

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, August 15, 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 June 20, 2019 – Gomez
2. **RECEIVE** Specialized Transportation/Jovenes de Antaño May and June 2019 Monthly Service Reports – Valentine
3. **RECEIVE** County Express/MV Transportation May and June 2019 Monthly Operations Reports – Valentine
4. **ADOPT** Resolution 19-03 Authorizing the Application for Federal Transit Administration Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Fund and Acceptance of Funds, if Awarded – Valentine

5. **ADOPT** Resolution 19-04 Approving Projects for Funding and Authorizing the Executive Director to Apply for and Accept FY 2019-20 California State of Good Repair Program Funds Totaling \$85,767 – Valentine
6. **Surplus Vehicle** – Valentine
 - a. **DECLARE** One Vehicle Surplus Property to be Auctioned or Salvaged
 - b. **AUTHORIZE** Executive Director to Execute all Necessary Documents to Auction or Salvage Surplus Vehicle
7. **APPROVE** the Memorandum of Understanding between the Hollister School District and Local Transportation Authority Regarding the Shared Use of Existing County Express Bus Stops – Valentine
8. **ADOPT** Resolution 19-05, Amending the Local Transportation Authority's Advertisement Policies for County Express Vehicles and Facilities, Regarding Public Service Announcements from Other Governmental Agencies, and Directing that Governmental Agencies are not Required to Sign the Standard Form Display Advertisement Contract – Valentine

Adjourn to LTA Meeting on Thursday, September 19, 2019. Agenda deadline is September 3, 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
June 20, 2019 3:00 P.M.**

DRAFT MINUTES

MEMBERS PRESENT:

César E. Flores, Marty Richman, Ignacio Velazquez, and Alternate Mark Medina

MEMBERS ABSENT:

Anthony Botelho, Jim Gillio

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 4:10 p.m.

A. CERTIFICATE OF POSTING

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

B. PUBLIC COMMENT: None

CONSENT AGENDA:

- 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

There was no discussion or public comment on the consent agenda.

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

REGULAR AGENDA:

- 5. Approve** FY 2019/20 Local Transportation Authority Final Budget – Postigo

Administrative Services Specialist, Kathy Postigo presented the FY 2019/20 Local Transportation Authority Final Budget.

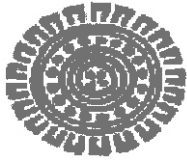
There was brief discussion about fuel tax.

There was no public comment.

Upon a motion duly made by Director Velazquez, and seconded by Director Medina, the Directors unanimously approved Item 5 as noted above. Vote: 4/0 motion passes unanimously.

Upon a motion duly made by Director Richman, and seconded by Director Medina, the Directors adjourned the LTA meeting at 4:19 p.m. Vote: 4/0 motion passes unanimously.

ADJOURN TO LTA MEETING AUGUST 15, 2019.



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

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	504	366.00	5,648	\$ 365.25	22
Senior Lunch	665	122.25	1,094	\$ -	22
Medical/Shopping Assistance	162	130.00	1,260	\$ 203.75	20
Total	1,331	618.25	8,002	\$ 569.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	67	30.75	388	\$ -	4
Total	67	30.75	388	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	571	396.75	6,036	\$ 365.25	26
Senior Lunch	665	122.25	1,094	\$ -	22
Medical/Shopping Assistance	162	130.00	1,260	\$ 203.75	20
Total	1,398	649.00	8,390	\$ 569.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	5,988	3,433	50,866	\$ 5,231.00	282
Senior Lunch	6,386	1,311.00	11,239	\$ -	231
Medical/Shopping Assistance	1,419	1,144.75	10,097	\$ 1,777.00	212
Total	13,793	5,888.34	72,202	\$ 7,008.00	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
63	32803
733	147213
735	126094
736	128601
738	111753
739	32803

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	198	1,807
Unduplicated Passengers	115	1,076
Turn Downs		0
No Shows	5	21
Cancellations	6	6
Employee Hours		0.00
Vehicles - Midday		
Vehicles - Peak		

NOTES



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

OUT OF COUNTY

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
5/1-4/2019		29	27	24	19		99
5/5-11/2019	23	27	25	25	20	17	137
5/12-18/2019	19	22	23	22	20	19	125
5/19-25/2019	25	23	22	19	16	12	117
5/26-31/2019		24	23	23	23		93
Total	67	96	122	116	103	67	571

SENIOR LUNCH

DONATIONS

	M	T	W	TH	F	S	Total
				96.75			96.75
				73			73
				64			64
				68			68
				63.5			63.5
	0	0	0	365.25	0	0	365.25

REVENUE HOURS

	M	T	W	TH	F	S	Total
			13.5	14.75	16	7.75	52
	24	14.75	20.5	14	19.75	6.5	99.5
	20.75	12.25	15	12.25	17.75	7.25	85.25
	21.5	14.5	16.25	15.25	17	9.25	93.75
		18	16	20	12.25		66.25
	66.25	59.5	81.25	76.25	82.75	30.75	396.75

REVENUE MILES

	M	T	W	TH	F	S	Total
			279	340	238	121	978
	289	299	281	287	235	53	1444
	280	161	215	276	202	106	1240
	313	298	292	268	137	108	1416
		293	143	244	278		938
	882	1051	1210	1415	1090	388	6036

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
5/1-4/2019		31	32	32	32		95
5/5-11/2019	32	32	32	31	30	157	157
5/12-18/2019	31	23	31	26	27	138	138
5/19-25/2019	29	27	36	37	24	153	153
5/26-31/2019		31	31	29	31	122	122
Total	92	113	161	155	144	665	665

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	6.75		18.25
	5.75	6	6.25	5.75	5.75		29.5
	6	5.75	5.75	5.75	6		29.25
	5.75	6	5.75	5.75			23.25
		5.5	5.5	5.5	5.5		22
	17.5	23.25	29	28.5	24		122.25

REVENUE MILES

	M	T	W	TH	F	S	Total
			45	45	55		145
	49	53	53	54	46		255
	52	61	50	43	46		252
	49	39	47	47	45		227
		52	43	74	46		215
	150	205	238	263	238		1094

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
5/1-4/2019		10	11				21
5/5-11/2019		10	12	6	12	40	40
5/12-18/2019	4	10	13	8	4	39	39
5/19-25/2019	2	10	10	6	4	32	32
5/26-31/2019		8	10	2	10	30	30
Total	6	38	55	33	30	162	162

FARES

	M	T	W	TH	F	S	Total
			12.5	13.75			26.25
			15	7.5	15		50
	5	12.5	17.5	10	5	50	50
	2.5	12.5	12.5	7.5	5	40	40
		10	12.5	2.5	12.5	37.5	37.5
	7.5	47.5	70	41.25	37.5	203.75	203.75

REVENUE HOURS

	M	T	W	TH	F	S	Total
			6.75	6.75			13.5
		7.5	7.25	7.75	8		30.5
	4.25	7.75	8	6.75	3.75		30.5
	5.75	6.25	6.25	6.75	3.75		28.75
		5.75	7.25	6.75	7		26.75
	10	27.25	35.5	34.75	22.5		130

REVENUE MILES

	M	T	W	TH	F	S	Total
			81	60			141
		49	95	42	59		245
	23	38	84	103	19		267
	55	84	90	45	19		293
		87	99	23	105		314
	78	258	449	273	202		1260

Combined Totals 569.00



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - June 2019

WEEKDAYS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	482	322.00	4,784	\$ 889.25	20
Senior Lunch	576	117.75	885	\$ -	20
Medical/Shopping Assistance	143	107.75	1,174	\$ 178.75	19
Total	1,201	547.50	6,843	\$ 1,068.00	

WEEKENDS

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	91	38.75	513	\$ -	5
Total	91	38.75	513	\$ -	

MONTH

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	573	360.75	5,297	\$ 889.25	20
Senior Lunch	576	117.75	885	\$ -	20
Medical/Shopping Assistance	143	107.75	1,174	\$ 178.75	19
Total	1,292	586.25	7,356	\$ 1,068.00	

FISCAL YEAR TO DATE

Service	Passengers	Vehicle Revenue Hours	Vehicle Revenue Miles	Donations/Fares Collected	Service Days
Out-of-County	6,561	3,793	56,163	\$ 6,120.25	302
Senior Lunch	6,962	1,428.75	12,124	\$ -	251
Medical/Shopping Assistance	1,562	1,252.50	11,271	\$ 1,955.75	231
Total	15,085	6,474.59	79,558	\$ 8,076.00	

VEHICLE MILEAGE INFORMATION

Vehicle Number	Ending Odometer
63	33696
735	127030
736	131029
737	148310
738	113242
739	7500

ADDITIONAL INFORMATION

Service	Current Month	Year To Date
Lift Assisted Trips	0	1,807
Unduplicated Passengers	100	1,176
Turn Downs	0	0
No Shows	0	21
Cancellations		6
Employee Hours		0
Vehicles - Midday		
Vehicles - Peak		

NOTES



Jovenes de Antaño

Specialized Transportation Services

Monthly Service Report - June 2019

OUT OF COUNTY

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	S	Total
6/1/2019						19	19
6/2-8/2019	24	24	31	23	23	20	145
6/9-15/2019	25	27	15	19	23	16	125
6/16-22/2019	22	22	27	22	25	16	134
6/23-29/2019	35	24	29	13	29	20	150
6/30/2019						0	0
Total	106	97	102	77	100	91	573

SENIOR LUNCH

DONATIONS

M	T	W	TH	F	S	Total
						0
			370			370
			30.5			30.5
			312.5			312.5
			176.25			176.25
0	0	0	889.25	0	0	889.25

REVENUE HOURS

M	T	W	TH	F	S	Total
20	13.25	21.25	14.5	12.75	8.5	90.25
16.75	15.5	15.75	16	19.75	7.5	91.25
17.75	9	17	13.25	17.75	7	81.75
21.25	15	13	17	15.5	7.75	89.5
75.75	52.75	67	60.75	65.75	38.75	360.75

REVENUE MILES

M	T	W	TH	F	S	Total
301	255	278	326	144	106	1410
211	308	61	264	142	103	1089
227	157	227	283	237	104	1235
355	264	214	232	298	100	1463
1094	984	780	1105	821	513	5297

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	Total
6/1/2019						0
6/2-8/2019	27	28	30	24	23	132
6/9-15/2019	32	33	30	25	30	150
6/16-22/2019	33	30	29	30	28	150
6/23-29/2019	26	30	32	30	26	144
6/30/2019						0
Total	118	121	121	109	107	576

DONATIONS

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

REVENUE HOURS

M	T	W	TH	F	Total
5.75	5.75	5.75	6	5.75	29
5.75	5.75	5.75	6	5.75	29
5.75	5.75	6.25	5.75	5.75	29.25
5.75	5.75	5.75	5.75	7.5	30.5
23	23	23.5	23.5	24.75	117.75

REVENUE MILES

M	T	W	TH	F	Total
41	41	43	44	47	216
44	41	47	43	48	223
51	44	45	41	41	222
41	42	48	45	48	224
177	168	183	173	184	885

MEDICAL/SHOPPING ASSISTANCE

ONE WAY PASSENGERS

Week of	M	T	W	TH	F	Total
6/1/2019						0
6/2-8/2019	4	4	6	10		24
6/9-15/2019	12	8	4	6	8	38
6/16-22/2019	6	14	4	12	6	42
6/23-29/2019	6	8	10	8	7	39
6/30/2019						0
Total	28	34	24	36	21	143

FARES

M	T	W	TH	F	Total
5	5	7.5	12.5		30
15	10	5	7.5	10	47.5
7.5	17.5	5	15	7.5	52.5
7.5	10	12.5	10	8.75	48.75
35	42.5	30	45	26.25	178.75

REVENUE HOURS

M	T	W	TH	F	Total
3.25	5.25	4.75	8.5		21.75
8.25	6	3.75	4.75	6.25	29
5.5	7.75	4.25	5.5	7.25	30.25
4.75	5.5	6.25	6.75	3.5	26.75
21.75	24.5	19	25.5	17	107.75

REVENUE MILES

M	T	W	TH	F	Total
31	26	27	133		217
79	95	23	40	45	282
65	119	20	55	93	352
41	85	102	51	44	323
216	325	172	279	182	1174

May 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	3.14	3.9
Fixed Route	6.13	5.6
Intercounty Gavilan	6.17	6.95
Intercounty Caltrain	3.84	4.51
Intercounty Greyhound	3.27	3.2
 Total Passengers	 10037	 10297
 Total Revenue Hours	 2344.08	 2143.26
 Passengers Per Hour	 4.28	 4.8
 Lift Trips	 171	 223
No Shows	211	79
Cancellations	141	284

WEEKDAYS MAY 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	2,391	26	446.65	4,192	\$ 892.97	\$ 521.10	\$ 71.50	22	\$ 17,070.96
Paratransit	1,291	49	761.29	11,325	\$ 2,678.90	\$ 1,562.20	\$ 214.50	22	\$ 29,096.50
Fixed Route	3,128	64	520.38	6,318	\$ 1,479.85	\$ 272.60	\$ 10.00	22	\$ 19,888.92
Gavilan	1,962	0	317.91	7,183	\$ 1,932.26	\$ 718.90	\$ -	22	\$ 12,150.52
Caltrain	824	0	214.40	5,044	\$ 1,210.47	\$ 126.30	\$ -	22	\$ 8,194.37
Total	9,596	139	2,260.63	34,062	\$ 8,194.45	\$ 3,201.10	\$ 296.00		\$ 86,401.28

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	37	0	11.58	182	\$ 46.05	\$ 8.80	\$ -	4	\$ 442.59
Greyhound	92	0	28.74	773	\$ 159.95	\$ 7.20		4	\$ 1,098.44
Total	129	0	40.32	955	\$ 206.00	\$ 16.00	\$ -		\$ 1,541.03

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	64	13	14.29	222	\$ 92.67	\$ 1.10	\$ -	4	\$ 546.16
Greyhound	96	0	28.84	776	\$ 149.83	\$ 6.60		4	\$ 1,102.26
Total	160	13	43.13	998	\$ 242.50	\$ 7.70	\$ -		\$ 1,648.43

MONTH

23

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	2,492	39	472.52	4,596	\$ 1,031.69	\$ 531.00	\$ 71.50	30	\$ 18,059.71
Paratransit	1,291	49	761.29	11,325	\$ 2,678.90	\$ 1,562.20	\$ 214.50	22	\$ 29,096.50
Fixed Route	3,128	64	520.38	6,318	\$ 1,479.85	\$ 272.60	\$ 10.00	22	\$ 19,888.92
Gavilan	1,962	0	317.91	7,183	\$ 1,932.26	\$ 718.90	\$ -	22	\$ 12,150.52
Caltrain	824	0	214.40	5,044	\$ 1,210.47	\$ 126.30	\$ -	22	\$ 8,194.37
Greyhound	188	0	57.58	1,549	\$ 309.78	\$ 13.80	\$ -	8	\$ 2,200.71
Total	9,885	152	2,344.08	36,015	\$ 8,642.95	\$ 3,224.80	\$ 296.00		\$ 118,715.74

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									\$ 145,625.00
Dial-A-Ride	21,973	643	4,765.60	40,345	\$ 10,107.98	\$ 5,039.12	\$ 617.75	328	\$ 204,622.48
Paratransit	14,973	639	7,785.10	120,787	\$ 25,545.29	\$ 14,923.95	\$ 1,974.25	234	\$ 334,354.03
Fixed Route	26,628	513	5,166.72	61,100	\$ 13,780.98	\$ 2,480.20	\$ 74.00	234	\$ 221,665.07
Gavilan	20,994	0	3,211.36	71,409	\$ 21,070.53	\$ 7,032.60	\$ 90.00	234	\$ 138,023.70
Caltrain	8,565	0	2,286.35	53,706	\$ 12,015.56	\$ 1,295.00	\$ -	234	\$ 98,359.75
Greyhound	2,100	0	672.49	18,280	\$ 3,328.81	\$ 74.90	\$ -	95	\$ 29,048.22
Total	95,233	1,795	23,887.62	365,627	\$ 85,849.15	\$ 30,845.77	\$ 2,756.00		\$ 1,171,698.26

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	171	1,625
Turn Downs	0	0
No Shows	211	1,778
Cancellations	141	1,062
Employee Hours	3,039	31,245
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 2 Gavilan Bikes= 32 Caltrain Bikes = 1 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-May	32	40	63	2	19	156
2-May	27	45	38	4	23	137
3-May	23	41	47	4	16	131
4-May						
5-May						
6-May	32	40	51	8	8	139
7-May	31	46	51	4	24	156
8-May	63	36	61	4	23	187
9-May	25	37	42	2	26	132
10-May	28	47	57	4	16	152
11-May						
12-May						
13-May	27	45	55	4	17	148
14-May	34	38	41	4	20	137
15-May	18	43	54	4	23	142
16-May	30	33	38	4	16	121
17-May	27	39	52	2	20	140
18-May						
19-May						
20-May	24	36	46	3	16	125
21-May	24	54	41	2	16	137
22-May	32	61	58	4	12	167
23-May	27	51	86	3	25	192
24-May	33	45	43	1	18	140
25-May						
26-May						
27-May						
28-May	29	29	46	3	16	123
29-May	42	49	47	7	3	148
30-May	33	33	48	0	29	143
31-May	35	31	49	4	20	139
TOTALS	676	919	1114	77	406	3192
DAILY						
AVERAG						
E	31	42	51	4	18	145

June 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	3.66	3.21
Fixed Route	4.77	3.83
Intercounty Gavilan	2.63	3.69
Intercounty Caltrain	3.69	4.31
Intercounty Greyhound	2.6	3.68
 Total Passengers	 6795	 6768
 Total Revenue Hours	 1830.01	 1927.85
 Passengers Per Hour	 3.71	 3.51
 Lift Trips	 117	 212
No Shows	151	139
Cancellations	107	179

WEEKDAYS JUNE 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	1,996	115	358.33	2,793	\$ 693.95	\$ 425.48	\$ 41.25	20	\$ 13,695.37
Paratransit	1,383	35	598.78	12,725	\$ 2,421.04	\$ 1,276.42	\$ 123.75	20	\$ 22,885.37
Fixed Route	1,680	26	357.30	4,380	\$ 868.76	\$ 188.10	\$ -	20	\$ 13,656.01
Gavilan	579	1	220.60	4,667	\$ 902.14	\$ 60.40	\$ -	20	\$ 8,431.33
Caltrain	721	0	195.39	4,518	\$ 1,166.61	\$ 90.90	\$ -	20	\$ 7,467.81
Total	6,359	177	1,730.40	29,083	\$ 6,052.50	\$ 2,041.30	\$ 165.00		\$ 66,135.89

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	26	1	9.96	152	\$ 55.10	\$ -	\$ -	5	\$ 380.67
Greyhound	92	0	35.61	952	\$ 170.25	\$ 7.60		5	\$ 1,361.01
Total	118	1	45.57	1,104	\$ 225.35	\$ 7.60	\$ -		\$ 1,741.69

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	36	9	17.69	225	\$ 57.96	\$ -	\$ -	5	\$ 676.11
Greyhound	95	0	36.35	988	\$ 173.69	\$ 8.80	\$ -	5	\$ 1,389.30
Total	131	9	54.04	1,213	\$ 231.65	\$ 8.80	\$ -		\$ 2,065.41

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	2,058	125	385.98	3,170	\$ 807.01	\$ 425.48	\$ 41.25	30	\$ 14,752.16
Paratransit	1,383	35	598.78	12,725	\$ 2,421.04	\$ 1,276.42	\$ 123.75	20	\$ 22,885.37
Fixed Route	1,680	26	357.30	4,380	\$ 868.76	\$ 188.10	\$ -	20	\$ 13,656.01
Gavilan	579	1	220.60	4,667	\$ 902.14	\$ 60.40	\$ -	20	\$ 8,431.33
Caltrain	721	0	195.39	4,518	\$ 1,166.61	\$ 90.90	\$ -	20	\$ 7,467.81
Greyhound	187	0	71.96	1,940	\$ 343.94	\$ 16.40	\$ -	10	\$ 2,750.31
Total	6,608	187	1,830.01	31,400	\$ 6,509.50	\$ 2,057.70	\$ 165.00		\$ 99,067.98

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									\$ 174,750.00
Dial-A-Ride	24,031	768	5,151.58	43,515	\$ 10,914.99	\$ 5,464.60	\$ 659.00	358	\$ 219,374.64
Paratransit	16,356	674	8,383.88	133,512	\$ 27,966.33	\$ 16,200.37	\$ 2,098.00	254	\$ 357,239.40
Fixed Route	28,308	539	5,524.02	65,480	\$ 14,649.74	\$ 2,668.30	\$ 74.00	254	\$ 235,321.08
Gavilan	21,573	1	3,431.96	76,076	\$ 21,972.67	\$ 7,093.00	\$ 90.00	254	\$ 146,455.03
Caltrain	9,286	0	2,481.74	58,224	\$ 13,182.17	\$ 1,385.90	\$ -	254	\$ 105,827.56
Greyhound	2,287	0	744.45	20,220	\$ 3,672.75	\$ 91.30	\$ -	105	\$ 31,798.53
Total	101,841	1,982	25,717.63	397,027	\$ 92,358.65	\$ 32,903.47	\$ 2,921.00		\$ 1,270,766.24

ADDITIONAL INFORMATION

	Current Month	Year To Date
Lift Assisted Trips	117	1,742
Turn Downs	0	0
No Shows	151	1,929
Cancellations	107	1,169
Missed Trips	0	0
Employee Hours	2,476	33,721
Road Calls	0	1
Vehicles - Midday	7	
Vehicles - Peak	8	

NOTES

Greyhound Bikes = 0 Gavilan Bikes = 16 Caltrain Bikes = 7 Fixed Route = 0

FIXED ROUTE PASSENGER CT

	Business	Clockwise	Counter	Sunnyslope	Southside	Fixed Subtotal
1-Jun						
2-Jun						
3-Jun	32	30	6	0	24	92
4-Jun	34	47	43	4	29	157
5-Jun	46	35	34	0	27	142
6-Jun	35	23	0	0	16	74
7-Jun	33	17	0	0	0	50
8-Jun						
9-Jun						
10-Jun	27	14	0	0	0	41
11-Jun	26	22	0	0	11	59
12-Jun	29	24	0	0	15	68
13-Jun	27	28	0	0	16	71
14-Jun	28	25	0	0	15	68
15-Jun						
16-Jun						
17-Jun	19	24	0	0	14	57
18-Jun	26	26	0	0	14	66
19-Jun	31	243	0	0	20	294
20-Jun	34	21	0	0	18	73
21-Jun	28	21	0	0	0	49
22-Jun						
23-Jun						
24-Jun	32	15	0	0	17	64
25-Jun	34	33	0	0	18	85
26-Jun	40	24	0	0	0	64
27-Jun	30	18	0	0	17	65
28-Jun	38	29	0	0	0	67
29-Jun						
30-Jun						
1-Jul						
TOTALS	629	719	83	4	271	1706
DAILY AVERAG						
E	31	36	4	0	14	85

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
Date: August 15, 2019
Subject: Federal Transit Administration Section 5310 Grant Opportunity

Recommendation:

ADOPT Resolution 19-03 Authorizing the Application for Federal Transit Administration Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Grant Fund and Acceptance of Funds, if awarded.

Summary:

The California Department of Transportation (Caltrans) has announced their Call for Projects for Federal Transit Administration (FTA) Section 5310 Grant Funds. The purpose of the Section 5310 program is to provide funding for transit capital, mobility management, and operating expenses to improve mobility for seniors and persons with disabilities.

Financial Considerations:

Staff is anticipating applying for \$137,200 for replacement vehicles for Specialized Transportation operated by Jovenes de Antaño (JDA).

Background:

The FTA Section 5310 Program provides funding to states and designated recipients to improve mobility for seniors and individuals with disabilities. Eligible projects include vehicles, computers, mobility management and ongoing operational costs.

The Governor of California has designated the Caltrans Division of Rail and Mass Transportation as the recipient of FTA Section 5310 apportionment funds. Caltrans is responsible for administration of program funds, including releasing the Call for Projects, in accordance with federal and State laws, statutes, and regulations.

During this grant cycle, there is approximately \$14 million available for Small Urban and Rural areas. Of this amount, 55% has been earmarked for the traditional capital projects and 45% for the expanded operational types of projects. Caltrans is continuing to allow grant applicants to utilize toll credits for its 11.47% local match. With the use of toll credits, all awarded projects will be 100% funded by the Section 5310 grant program.

Staff Analysis:

As required by Section 5310, staff reviewed its County Express and Specialized Transportation needs for services that go above and beyond the minimum requirements of the Americans with Disabilities Act.

As a traditional capital project, staff proposes replacing Specialized Transportation's Bus 735 (odometer reading 126,094) with a similar 16-passenger vehicle and Minivan 736 (odometer reading 128,601) with another minivan, while keeping both vehicles as backup. The table below provides a quick summary of the proposed project.

Project	Description	Estimated Grant Amount
Replacement Vehicles	Replace Bus 735 and Minivan 736; Place Bus 735 and Minivan 736 as Backup Vehicles	\$137,200

Applications are due to Caltrans by September 6, 2019. As a part of the grant application, a resolution must be adopted by Local Transportation Authority's Board of Directors. Resolution 19-03 authorizes staff to apply for the grant and execute any documents necessary for acceptance of grant funds.

Executive Director Review: _____

Counsel Review: Yes

Attachment: Resolution No. 19-03

RESOLUTION OF THE SAN BENITO COUNTY LOCAL)
TRANSPORTATION AUTHORITY AUTHORIZING THE)
APPLICATION FOR FEDERAL TRANSIT)
ADMINISTRATION SECTION 5310 ENHANCED)
MOBILITY FOR SENIORS AND INDIVIDUALS WITH)
DISABILITIES GRANT FUNDS)

RESOLUTION NO: 19-03

WHEREAS, the San Benito County Local Transportation Authority (LTA) provides public transit services in San Benito County; and

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

WHEREAS, the COG has designated the LTA as the Consolidated Transportation Services Agency for San Benito County; and

WHEREAS, the LTA desires to apply for Federal Transit Administration Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities grant funds for eligible traditional and/or expanded projects in accordance with the terms and conditions of the grant agreement with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED that the San Benito County Local Transportation Authority hereby authorizes the Executive Director to apply for Federal Transit Administration Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities grant funds for and on behalf of the LTA; and

BE IT FURTHER RESOLVED THAT the San Benito County Local Transportation Authority hereby authorizes the Executive Director to accept such grant funds, if awarded, for and on behalf of the LTA; and

BE IT FURTHER RESOLVED THAT the San Benito County Local Transportation Authority hereby authorizes the Executive Director to execute all documents necessary to make such applications and accept such grant funds, if awarded, including but not limited to the execution of the grant agreement and any amendments of the grant agreement.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY on this 15th day of August 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

César E. Flores, Chair

ATTEST:
Mary Gilbert, Executive Director

APPROVED AS TO LEGAL FORM:
San Benito County Counsel's Office

By: _____

By: Shirley L. Murphy
Shirley L. Murphy, Deputy County Counsel

Dated: _____

Dated: Aug. 8, 2019

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
Date: August 15, 2019
Subject: Senate Bill 1 State of Good Repair Program Funds for Transit

Recommendations:

ADOPT Resolution 19-04 Approving Projects for Funding and Authorizing the Executive Director to Apply for and Accept FY 2019-20 California State of Good Repair Program Funds Totaling \$85,767.

Summary:

With the signing of Senate Bill 1, many new funding sources were established including the State of Good Repair (SGR) Program for transit operators to fund eligible transit maintenance, rehabilitation and capital projects. Distributed through the use of the State Transit Assistance formulas, COG, as the Regional Transportation Planning Agency (RTPA), and the Local Transportation Authority (LTA), as the transit operator, are eligible to receive a total of \$85,767 for FY 2019-20. Allocation requests are due to Caltrans September 1, 2019.

Financial Considerations:

COG and LTA are eligible to receive a total of \$85,767 of FY 2019-20 SGR Program funds for eligible transit projects. There is no local match required.

Background:

With the signing of Senate Bill 1, many new funding sources were established including the SGR Program for transit operators to fund eligible transit maintenance, rehabilitation and capital projects. Funds are distributed using the State Transit Assistance formulas, so both COG, as the RTPA, and LTA, as the transit operator, receive allocations in this program. For this reason, Caltrans is requiring both COG and LTA to submit Board resolutions approving the project list.

Staff Analysis:

After reviewing LTA's adopted Short Range/Long Range Transit Plan and 2018 Transit Asset Management Plan, staff has prepared a list of eligible SGR Program projects detailed in Exhibit A of Resolution 19-04. At this time, staff recommends the LTA Board approve the list of eligible projects for the allocation request due September 1, 2019. Additionally, staff recommends that the Board is being asked to authorize the Executive Director to apply for and accept the SGR Program funds for the list of projects when distributed by Caltrans.

Staff recommends that the Board of Directors adopt Resolutions 19-04 to be eligible to receive a total of \$85,767 for FY 2019-20 SGR Program funds.

Executive Director Review:_____

Counsel Review: Yes

Attachment: Resolution 19-04 FY 2019-20 SGR Project List

RESOLUTION OF THE SAN BENITO COUNTY LOCAL
TRANSPORTATION AUTHORITY APPROVING PROJECTS
FOR FUNDING AND AUTHORIZING THE EXECUTIVE
DIRECTOR TO APPLY FOR AND ACCEPT FY 2019-20
CALIFORNIA STATE OF GOOD REPAIR (SGR) PROGRAM
FUNDS TOTALING \$85,767

) RESOLUTION NO: 19-04
)
)
)
)
)
)
)

WHEREAS, the Council of San Benito County Governments (COG) is the designated Regional Transportation Planning Agency (RTPA) for San Benito County, pursuant to Government Code section 29532(b); and

WHEREAS, the San Benito County Local Transportation Authority (LTA) is the designated Consolidated Transportation Services Agency (CTSA) for San Benito County, pursuant to Government Code section 15975; and

WHEREAS, as the designated RTPA for San Benito County, COG is an eligible project sponsor and may receive State Transit Assistance funding from the State of Good Repair Account (SGR) for transit projects calculated pursuant to the distribution formulas in Public Utilities Code (PUC) section 99313 based on the certification of population from the California Department of Transportation; and

WHEREAS, as the designated CTSA for San Benito County, LTA is an eligible project sponsor and may receive State Transit Assistance funding from the SGR Account for transit projects calculated pursuant to the distribution formulas in PUC section 99314 based on the qualifying revenue amounts for each STA-eligible operator determined from annual reports submitted to the State Controller pursuant to PUC section 99243; and

WHEREAS, COG and LTA have identified a list of transit projects in San Benito County, attached hereto and incorporated herein by reference as Exhibit A, to be funded through the FY 2019-20 SGR Account; and

WHEREAS, the transit projects to be submitted for FY 2019-20 SGR funding total \$85,767, to be allocated to COG and LTA pursuant to the distribution formulas in PUC sections 99313 and 99314; and

WHEREAS, COG's portion of the FY 2018-19 SGR allocation is \$83,960, as determined pursuant to the distribution formula in PUC section 99313; and

WHEREAS, LTA's portion of the FY 2017-18 SGR allocation is \$1,807, as determined pursuant to the distribution formula in PUC section 99314; and

WHEREAS, COG has designated LTA as the lead agency for the SGR funded transit projects identified in Exhibit A, to be funded in part through COG's SGR allocations, and has indicated its desire, upon receipt of SGR funds for those projects, to allocate COG's share of SGR funds to LTA, to administer the projects as the CTSA for San Benito County.

NOW, THEREFORE, BE IT RESOLVED that the San Benito County Local Transportation Authority shall be the lead agency for the SGR funded transit projects identified in Exhibit A, to be funded in part through COG's SGR allocations and in part through LTA's SGR allocations; and

BE IT FURTHER RESOLVED THAT the San Benito County Local Transportation Authority hereby authorizes the Executive Director of the San Benito County Local Transportation Authority to execute all documents necessary for the application submittal and acceptance of SGR funds awarded by Caltrans for transit projects in San Benito County, for and on behalf of the Council of Governments and Local Transportation Authority.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY on this 15th day of August 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

César E. Flores, Chair

ATTEST:

Mary Gilbert, Executive Director

APPROVED AS TO LEGAL FORM:

San Benito County Counsel's Office

By: _____

By: _____

Shirley L. Murphy
Shirley L. Murphy, Deputy County Counsel

Dated: _____

Dated: *Aug. 8, 2019*

Exhibit A

Projects	FY 2019-20 SGR Estimated Funding
Rolling Stock, Replacement, Two Vehicles	\$85,767
<i>Total</i>	<i>\$85,767</i>

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
Date: August 15, 2019
Subject: Surplus Vehicle

Recommendation:

- a. **DECLARE** One Vehicle Surplus Property to be Auctioned or Salvaged.
- b. **AUTHORIZE** Executive Director to Execute all Necessary Documents to Auction or Salvage Surplus Vehicle.

Summary:

One transit vehicle has been identified by staff to be declared a surplus vehicle to be auctioned or salvaged as it can no longer used in transit operations. This older vehicle was involved in a collision in April 2018 under the operation of Jovenes de Antaño. The damage to the vehicle was too extensive to repair.

Financial Analysis:

Staff anticipates less than \$1,000 in revenue if the vehicle is auctioned or salvaged. Staff will determine whether to auction or salvage the vehicles to yield the highest return for the Local Transportation Authority (LTA).

Staff Analysis:

Once a transit vehicle has been determined to require excessive costly repairs, the LTA may declare the vehicles as surplus property. The following vehicle can no longer be used in transit operations and is eligible to be declared as surplus property:

Bus Number	VIN (last 5 digits)	Vehicle Year/Make	Passenger Capacity	Mileage
62	61431	2013 Dodge El Dorado	5A/1WC	13,107

A = Ambulatory, WC = Wheelchair

Executive Director Review: _____

Counsel Review: N/A

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
Date: August 15, 2019
Subject: Hollister School District Shared Use of County Express Bus Stops

Recommendation:

APPROVE the Memorandum of Understanding between the Hollister School District and Local Transportation Authority Regarding the Shared Use of Existing County Express Bus Stops.

Summary:

In an effort to reduce traffic congestion and improve pedestrian safety at Hollister Dual Language Academy (HDLA) on Santa Ana Road, the Hollister School District (HSD) will provide limited transportation for all HDLA students for the 2019-2020 school year. For this reason, the HSD approached Local Transportation Authority (LTA) staff regarding formalizing a Memorandum of Understanding (MOU) between the two agencies for shared use of existing County Express bus stops. At this time, staff is requesting the LTA Board approve the MOU.

Financial Considerations:

HSD has agreed to share the cost for the maintenance, including removal of trash and graffiti, of the listed shared bus stops on a quarterly basis. LTA staff estimates these costs to be an annual maximum of \$250.

Background:

In an effort to reduce traffic congestion and improve pedestrian safety at HDLA on Santa Ana Road, the HSD will provide limited transportation for all HDLA students for the 2019-2020 school year. For this reason, the HSD approached LTA staff regarding formalizing a MOU between the two agencies for shared use of existing County Express bus stops. The bus stops listed in the MOU include: The Terraces on Nash Road, Central Avenue and Graf Road, Mission Oaks on 4th Street, County Administration Building on 4th Street, Rustic Street and Maple Street, Kmart on Ladd Lane, and Veterans' Memorial Park on Memorial Drive.

Staff Analysis:

Staff recommends the LTA Board approve the MOU effective August 16, 2019 through June 30, 2020.

Executive Director Review: _____

Counsel Review: Yes

Attachment: MOU between HSD and LTA

MEMORANDUM OF UNDERSTANDING

between

HOLLISTER SCHOOL DISTRICT

and

SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Hollister School District (District) and the San Benito County Local Transportation Authority (LTA) for the shared use of certain existing public bus stops currently operated by San Benito County Express.

BACKGROUND

San Benito County Local Transportation Authority (LTA) administers and operates public transportation services in the County. San Benito County Express provides convenient and affordable fixed route service, general public Dial-a-Ride, ADA paratransit, and commuter transportation services to the communities of Hollister, San Juan Bautista, and Gilroy.

The Hollister School District provides transportation services to students with special needs and students that live beyond the walking distances approved by the Board of Trustees for each school site.

PURPOSE

This MOU establishes a partnership between the District and LTA that will assist the District in efforts to improve student transportation services by utilizing the following existing San Benito County Express bus stops:

- The Terraces on Nash Road
- Central Avenue & Graf Road
- Mission Oaks on 4th Street
- County Administration Building on 4th Street
- Rustic Street & Maple Street
- K-Mart on Ladd Lane
- Veterans' Memorial Park on Memorial Drive

The District will incorporate the San Benito County Express bus stops into existing transportation routes that will provide for increased student safety and efficiencies. The LTA Executive Director shall have authority to add additional County Express bus stop locations for District use (if needed).

FUNDING

There is no fee associated with the use of the San Benito County Express bus stops. The District will share in the cost for the maintenance of the listed bus stops on a quarterly basis. The maintenance costs shall include the removal of trash/debris, graffiti removal, signage, and general condition of bus stop bench and/or shelter structure (if applicable).

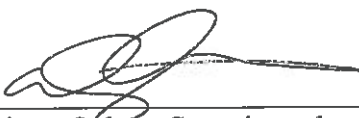
DURATION

This MOU may be modified by mutual consent of authorized officials from District and LTA. This MOU shall become effective August 16, 2019 and expire on June 30, 2020, unless terminated earlier upon providing ninety (90) days written notice to the other Party.

CONTACT INFORMATION

Hollister School District
Attn: Diego Ochoa, Superintendent
2690 Cienega Road
Hollister, CA 95023
831-630-6300

San Benito County Local Transportation Authority
Attn: Mary Gilbert, Executive Director
330 Tres Pinos Road, Suite C7
Hollister, CA 95023
831-637-7665



Diego Ochoa, Superintendent
Hollister School District

Date: 7/9/2019

Mary Gilbert, Executive Director
San Benito County Local Transportation Authority

Date: _____

Staff Report

To: Local Transportation Authority
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205
Date: August 15, 2019
Subject: Advertisement Policies Modifications for Public Service Announcements

Recommendation:

ADOPT Resolution 19-05, amending the Local Transportation Authority's Advertisement Policies for County Express Vehicles and Facilities, Regarding Public Service Announcements from Other Governmental Agencies, and directing that governmental agencies are not required to sign the standard form Display Advertisement Contract.

Summary:

The Local Transportation Authority (LTA) previously adopted Advertising Policies, set the advertising rates, including a 15% discount for non-profit organizations and government agencies, adopted a standard form Display Advertisement Contract and authorized the LTA Executive Director to sign it, for and on behalf of the LTA.

In October 2018, the Local Transportation Authority (LTA) worked with the California Department of Public Health (CDPH), Childhood Lead Poisoning Prevention Branch to post two advertisements at County Express bus shelters. The advertisements brought community awareness to the CDPH Lead Awareness Month campaign and resulted in close to \$650 in revenue for the LTA.

LTA was approached again by the CDPH to advertise for their October 2019 campaign. Due to new CDPH's legal interpretations, their staff is no longer permitted to sign LTA's Display Advertisement Contract. In researching the advertising policies, it was determined that, although the LTA has adopted a discounted rate for non-profit organizations and government agencies, the current advertising policies authorize only commercial advertisements.

At this time, LTA staff is requesting the LTA Board adopt Resolution 19-05, amending section VI (Authorized Advertisements and Announcements) of LTA's Advertisement Policies to expressly allow advertisements of governmental agencies' noncommercial public service announcements (PSA's), and directing that governmental agencies are not required to sign the standard form Display Advertisement Contract. These actions will allow LTA staff to proceed with the October 2019 advertisement campaign.

Financial Considerations:

If permitted to proceed with the CDPH October 2019 Lead Awareness Month campaign, LTA will be eligible to receive close to \$650 in advertisement revenue.

Background/Staff Analysis:

On October 15, 2009, the Local Transportation Authority (LTA) established an advertising program regarding County Express transit vehicles and facilities, and adopted Advertising Policies, by Resolution 09-11. On August 19, 2010, the Board implemented an agency in-house advertising program renting out advertisement space at three County Express bus stop shelters: 4th Street and San Benito Street, Hazel Hawkins Hospital on Sunset Drive, and Mabie Northside Skilled Nursing Facility on Sunset Drive, and set the advertising rates, including a 15% discount for non-profit organizations and government agencies. On January 20, 2011, the Board approved the finalized LTA Advertisement Contract and authorized the LTA Executive Director to sign it, for and on behalf of the LTA, with businesses and organizations interested in leasing advertisement space, according to the LTA's adopted advertising policies.

In October 2018, LTA worked with the CDPH, Childhood Lead Poisoning Prevention Branch to post two advertisements at County Express bus shelters. The advertisements brought community awareness to the CDPH Lead Awareness Month campaign and resulted in close to \$650 in revenue for the LTA. Since 2010, little revenue has been produced from LTA's advertising program, although during Fiscal Year 2018/19 approximately \$6,000 in fees were collected in total.

LTA was approached again by the CDPH to advertise for their October 2019 campaign. Due to new CDPH's legal interpretations, their staff is no longer permitted to sign LTA's Display Advertisement Contract. In researching the advertising policies, it was determined that, although the LTA has adopted a discounted rate for non-profit organizations and government agencies, the current advertising policies authorize only commercial advertisements.

At this time, LTA staff is requesting the LTA Board to adopt Resolution 19-05, amending section VI (Authorized Advertisements and Announcements) of LTA's Advertisement Policies to provide, in relevant part, "... Only commercial advertisements and/or governmental agencies' noncommercial public service announcements (PSA's) will be allowed to be placed by a third party on any LTA Property. ...", and directing that governmental agencies are not required to sign the standard form Display Advertisement Contract, although such agencies' leases of advertisement space shall be governed by the advertising policies and the rental rates applicable to non-profit organizations and government agencies. These actions will allow LTA staff to proceed with the October 2019 advertisement campaign, and receive close to \$650 in advertisement revenue.

Executive Director Review: _____

Counsel Review: Yes

Attachment: Resolution 19-05, LTA Advertisement Policies Modifications
Standard form Display Advertisement Contract

RESOLUTION OF THE SAN BENITO COUNTY)
LOCAL TRANSPORTATION AUTHORITY)
AMENDING ADVERTISING POLICIES REGARDING)
COUNTY EXPRESS TRANSIT VEHICLES AND)
FACILITIES)
_____)

RESOLUTION NO: 19-05

WHEREAS, the San Benito County Local Transportation Authority (LTA) operates and administers public transit for San Benito County, under the name of County Express; and

WHEREAS, at its regularly scheduled meeting of October 15, 2009, the LTA adopted Resolution 09-11, adopting an advertising program on County Express transit vehicles and facilities, and adopting policies and regulations administering the program; and

WHEREAS, at its regularly scheduled meeting of August 19, 2010, the LTA set the advertising rates, including a 15% discount for non-profit organizations and government agencies; and

WHEREAS, at its regularly scheduled meeting of January 20, 2011, the LTA adopted a standard form Display Advertisement Contract and authorized the LTA Executive Director to sign it, for and on behalf of the LTA, with businesses and organizations interested in leasing advertisement space, according to the LTA's advertising policies; and

WHEREAS, the funds from the advertising program are used to fund ongoing transit operations, capital and planning projects; and

WHEREAS, although the LTA adopted a discounted rate for non-profit organizations and government agencies, the current advertising policies authorize only commercial advertisements; and

WHEREAS, the LTA desires to amend policy IV (Authorized Advertisements and Announcements) of its advertising policies, attached hereto and incorporated herein by reference as Exhibit A, regarding governmental agencies' ability to lease advertising space for non-commercial, public service announcements (PSA's); and

NOW, THEREFORE, BE IT RESOLVED that the San Benito County Local Transportation Authority hereby amends its advertising policies, as depicted in Exhibit A, to expressly authorize leasing advertising space to governmental agencies, for purposes of non-commercial, public service announcements (PSA's), on County Express transit vehicles and facilities;

BE IT FURTHER RESOLVED that the advertising program shall be administered based upon the amended policies depicted in Exhibit A.

BE IT FURTHER RESOLVED that the San Benito County Local Transportation Authority hereby directs that governmental agencies are not required to sign the standard form Display

Advertisement Contract, but that such agencies' lease of advertisement space shall be governed by the advertising policies depicted in Exhibit A and the rental rates applicable to non-profit organizations and government agencies, as may be amended from time to time.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY on this 15th day of August 2019, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

César E. Flores, Chair

ATTEST:

APPROVED AS TO LEGAL FORM:

Mary Gilbert, Executive Director

San Benito County Counsel

By: _____

By: Shirley L. Murphy
Shirley L. Murphy, Deputy County Counsel

Dated: _____

Dated: Aug. 9, 2019

Exhibit A

SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY ADVERTISING POLICY

I. Public Purpose

In adopting this policy it is the San Benito County Local Transportation Authority's (hereinafter "LTA") declared intent and purpose to maximize revenues through commercial advertising provided that all of the following interests are preserved and furthered:

- A. Providing a safe, convenient and pleasant environment for County Express patrons, which includes maximizing County Express fare revenues by attracting and maintaining the patronage of passengers; and
- B. Protecting minors who use County Express facilities and travel on County Express' transportation system; and
- C. Avoiding any potential identification of County Express with the point of view or message of the advertisement placed by a third party.

II. No Intent To Create A Public Forum

In adopting this policy it is the LTA's declared intent and purpose to allow third parties to place commercial advertisements on LTA Property. It is not the LTA's intent or purpose to permit advertising that individually or in combination would cause any real or personal property owned or controlled by the LTA (hereinafter "LTA Property") to become a public forum for the dissemination, debate, and/or discussion of public issues.

III. Advertising on San Benito County Local Transportation Authority's Transit Facilities and Vehicles by Permission

Advertising placed by a third party on LTA Property is not authorized unless permitted in accordance with the provisions of a license agreement approved by LTA. Any license agreement approved by LTA for the placement of advertising on LTA Property must be consistent with the provisions of this policy. Pre-existing licensing agreements for advertising on LTA Property shall be amended, if necessary, in order to be consistent with this policy and to make any other changes that may equitably be required thereby.

IV. Authorized Advertisements and Announcements

This policy applies to advertising placed by a third party on any LTA Property and does not prohibit the LTA from placing advertisements and announcements related to LTA services, programs, or events as long as the advertisements and announcements are not otherwise prohibited under Section 5. Only commercial advertisements and/or governmental agencies' noncommercial public service announcements (PSA's) will be allowed to be placed by a third party on any LTA Property. For the purpose of this policy, a commercial advertisement is an advertisement that: (i) has as its primary purpose the promotion of a commercial transaction, such

as the sale of real or personal property, services, entertainment and/or dining, which is offered to the public generally and (ii) is not otherwise prohibited under Section 5.

V. Viewpoint Neutral Limitations

The following viewpoint-neutral content-based limitations are established. No advertisement or announcement (hereinafter referred to as "Ad") is permitted on or may be maintained on any LTA Property if it or information contained in it falls within one or more of the following categories:

- A. False, misleading, or deceptive commercial speech. The Ad proposes a commercial transaction, and the Ad, or any material contained in it, is false, misleading, or deceptive.
- B. Unlawful goods or services. The Ad, or any material contained in it, promotes or encourages, or appears to promote or encourage, the use or possession of unlawful or illegal goods or services.
- C. Unlawful conduct. The Ad, or any material contained in it, promotes, depicts or encourages, or appears to promote, depict or encourage, unlawful, anti-social or illegal behavior or activities.
- D. Endorsement. The Ad, or any material contained in it, implies or declares an endorsement by the LTA of any service, product or point of view, without prior written authorization of the LTA (through its Executive Director).
- E. Obscenity. The Ad, or any material contained in it, contains obscene matter or any other matter that is prohibited under the provisions of Chapter 7.5 (beginning with Section 311) of Title 9 of Part 1 the California Penal Code, and as such laws may be amended or supplemented.
- F. Prurient Interests. The Ad, or any material contained in it, contains harmful matter or any other matter that is prohibited under the provisions of Chapter 7.6 (beginning with Section 313) of Title 9 of Part 1 of the California Penal Code, and as such laws may be amended or supplemented.
- G. Profanity, Vulgarities, Riot. The Ad, or any material contained in it, is profane or vulgar, or presents a clear and present danger of causing a riot, disorder, or other imminent threat to public safety, peace or order.
- H. Community Standards. A material that is objectionable under contemporary community standards as to be reasonably foreseeable that it will result in harm to, disruption of, or interference with the transportation system.
- I. Libelous speech, Copyright infringement. The Ad, or any material contained in it, holds up an individual or groups of people to public ridicule, derision or embarrassment, or is libelous, or is an infringement of a copyright, trademark or registered mark.
- J. Tobacco. The Ad, or any material contained in it, promotes or depicts the sale or use of tobacco or tobacco-related products, except products that counteract symptoms of tobacco habituation.

- K. Alcohol. The Ad, or any material contained in it, promotes or depicts the sale or consumption of wine, liquor, beer, or distilled spirits.
- L. Firearms. The Ad, or any material contained in it, directly or indirectly promotes the sale or use of a firearm or contains an image or depiction of a firearm.
- M. Political Campaign Speech. The Ad, or any material contained in it, contains political campaign speech. For purposes of these guidelines, the term "political campaign speech" is speech that (1) supports or opposes or appears to support or oppose a ballot measure, initiative, or referendum, or (2) refers to any candidate for public office.
- N. Religion. The Ad, or any material contained in it, advocates or opposes a religion or religious belief.
- O. Traffic Interference. The Ad, or any material contained in it, displays any word, phrase, symbol, or character likely to interfere with, mislead, or distract traffic, or conflict with any traffic control device.
- P. Distraction. The Ad, or any material contained in it, incorporates any rotating, revolving, or flashing devices, or any other moving parts.
- Q. Violence. The Ad, or any material contained in it, contains an image or description of graphic violence, including, but not limited to (1) the depiction of human or animal bodies or body parts, or fetuses, in states of mutilation, dismemberment, decomposition, or disfigurement, and (2) the depiction of weapons or other implements or devices associated in the advertisement with an act or acts of violence or harm on a person or animal.
- R. "Adult"-oriented goods or services. The Ad, or any material contained in it, promotes or encourages, or appears to promote or encourage, a transaction related to, or uses brand names, trademarks, slogans or other materials which are identifiable with, films rated "X" or "NC-17", video games rated "A" or "M," adult book stores, adult video stores, nude and/or topless clubs and other adult entertainment establishments, adult telephone services, adult Internet sites, and escort services.
- S. Special provisions regarding web addresses and telephone numbers. The Ad, or any material contained in it, directs viewers to a website or telephone number that contains material that violates this Policy.
- T. Denigration. The Ad, or any material contained in it, denigrates any public agency's organization, or its operations, or its officers, agents or employees. This prohibition includes advertising copy and illustrations that state or imply or could reasonably be expected to cause an interference to their service or operations.
- U. Public Forum. The Ad, or any material contained in it, if posted individually or in combination with other Ads, causes LTA Property to become a public forum for the dissemination, debate, and/or discussion of public issues.
- V. Disclaimer or Attribution. The Ad fails to contain any disclaimer or attribution as required under Section 6 and 7 of this Policy.

VI. Disclaimer

All advertisements on LTA Property or as authorized under any LTA contract shall include the following language "The views expressed in this advertisement do not necessarily reflect the views of the San Benito County Local Transportation Authority."

VII. Attribution

All advertisements or announcements on LTA Property must clearly and unambiguously identify the person or entity that has sponsored, paid for, or caused the advertisement or announcement to be placed on LTA Property. Website addresses or phone numbers without more information are insufficient to satisfy this section.

VIII. Unilateral Amendment

The LTA reserves the right to unilaterally amend this policy at any time upon providing written notice to any affiliated advertising contractor.

IX. Moratorium

At the discretion of the Executive Director, the LTA may at any time, subject to any contractual obligations, declare a complete ban or moratorium on all advertising on any real or personal property under the LTA's control and direct that no advertisements or announcements of any kind, other than LTA advertisements or announcements, be accepted for display and posting.

X. Disputes

In the event of any dispute or disagreement between the LTA and the contracted Advertising Agency, the dispute will be handled in the manner outlined in the contract.