

**AGENDA  
REGULAR MEETING  
LOCAL TRANSPORTATION AUTHORITY**

**DATE:** Thursday, May 21, 2020  
3:00 P.M.

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

**DIRECTORS:** Chair Ignacio Velazquez, Vice Chair Peter Hernandez  
Jaime De La Cruz, Mary Vazquez Edge, and Rolan Resendiz  
Alternates: San Benito County: Mark Medina;  
City of San Juan Bautista: César E. Flores

**Attendance at the LTA meeting is closed to the public per Executive Order N-29-30. The public may join meeting by Zoom: <https://zoom.us/join> per the instruction stated below:**

**Meeting ID: 921-1766-1919**

*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 C. Public Comment.***

**3:00 P.M. CALL TO ORDER:**

- A. ACKNOWLEDGE** Certificate of Posting
- B. NOTICE OF TEMPORARY PROCEDURES FOR LOCAL TRANSPORTATION AUTHORITY MEETINGS**

**Pursuant to California Governor Gavin Newsom's [Executive Order N-29-20](#) issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic. Additionally, members of the Local Transportation Authority are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.**

**Members of the public are encouraged to participate in Board meetings in the following ways:**

### 1. Remote Viewing

Members of the public who wish to watch the meeting can view the meeting online through Zoom. Instructions for participating via Zoom are included below.

### 2. Written Comments & Email Public Comment

- Members of the public may submit comments via email by 5:00 PM. on the Wednesday prior to the Board meeting to the Clerk of the Board at [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org). Regardless of whether the matter is on the agenda. Every effort will be made to provide Board Members with your comments before the agenda item is heard.

**3. Local Transportation Authority meeting - Zoom Instructions for remote Participants:** Three ways to attend zoom meetings: 1) **over the phone**, 2) **on a web browser**, or 3) **through the Zoom Smart Device Application**. Each meeting will have a meeting ID, which is a unique number associated with an instant or scheduled meeting.

#### 1. Over the phone (Audio only):

- (669) 900-6833 or (408) 638-0968.

#### 2. Open the Web-browser:

- <https://zoom.us/join>

#### 3. Smart device Application:

- Apple App store: <https://apps.apple.com/us/app/id546505307>
- Android App store:  
<https://play.google.com/store/apps/details?id=u.s.zoom.videomeetings>

### Zoom Audio Only (phone)

If you are **calling in as audio-only**, please dial **(669) 900-6833 or (408) 638-0968**.

1. It will ask you to enter the **Meeting ID**, 921-1766-1919, followed by the **“#” key**, which can be found at the top page of the agenda. The meeting agenda can be found at: [http://www.sanbenitocog.org/wp-content/uploads/2020/05/LTA\\_Packet\\_052120.pdf](http://www.sanbenitocog.org/wp-content/uploads/2020/05/LTA_Packet_052120.pdf)
2. It will then ask for a **Participant ID**, press the **“#” key** to continue.
3. Once you enter the zoom meeting, you will automatically be placed on mute.
4. **Public Comment:** If you are using a phone, please press the **“\*9”** to raise your hand, zoom facilitator will unmute you when your turn arrives.

### Zoom On Web-browser or Zoom app on Tablet or Smartphone

If joining through web-browser launch: <https://zoom.us/join> or launch the Zoom app on your Tablet or Smartphone

1. Select **“JOIN A MEETING”**
2. The participant will be prompted to enter **Meeting ID**, 921-1766-1919 and name to join the meeting. Which can be found at the top page of the agenda. The meeting agenda can be found at: [http://www.sanbenitocog.org/wp-content/uploads/2020/05/LTA\\_Packet\\_052120.pdf](http://www.sanbenitocog.org/wp-content/uploads/2020/05/LTA_Packet_052120.pdf)
3. You can launch audio through your computer or set it up through the phone. Follow instructions provided by Zoom.
4. **Public Comment:** Click **“Raise hand”** icon, the zoom facilitator will unmute you when your turn arrives.

### Public Comment Guidelines

- If participating on zoom Once you are selected, you will hear that you have been unmuted: State your first name, last name, and county you reside in for the record.
- The Local Transportation Authority welcomes your comments.

- Each individual speaker will be limited to a presentation total of three (3) minutes.
- Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

**If you have any questions, please contact the Council of Governments at (831) 637-7665 x. 201, or email [monica@sanbenitocog.org](mailto:monica@sanbenitocog.org).**

- C. 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 April 16, 2020 – Gomez
2. **ADOPT** Resolution 2020-02 Authorizing the Execution of the Low Carbon Transit Operations Program (LCTOP) Projects “Expansion of Intercounty Services” and “LCTOP Fares Program” – Valentine

### **REGULAR AGENDA:**

3. **RECEIVE** Presentation of Draft Findings from the Analysis of Public Transit Network Expansion Projects for Congestion Relief of the Highway 25 Corridor Study – Valentine
4. **RECEIVE** Update on Local Transportation Authority’s COVID-19 Response and Preliminary Impacts to Public Transportation Services – Valentine

**Adjourn to LTA Meeting on Thursday, June 18, 2020. Agenda deadline is June 2, 2020 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  
(Zoom Platform)**

**April 16, 2020 3:00 P.M.**

**DRAFT MINUTES**

**MEMBERS PRESENT:**

Chair, Ignacio Velazquez; Vice-Chair, Peter Hernandez; Jaime De La Cruz, Mary Vazquez Edge, and Rolan Resendiz

**STAFF PRESENT:**

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

**OTHERS PRESENT:**

MV Transportation, Leona Medeiros-Peacher

**CALL TO ORDER:**

Ignacio Velazquez called the meeting to order at 4:15 p.m.

**A. CERTIFICATE OF POSTING**

*A motion was made by Director De La Cruz, and seconded by Director Resendiz, to acknowledge the Certificate of Posting. Vote: 5/0 motion passes.*

**B. Notice of Temporary procedures for Local Transportation Authority Meetings**

Executive Director Mary Gilbert provided a brief overview of temporary procedures (Zoom etiquette) for LTA meetings.

**C. PUBLIC COMMENT: NONE**

**CONSENT AGENDA:**

- 1. Approve** Local Transportation Authority Draft Meeting Minutes Dated February 20, 2020 – Gomez
- 2. Receive** Specialized Transportation/Jovenes de Antaño January 2020 Monthly Operations Service Report – Valentine
- 3. Receive** County Express/MV Transportation January 2020 Monthly Operations Reports – Valentine
- 4. Approve** Budget Adjustment/Transfer 19-20-01 – Postigo
- 5. Receive** Update on Local Transportation Authority's COVID-19 Response and **Affirm** LTA's Free Fare Policy Effective March 19, 2020 – Valentine

There was no public comment on the Consent agenda.

*A motion was made by Director De La Cruz, and seconded by Director Edge, to approve Items 1- 5 from the Consent Agenda. Vote: 5/0 motion passes unanimously.*

*A motion was made by Director De La Cruz, and seconded by Director Edge, to adjourn the LTA meeting at 4:17 p.m. Vote:5/0 motion passes unanimously.*

**ADJOURN TO LTA MEETING MAY 21, 2020.**

## Staff Report

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To: Local Transportation Authority  
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205  
Date: May 21, 2020  
Subject: Low Carbon Transit Operations Program

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### Recommendation:

**ADOPT** Resolution 2020-02 authorizing the execution of the Low Carbon Transit Operations Program (LCTOP) projects "Expansion of Intercounty Services" and "LCTOP Fares Program."

### Summary:

The Low Carbon Transit Operations Program (LCTOP) provides funding for transit services that reduce greenhouse gas emissions. For Fiscal Year 2020/21, LTA is proposing to use the funds for additional trips for the County Express Intercounty service, to cover the agency costs of operating the Token Transit mobile ticketing app pilot program, and to offer free Fixed Route trips during the first week of the month and free Intercounty trips during the low-ridership months of July, December, January and June.

### Financial Considerations:

\$116,122 is earmarked for San Benito County LTA from the LCTOP.

### Background:

The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project required to reduce greenhouse gas emissions.

### Staff Analysis:

The State requires local agencies to adopt an annual resolution to establish eligibility and receive funds for LCTOP Projects. A draft version of the resolution was submitted on the April 17, 2020 deadline as part of the LCTOP allocation request due to Caltrans. Staff submitted two projects for allocation:

- Continue the “Intercounty Service Expansion” project from the last cycle. This project added trips to the County Express Intercounty service for people traveling between San Benito and Santa Clara Counties.
- Combine two projects and establish the “LCTOP Fares Program” to cover the operating costs of the Token Transit mobile ticketing app pilot program and offer free Fixed Route trips during the first week of the month and free Intercounty trips during the low-ridership months of July, December, January, and June.

These programs are planned to continue in 2020/2021; however, the Coronavirus Pandemic has significantly impacted transit ridership. Staff will coordinate with the state as sponsor of the LCTOP funding to ensure that LTA is compliant with program requirements and will make changes to the programs as they are needed.

Staff is requesting that the LTA Board ratify the submittal of the allocation request with the adoption of Resolution 2020-02.

Executive Director Review:     MG    

Counsel Review:     Yes    

Attachment: Resolution 2020-02



RESOLUTION OF THE SAN BENITO COUNTY LOCAL )  
 TRANSPORTATION AUTHORITY AUTHORIZING THE )  
 EXECUTION OF THE LOW CARBON TRANSIT ) Resolution No. 20-02  
 OPERATIONS PROGRAM (LCTOP) PROJECTS: )  
 EXPANSION OF INTERCOUNTY SERVICES (\$94,741) )  
AND LCTOP FARES PROGRAM (\$21,381) )

**WHEREAS**, the San Benito County Local Transportation Authority (LTA) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, the LTA wishes to implement the LCTOP projects listed below.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Local Transportation Agency that the LTA agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

**BE IT FURTHER RESOLVED** by the Board of Directors of the Local Transportation Authority that it hereby authorizes the submittal of the following project nominations and allocation requests to the Department in Fiscal Year 2019/20 for LCTOP funds:

*Project 1 Name: Expansion of Intercounty Services*

- Amount of LCTOP funds requested: \$94,741.
- Short Description of project: During FY 2020/21 San Benito LTA will begin a 1:10pm roundtrip service to Gavilan College, continue a 3:30pm roundtrip service to the Gilroy Caltrain Station, which began using FY 2015/16 LCTOP funds, and a 7:35am roundtrip service to Gavilan College when the school is on break, which began using FY 2017/18 LCTOP funds.
- Benefit to Priority Populations: Project provides improved transit or passenger rail service for stations or stops within a disadvantaged or low-income community (e.g., new transit lines, more frequent service, greater capacity on existing lines that are nearing capacity, improved reliability, improved accessibility, bus rapid transit service).



*Project 2 Name: LCTOP Fares Program*

- Amount of LCTOP funds requested: \$ 21,381
- Short Description of project: San Benito LTA will offer free Fixed Route and Intercounty service days during FY 2020/21. Additionally, LTA implemented the Token Transit mobile fare payment app in August 2018. Token Transit charges LTA 10% of the final transaction value for each fare purchased over \$2.00. For all transactions less than \$2.00, the fee is \$.06 + 7%. This funding will cover the fees charged to LTA for Fiscal Year 2020/21.
- Benefit to Priority Populations: Project provides transit incentives to residents of a disadvantaged or low-income community or a low-income household (e.g.; transit vouchers, reduced transit fares, transit passes). Additionally, the project improves transit connectivity for residents at stations or stops in a disadvantaged or low-income community (e.g., network/fare integration, fare-system investments).

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY on this 21<sup>st</sup> day of May 2020, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ignacio Velasquez, Chair

ATTEST:  
Mary Gilbert, Executive Director

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

By: \_\_\_\_\_

Date: \_\_\_\_\_

By: Shirley L. Murphy  
Shirley L. Murphy, Deputy County Counsel  
Date: May 12, 2020

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## Staff Report

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To: Local Transportation Authority  
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205  
Date: May 21, 2020  
Subject: Public Transit for Congestion Relief of Hwy 25 Corridor Study Draft Findings

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### Recommendation:

**RECEIVE** presentation of draft findings from the Analysis of Public Transit Network Expansion Projects for Congestion Relief of the Highway 25 Corridor Study.

### Summary:

The Council of San Benito County Governments (COG), on behalf of the Local Transportation Authority (LTA), was awarded a Caltrans Sustainable Transportation Planning Grant Program Competitive Grant for the completion of a study of public transit projects to reduce congestion on Highway 25, called the Analysis of Public Transit Network Expansion Projects for Congestion Relief of the Highway 25 Corridor Study.

In March 2019, LTA contracted with Kimley-Horn and Associates, Inc. to prepare the study. The project team completed background research in the Summer and community engagement in the Fall 2019. Three alternative public transit projects were evaluated: Bus-on-Shoulder, Bus-Beside-Rail, and Passenger Rail.

### Financial Considerations:

The grant award is \$150,000 with an 11.47% local in-kind or cash match. Time spent on the project by staff is considered by Caltrans as a cash match.

### Background:

Census information indicates that 48.9% of employed San Benito County residents commute outside of the county for employment. As the population of the county continues to increase at a rate higher than the employment opportunities, current congestion issues for personal automobiles will continue to increase, including along Highway 25.

During the August 2016 meeting, the LTA Board requested that staff conduct preliminary research on the possibility of creating a County Express commuter rail service to Gilroy to relieve congestion. Staff provided a related report to the Board in October 2016 regarding possible County Express commuter services to the Silicon Valley, and further reported the information to the Technical Advisory Committee (TAC).

Upon further direction by the Board, staff incorporated comments received by the TAC on a draft Scope of Work for a Caltrans Sustainable Transportation Planning Grant. After, staff requested authorization from the Board at the September 2017 meeting to submit for the application for an Analysis of Public Transit Network Expansion Projects for Congestion Relief of the Highway 25 Corridor Study. In January 2018, Caltrans awarded COG, on behalf of LTA, \$150,000, with an 11.47% local in-kind or cash match, for the completion of the project. In March 2019, at the Board's direction LTA contracted Kimley-Horn and Associates, Inc. to prepare the Analysis of Public Transit Network Expansion Projects for Congestion Relief of the Highway 25 Corridor Study.

**Staff Analysis:**

The project kick-off meeting with LTA and Kimley-Horn and Associates, Inc. staff was held April 22, 2019 with overall project objectives of:

- Encouraging stakeholder participation
- Determining the feasibility of proposed projects
- Preparing high-level implementation strategies for each of the feasible projects
- Calculating project costs estimates, and
- Identifying funding strategies and sources for project implementation

During Summer 2019, the firm conducted background research and developed the list of feasible alternative public transit projects to be evaluated: Bus-on-Shoulder, Bus-Beside-Rail, and Passenger Rail. To incorporate community input, the project team hosted targeted stakeholder meetings with local business interests and agencies. The team prepared and conducted on-board passenger surveys on San Benito County Express buses. In addition, pop-up events were held at Target and the Hollister Super grocery store, where team members held one-on-one conversations with shoppers to get their feedback. The LTA also hosted a public workshop in October 2019.

Below is a summary of the benefits and costs calculations of the project alternatives completed for the study:

**Transit Alternatives Benefits and Costs**

Alternative:		Bus-on-Shoulder	Bus-Beside-Rail	Passenger Rail
Description:		Hollister and SR 25 Corridor BOS Improvements	Hollister and BBR Corridor Improvements	Track Improvement and Station Development
Benefits	2040 Annual Ridership	87,362	107,619	142,980
	Travel Time Savings	\$1.9 M	\$4.0 M	\$8.7 M
	Crash Cost Savings	\$0.4 M	\$0.8 M	\$2.4 M
	CO2 Emissions Saved	4,247 T	8,651 T	20,652 T
Costs	Construction Cost	\$32,270,000	\$29,810,000	\$74,120,000
	Soft Cost	\$8,370,000	\$10,440,000	\$25,950,000
	<b>Total Capital Costs</b>	<b>\$40,640,000</b>	<b>\$40,250,000</b>	<b>\$100,070,000</b>
	<i>Annual Operations &amp; Maintenance Cost</i>	<i>\$1,219,000</i>	<i>\$1,126,000</i>	<i>\$3,206,000</i>

*\*All values in 2019 dollars*

**Next Steps:**

Staff will be presenting the draft findings to the Social Services Transportation Advisory Council and Technical Advisory Committee at their next meetings. Staff will incorporate feedback to finalize the project report.

The final study will be presented to the Board at the June meeting to then be submitted to Caltrans as required by the grant award.

Executive Director Review:       MG      

Counsel Review:       N/A

## Staff Report

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To: Local Transportation Authority  
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205  
Date: May 21, 2020  
Subject: Update on LTA's COVID-19 Response and Service Impacts

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### Recommendation:

RECEIVE update on Local Transportation Authority's COVID-19 response and preliminary impacts to public transportation services.

### Summary:

Staff prepared an update for the Local Transportation Authority (LTA) Board related to the response from the agency and its public transportation service contractors, MV Transportation and Jovenes de Antaño, to the COVID-19 pandemic/ The update includes information about preliminary impacts to the San Benito County Express and Specialized Transportation services.

### Financial Considerations:

Due to the nature of emergencies, the total financial impacts to respond to the COVID-19 pandemic and total eligible revenue sources are currently unknown. LTA will receive federal financial support of approximately \$900,000 through the passing of the Coronavirus Aid, Relief, and Economic Security (CARES) Act with funds distributed through the Federal Transit Administration Section 5311 Formula Grants for Rural Areas Program administered by Caltrans.

No local match is required for the CARES Act funds, which are available until expended or until the federal emergency declaration has been lifted. Reimbursable expenses include operating costs to maintain service and lost revenue due to the public health emergency, including the purchase of personal protective equipment, and paying for administrative leave of operations personnel due to reductions in service. Staff is working closely with Caltrans as program details are established, to ensure that LTA meets program requirements and can receive reimbursements.

### Background:

A novel coronavirus (named COVID-19) was first detected in Wuhan City, Hubei Province, China, in December 2019. The Centers for Disease Control and Prevention (CDC) considers the virus to be a very serious public health threat, based on current information. In part, the virus is considered a serious public threat because much is unknown and there is no vaccine or specific antiviral treatment.

In response to COVID-19, California Governor Newsom issued a Proclamation of a State of Emergency on March 4, 2020 and has released various guidance to help reduce the spread of the virus. Beginning February 17, 2020, LTA and its public transportation service contractors, MV Transportation and Jovenes de Antaño, began to make operational modifications to keep the community safe when riding its San Benito County Express and Specialized Transportation services. Service changes included the following:

- Increasing the frequency of vehicle interior cleaning and personal hygiene of staff
- Public noticing of the public health threat and essential travel only
- Limiting the number of passengers per vehicle to allow for physical distancing
- Suspending fare collection as a source of viral spread
- Providing additional Personal Protective Equipment (PPE) and cleaning supplies
- Encouraging telecommute and staggered shifts for administrative staff

### **Staff Analysis:**

Immediately following the emergency declaration and shelter in place orders, staff placed a priority on obtaining cleaning supplies and personal protective equipment for the transit system. LTA received shipment of personal protective equipment for front-line staff in early May. LTA Received PPE through the California Association for Coordinated Transportation (CalACT) and Governor's Office of Emergency Services and ensured that surgical masks and hand sanitizer have been distributed to front line staff. LTA staff has also participated in multiple webinars hosted by CalACT to review CDC and California Department of Public Health COVID-19 industry guidance for public transportation providers, which is later distributed to contract management for discussion.

Additionally, LTA has been working with the San Benito County Office of Emergency Services, Seniors Council of Santa Cruz and San Benito Counties, and United Way of San Benito County to launch the "Great Plates Delivered" program. The purpose of the Great Plates Delivered program is to: help seniors (65+) and other adults (60-64) at high risk from COVID-19 to stay home and healthy by delivering nutritious meals, and provide economic stimulus to local restaurants during the crisis. County Express will assist with the delivery of the meals. The program flyer is attached.

Beyond this initial response, staff is considering future operations as the economy reopens while ensuring public safety and compliance with guidance from the State. To begin the process, staff prepared a summary of preliminary impacts to LTA's County Express and Specialized Transportation services to date (Attachment 2).

### **Next Steps:**

In the short term, staff is working with the County Express and Specialized Transportation contractors to determine what contract amendments may be needed to support them and expend a portion of the CARES Act funding for items, which may include:

- One-time bonuses for front-line staff
- Paid administrative leave that does not jeopardize current unemployment benefits
- Capital safety improvements, such as barriers to partition the drivers from passengers

- Additional PPE for the drivers and possibly passengers
- Cleaning supplies and equipment such as vehicle foggers

Additionally, LTA has been participating in advocacy to encourage Caltrans to provide flexibility in state funding such as the Low Carbon Transit Operations Program to respond to COVID-19, as well as, request the State legislature include language in the upcoming budget to offer financial penalty exemptions for not maintaining the required 10% farebox recovery ratio during Fiscal Years 2019/20 and 2020/21.

Longer term, staff has been looking to the CDC and State public transportation COVID-19 guidelines to determine how to safely operate service as the county reopening expands.

Staff anticipates more and service changes and a redesigned system in response to changing ridership. For example, the student population previously accounted for most of the County Express system's Fixed Route and Intercounty ridership

LTA will provide demand-response Dial-a-Ride service for trips as the reservations process helps ensure physical distancing by regulating the number of passengers per vehicle. For the limited Intercounty services that LTA offers, the largest vehicles in the fleet will continue to be used to allow spacing between passengers.

Staff is also researching opportunities to use CARES Act funds to procure staff assistance to prepare a more thorough service plan as the agency transitions to the new normal post-COVID-19.

Executive Director Review: MG

Counsel Review: N/A

- Attachments:
1. Great Plates Delivered Program Flyer
  2. Operations Impacts Summary: January – April



# Great Plates Delivered

**DELIVERY OF PREPARED MEALS  
FROM LOCAL RESTAURANTS TO  
HOME-BOUND SENIORS AND  
HIGH-RISK INDIVIDUALS DURING  
THE COVID-19 PANDEMIC**

## ELIGIBILITY:

**Age 65+ or Age 60-64 at High Risk  
(documented exposure to COVID-19 or underlying health condition)  
AND;**

- ♦ **Must not currently be receiving Federal/State meal assistance such as CalFresh, Meals on Wheels, or WIC**
- ♦ **Live alone or with 1 other eligible adult**
- ♦ **Do not have a current support system**
- ♦ **Annual income does not exceed \$74,940 (single) or \$101,460 (2-person)**

**TO CHECK ELIGIBILITY OR INQUIRE ABOUT THE PROGRAM,  
CONTACT:**

**Cielo Lopez, Program Coordinator, at 831-205-1371 or  
email [greatplatessanbenito@gmail.com](mailto:greatplatessanbenito@gmail.com)**

**RESTUARANTS INTERESTED IN PARTICIPATING APPLY ONLINE:  
<https://covid19.ca.gov/restaurants-deliver-home-meals-for-seniors/>**





# Platillos De Comida A Domicilio

**ENTREGA DE COMIDAS PREPARADAS A  
PERSONAS DE LA TERCERA EDAD Y  
PERSONAS= DE ALTO RIESGO DURANTE LA  
PANDEMIA DE= COVID-19**

## **ELEGIBILIDAD:**

**Las personas de 65 años o más, o edades 60-64 con  
alto riesgo (esposicion documentada a COVID-19 o  
condicion de salud subyacente) Y**

- Actualmente no recibe comidas de otro programa federal, como (CalFresh, Meals on Wheel, WIC)**
- Vivir solo o con otro adulto elegible**
- Ingresos anuales no exceden \$74,940 (1 persona) o \$101,460 (2-personas);**
- No tiene un sistema de soporte**

**PARA VERTIFICAR LA ELEGIBILIDAD O CONSULTAR SOBRE EL  
PROGRAMA CONTACTE**

**Cielo Lopez at [greatplatessanbenito@gmail.com](mailto:greatplatessanbenito@gmail.com)**

**APLICAR AQUÍ :  
<https://covid19.ca.gov/restaurants-deliver-home-meals-for-seniors/>**



## Preliminary Impacts to LTA's County Express and Specialized Transportation Services

*January*

		<b>Service Hours</b>	<b>Passengers</b>	<b>Fares</b>
<b>County Express</b>	2019	2,207	7,820	\$ 4,920
	2020	1,925	9,024	\$ 7,413
	% Change	-13%	15%	51%
<b>Specialized Transportation</b>	2019	532	1,282	\$ 314
	2020	670	1,470	\$ 368
	% Change	26%	15%	17%
<b>Systemwide</b>	2019	2,739	9,102	\$ 5,234
	2020	2,595	10,494	\$ 7,781
	% Change	-5%	15%	49%

*February*

		<b>Service Hours</b>	<b>Passengers</b>	<b>Fares</b>
<b>County Express</b>	2019	2,071	7,778	\$ 10,534
	2020	1,841	9,268	\$ 12,579
	% Change	-11%	19%	19%
<b>Specialized Transportation</b>	2019	477	1,163	\$ 624
	2020	553	1,322	\$ 737
	% Change	16%	14%	18%
<b>Systemwide</b>	2019	2,548	8,941	\$ 11,158
	2020	2,394	10,590	\$ 13,316
	% Change	-6%	18%	19%

March\*

		Service Hours	Passengers	Fares
<b>County Express</b>	2019	2,295	9,512	\$ 12,305
	2020	1,388	5,918	\$ 7,113
	% Change	-40%	-38%	-42%
<b>Specialized Transportation</b>	2019	509	1,327	\$ 943
	2020	719	1,015	\$ 337
	% Change	41%	-24%	-64%
<b>Systemwide</b>	2019	2,804	10,839	\$ 13,248
	2020	2,107	6,933	\$ 7,450
	% Change	-25%	-36%	-44%

\* Significant service changes March 2020:

- 3/13/20: ST Senior Lunch Transportation suspended
- 3/20/20: CE Fixed Route, Intercounty Gavilan, and weekend Dial-a-Ride suspended; CE contractor assisted ST contractor to provide Out of County Medical Transportation; fare collection suspended
- 3/30/20: ST Senior Lunch Transportation service hours used to deliver meals

April

		Service Hours	Passengers	Fares
<b>County Express</b>	2019	2,225	8,720	\$ 14,969
	2020	616	926	\$ -
	% Change	-72%	-89%	-100%
<b>Specialized Transportation</b>	2019	547	1,369	\$ 788
	2020	723	527	\$ -
	% Change	32%	-62%	-100%
<b>Systemwide</b>	2019	2,772	10,089	\$ 15,757
	2020	1,339	1,453	\$ -
	% Change	-52%	-86%	-100%