supplies	1,149,986	3,229	1,146,757	100%	0.00%
Contracts	-	-	-		
Capital	-	-	-	75%	0.00%
Other	-	-	-	75%	
TOTAL EXPENDITURES	\$1,149,986	\$3,229	\$1,146,757	75%	0.28%
<u>REVENUES</u>					
Revenues	1,713,580	1,713,580	-	75%	100%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$1,713,580	\$1,713,580	\$0	75%	100%
TOTAL FUND BALANCE	\$563,594	\$1,710,351			

**PTMISEA ARRA Third Quarter Budget Report
FY 2018/19**

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 18/19	3/31/2019	FY 18/19	75%	
541.001	Interest Revenue	-	-	-	75%	0.00%
551.401	PTMISEA	1,055,315	1,055,315	-	75%	100%
551.401	Misc (LCTOP	-	-	-	75%	
	Fund Balance Carry over	574,184	574,184	-	75%	0%
551.401	OES (State)	84,081	84,081	-	75%	0%
551.401	RSTP (Bus Shelters)	-	-	-	75%	0%
TOTAL		1,713,580	1,713,580	-	75%	100%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 18/19	3/31/2019	FY 18/19	75%	
Personnel						
610.101	Salaries	-	-	-		
610.101	ARRA (Bus Shelters)	-	0	-	75%	
610.101	PTMISEA Brochures	-	-	-		0.00%
610.101	Cal-EMA (Farebox)	-	-	-		0.00%
Total					75%	0.00%
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
645.701	General Insurance	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.154	Maintenance of Equip- Oil and Gas	-	-	-		
619.158	Maintenance of Structures & Grounds	-	-	-		
619.280	Marketing	-	-	-		
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	-	-	-		0.00%
619.172	Postage and Delivery	-	-	-		
619.210	Legal	-	-	-		
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 -	1,149,986	3,229	1,146,757	75%	0.00%
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-	75%	
619.194	Training	-	-	-		
619.200	Travel Transportation	-	-	-		
619.306	Utilities	-	-	-		
Total		1,149,986	3,229	1,146,757	75%	
Contracts						
623601	Special Dept Expense - Contracts	-	-	-		
Total						
Capital						
650304	Furniture & Fixtures(Bus Stop Shelters)	-	-	-	75%	
650302	Equipment other than Computer	-	-	-	75%	
650303	Computer Hardware	-	-	-	75%	
650301	Automobiles, Trucks, Vans	-	-	-		
Total						
Other						
640513	Operating Transfers	-	-	-		
690000	Interfund Trf	-	-	-	75%	
TOTAL		1,149,986	3,229	1,146,757	75%	0.28%

Staff Report

To: Local Transportation Authority
From: Kathy Postigo, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: June 20, 2019
Subject: Local Transportation Authority Final Budget FY 2019/20

Staff Recommendation:

APPROVE FY 2019/20 Local Transportation Authority Final Budget.

Summary:

The Local Transportation Authority Final Budget – FY 2019/20 has been prepared using funding assumptions that are consistent with information provided through State and Federal programs. Expenditures match anticipated funding. A second fiscal year is included to the Final Budget for financial planning purposes.

Financial Considerations:

The Local Transportation Authority's total Final Budget – FY 2019/20 is \$3.75 million. This Final Budget includes contracts for transit operations including County Express and Jovenes de Antano. The Final Budget includes personnel and services to support transit operations.

Overall, the Final Budget is \$1,655,200 (or 79%) above the FY 2018/19 Budget. This increase is mainly attributed to the Special Projects line item. This is due to the purchase of buses with the Public Transportation Modernization, Improvement and Service Enhancement (PTMISEA) funding in 2019/20.

Background:

The San Benito County Local Transportation Authority (LTA) administers and operates public transportation services in the County. County Express provides local Fixed Route service, General Public Dial-a-Ride, ADA Paratransit, and commuter services to the residents of San Benito County. Jovenes de Antano provides transportation for the Senior Lunch Program, Medical & Shopping Assistance Program and Out of County Medical Transportation.

The most important component of the Final Budget focuses on aligning spending with anticipated funding and financing transit operations. The Local Transportation Authority is funded through the Transportation Development Act, Federal Transit Act and various local grants.

Pending grant applications will be amended into the Budget at a future date if the funds become available.

Staff Analysis:

The Local Transportation Authority limits personnel costs to 14.1 percent and directs agency funds to Services and Supplies, Operations, and Capital.

Services and Supplies represents 13.9 percent of the budget. This category includes large expenditures in maintenance and fuel. The fuel estimate is the largest unknown in the Authority's Final Budget. Fluctuations at the gas pump are difficult to predict.

Contracts represent 72 percent of expenditures. This category includes contracts with MV Transportation for County Express and Jovenes de Antaño for Specialized Transportation. Contract line item also includes a portion of the contract for the Triennial Performance Audit required for fiscal year ending June 30, 2018.

The Local Transportation Authority set up a separate account for the Public Transportation Moderation, Improvements and Service Enhancements Account (PTMISEA), the American Recovery and Reinvestment Act (ARRA) funding and the California Transit Assistance Fund (CTAF). The Final Budget for this account is \$1,585,000. This funding is available for various transit capital needs, purchase of buses and customer services enhancements, transit maintenance and operational enhancements.

The Final Budget is balanced with revenues matching expenditures.

In summary, the Local Transportation Authority meets the goals and objectives of the agency and matches anticipated funding with expenses.

Executive Director Review:_____

Counsel Review: N/A

Attachment: LTA Final Budget – FY 2019/20

San Benito County Local Transportation Authority

Final Budget Fiscal Year 2019/20

June 20, 2019

Prepared and Compiled by:

Kathy Postigo
Administrative Services Specialist

Contact Information:
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LOCAL TRANSPORTATION AUTHORITY FINAL BUDGET FISCAL YEAR 2019/2020

Published by Order of the:
Board of Directors

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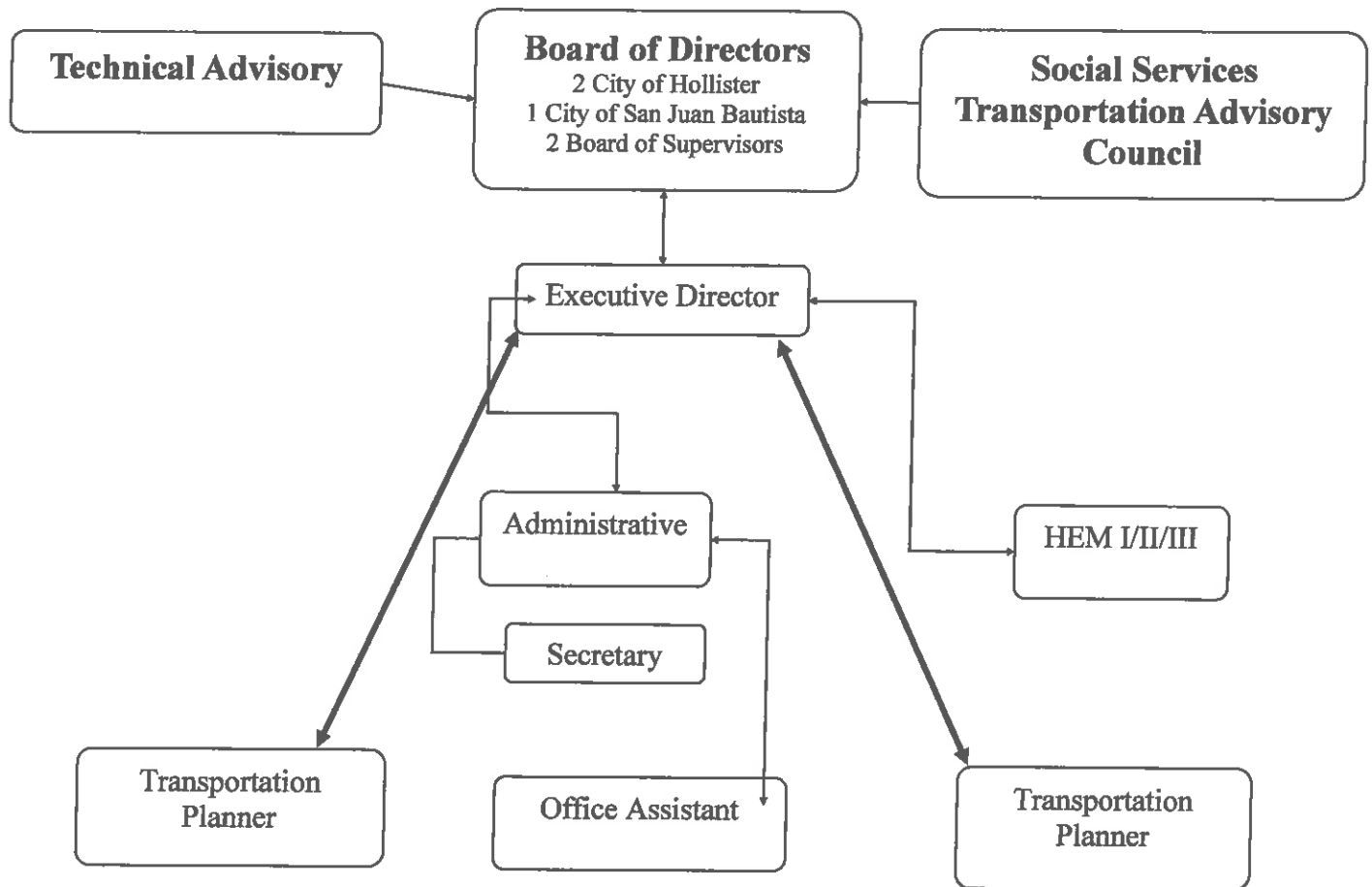
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San Benito County Local Transportation Authority Organizational Chart

Council of San Benito County
Governments
(RTPA)

San Benito County Local
Transportation Authority
(CTSA)



Executive Summary

The Local Transportation Authority (LTA) administers and operates public transportation services in San Benito County under the name of County Express and Jovenes de Antaño. County Express offers public bus service on routes in Hollister and to Gilroy. Additionally, County Express offers complementary Paratransit and Dial-a-Ride service in Hollister and San Juan Bautista. The Local Transportation Authority contracts with Jovenes de Antaño, a non-profit organization, to provide specialized transportation services for the elderly and people with disabilities.

The Local Transportation Authority's total proposed budget for FY 2019/2020 is \$3.75million. This Budget includes contracts for transit operations for County Express and Jovenes de Antaño. The FY 2019/2020 Budget proposes an overall increased in expenditures. The FY 2019/2020 Budget proposes to keep the existing staffing level the same as the current year with only authorized positions filled. The Services & Supplies line item has increased due to the Public Transportation Modernization, Improvement and Service Enhancement Account funding for purchase of buses. The Contracts line item decreased due to the completion of contracts.

The Local Transportation Authority FY 2019/2020 Budget is balanced and supports the policies of the Board of Directors and the needs of the community.

Goals and Objectives

The Local Transportation Authority goals are to continue transit operations, implement any unmet transit needs, and implement recommendations of the Short Range Transit Plan to streamline services and maximize funding. The Local Transportation Authority also develops and maintains a comprehensive regional transit system that serves the needs of the community, with particular emphasis on serving transit dependent populations and improving the multimodal transportation network.

The implementations of the Short Range Long Range Transit Plans will continue in FY 2019/2020. The Local Transportation Authority will continue work on improving the transit system during FY 2019/2020, including upgrades to the vehicle fleet and other system infrastructure.

**LOCAL TRANSPORTATION AUTHORITY
FINAL BUDGET - FY 2019/20
EXPENDITURES**

EXPENDITURE DESCRIPTION		Adopted Budget FY 18/19	Estimated Actual to June 30, 2019	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
Personnel						
610.101	Salaries	280,731	267,350	305,737	300,000	25,006
610.101	Salaries	-	-	-	-	-
610.101	Salaries (5304 Bus Stop IT)	-	-	-	-	-
Total		280,731	267,350	305,737	300,000	25,006
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-	-	-
619.130	Clothing and Safety	1,500	1,500	1,500	1,500	-
619.132	Communications	1,025	1,025	1,025	1,025	-
619.138	Computer Maintenance	1,000	1,000	1,000	600	-
619.140	Computer Supplies	-	-	-	-	-
619.142	Computer Software	200	-	200	200	-
645.701	General Insurance	4,427	4,600	6,164	5,500	1,737
619.152	Maintenance of Equipment	66,000	65,000	66,000	66,500	-
619.154	Maintenance of Equipment - Oil and Gas	141,000	198,000	200,000	200,000	59,000
619.158	Maintenance of Structures and Grounds	500	500	500	500	-
619.280	Marketing	900	900	900	900	-
619.166	Membership Dues	590	590	590	600	-
619.176	Special Project Supplies - Supplies	1,100	1,200	1,100	700	-
619.174	Supplies	250	250	250	350	-
619.172	Postage and Delivery	25	-	25	25	-
619.210	Professional Service - Legal	4,000	3,000	4,000	4,500	-
619.180	Public and Legal Notices	100	100	100	150	-
619.184	Rent Equipment	-	-	-	-	-
619.186	Rent Structures	-	-	-	-	-
619.190	Small Tools	250	250	250	250	-
619.268	Special Dept. Expense - Other	2,000	2,000	2,000	-	-
619.196	Travel Lodging	500	500	500	500	-
619.198	Travel Meals	200	200	200	200	-
619.194	Training	2,000	2,000	2,000	2,000	-
619.200	Travel Transportation	150	150	150	150	-
619.306	Utilities	4,103	-	12,000	12,000	7,897
Total		231,820	282,765	300,454	298,150	68,634
Contracts						
619.250	Special Dept. Expense - Contracts	1,582,865	1,483,772	1,559,425	1,580,543	(23,440)
Total		1,582,865	1,483,772	1,559,425	1,580,543	(23,440)
Capital						
650.302	Equipment other than Computer	-	-	-	-	-
650.303	Computer Hardware	-	-	-	-	-
650.301	Automobiles, Trucks, Vans	-	-	-	-	-
Total		0	0	-	-	0
Other						
649.320	OPEB	-	-	-	-	-
Total		-	-	-	-	-
TOTAL PROPOSED BUDGET		2,095,416	2,033,887	2,165,616	2,178,693	70,200

**LOCAL TRANSPORTATION AUTHORITY
FINAL BUDGET - FY 2019/20
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION	Adopted Budget FY 18/19	Estimated Actual to June 30, 2019	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
570.003 Sale of Fixed Assets	3,000	6,000	3,000	3,000	-
551.113 Misc. (FTA 5311 Operating Assistance)	298,186	316,616	316,616	322,950	18,430
551.113 FTA 5310 (Out of County Medical)	-	-	30,000	-	30,000
551.113 Low Carbon Transit Operations Program	71,288	71,288	107,615	-	36,327
576.012 STA/LTF transfer	1,552,942	1,485,983	1,520,385	1,692,743	(32,557)
562.803 County Express Fares	170,000	154,000	158,000	160,000	(12,000)
TOTAL REVENUE	2,095,416	2,033,887	2,165,616	2,178,693	70,200

EXPENDITURES VS REVENUES

LTA & PTMISEA

EXPENDITURES

	Adopted Budget FY 18/19	Estimated Actual to June 30, 2019	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
Personnel	280,731	267,350	305,737	300,000	25,006
Services & Supplies	231,820	282,765	1,885,454	298,150	1,653,634
Contracts	1,582,865	1,483,772	1,559,425	1,580,543	(23,440)
Capital	0	0	-	-	-
Other	-	-	-	-	-
TOTAL EXPENDITURES	2,095,416	2,033,887	3,750,616	2,178,693	1,655,200

REVENUES

Revenues	1,692,460	2,351,565	2,432,892	688,611	740,432
Operating Transfers (in)	1,552,942	1,485,983	1,520,385	1,692,743	(32,557)
TOTAL REVENUE	3,245,402	3,837,548	3,953,277	2,381,354	707,875

TOTAL PROPOSED BUDGET	2,095,416	2,033,887	3,750,616	2,178,693	1,655,200
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FUND BALANCE	202,661
DESIGNATED FUND BALANCE	-
UNDESIGNATED FUND BALANCE	202,661

LTA & PTMISEA

BUDGET NOTES

Personnel

Personnel includes salaries, administrative support, and professional services. These costs include regular staff salaries, executive director services and temporary help.

Total 305,737

Services and Supplies

Services and Supplies include normal budget items to support transit operations. The largest expenses include general insurance, maintenance, and fuel.

Total 1,885,454

Contracts

Contracts includes transit operations for fixed route, intercounty route, dial-a-ride, (County Express \$1,250,416) out of county medical and senior lunch program (Jovenes de Antano \$297,009). Also \$15,000 for the remainder Triennial Performance Audit.

Total 1,559,425

Capital

No Capital expenditures are proposed in this Budget.

Total -

Other

Total -

TOTAL PROPOSED BUDGET 3,750,616

**LOCAL TRANSPORTATION AUTHORITY - PTMISEA, ARRA, AND OES
FINAL BUDGET - FY 2019/20
EXPENDITURES**

EXPENDITURE DESCRIPTION	Adopted Budget FY 18/19	Estimated Actual to June 30, 2019*	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
Personnel					
610.101 Salaries	-	-	-	-	-
623.510 Administrative Support	-	-	-	-	-
Total	-	-	-	-	-
Services and Supplies					
619.126 Magazines and Subscriptions	-	-	-	-	-
619.130 Clothing and Safety	-	-	-	-	-
619.132 Communications	-	-	-	-	-
619.138 Computer Maintenance	-	-	-	-	-
619.140 Computer Supplies	-	-	-	-	-
645.701 General Insurance	-	-	-	-	-
619.152 Maintenance of Equipment	-	-	-	-	-
619.154 Maintenance of Equipment - Oil and Gas	-	-	-	-	-
619.158 Maintenance of Structures and Grounds	-	-	-	-	-
619.280 Marketing	-	-	-	-	-
619.166 Membership Dues	-	-	-	-	-
619.176 Special Project Supplies - Supplies	-	-	-	-	-
619.174 Supplies	-	-	-	-	-
619.172 Postage and Delivery	-	-	-	-	-
619.210 Professional Service - Legal	-	-	-	-	-
619.180 Public and Legal Notices	-	-	-	-	-
619.184 Rent Equipment	-	-	-	-	-
619.186 Rent Structures	-	-	-	-	-
619.190 Small Tools	-	-	-	-	-
619.268 Special Dept. Expense - Other	1,149,986	10,000	1,585,000	202,661	435,014
619.196 Travel Lodging	-	-	-	-	-
619.198 Travel Meals	-	-	-	-	-
619.194 Training	-	-	-	-	-
619.200 Travel Transportation	-	-	-	-	-
619.306 Utilities	-	-	-	-	-
Total	1,149,986	10,000	1,585,000	202,661	435,014
Contracts					
619.250 Special Dept. Expense - Contracts	-	-	-	-	-
Total	-	-	-	-	-
Capital					
650.302 Equip other than Computer	-	-	-	-	-
650.303 Computer Hardware	-	-	-	-	-
650.301 Automobiles, Trucks, Vans	-	-	-	-	-
Total	-	-	-	-	-
Other					
649.320 Operating Transfers	-	-	-	-	-
Total	-	-	-	-	-
TOTAL PROPOSED BUDGET	1,149,986	10,000	1,585,000	202,661	435,014

**LOCAL TRANSPORTATION AUTHORITY - PTMISEA, ARRA, AND OES
FINAL BUDGET - FY 2019/20
REVENUES AND EXPENDITURES VS REVENUES**

REVENUE DESCRIPTION	Adopted Budget FY 18/19	Estimated Actual to June 30, 2019	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
551.401 OES (State)	-	-	-	-	-
551.401 PTMISEA (Proposition B)	1,055,315	1,055,315	-	-	(1,055,315)
551.401 OES (Carryover-Prop 1B Grants)	84,081	84,081	84,081	-	-
Fund Balance (carryover previous years)	10,590	658,265	1,703,580	202,661	1,692,990
541.001 Interest	-	6,000	-	-	-
TOTAL REVENUE	1,149,986	1,803,661	1,787,661	202,661	637,675

EXPENDITURES VS REVENUES	Adopted Budget FY 18/19	Estimated Actual to June 30, 2019	Proposed Budget FY 19/20	Budget Estimate for FY 20/21	Variance FY 18/19 FY 19/20
EXPENDITURES					
Personnel	-	-	-	-	-
Services & Supplies	1,149,986	10,000	1,585,000	202,661	435,014
Contracts	-	-	-	-	-
Capital	-	-	-	-	-
Other	-	-	-	-	-
TOTAL EXPENDITURES	1,149,986	10,000	1,585,000	202,661	435,014
REVENUES					
Revenues	1,149,986	1,803,661	1,787,661	202,661	1,787,661
TOTAL REVENUES	1,149,986	1,803,661	1,787,661	202,661	1,787,661
TOTAL PROPOSED BUDGET	1,149,986	10,000	1,585,000	202,661	435,014
FUND BALANCE			202,661		
DESIGNATED FUND BALANCE			-		
UNDESIGNATED FUND BALANCE			202,661		

BUDGET NOTES

	Proposed Budget FY 19/20
Personnel	
No Personnel expenditures are proposed in this Budget.	
Total	-
Services and Supplies	
Special projects includes purchase of buses to increase service.	
Customer services enhancements, transit maintenance and operational enhancements.	
Purchased of buses will be capitalize in LTA.	
Total	1,585,000
Contracts	
No Contract expenditures are proposed in this Budget.	
Total	-
Capital	
No Capital expenditures are proposed in this Budget.	
Total	-
Other	
No Other expenditures are proposed in this Budget.	
Total	-
TOTAL PROPOSED BUDGET	1,585,000

PTMISEA: Public Transportation Modernization, Improvement and Service Enhancement Program
ARRA: American Recovery and Reinvestment Act
OES: Office of Emergency Services

APPENDIX

LOCAL TRANSPORTATION AUTHORITY

FINAL BUDGET

FISCAL YEAR 2019/2020

PURCHASING POLICIES FOR THE LOCAL TRANSPORTATION AUTHORITY

A. DEFINITIONS

For the purpose of this article, the following words and phrases shall have the meaning respectively ascribed by this section:

- 1) Agency: Local Transportation Authority
- 2) Board of Directors: The governing body of the agency.
- 3) Contractual services: Any telephone, gas, water, electric light and power services; the rental of equipment and machinery; insurance; the services of attorneys, physicians, electricians, engineers, consultants or other individuals or organizations possessing a high degree of technical skill; and all other types of agreements under which the contract provides services which are required by the agency, but not furnished by its own employees. Purchase of space for legal advertising shall not be subject to the provisions of this chapter.
- 4) Fixed Assets: Any piece of tangible personal property having an estimated useful life of one calendar year or more, capable of being permanently identified as an individual unit of property, and belonging to one of the general classes of property considered a fixed asset in accordance with generally accepted accounting practices (i.e., equipment, machinery, vehicles, furnishings,) with an accounting value of \$3,000 or more.
- 5) Local Business: any person or entity that regularly maintains a place of business and transacts business in, or maintains an inventory of merchandise for sale in, the County of San Benito.
- 6) Professional Services: An independent contractor's expert advice or professional services that involve extended analysis, personal expertise, the exercise of discretion and independent judgment in their performance, which are of an advisory nature, provide a recommended course of action, and have an end product transmitting information which is related to LTA programs. Providers are selected on the basis of qualification, subject to the negotiation of a fair and reasonable compensation. Classification as professional services may also require an advanced, specialized type of knowledge, expertise, technical skill or training customarily acquired either by a prolonged course of study or equivalent experience, such as accountants, financial advisors, auditors, grant writers, program specialists, labor consultants and negotiators, investigators, law enforcement retained certified laboratories, attorneys and other litigation-related specialist, environmental consultants, appraisers, architects, landscape architects, surveyors, engineers, design professionals, and construction project management firms.

- 7) Supplies and equipment: Any personal property, such as physical articles, materials or things, which property shall furnished to, or shall be used by the agency.

B. PURPOSE OF CHAPTER

The purpose of this chapter is to adopt policies and procedures governing purchases of supplies, equipment and contractual services by the agency in accordance with section 54200 et seq. of the Government Code. This chapter is not intended to conflict with applicable provisions of state law and shall be interpreted as supplementary thereto.

C. DESIGNATION OF THE PURCHASING AGENT

The Board of Directors appoints the Executive Director or designee to serve as the Purchasing Agent for Local Transportation Authority.

D. PURCHASING AGENT – POWERS AND DUTIES

The Purchasing Agent shall have all the duties and powers prescribed by the laws of the state including the following duties:

1. Acquisition of Personal Property – To purchase equipment, materials, supplies and all other personal property and services for LTA where funding has been approved and budgeted by the Board, unless specified otherwise in the Purchasing Policy.
2. Professional Service Contracts – To engage independent contractors to perform professional services through contracts for the LTA with or without furnishing of material where the aggregate cost does not exceed \$10,000. Contracts shall not be split between fiscal years to circumvent this dollar limitation.
3. Renewal/Extension of Contracts – To renew or extend contracts for professional services that are critical to ongoing LTA projects provided the financial obligation falls within his/her preview of authority.
4. Rental of Real Property – To negotiate and execute in the name of LTA, contracts to lease or rent for the LTA real property or storage space where funding has been approved by the LTA Board, with an annual rent not to exceed \$10,000.

E. DESIGNATION OF ASSISTANT PURCHASING AGENTS

The Purchasing Agent has the authority to designate such assistants and limit or rescind authority. The Purchasing Agent may delegate the authority to purchase to a deputy or assistant.

F. ASSISTANT PURCHASING AGENT – POWERS AND DUTIES

The Assistant Purchasing Agent shall have all the duties and powers prescribed by laws of the state relating to LTA purchasing agents, and orders of the Board of Directors to include the following duties:

1. Acquisition of Personal Property - To purchase, equipment, materials, supplies and all other personal property and services for LTA where funding has been approved and budgeted by the Board unless specified otherwise in the LTA Purchasing Policy.
2. Professional Service Contracts – To engage independent contractors for professional services through contracts where the cost does not exceed \$3,000, where funding has been approved and budgeted. Contracts shall not be split between fiscal years to circumvent this dollar limitation.
3. Rental of Real Property – To negotiate and execute in the name of LTA, contracts to lease or rent for LTA real property or storage space, with an annual rent not to exceed \$3,000, where funding has been approved and budgeted by the Board.

G. PURCHASING METHODS AND PROCEDURES

In the performance of his/her function hereunder, the Purchasing Agent or Assistant Purchasing Agent shall comply with all applicable statutes and regulations. Purchases shall be made using such methods and procedures to secure the lowest price consistent with the quality desirable for the use intended. The Purchasing Agent and Assistant Purchasing Agent shall comply with standards set forth in the Council of Governments Rules & Regulations, Section 3 – Purchasing Policy.

H. EXCEPTIONS TO THE COMPETITIVE PROCESS

Except as otherwise directed by law, or as directed by the Board of Directors, competitive process is not required for the following purchases:

1. Expert and professional services which involve extended analysis: the exercise of discretion and independent judgment in their performance; and an advanced, specialized type of knowledge, expertise, or training customarily acquired either by a prolonged course of study or equivalent experience as defined under Definitions – Professional Services.
2. Legal brief printing, stenographic services, and transcripts.
3. Books, publications, subscriptions, recordings, motion picture films, and annual book and periodical contracts.
4. Insurance.
5. Contracts for services which by law when some other office or body is specifically charged with obtaining.
6. Public utility services.
7. Ordinary travel expenses.

8. Personal property or services obtainable through master contracts or purchasing association pools identified for the use and benefit of all local agencies.
9. Where law fixes the price of property or services.
10. Training, seminars, and classes for LTA personnel.
11. Sole source procurement, defined as an award for a commodity or service which can only be purchased from one supplier, usually because of its technological, specialized, or unique character.
12. Emergency purchases necessary when unforeseen circumstances require an immediate purchase in order to avoid a hazard to life or property or serious interruption of the operation of LTA, or the necessary emergency repair of LTA equipment.
13. When the product/services are needed by LTA pending a contract award and a contractor agrees to provide such product/services at the same contract price as a previous award, until a new contract has been awarded. Such interim period contracts shall not exceed six months.

I. CONTRACTUAL PROCEDURES

All Contracts are binding legal documents that are subject to the following provisions:

1. All contracts, leases and any amendments or modifications shall be reviewed and approved as to legal form by the County Counsel's Office prior to execution of the Purchasing Agent, Assistant Purchasing Agents and/or Board of Directors.
2. Prior approval shall be obtained from County Counsel's Office before any contracts for professional services relating to outside attorney services are executed.

J. PREFERENCE FOR PRODUCTS CONTAINING RECYCLED MATERIALS

1. The Purchasing Agent shall establish and maintain procedures and specifications to ensure that LTA gives preference, in its purchasing decisions, to products containing the maximum amount of recycled materials, where the quality and fitness of such products is equal to those of products containing no recycled materials, or a lesser amount of recycled materials, and where the total cost of such products is reasonable in comparison to the total cost of those products containing no recycled materials, or a lesser amount of recycled materials.
2. "Product containing recycled materials" means, with respect to a paper product, a "recycled paper product" as that term is defined in Section 12301© of the Public Contract Code, and means, with respect to other products, a "recycled product," as that term is defined in Section 12301(d) of the Public Contract Code.

3. To the extent that the Public Contract Code or other provisions of state law provide for purchasing preferences which are more extensive than those established herein, or for additional procedures to increase the use of recycled materials, the provisions of state law shall prevail.

K. PREFERENCE FOR LOCAL BUSINESSES

When all other factors are determined to be equal, preference shall be given to individuals or firms having a bona-fide place of business within the County of San Benito. Any responsive, responsible bid, proposal or quote for materials and supplies from a local business which is within ten percent (10%) of the lowest responsive, responsible bid, proposal or quote for materials and supplies, shall be considered equal to the amount of the lowest responsive, responsible bid, proposal or quote. If the business has additional places of business located outside of the County of San Benito, the designated point of sale for all resulting purchases shall be the bona-fide place of business-located within the County of San Benito.

L. UNLAWFUL PURCHASES

Failure of the Purchasing Agent or Assistant Purchasing Agent to adhere to the provisions of this policy may incur costs not meriting the definition of county charges and therefore becoming the personal responsibility of the Purchasing Agent or Assistant Purchasing Agent. Except as otherwise provided by law, no purchase of Materials, supplies, furnishings, equipment, other personal property or contractual services shall be made in excess of the amount of the appropriations allowed by the budget.

M. EMERGENCY PURCHASES WITHOUT PRIOR APPROVAL

Emergency purchases may be made by the Purchasing Agent or Assistant Purchasing Agent when a generally unexpected occurrence or unforeseen circumstances require an immediate purchase of material, supplies or equipment:

1. in order to avoid a hazard to life or property;
2. in order to avoid a serious interruption or discontinuance of essential services or operation of LTA;
3. in order to make necessary emergency repairs of LTA equipment required to provide essential services or for the operation of LTA; or
4. in order to avoid economic loss to LTA.

Emergency purchases shall be submitted to the Board of Directors for ratification at its next meeting.

N. PROTEST PROCEDURES

Any aggrieved potential provider of supplies, equipment or contractual services may file a written protest against a potential purchase by the board of directors. The protest shall be

filed with the Executive Director one (1) day before the day of the meeting at which the board of directors is initially scheduled to consider the subject purchase. The exact basis for the protest and proof that the protester is a viable and responsible provider of the supplies, equipment or services sought shall be specified in writing and filed with the Executive Director who shall render a written decision in response to the protest not later than five (5) days after the day of the meeting at which the board of directors is initially scheduled to consider the subject purchase. Any protester disagreeing with the decision of the Executive Director may file an appeal not later than five (5) days after the date of the Executive Director's decision. The appeal shall state the basis of error that the Executive Director allegedly made. The board of directors shall hear the appeal at the next meeting when the appeal may be placed on the agenda.

O. ACCEPTANCE OF GRATUITIES

The acceptance of any gratuity in the form of cash, merchandise or any other thing of value by an official or employee of the agency, or by an official or employee of a public agency contracting with the agency, from a vendor or contractor, or prospective vendor or contractor, is prohibited and shall be a cause for disciplinary action in the case of an agency employee or official, or in the case of an official or employee of the contracting public entity, cause for termination of the contract between the agency and the public entity.

Policies for Amending the Local Transportation Authority's Budget

Periodically, it may be necessary for the Executive Director to take financial steps to support administrative functions. A transfer of funds from one item to another may sometimes be needed due to inadequate budget allocations or unforeseen circumstances. Below are the policies for amending the Local Transportation Authority's Budget.

1. BUDGET TRANSFER REQUEST FORM

- a. A Budget Adjustment/Transfer Form must be completed to initiate any budget transfer. (See Attachment 1)
- b. The Budget Adjustment/Transfer Form must be signed by the Executive Director and/or the Administrative Services Specialist.

2. EXECUTIVE DIRECTOR APPROVAL OF BUDGET TRANSFERS

Interdepartmental transfers of less than \$10,000.

Interobject transfers of less than \$10,000.

Intraobject transfers of any amount.

3. BOARD APPROVAL OF BUDGET TRANSFERS

- a. The following Budget Transfers can only be made with prior approval of the Board of Directors.

Transfers of revenue increases.

Interdepartmental transfers of more than \$10,000.

Interobject transfers of more than \$10,000.

Note: Intraobject is within object titles example within Services and Supplies. Interobject is between object titles example between Contracts and Personnel. The following Budget Transfers may be made with prior approval of the Executive Director.

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\$ -

Date _____

Administrative Services Specialist

Date _____

Executive Director

Date _____

Date _____

Clerk of the Board:

Vote: Yes No