



Council of San Benito County Governments  
Measure G Transportation Safety and Investment Plan  
Oversight Committee  
Meeting Agenda

DATE: Monday, October 28, 2019  
6:00 p.m.

LOCATION: San Benito County Planning Department (Upstairs conference room)  
2301 Technology Parkway  
Hollister, CA 95023

MEMBERS: **Victor Gomez, Chair** – Latinx Community  
**Judi Johnson, Vice-Chair** – Senior/Disabled Community  
**Darlene Boyd** – Education  
**John Eade** – Agriculture  
**Al Gonzales** – Trade/Labor  
**Jose Mario Ortega** – Industry  
**Tim Burns** – SBC District 1  
**Hamdy Abbass** – SBC District 2  
**Sandy Hughes** – SBC District 3  
**Kevin Stopper** – SBC District 4  
**Andrew Rollins** – SBC District 5

*Persons who wish to address the Measure G Citizens Oversight Committee must address the Chairperson when public comment is called. Following recognition, persons desiring to speak are requested to state their name for the record. After hearing audience comments, the Public Comment portion of the agenda item will be closed. The opportunity to address the Citizens Oversight Committee on items of interest not appearing on the agenda will be provided during Section C. Public Comment.*

6:00 P.M. CALL TO ORDER:

- A. **ACKNOWLEDGE** Certificate of Posting
- B. Introductions
- C. Public Comment (*Opportunity to address the committee on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 56954.2. Speakers are limited to 3 minutes.*)
- D. Executive Director Announcements
- E. Member Announcements

## CONSENT AGENDA:

1. **APPROVE** Minutes of the August 5, 2019 Measure G Transportation Safety and Investment Plan Oversight Committee meeting – Gomez
2. **RECEIVE** 2019/20 Meeting Calendar – Gomez
3. **RECEIVE** Adopted Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws – Lezama

## REGULAR AGENDA:

4. **RECEIVE** Fiscal Year 2018/2019 Fourth Quarter (April, May, June) and Fiscal Year 2019/2020 First Quarter (July, August, September) Measure G Revenue Statements– Lezama
5. **RECEIVE** Update on Measure G Strategic Plan and Cash Flow Model – Gilbert
6. **RECEIVE** Presentation on Procedures for Transportation Project Development – Gilbert
7. **RECEIVE** Update on Santa Clara/San Benito Mobility Partnership– Gilbert

**Note: Photos will be taken of Committee Members during the meeting for use in the annual report and other Measure G materials.**

## ADJOURN TO MEETING OF January 28, 2020 AT 6:00 P.M.

In compliance with the Americans with Disabilities Act (ADA), if requested, the Agenda can be made available in appropriate alternative formats to persons with a disability. If an individual wishes to request an alternative agenda format, please contact the Clerk of the Council four (4) days prior to the meeting at (831) 637-7665. The Council of Governments Technical Advisory Committee meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Council's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

## **CERTIFICATE OF POSTING**

Pursuant to Government Code Section #54954.2(a) the Regular Meeting Agenda for the Council of San Benito County Governments Measure G Oversight Committee on October 28, 2019, at 6:00 p.m. was posted at the following locations freely accessible to the public:

The front entrance of the Old San Benito County Courthouse, Monterey Street, Hollister, CA 95023, and the Council of Governments Office, 330 Tres Pinos Road, Suite C-7, Hollister, CA 95023, at the following date and time:

On the 24th day of October 2019, on or before 5:00 p.m.

The meeting agenda was also posted on the Council of San Benito County Governments website, [www.sanbenitocog.org](http://www.sanbenitocog.org), under Meetings, Measure G Meeting Schedule.

I, Monica Gomez, swear under penalty of perjury that the foregoing is true and correct.

BY: \_\_\_\_\_  
Monica Gomez, Secretary II  
Council of San Benito County Governments

**Council of San Benito County Governments  
Measure G Transportation Safety and Investment Plan Oversight Committee**

**REGULAR MEETING**

**August 5, 2019      6:00 PM**

**DRAFT MINUTES**

**MEMBERS:**

<i>Attendee Name</i>	<i>Title</i>	<i>Representing</i>	<i>Attendance Status</i>
<i>Darlene Boyd</i>	Member	Education	Present
<i>John Eade</i>	Member	Agriculture	Present
<i>Victor Gomez</i>	Member	Latinx Community	Present
<i>Al Gonzales</i>	Member	Trade/Labor	Present
<i>Judi Johnson</i>	Member	Senior/Disabled Community	Present
<i>Jose Mario Ortega</i>	Member	Industry	Present
<i>Tim Burns</i>	Member	SBC District 1	Present
<i>Hamdy Abass</i>	Member	SBC District 2	Present
<i>Sandy Hughes</i>	Member	SBC District 3	Present
<i>Kevin Stopper</i>	Member	SBC District 4	Present
<i>Andrew Rollins</i>	Member	SBC District 5	Present

**STAFF PRESENT:**

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

**OTHERS PRESENT:**

Harry Mavrogenes; San Benito County Resource Management Agency Director, John Freeman; City of San Juan Bautista, and Jay Eade

**CALL TO ORDER:**

Executive Director, Mary Gilbert called the meeting to order at 6:00 p.m.

**CERTIFICATE OF POSTING:**

*Upon a motion duly made by Darlene Boyd, and seconded by Victor Gomez, the Committee acknowledged the Certificate of Posting. Vote: 11/0 motion passes.*

**PUBLIC COMMENT:** None

**Introduction of Staff and Background on the Council of Governments:**

COG staff introduced themselves. Executive Director Mary Gilbert provided background and overview on the Council of Governments. Ms. Gilbert mentioned that she would be providing a presentation on how projects get started at a future meeting.

### **Executive Director Announcements:**

Mary Gilbert went over the meeting format and noted that meetings are conducted under the Brown Act rules and regulations. She noted that Committee members will be required to complete the California Fair Political Practices Commission's (FPPC) Form 700 - Statement of Economic Interests at the required intervals. Staff will follow up with Committee members to complete the form on-line, once it's available.

### **MEMBER ANNOUNCEMENTS:** None

### **REGULAR AGENDA:**

#### **1. ELECT Measure G Transportation Safety and Investment Plan Oversight Committee Chairperson and Vice Chairperson**

Transportation Planner, Veronica Lezama provided an overview of Chairperson and Vice-Chairperson responsibilities.

Tim Burns nominated Victor Gomez as Chairperson  
Darlene Boyd nominated Judi Johnson as Chairperson

Judi Johnson indicated she was interested in the Vice Chairperson position.

*A motion was made by Hamdy Abass, and seconded by Tim Burns, to elect **Victor Gomez** as Measure G Transportation Safety and Investment Plan Oversight Committee **Chairperson**. Vote 11/0 motion passes.*

Darlene Boyd nominated Judi Johnson as Vice Chairperson.  
Victor Gomez nominated John Eade as Vice Chairperson, if Judi Johnson declined.

*A motion was made by Darlene Boyd, and seconded by Tim Burns, to elect **Judi Johnson** as Measure G Transportation Safety and Investment Plan Oversight Committee **Vice Chairperson**. Vote 11/0 motion passes.*

#### **2. COMMENT on Draft Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws**

Transportation Planner Veronica Lezama provided an overview of the Committee Bylaws and asked the Committee if they had any feedback for staff.

Staff was asked how far in advance Committee members would receive their agenda packets.

Staff stated that in accordance with the Ralph M. Brown Act requirements, the agenda must be posted by COG at least 72 hours prior to the meeting date, however staff will strive to post the agenda the Wednesday (5 days) prior to the meeting. Those who prefer a hard copy of the agenda packet can come by the COG office to pick up the packet once it is available.

Committee members recommended having the agenda packet available to them in PDF format and/or as a zip file, along with a hyperlink to the website. They also recommended taking the meeting minutes to the COG Board for review.

The Committee noted a revision on page 6 of the Bylaws after section 5.1, Section 5.3 should be corrected to Section 5.2 Calling and Noticing of Meetings. Section 5.5 Thirty Minute Rule should be corrected to Twenty Minute Rule.

The Committee also recommended keeping the Measure G website frequently updated to be able to ensure members of the public that the funds are being monitored and that work is being done.

A suggestion was made to submit a quarterly or semiannual editorial report to the Freelance or Benitolink from the Oversight Committee as a way to keep members of the public informed.

Staff stated that the Measure G website is up and running and updates will be made to the site. Members were welcome to provide additional feedback on the website.

There was no public comment.

### **3. DISCUSS Measure G Transportation Safety and Investment Plan Oversight Committee Member Initial Terms**

Veronica Lezama asked the Committee to provide COG staff with direction on a preferred option for selecting the four members that will serve during the initial first year term.

Tim Burns recommended that the Chair and Vice-Chair serve two year terms.

There was consensus from the Committee that (4) members volunteer to serve during the initial first year term. The following members volunteered: Andrew Rollins, Hamdy Abass, Jose Mario Ortega, and Darlene Boyd. The four members would be eligible to reapply to be appoint by the COG Board of Directors to the Committee.

Ms. Lezama stated that procedures related to the selection of initial member terms will be confirmed in the final procedural bylaws that will be presented for the COG Board's adoption.

There was no public comment.

### **4. DISCUSS Measure G Transportation Safety and Investment Plan Oversight Committee 2019/2020 Fiscal Year Meeting Calendar**

Veronica Lezama reported that the Measure G Transportation Safety and Investment Plan calls for a Measure G Transportation Safety and Investment Plan Oversight Committee to meet at least once per year, but no more than four times per year.

COG staff prepared a proposed fiscal year 2019/2020 meeting calendar for the Committee's consideration and asked for their input.

After brief discussion there was consensus from the Committee to meet on Wednesday's at 6:00 p.m., with the exception of the October 2019 meeting. The meetings will be held at the San Benito County Planning Department (upstairs conference room). The meeting schedule is as follows:

*Monday, October 28, 2019 at 6:00 p.m.*

*Wednesday, January 29, 2020 at 6:00 p.m.*

*Wednesday, April 29, 2020 at 6:00 p.m.*

*Wednesday, July 29, 2020 at 6:00 p.m.*

Veronica Lezama stated that procedures related to the meeting calendar will be confirmed in the final procedural bylaws that will be presented for the COG Board's adoption.

There was no public comment.

## **5. RECEIVE Presentation on Measure G Transportation Safety and Investment Plan**

Executive Director Mary Gilbert provided the Oversight Committee with an overview Power-point presentation of Measure G.

There followed discussion about the projects, funding, and priorities in the Plan.

Ms. Gilbert noted that COG and local jurisdictions will implement cost-effective improvements based on their Pavement Management Plans, General Plan Circulation Elements, and the Regional Transportation Plan. Local funds will be used to match with state gas tax funds already provided to the local jurisdictions.

Following discussion amongst staff and Committee members, staff stated that they will be bringing a Highway 25 project update at a future meeting. Staff will be requesting Pavement Management Index (PMI) studies from City's and County to better understand why some roads are prioritized. In addition, staff will be getting an update on the Pavement Management Plan and inviting representatives from both cities and County to provide updates on what's going on at their local jurisdictions. COG staff will work on a public information strategy to help Committee members report out to the public. In addition, staff will provide updates from the Mobility Partnership meetings on the broader picture of Highway 101, 25, and 156 projects.

There was no public comment on this item.

*Upon a motion duly made by Darlene Boyd, and seconded by Andrew Rollins, the Committee voted to Adjourn the Measure G Transportation Safety and Investment Plan Oversight Committee meeting at 7:33 p.m.*

**ADJOURN TO MEETING OF OCTOBER 28, 2019 AT 6:00 P.M.**

# MEASURE G OVERSIGHT COMMITTEE - FY 2019/2020 MEETING CALENDAR

FISCAL YEAR 2019																											
FIRST QUARTER														SECOND QUARTER													
JULY							AUGUST							SEPTEMBER							OCTOBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
1	2	3	4	5	6	7				1	2	3	4							1		1	2	3	4	5	6
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27
29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31			
														30													

FISCAL YEAR 2020																											
THIRD QUARTER														FOURTH QUARTER													
JANUARY							FEBRUARY							MARCH							APRIL						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
		1	2	3	4	5						1	2							1			1	2	3	4	5
6	7	8	9	10	11	12	3	4	5	6	7	8	9	2	3	4	5	6	7	8	6	7	8	9	10	11	12
13	14	15	16	17	18	19	10	11	12	13	14	15	16	9	10	11	12	13	14	15	13	14	15	16	17	18	19
20	21	22	23	24	25	26	17	18	19	20	21	22	23	16	17	18	19	20	21	22	20	21	22	23	24	25	26
27	28	29	30	31			24	25	26	27	28	29		23	24	25	26	27	28	29	27	28	29	30			
														30	31												

JULY						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Fiscal Year 2019/2020 – Meeting Dates
1st Quarter (July, August, September 2019) – Meeting Date: <b>October 28, 2019</b>
2nd Quarter (October, November, December 2019) - <b>January 29, 2020</b>
3rd Quarter (January, February, March 2020) - <b>April 29, 2020</b>
4th Quarter (April, May, June 2020) - <b>July 29, 2020</b>



## Staff Report

---

To: Measure G Transportation Safety and Investment Plan Oversight Committee  
From: Veronica Lezama, Transportation Planner      **Telephone:** (831) 637-7665 Ext. 204  
Date: October 28, 2019  
**Subject: Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws**

---

### Recommendation:

**RECEIVE** Adopted Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws.

### Summary:

At the September 19, 2019 meeting, the Council of San Benito County Governments (COG) adopted the Measure G Oversight Committee Bylaws.

### Financial Impact:

The Measure G Transportation Safety and Investment Plan Oversight Committee is a volunteer Committee and members are not compensated.

### Background:

Measure G is the COG Ordinance 2018-01 and Transportation Safety and Investment Plan that was approved by San Benito County voters on November 6, 2018. The measure consists of a one cent local transactions and use tax to be collected for 30 years to improve our local streets and roads, improve connectivity, and reduce congestion. Measure G calls for a Transportation Safety and Investment Plan Oversight Committee to be composed of San Benito County residents to oversee compliance with COG Ordinance 2018-01.

### Staff Analysis

The Council of San Benito County Governments Board of Directors adopted the Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws at their September 19, 2019 meeting. The enclosed bylaws incorporate the comments expressed by the Committee members at the first meeting held on August 5, 2019.

Executive Director Review: \_\_\_\_\_

Counsel Review: Yes

Attachments: Measure G Transportation Safety and Investment Plan Oversight Committee Bylaws



**BEFORE THE COUNCIL OF  
SAN BENITO COUNTY GOVERNMENTS**

**A RESOLUTION OF THE BOARD OF  
DIRECTORS OF THE COUNCIL OF SAN  
BENITO COUNTY GOVERNMENTS  
ADOPTING THE MEASURE G  
TRANSPORTATION SAFETY AND  
INVESTMENT PLAN OVERSIGHT  
COMMITTEE BYLAWS**

**Resolution No. 2019-09**

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

**WHEREAS**, COG resolution 2019-04 established the Measure G Transportation Safety and Investment Plan Oversight Committee; and

**WHEREAS**, the Board of Directors of the Council of Governments desires to adopt Bylaws for the Measure G Transportation Safety and Investment Plan Oversight Committee.

**NOW THEREFORE BE IT RESOLVED**, by the Board of Directors of the Council of Governments, that it hereby adopts the Transportation Safety and Investment Plan Oversight Committee Bylaws, attached hereto and incorporated herein by reference as Exhibit A; and

**BE IT FURTHER RESOLVED**, by the Board of Directors of the Council of Governments, that the Bylaws (Exhibit A) govern the proceedings of the Transportation Safety and Investment Plan Oversight Committee.

**PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS** on this 19<sup>th</sup> day of September, 2019 by the following vote:

AYES: 5      DIRECTORS: Chair Flores, Botelho, Richman, Velazquez, Medina  
NOES: 0      DIRECTORS:  
ABSENT: 0      DIRECTORS:  
ABSTAIN: 0      DIRECTORS:

César E. Flores, Chair

**ATTEST:**  
Mary Gilbert, Executive Director

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

By:

By:

Dated: 9/19/19

Shirley L. Murphy, Deputy County Counsel  
Dated: Sept. 13, 2019

## **Exhibit A**

### **Article I**

#### **GENERAL PROVISIONS**

##### **§1.1 Purpose**

Measure G is a Transportation Safety and Investment Plan (COG Ordinance 2018-01 and Expenditure Plan) approved by San Benito County voters on November 6, 2018. The Measure consists of a one cent local transactions and use tax to be collected for 30 years to improve the City of Hollister, City of San Juan Bautista, and the unincorporated areas of San Benito County's local streets and roads. COG Ordinance 2018-01 specifies the Council of San Benito County Governments ("COG") as the administrator of the tax, shall establish and convene a citizens' oversight committee to be designated as the Measure G Transportation Safety and Investment Plan Oversight Committee to provide oversight, prior to expenditure of any funds collected.

The COG Ordinance also lists the Committee's specific duties and responsibilities, which are incorporated into these bylaws (§2.1). These Bylaws govern the proceedings of the Committee. The Committee shall be in existence during the term of the sales tax (June 20, 2019 – December 31, 2050) and for a reasonable period thereafter necessary for the Committee to complete its work.

##### **§1.2 Definitions**

- a. As used in these Bylaws, "Board of Directors" means the Board of Directors of the Council of San Benito County Governments (COG).
- b. As used in these Bylaws, "chairperson" means the chairperson of the Committee.
- c. As used in these Bylaws, "Member Agency" means the County of San Benito, a legal subdivision of the State of California, the City of Hollister, and incorporated city located within San Benito County and/or the City of San Juan Bautista, an incorporated city located within San Benito County.
- d. As used in these Bylaws, "2018 Measure G" or "Measure G" means the 2018 Measure G Transportation Safety and Investment Plan approved by San Benito County voters on November 6, 2018.

##### **§2.1 Mission and Duties**

The Committee is a citizens' oversight body, established by the COG Board of Directors in accordance with the provisions and intent of the 2018 Measure G ballot. Its purpose shall be to ensure that Measure G funds are being expended consistent with the Transportation Safety and Investment Plan.

Policy-related decisions for the Transportation Safety and Investment Plan, including the composition, implementation, completion schedule, and funding level of specific projects in the Program Categories specified in the 2018 Measure G ballot and Transportation Safety and Investment Plan, are the responsibility of the COG Board of Directors and/or Member Agencies.

The Committee shall be responsible for the following:

- a. **Independent Audits:** The Committee shall have full access to the COG's independent auditor and review the annual audits, have the authority to request and review the specific financial information, and provide input on the audit to assure the funds are being expended in accordance with the Transportation Safety and Investment Plan;
- b. **Plan Changes:** The Committee shall review and make recommendations on any proposed changes to the Transportation Safety and Investment Plan, prior to the COG Board of Directors' consideration, subject to 2/3 vote of the voting Committee members;
- c. **Project Delivery and Priorities:** The Committee shall review and comment on the project delivery schedules and make recommendations to the COG on any proposals for changing project delivery priorities; and
- d. **Annual and Final Reports:** The Committee shall prepare annual reports regarding the administration of the program, to be presented to the COG's Board of Directors. The committee shall submit the report to the COG Executive Director for inclusion in the next available meeting agenda and COG will ensure that the report shall be made available for public review on the COG website (SanBenitoCOG.org). The annual written report shall include at a minimum the following:
  - A statement indicating whether COG is in compliance with the requirements of the Transportation Safety and Investment Plan, per the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States.

## §2.2 Limitations on Authority

The Committee shall have no independent duties other than those specified in these bylaws, the 2018 Measure G ballot, and the Transportation Safety and Investment Plan. The Committee shall have no authority to take actions that bind COG or the COG Board of Directors. No expenditures or requisitions for services and supplies shall be authorized by the Committee. No individual member of the Committee shall be entitled to reimbursement for travel or other expenses.

## Article III

### MEMBERSHIP

#### §3.1 Membership

The Committee shall be composed of eleven (11) members. The Committee shall not have alternate members due to its need for expertise, specific experience and continuity of knowledge. To be a qualified person, members must be at least 18 years of age.

To assure independence, no member of the Board of Directors or alternate, or other elected public official shall be appointed to the Committee. Appointees to other COG committees are not eligible to serve. During their terms, Committee members may not be employed by COG or any of its Member Agencies, nor by any agency or organization that either oversees or benefits from the proceeds of the Transportation Safety and Investment Plan.

The membership shall be comprised of San Benito County residents with relevant expertise and experience needed to assist the Committee in its task of evaluating Measure G revenues and expenditures to determine compliance with the commitments made to and approved by voters in the Measure G Transportation Safety and Investment Plan.

The Expenditure Plan Oversight Committee shall include, at a minimum, representatives who are residents of the City of Hollister, the City of San Juan Bautista, and the unincorporated areas of San Benito County. The Committee will fairly represent the geographical, social, cultural and economic diversity of the County to ensure maximum benefit for road and transportation users. The Committee will gather information and input from outside sources and COG staff when necessary.

The membership will consist of individuals that fulfill the following areas-of-expertise, as defined in COG Resolution 19-03:

- Five (5) at-large members, representing each of the five San Benito County Supervisorial Districts.
- Six (6) members representing each of the following groups or interests:
  - a. Agriculture/Farm Bureau
  - b. Seniors and Persons with Disabilities
  - c. Industry
  - d. Trade/Labor
  - e. Latino/Hispanic
  - f. Education

The COG Board of Directors may redefine these areas of expertise. Each member shall represent only one of the eleven (11) specified areas of expertise.

Members will be required to complete and submit the California Fair Political Practices Commission's Form 700 – Statement of Economic Interests at the required intervals.

### §3.2 Members' Terms

Committee members shall be appointed for a two (2) year term commencing on January and can be reappointed. Terms shall be staggered to ensure continuity of knowledge and relevant expertise. Members whose terms have expired may continue to serve on the Committee until a successor has been appointed.

In order to achieve staggering of terms, four (4) of the original Committee members' initial terms shall be offset by a one-year interval from the remaining seven (7) original Committee members' terms, to be determined by consensus.

### §3.3 Vacancies

Vacancies shall be filled from the same category of expertise represented by the original appointee, in accordance with the criteria defined in §3.1. The application process shall be open, upon Committee vacancies, to provide qualified San Benito County residents the opportunity to participate. Applications received will be reviewed and appointed by the COG Board of Directors. The Board of Directors, in their exclusive discretion, may remove any Committee member for any reason, including, but not limited to, failure to attend Committee meetings without reasonable excuse.

## Article IV

### OFFICERS

#### §4.1 Chairperson and Vice Chairperson

Election of a Chairperson and Vice Chairperson shall be held at the initial meeting of the Committee and take effect immediately. Thereafter, election of a Chairperson and Vice Chairperson shall take place at the Committee's last meeting of the calendar year to serve for a two-year term effective January 1 of the next calendar year. The Chairperson and Vice Chairperson are eligible to serve multiple terms.

In the event of a vacancy in the Chairperson's position, the Vice Chairperson shall succeed as Chairperson for the balance of the Chairperson's term and the Committee shall elect a successor to fill the vacancy in the Vice Chairperson's position. In the event of a vacancy in the Vice Chairperson's position, the Committee shall elect a successor from its membership to fill the Vice Chairperson's position for the remainder of the Vice Chairperson's term. In the event that the Chairperson and Vice Chairperson are absent, the Committee may select a member to serve as Chairperson Pro Tempore for

that particular meeting. However, if the Chairperson or Vice Chairperson later arrives, the Chairperson or Vice Chairperson shall then assume responsibility for the meeting upon arrival.

The Chairperson shall preside at all meetings of the Committee and represent the Committee. In fulfilling this duty, all official communications shall come from the Chairperson acting on behalf of the Committee. The Chairperson shall only release information that reflects the majority view of the Committee. Opinions or statements from a Committee member must include a disclaimer that the opinion or statement is that of the individual only, and not of the Committee.

#### §4.2 Secretary

COG staff shall serve as the Committee's Secretary without any voting rights.

### Article V

#### MEETINGS

##### §5.1 Regular Meetings

Regular meetings shall be held in the County building located at 2301 Technology Parkway, Hollister, California, in the conference room on the second floor, or such other place as may from time to time be determined by the Committee. Meetings shall be open to the public and shall conform to the Ralph M. Brown Act (California Government Code sections 54950 et seq.).

The Committee shall meet at least once but no more than four times per year. Meetings will be held in the months of October, January, April, and July, on the last Wednesday starting at 6 PM at the San Benito County Resource Management Agency (upstairs conference room), 2301 Technology Parkway in Hollister. The calendar for the following fiscal year shall be adopted no later than the last meeting of the current fiscal year.

Whenever a regular meeting falls on a holiday observed by COG, the meeting shall be held on another day, in consultation with COG staff. A rescheduled regular meeting shall be designated a regular meeting.

##### §5.2 Calling and Noticing of Meetings

All regular and special meetings shall be called, noticed and conducted in accordance with the applicable provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code). COG Staff shall be responsible for noticing all meetings.



### §5.3 Quorum; Vote; Committee of the Whole

A quorum of the Committee shall consist of a majority of the total membership. Committee action may be taken by a majority of those present and voting, and by no less than a majority of a quorum. A roll call vote shall be taken when requested by any member in attendance. At any regularly called meeting not held because of a lack of a quorum, the members present may constitute themselves a "committee of the whole" for the purpose of discussing matters on the agenda of interest to the committee members present. The Committee of the whole shall automatically cease to exist if a quorum is present at the meeting.

### §5.4 Twenty Minute Rule

If a quorum has not been established within twenty minutes of the noticed starting time for the meeting, the Committee may be excused from further attendance at the meeting.

### §5.5 Absences

Attendance at all Committee meeting is expected. Member representatives who miss more than two (2) regular meetings within a twelve (12) month period without due cause shall have their appointment automatically terminated. "Due cause" is defined as calling or emailing COG staff in advance of the meeting and providing a reason for not attending.

### §5.6 Matters Not Listed On the Agenda Requiring Committee Action

Except as provided below, a matter requiring Committee action shall be listed on the posted agenda before the Committee may act upon it. The Committee may take action on items not appearing on the posted agenda only upon a determination to add it as an urgency item, pursuant to Brown Act requirements.

### §5.7 Time Limits for Speakers

Each member of the public appearing at a Committee meeting shall be limited to three minutes. Any person addressing the Committee may submit written statements, petitions or other documents.

### §5.8 Impertinence; Disturbance of Meeting

Any person making personal, impertinent or indecorous remarks while addressing the Committee may be barred by the Chairperson from further appearance before the Committee at that meeting, unless permission to continue is granted by an affirmative vote of the Committee. The Chairperson may order any person removed from the Committee meeting who causes a disturbance or interferes with the conduct of the meeting, and the Chairperson may direct the meeting room cleared when deemed necessary to maintain order.



## **§5.9 Access to Public Records Distributed at Meeting**

Writings distributed during a Committee meeting shall be made available for public inspection at the meeting, consistent with the Brown Act, and all records distributed at a meeting shall become public records and shall be treated as such, in compliance with the California Public Records Act.

## **Article VI**

### **AGENDAS AND MEETING NOTICES**

#### **§6.1 Agenda Format and Content**

The agenda shall specify the starting time and location of the meeting and shall contain a description of each item of business to be transacted or discussed at the meeting, consistent with Brown Act requirements.

Items may be referred for inclusion on an agenda by: (1) the COG Executive Director; (2) the Committee Chairperson, in consultation with the COG Executive Director; and (3) the Committee, with a quorum present and upon the affirmative vote of a majority of the members present.

#### **§6.2 Agenda Posting and Delivery**

The written agenda for each regular meeting and each meeting continued for more than five calendar days shall be posted by COG at least 72 hours before the meeting is scheduled to begin, consistent with Brown Act requirements. The written agenda for every special meeting shall be posted by COG at least 24 hours before the special meeting is scheduled to begin, consistent with Brown Act requirements. The agenda shall be posted in a location that is freely accessible to members of the public, consistent with Brown Act requirements. The agenda together with supporting documents shall be delivered to each Committee member at least three days before each regular meeting and at least 24 hours before each special meeting.

#### **§6.3 Minutes**

Official minutes recording the members and visitors present, motions entertained, actions taken, and the votes cast at each Committee meeting, shall be prepared by COG staff and submitted to the Committee for approval.

## **Article VII**

### **MISCELLANEOUS**

#### **§7.1 Adoption and Amendment of Bylaws**

These Bylaws shall be adopted by the COG Board of Directors. Any subsequent amendment thereof shall require approval of the COG Board of Directors.

## Section 7.2. Termination.

The Committee shall be disbanded by the COG Board of Directors with the Committee's submission of the final Annual Report which reflects the final accounting of the expenditure of all Measure G monies.

Adopted by the Board of Directors: September 19, 2019.

---

**Staff Report**

To: Measure G Transportation Safety and Investment Plan Oversight Committee  
From: Veronica Lezama, Transportation Planner      **Telephone:** (831) 637-7665 Ext. 204  
Date: October 28, 2019  
Subject: **Measure G Revenue Statements for 4<sup>th</sup> Quarter FY 2018/19 and 1<sup>st</sup> Quarter FY 2019/20**

---

**Recommendation:**

**RECEIVE** Fiscal Year 2018/2019 Fourth Quarter (April, May, June) and Fiscal Year 2019/2020 First Quarter (July, August, September) Measure G Revenue Statements.

**Summary:**

During the reporting period, the California Department of Tax and Fee Administration (CDTFA) has collected and remitted a total of \$2,717,680.53 to the Council of San Benito County Governments' Measure G fund.

**Financial Impact:**

The State Board of Equalization has collected and remitted a total of \$2,717,680.53 to the Council of San Benito County Governments' Measure G fund, which is housed at the County of San Benito Auditor's Office. Interest on Measure G funds has yet to be allocated by the County Auditor's Office.

**Background:**

Measure G is the COG Ordinance 2018-01 and Transportation Safety and Investment Plan that was approved by San Benito County voters on November 6, 2018. The measure consists of a one cent local transactions and use tax to be collected for 30 years to improve our local streets and roads, improve connectivity, and reduce congestion.

**Staff Analysis**

The CDTFA was created in 1879 by constitutional amendment and charged with the responsibility for ensuring that county property tax assessment practices were equal and uniform throughout the state. Through the years, legislative changes expanded the BOE's role to administer additional taxes and fees, including local transportation tax measures.

Since the passage of Measure G, the CDTFA has collected \$2,717,680.53. Once collected, funds are remitted to the Council of San Benito County Governments' Measure G account, which is housed

by the County of San Benito. The first payment of Measure G funds was deposited in May of 2019. The funds collected to date are detailed below:

- Fiscal Year 2018/2019 Fourth Quarter (April, May, June) – Revenue: \$2,193,232.77.
- Fiscal Year 2019/2020 First Quarter (July, August, September) – Revenue: \$524,447.76. Funds for the First Quarter FY 2019/20 only reflect revenue received for the month of July. The DTFA has not yet disbursed funds to COG for any revenues collected in August and September.

The enclosed Detailed General Ledger Reports do not include distribution of fund activity, as Measure G funds have yet to been distributed to local agencies or projects. COG staff is currently working on finalizing the local agency agreements with the Cities and County, which will specify the distribution quantities/percentages and terms for obtaining Measure G funds.

Executive Director Review: \_\_\_\_\_

Counsel Review: No

Attachments:

1. Fiscal Year 2018/2019 Fourth Quarter (April, May, June) Measure G Revenue Statement
2. Fiscal Year 2019/2020 First Quarter (July, August, September) Measure G Revenue Statement

MEASURE G  
4TH QUARTER FISCAL YEAR  
2018/2019

Attachment 1  
**Detail General Ledger Report**

G/L Date Range 04/01/19 - 06/30/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance		
G/L Account Number	634.95.7391.101.990000000 Cash Cash							Balance To Date:	\$0.00		
05/24/2019	2019-00005422	JE	RA	WF Receipt Deposit Batch 06.12.19	Collections		19,797.72		19,797.72		
Receipt Number	Receipt Batch	Receipt Description		Received From		Payment Date	Amount	Distribution Amount			
2019-00008327	2019-00004446	Measure G tax 1st qtr		Council of Governmetns		06/11/2019	19,797.72	19,797.72			
							Total	\$19,797.72	\$19,797.72		
06/24/2019	2019-00005674	JE	RA	WF Receipt Deposit Batch 06.27.19	Collections		437,339.42		457,137.14		
Receipt Number	Receipt Batch	Receipt Description		Received From		Payment Date	Amount	Distribution Amount			
2019-00008778	2019-00004655	Measure G April 2019		Council of Governments		06/25/2019	437,339.42	437,339.42			
							Total	\$437,339.42	\$437,339.42		
							Account	Cash Cash Totals	\$457,137.14	\$0.00	\$457,137.14
G/L Account Number	634.95.7391.113.116 Receivables Accounts Receivable							Balance To Date:	\$0.00		
06/30/2019	2019-00006018	JE	GL	accrue Measure G May 2019		Year-End JE - Year-End JE	571,405.49		571,405.49		
06/30/2019	2019-00006221	JE	GL	Accrue Measure G April-June		Year-End JE - Year-End JE	1,164,690.14		1,736,095.63		
							Account	Receivables Accounts Receivable Totals	\$1,736,095.63	\$0.00	\$1,736,095.63
G/L Account Number	634.95.7391.1000.512.001 Sales Tax Sales and Use Tax							Balance To Date:	\$0.00		
05/24/2019	2019-00005422	JE	RA	WF Receipt Deposit Batch 06.12.19	Collections			19,797.72	(19,797.72)		
Receipt Number	Receipt Batch	Receipt Description		Received From		Payment Date	Amount	Distribution Amount			
2019-00008327	2019-00004446	Measure G tax 1st qtr		Council of Governmetns		06/11/2019	19,797.72	(19,797.72)			
							Total	\$19,797.72	(\$19,797.72)		
06/24/2019	2019-00005674	JE	RA	WF Receipt Deposit Batch 06.27.19	Collections			437,339.42	(457,137.14)		
Receipt Number	Receipt Batch	Receipt Description		Received From		Payment Date	Amount	Distribution Amount			
2019-00008778	2019-00004655	Measure G April 2019		Council of Governments		06/25/2019	437,339.42	(437,339.42)			
							Total	\$437,339.42	(\$437,339.42)		
06/30/2019	2019-00006018	JE	GL	accrue Measure G May 2019		Year-End JE - Year-End JE		571,405.49	(1,028,542.63)		
06/30/2019	2019-00006221	JE	GL	Accrue Measure G April-June		Year-End JE - Year-End JE		1,164,690.14	(2,193,232.77)		
							Account	Sales Tax Sales and Use Tax Totals	\$0.00	\$2,193,232.77	(\$2,193,232.77)
							Program/Section/Activity	Administration Totals	\$0.00	\$2,193,232.77	
							Division	Transportation Sales Tax Meas G Totals	\$2,193,232.77	\$2,193,232.77	
							Department	Trust and Agency Totals	\$2,193,232.77	\$2,193,232.77	
							Fund	Transportation Sales Tax Meas G Totals	\$2,193,232.77	\$2,193,232.77	
							Grand Totals	\$2,193,232.77	\$2,193,232.77		

MEASURE G  
1st QUARTER FISCAL YEAR  
2019/2020

Attachment 2  
**Detail General Ledger Report**

G/L Date Range 07/01/19 - 09/30/19

Include Sub Ledger Detail

Exclude Accounts with No Activity

G/L Date	Journal	Journal Type	Sub Ledger	Description/Project	Source	Reference	Debit Amount	Credit Amount	Actual Balance
G/L Account Number	<b>634.95.7391.101.990000000</b>	<b>Cash</b>	<b>Cash</b>						
07/24/2019	2020-00000478	JE	RA	WF Receipt Deposit Batch 07.31.19	Collections		571,405.49	Balance To Date:	\$457,137.14
									1,028,542.63
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2019-00009109	2019-00004835	2019 May Balance			Measure G	06/30/2019		571,405.49	571,405.49
						Total		571,405.49	571,405.49
08/26/2019	2020-00000670	JE	RA	WF Receipt Deposit Batch 08.27.19	Collections		1,164,690.14		2,193,232.77
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2019-00009186	2019-00004871	Measure G 2019 2nd qtr.			Concil of Governments	06/30/2019		1,164,690.14	1,164,690.14
						Total		1,164,690.14	1,164,690.14
09/24/2019	2020-00001326	JE	RA	WF Receipt Deposit Batch 09.26.19	Collections		524,447.76		2,717,680.53
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2020-00001616	2020-00000966	Measure G July 2019			Council of Governments	09/25/2019		524,447.76	524,447.76
						Total		524,447.76	524,447.76
Account <b>Cash</b> <b>Cash Totals</b>							\$2,260,543.39	\$0.00	\$2,717,680.53
G/L Account Number	<b>634.95.7391.113.116</b>	<b>Receivables</b>	<b>Accounts</b>	<b>Receivable</b>					
07/24/2019	2020-00000478	JE	RA	WF Receipt Deposit Batch 07.31.19	Collections			Balance To Date:	\$1,736,095.63
								571,405.49	1,164,690.14
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2019-00009109	2019-00004835	2019 May Balance			Measure G	06/30/2019		571,405.49	(571,405.49)
						Total		571,405.49	(571,405.49)
08/26/2019	2020-00000670	JE	RA	WF Receipt Deposit Batch 08.27.19	Collections			1,164,690.14	.00
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2019-00009186	2019-00004871	Measure G 2019 2nd qtr.			Concil of Governments	06/30/2019		1,164,690.14	(1,164,690.14)
						Total		1,164,690.14	(1,164,690.14)
Account <b>Receivables</b> <b>Accounts</b> <b>Receivable Totals</b>							\$0.00	\$1,736,095.63	\$0.00
G/L Account Number	<b>634.95.7391.1000.512.001</b>	<b>Sales Tax</b>	<b>Sales and Use Tax</b>						
09/24/2019	2020-00001326	JE	RA	WF Receipt Deposit Batch 09.26.19	Collections			Balance To Date:	\$0.00
								524,447.76	(524,447.76)
<i>Receipt Number</i>	<i>Receipt Batch</i>	<i>Receipt Description</i>			<i>Received From</i>	<i>Payment Date</i>		<i>Amount</i>	<i>Distribution Amount</i>
2020-00001616	2020-00000966	Measure G July 2019			Council of Governments	09/25/2019		524,447.76	(524,447.76)
						Total		524,447.76	(524,447.76)
Account <b>Sales Tax</b> <b>Sales and Use Tax Totals</b>							\$0.00	\$524,447.76	(\$524,447.76)
Program/Section/Activity <b>Administration Totals</b>							\$0.00	\$524,447.76	
Division <b>Transportation Sales Tax Meas G Totals</b>							\$2,260,543.39	\$2,260,543.39	
Department <b>Trust and Agency Totals</b>							\$2,260,543.39	\$2,260,543.39	
Fund <b>Transportation Sales Tax Meas G Totals</b>							\$2,260,543.39	\$2,260,543.39	
Grand Totals							\$2,260,543.39	\$2,260,543.39	

## Staff Report

---

To: Measure G Transportation Safety and Investment Plan Oversight Committee  
From: Mary Gilbert, Executive Director Phone Number: (831) 637-7665 x.207  
Date: October 28, 2019  
Subject: **San Benito County Measure G Strategic Plan**

---

## Recommendation:

**RECEIVE Update** on Measure G Strategic Plan and Cash Flow Model

## Background:

Measure G is a 1% sales tax approved by voters in the November 2018 election. COG is responsible for implementation of the measure and ensuring delivery of the projects in the approved expenditure plan.

## Financial Impact:

Measure G is anticipated to generate an average of \$16 million annually over the 30-year term.

## Summary

The Strategic Plan will detail all anticipated funding sources, opportunities for bonding and project management, advocacy, and other strategies to ensure that Measure G is successfully implemented with sufficient oversight by COG.

## Staff Analysis

COG staff will deliver a Strategic Plan document that provides further detail around Measure G implementation expectations:

- Measure G revenue allocations – Tier I, Tier II, and Tier III projects/programs
- Sales tax revenue projections
- Project priorities, timelines, and costs
- Sources of matching and leveraged funds for projects
- Financing options and bonding capacity
- Policies surrounding measure implementation

Strategic Plan Objectives:

- Establish priority projects, estimated construction schedules and costs, targeted implementation timing
- Develop and/or review revenue projection models and allocation targets
- Integration of financial and project data with outside funding sources and other planning documents

Many transportation sales tax agencies provide updates to their strategic plan on a bi-annual basis based on changes to project costs, delivery schedules, and outside funding sources

The cash flow model shows different scenarios for distribution of funds to the different project tiers. The COG Board will be asked to make a policy decision on how to fund the tiers in the early years of the program. Staff will provide a presentation on the cash flow model at the meeting. The presentation delivered to the COG Board in October is attached (Attachment 1).

Staff is pursuing a contract for communication services. In March, staff proposed a contract with CliffordMoss to provide post-election communication services and establishing a community outreach program. CliffordMoss previously completed work for COG in 2018, assisting with community outreach and development of the Transportation Safety and Investment Plan. The Board previously directed staff to delay the contract until there was further development of the Strategic Plan. At its last meeting, the Citizen's Oversight committee was in favor of contracting for communication services to ensure a consistent message for the public. Staff will present a public outreach contract to the COG Board in November.

***Tier 1: Highway 25 4-Lane Expressway Project***

The Expressway project is currently included in the model at full build-out from San Felipe Road to the San Benito/Santa Clara County line. In September, COG requested review of the proposed project design due to concerns about project funding and timing.

Caltrans has agreed to complete a Value Analysis of the project with representatives from Caltrans functional units, COG staff, County and City staff, and regional partners at Santa Clara Valley Transportation Authority to review project delivery alternatives. The expressway widening project must be coordinated with other regional projects including the Highway 101/State Route 25 Interchange, Bolsa Road & Highway 25 intersection improvement needs, and the State Route 152 Trade Corridor project.

The Value Analysis effort is tentatively scheduled for January 2020.



### ***Tier II – Local Road Rehabilitation Funding***

The City of Hollister and County of San Benito will each receive 47.5% of local roadway funds while the City of San Juan Bautista will receive 5%.

There are several requirements in place that local jurisdictions must adhere to, including the use of each jurisdiction's Pavement Management Plan to select projects, as required by the Measure G ordinance. Staff is developing a Local Jurisdiction Funding Agreement with the input of local staff to ensure that all requirements for funding are clearly addressed by both COG and the local jurisdictions.

The jurisdictions are reviewing their pavement management plans and identifying priority areas for construction to ensure that Measure G funds can be maximized for the public benefit and begin to be delivered in 2020. COG will require that each jurisdiction identify that projects are funded with Measure G with construction signage and in outreach materials.

### ***Tier III – Administration & Other Projects***

The COG Board directed staff to contract with an outside firm for project management and other oversight services as needed, in lieu of hiring additional employees. Staff is issuing a Request for Proposals for this work to begin in 2020.

Other projects must be reviewed and approved for funding. Staff is convening a group of local jurisdiction staff to begin strategic planning for projects that meet the goals and objectives of Measure G.

### ***Measure G - Next Steps - 2019***

- Tier II: Finalize Local Agency Funding/Tax Sharing Agreements for FY 19/20
- Contract with a public outreach firm per direction from Oversight Committee
- Hold Required Annual Public Hearing- December
- Finalize Strategic Plan

Executive Director Review: \_\_\_\_\_

Counsel Review: \_\_\_\_\_ N/A

Supporting Attachment: Power Point Presentation to COG Board Dated 10/17/09



# Council of San Benito County Governments

## **Regular Meeting of the Board of Directors Measure G Strategic Planning Update**

**October 17, 2019**



**1300 Clay Street, Suite 1000, Oakland, CA 94612  
phone 510-839-8200 fax 510-208-8282**

# Strategic Planning Process

---

- **Strategic Plan Framework**

- Estimated construction schedules, costs, and implementation timing for the Highway 25 project
- Develop and/or review revenue projection models and allocation targets
- Integration of financial and project data with outside funding sources and other planning documents

- **Cash Flow Model Approach**

- Incorporates revenue forecasts and program allocations defined in the Expenditure Plan
- Provides a reasonable expectation for the timing and sequencing of project delivery

- **Program/Bonding Capacity Analysis**

- The Expenditure Plan directs the allocation of Measure G sales tax revenues based on Tier I, Tier II, and Tier III respective percentage allocation targets and controls for program spending within these areas
- SBCOG has the authority to issue limited tax bonds payable from and secured by the proceeds from the Measure G sales tax to advance projects identified in the Expenditure Plan – such bonding must be adequately supported by program and total Measure G revenues

- **Policy Development**

- Program policies, debt policies and related financial policies, such as internal reserves, internal loans, and program coverages

# Measure G Expenditure Plan and Revenue Allocation Percentages

---



**Total Measure G: \$485M**

**Distribution Net of Admin: \$480M**



**Tier I: Widen Highway 25  
\$242M  
(50% of Net Measure G)**



**Tier II: Local Road Repair  
\$216M  
(45% of Net Measure G)**

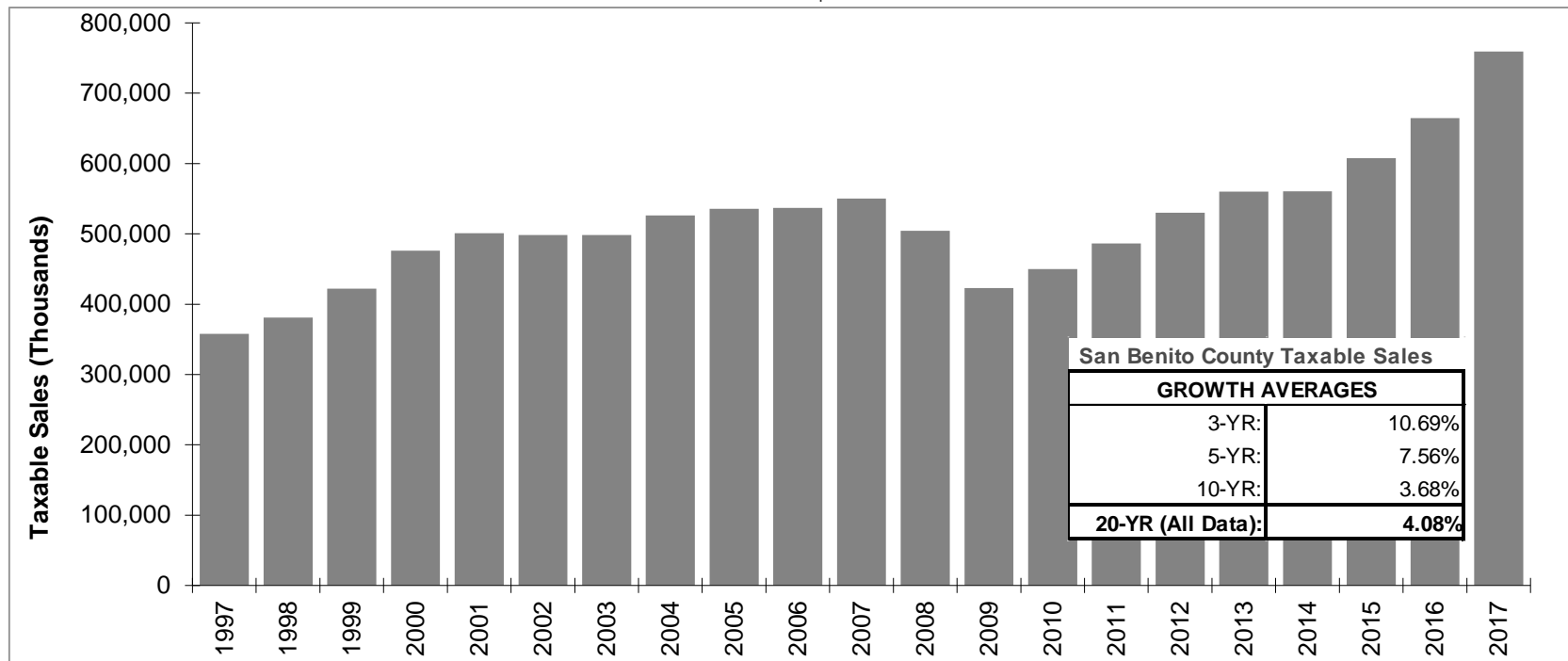


**Tier III: Other Projects/Bike & Ped  
\$22M  
(5% of Net Measure G)**

# Measure G Revenue Projection: Historical Context

- Various data points can help determine: i) base revenue value and ii) long-term average growth

Historical San Benito County  
Taxable Sales Data (Calendar Year)



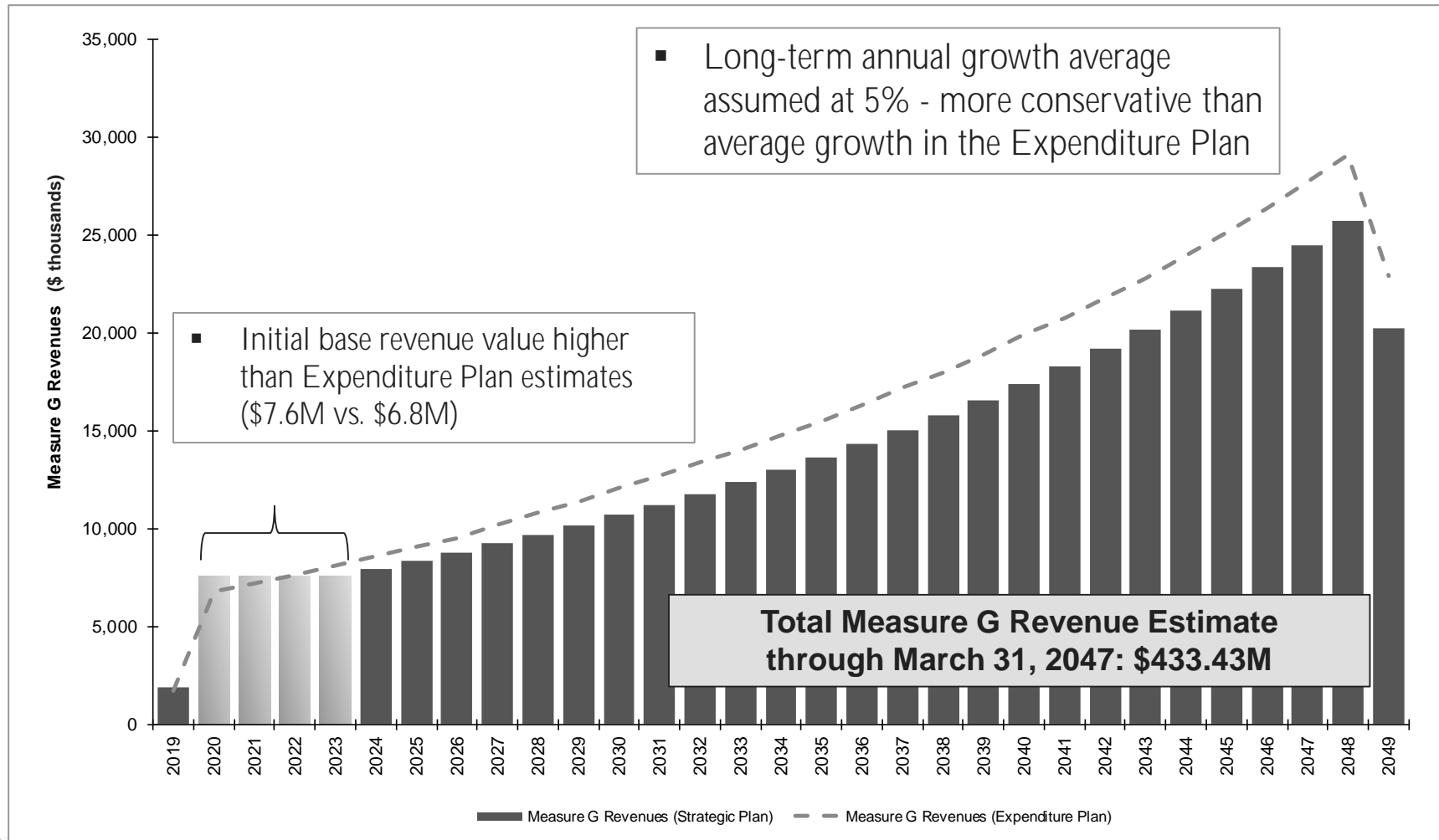
San Benito County  
1% Local Sales and Use Tax Funds

	2016	2017	2018
Hollister	3,378,036	4,466,653	4,634,303
San Juan Bautista	144,199	204,270	190,409
County Unincorporated	1,546,646	2,039,333	3,586,253
<b>Total:</b>	<b>5,068,880</b>	<b>6,710,256</b>	<b>8,410,966</b>
<b>Yr/Yr % Change:</b>		<b>32%</b>	<b>25%</b>

Source: CA Department of Tax and Fee Administration.

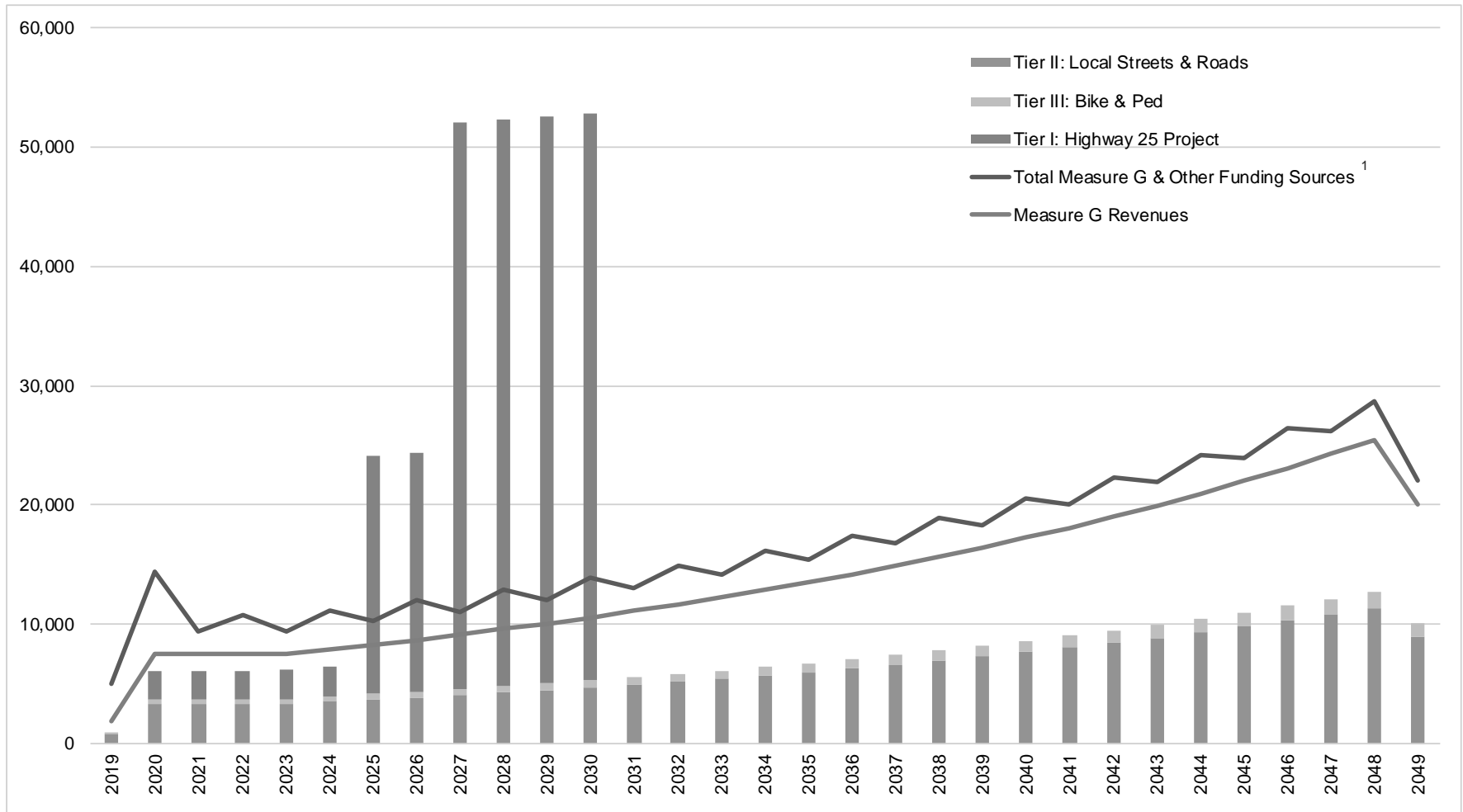
# Measure G Revenue Projection: Strategic Plan Forecast

Projected Measure G Revenues (Fiscal Year)



# Measure G Cash Flow Model Output: Revenues and Expenditures

San Benito COG Preliminary Cash Flow Analysis (\$ in thousands)



# Tier I Highway 25 Expressway

---

## Project Elements:

- Expressway: 46-foot-wide median within a 342-foot-wide right-of-way & frontage roads
- Access Controlled
- Interchange to replace the State Route 25/State Route 156 at-grade intersection
- New bridges over the Pajaro River and Carnadero Creek
- New bridges at UPRR Crossings
- Intersection realignments (Shore, Bolsa)
- New frontage roads using the existing SR 25 roadway where feasible
- Floodplain mitigations



# Tier I Highway 25 Project: Funding Approaches

## 1) Pay-Go: Measure Revenues or Cash Balances

- Requires ample cash balances and manageable capital program
- Does not allow for acceleration and delivery of larger projects

## 2) Borrow: Loans or Bonds

- Can accelerate delivery of “shovel-ready” projects
- May minimize rising infrastructure/construction costs

## 3) Matching Funds: Federal, State, & Local

- Aimed to reduce the burden of local funds and maximize the Measure G investment
- Directs excess funds to Tier II and Tier III project priorities

	Highway 25 Allocated Revenues & Expenditures				
Fiscal	Measure G <sup>1</sup>	Tier I Revenues	Projected		
<u>Year</u>	<u>Tier I @ 50%</u>	<u>&amp; Other Funding<sup>2</sup></u>	<u>Expenditures</u>		
2020	\$ 3,762	\$ 10,697	\$ 2,333		Environmental Phase I
2021	3,762	5,697	2,333		
2022	3,762	7,041	2,333		
2023	3,762	5,697	2,500		Environmental Phase II
2024	3,950	7,229	2,500		
2025	4,148	6,083	20,000		Right of Way
2026	4,355	7,634	20,000		
2027	4,573	6,508	47,500		Construction
2028	4,801	8,080	47,500		
2029	5,041	6,976	47,500		
2030	5,294	8,573	47,500		
TOTAL:	\$ 47,210	\$ 80,215	\$ 241,999		

1. Reflects forecasted Measure G revenues less administrative costs.

2. Includes TIF, RSTP, SB-1 annual allocations, and SB-1 grant funds.

# Tier I Project Cash Flow with Bonding

## San Benito COG Preliminary Cash Flow Analysis (\$ in thousands)

Row		2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
1	Fiscal Year Ending June 30,												
2	Sales Tax Year	1	2	3	4	5	6	7	8	9	10	11	12
3													
4	<b>Revenues:</b>												
5	Measure Sales Tax Revenues	1,900	7,600	7,600	7,600	7,600	7,980	8,379	8,798	9,238	9,700	10,185	10,694
6	Growth	N/A	N/A	0.00%	0.00%	0.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
7	Administration Costs	(19)	(76)	(76)	(76)	(76)	(80)	(84)	(88)	(92)	(97)	(102)	(107)
8	Net Revenues For Projects	1,881	7,524	7,524	7,524	7,524	7,900	8,295	8,710	9,145	9,603	10,083	10,587
9													
10	<b>Tier I Project Cash Balance - With Debt</b>												
11	Beginning Balance	0	4,085	12,510	16,061	21,010	24,522	29,619	16,146	4,023	20,190	-23,499	-68,595
12	Earnings on Cash Balance	0	61	188	241	315	368	444	242	60	303	0	0
13	Sales Tax Revenue Allocation	941	3,762	3,762	3,762	3,762	3,950	4,148	4,355	4,573	4,801	5,041	5,294
14	<b>Project Expenditures (Highway 25)</b>	<b>0</b>	<b>(2,333)</b>	<b>(2,333)</b>	<b>(2,333)</b>	<b>(2,500)</b>	<b>(2,500)</b>	<b>(20,000)</b>	<b>(20,000)</b>	<b>(47,500)</b>	<b>(47,500)</b>	<b>(47,500)</b>	<b>(47,500)</b>
15	Other Funding Sources	3,144	6,935	1,935	3,279	1,935	3,279	1,935	3,279	1,935	3,279	1,935	3,279
16	Bond #1 Proceeds									61,671			
17	Debt Service #1									(4,572)	(4,572)	(4,572)	(4,572)
18	<b>Ending Balance</b>	<b>4,085</b>	<b>12,510</b>	<b>16,061</b>	<b>21,010</b>	<b>24,522</b>	<b>29,619</b>	<b>16,146</b>	<b>4,023</b>	<b>20,190</b>	<b>(23,499)</b>	<b>(68,595)</b>	<b>(112,094)</b>
19													
20	<b>Debt Service Coverage Ratio (Authority Wide): Total Measure Revenues / Total Debt Service</b>									2.02x	2.12x	2.23x	2.34x
21	<b>Debt Service Coverage Ratio (Regional Program): Tier I Measure Revenues / Total Debt Service</b>									1.00x	1.05x	1.10x	1.16x

# Alternative Strategies to Deliver the Tier I Highway 25 Project

---

## **1) Direct Greater Percentage of Measure Revenues to the Tier I Program Over the Peak Highway 25 Construction Period**

- A greater share of sales tax revenues flow through to Tier II/Tier III in FY20 – FY24
- 100% of sales tax revenues are utilized for the Highway 25 project when project expenditures are the greatest (FY25 – FY30)
- Following Highway 25 project completion Measure G revenues would flow entirely to the Tier II / Tier III project categories – net of any debt service on bonds
- May allow for greater bonding capacity for Highway 25

## **2) Secure Additional Funding (i.e. Federal and State grant funds)**

- Aimed to reduce the burden of local funds and maximize the Measure G investment
- SB-1: Solutions to Congested Corridors Program (SCCP)
- SB-1: Local Partnership Program (LPP)

## **3) Modify Highway 25 Project Approach**

- Phased project implementation – delivery over a longer period
- Revised project scope and cost

# Highway 25 Project Approach

---

## **1) Fully fund and deliver the 4-Lane Expressway project – estimated at \$240 million in the TSIP**

- Caltrans has updated their cost estimates and project costs are likely to be higher (\$260 million)

## **2) Fund and build the Highway 25 project in 2 phases**

- Phase I: San Felipe to Hudner Lane
- Phase II: Hudner Ln to the County Line

## **3) “Interim” Highway 25 Widening Project**

- Identified in COG's 2016 Alternatives Analysis
- Builds two new lanes of highway along existing corridor
- Estimated Cost: \$135,000,000

# Appendix

---

# Cash Flow Model Inputs and Assumptions

## Revenue Resources

### Measure G Program Duration

- April 1, 2019 – March 31, 2049

### Sales Tax Revenues

- Projection of annual sales tax revenues and assumptions for growth
- Methodology for sales tax revenue distribution

### Other Revenue Sources

- Traffic Impact Fees: \$1.8 million annually
- STIP-RTIP: \$1.3 million bi-annually
- SB-1: Annual funding of \$135,000, secured grant funds of \$5M, future grant funds TBD

## Expenditures

### Project Priorities

- Tier I (50%): \$242 million (FY 2020 – FY 2030)
- Tier II / Tier III (50%): Allocated over the life of the tax

## Constraints

### Borrowing Capacity

- 1.50x debt service coverage ratio

### Cash Balance Target

- \$2 Million

# Limiting Conditions for Cash Flow Model

---

- Actual bonding capacity numbers will be based on actual sales tax revenue growth between the measure passing and date of issuance, interest rates at the time of issuance, ratings achieved on the bonds, timing of issuance and term of bonds, and market driven legal and credit constraints – all of which are subject to change
- Actual future sales tax revenues may be above or below forecasts
- Assumptions regarding project costs, delivery schedules, and availability of other funding sources have been provided by SBCOG staff

### Staff Report

---

To: Measure G Transportation Safety and Investment Plan Oversight Committee  
From: Mary Gilbert, Executive Director Phone Number: (831) 637-7665 x.207  
Date: October 28, 2019  
Subject: **Project Development Process**

---

### Recommendation:

**RECEIVE** Presentation on Procedures for Transportation Project Development

### Background:

At its August meeting, the Committee requested information on how transportation projects are developed and constructed.

### Financial Impact:

There is no financial impact at this time.

### Summary

Transportation projects require several phases from development to construction. Staff will provide a general overview of the required steps for project development.

### Staff Analysis

A project's life cycle normally contains five phases: (1) planning, (2) preliminary design and environmental review, (3) final design and right-of-way acquisition, (4) construction, and (5) operation.

Staff will review the project development process with the Committee at the meeting.

Executive Director Review: \_\_\_\_\_

Counsel Review: N/A



## Staff Report

---

To: Measure G Transportation Safety and Investment Plan Oversight Committee  
From: Mary Gilbert, Executive Director Telephone: (831) 637-7665 x. 207  
Date: October 28, 2019  
Subject: **Santa Clara/San Benito Mobility Partnership**

---

### Recommendation:

RECEIVE Update on Santa Clara/San Benito Mobility Partnership

### Summary:

Staff is providing an update on the latest work completed by the Santa Clara/San Benito Mobility Partnership, including the selection of a preferred alternative for the Phase 1 SR 25/101 Interchange design.

### Background

In October 2015, the Council of Governments entered into a Memorandum of Understanding with the Santa Clara Valley Transportation Authority to form a Mobility Partnership. The partners are working together to complete studies to identify transportation projects along the State Route 152 Corridor from US 101 to Interstate 5, and along 101 at State Route 25. The Partnership is a group of elected officials from each County. COG and VTA provide staff support to the group, which generally meets every other month.

### Financial Impact:

No Measure G funds are identified for the Mobility Partnership projects.

The Valley Transportation Authority received Trade Corridor Enhancement Program (TCEP) funds through Senate Bill 1 to begin the design phase of the 25/101 Interchange project. The TCEP funds were matched with VTA local tax funding. COG and VTA are coordinating to maximize future state and federal funding for the project, including securing additional SB1 funding in the next funding cycle.

### Staff Analysis:

The most recent Mobility Partnership meeting was on September 11, 2019.

VTA's work group identified two alternatives for the 101/25 interchange in early 2019. After further study was completed, the Mobility Partnership selected Alternative 1 as the preferred alternative for the interchange (Attachment 1). VTA will continue to finalize the design of the

interchange through the standard Caltrans PS&E process. COG, San Benito County, and Caltrans Districts 4 & 5 all participate on the project team for the interchange.

The Mobility Partnership is also reviewing potential alignments for the State Route 152 Trade Corridor, with input from San Benito County on any impacts to the future commercial development in the area as well as to identify opportunities to coordinate with the SR 25 widening.

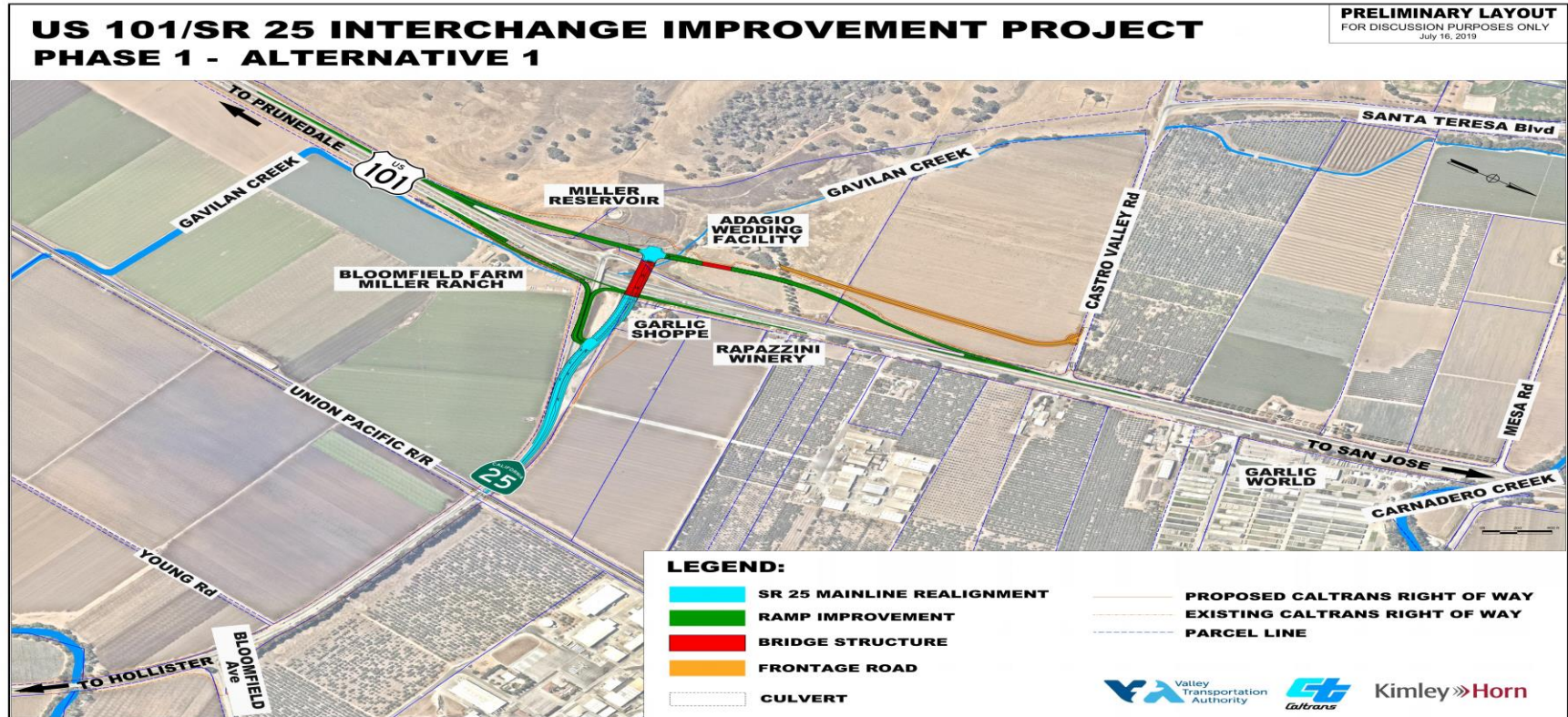
COG staff will review the Mobility Partnership's work program and schedule with the Committee at the October 28 meeting (Attachment 2).

Executive Director Review: \_\_\_\_\_

Counsel Review: N/A

Supporting Attachment:        1. Interchange Alignment Map  
   2. Work Program and Schedule

# US 101/SR 25 Interchange – Alternative 1



### MOBILITY PARTNERSHIP WORK PLAN - September 11, 2019

Number	Title	Mobility Partnership Meetings					
		Sept 2019	Dec 2019	1st Qtr 2020	2nd Qtr 2020	3rd Qtr 2020	4th Qtr 2020
1	High Speed Rail Update	√		√		√	
2	US 101/SR 25 Phase 1 Update	√	√	√	√	√	√
2a	- Traffic Studies to support decision making for Phase 1	√					
2b	- Recommended Phase 1 Project	√					
2c	- 35% PS&E Update	√	√				
2d	- 65% PS&E			√	√		
2e	- Final Pre-Bid					√	√
3	MP Project Sheet for State and Federal Officials	√					
4	Alignment Concepts for SR 152	√	√				
5	Potential Near-term Funding Opportunities	√	√	√	√	√	√
6	Institutional/Governance Topics		√				√
7	Outreach Plan		√		√		√