

**AGENDA  
REGULAR MEETING  
LOCAL TRANSPORTATION AUTHORITY**

**DATE:** Thursday, September 16, 2021  
4:00 P.M.

**LOCATION:** Via-Zoom

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 instructions provided at the end of the agenda:

Meeting ID: 863-8793-0514

**DIRECTORS:** Chair Ignacio Velazquez, Vice Chair Mary Vazquez Edge  
Rolan Resendiz, Bob Tiffany, and Peter Hernandez  
Alternates: San Benito County: Kollin Kosmicki;  
City of San Juan Bautista: Scott Freels; City of Hollister: Rick Perez

*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.***

**4:00 P.M. CALL TO ORDER:**

**A. ACKNOWLEDGE** Certificate of Posting

**B. NOTICE OF TEMPORARY PROCEDURES FOR LOCAL TRANSPORTATION AUTHORITY MEETINGS:** (Please see Zoom instructions at the end of the agenda)

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.

**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 August 19, 2021 – Gomez
- 2. ADOPT** Resolution 2021-04 Approving Projects for Funding and Authorizing the Executive Director to Apply for and Accept FY 2021-22 California State of Good Repair Program Funds Totaling \$96,116 – Valentine

## REGULAR AGENDA:

### 3. RECEIVE Presentation on August 2021 County Express Service Changes – Valentine

**Adjourn to LTA Meeting on Thursday, October 21, 2021. Agenda deadline is October 5, 2021 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.*

#### **ZOOM INSTRUCTIONS:**

**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 Secretary 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:**

Each meeting will have a meeting ID, which is a unique number associated with an instant or scheduled meeting. Three ways to attend zoom meetings:

##### **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, 863-8793-0514** 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/2021/09/LTA\\_Packet\\_091621.pdf](http://www.sanbenitocog.org/wp-content/uploads/2021/09/LTA_Packet_091621.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, 863-8793-0514** 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/2021/09/LTA\\_Packet\\_091621.pdf](http://www.sanbenitocog.org/wp-content/uploads/2021/09/LTA_Packet_091621.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.

**CERTIFICATE OF POSTING**

Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Local Transportation Authority on **September 16, 2021 at 4:00 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 Rd., Ste. C7, Hollister, CA 95023 at the following date and time:

On the **10<sup>th</sup> day of September 2021**, 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, LTA Board, 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

**San Benito County  
LOCAL TRANSPORTATION AUTHORITY  
REGULAR MEETING  
(Zoom Platform)**

**August 19, 2021 4:00 P.M.**

**MINUTES**

**MEMBERS PRESENT:**

Chair Ignacio Velazquez, Rolan Resendiz, Peter Hernandez, Alternate Scott Freels, Alternate Kollin Kosmicki

**MEMBERS ABSENT:**

Vice Chair Mary Vazquez Edge; Bob Tiffany

**STAFF PRESENT:**

Administrative Services Specialist; Norma Rivera, Transportation Planner; Regina Valentine, Transportation Planner; Veronica Lezama, Office Assistant; Griselda Arevalo, Deputy County Counsel; Shirley Murphy

**OTHERS PRESENT:**

Leona Medearis-Peacher, MV Transportation

**CALL TO ORDER:**

Chair Velazquez called the meeting to order at 4:18 p.m.

**A. CERTIFICATE OF POSTING**

Motion made to acknowledge Certificate of Posting:

Motion: Rolan Resendiz            Second: Scott Freels

Administrative Services Specialist Rivera called the roll call vote.

Director Resendiz voted yes, Director Kosmicki voted yes, Director Hernandez voted yes, Director Freels voted yes; Chair Velazquez voted yes.

Motion carried:    5/0

Yes:                Velazquez, Resendiz, Hernandez, Alt. Kosmicki, Alt. Freels

No:                 None

Recused:         None

Abstention:      None

Absent:            Vazquez Edge, Tiffany

**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 LTA Board can attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

Chair Velazquez reminded members of the public that an overview of temporary procedures (Zoom etiquette) for LTA meetings was attached to the agenda.

**C. PUBLIC COMMENT: NONE**

**CONSENT AGENDA:**

1. **Approve** Local Transportation Authority Draft Meeting Minutes Dated June 17, 2021 – Gomez
2. County Express Bus Driver Recognition Purchase – Rivera
  - a. **Approve** Expenditure of CARES Act Funds for Purchase of Employee Recognition Awards Presented to Employees of MV Transportation, Inc. for an Amount not to Exceed \$175.18
  - b. **Authorize** Reimbursement to MV Transportation, Inc. for the Purchase
3. Approve Sale of Three Surplus Vehicles, Last Five VIN No. 01408, 01823, and 01785, to Commercial Bus and Vehicles, LLC. – Valentine

There was no public comment on the Consent Agenda.

Director Freels recused himself from Item 1.

Motion made to approve the Consent Agenda:

Motion: Kollin Kosmicki            Second: Rolan Resendiz

Administrative Services Specialist Rivera called the roll call vote.

Director Resendiz voted yes, Director Kosmicki voted yes, Director Hernandez voted yes, Director Freels voted yes; Chair Velazquez voted yes.

Motion carried:    5/0

Yes:                    Velazquez, Resendiz, Hernandez, Alt. Kosmicki, Alt. Freels  
No:                     None  
Recused:             Freels (Item 1)  
Abstention:         None  
Absent:                Vazquez Edge, Tiffany

There being no further business to discuss, Director Resendiz motioned to adjourn at 4:20 p.m.

Motion seconded by Director Hernandez.

Administrative Services Specialist Rivera called the roll call vote.

Director Resendiz voted yes, Director Kosmicki voted yes, Director Hernandez voted yes, Director Freels voted yes, Chair Velazquez voted yes.

Motion carried:    5/0

Yes:                    Velazquez, Resendiz, Hernandez, Alt. Kosmicki, Alt. Freels  
No:                     None  
Recused:             None  
Abstention:         None  
Absent:                Vazquez Edge, Tiffany

**ADJOURN TO LTA MEETING SEPTEMBER 16, 2021 AT 4:00 P.M.**

## Staff Report

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To: Local Transportation Authority  
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205  
Date: September 16, 2021  
Subject: Senate Bill 1 State of Good Repair Program Funds for Transit

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### Recommendations:

**ADOPT** Resolution 2021-04 Approving Projects for Funding and Authorizing the Executive Director to Apply for and Accept FY 2021-22 California State of Good Repair Program Funds Totaling \$96,116.

### Summary:

The LTA is eligible to receive a total of \$96,116 in State of Good Repair funds for FY 2021-22. Adoption of Resolution 2021-04 will approve the projects identified for funding.

### Financial Considerations:

COG and LTA are eligible to receive a total of \$96,116 of FY 2021-22 SGR Program funds for eligible transit projects. There is no local match required.

### Background:

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

### Staff Analysis:

After reviewing LTA's adopted Short Range/Long Range Transit Plan and 2018 Transit Asset Management Plan, staff has prepared a list of eligible SGR Program projects detailed in Exhibit A of Resolution 2021-04. At this time, staff recommends the LTA Board approve the list of eligible projects for the allocation request that was due September 1, 2021. Additionally, staff recommends that the Board authorize the Executive Director to apply for and accept the SGR Program funds for the list of projects when distributed by Caltrans.

Staff recommends that the Board of Directors adopt Resolution 2021-04 to be eligible to receive a total of \$96,116 for FY 2021-22 SGR Program funds.

Executive Director Review: MG

Counsel Review: Yes

Attachment: Resolution 2021-04

RESOLUTION OF THE SAN BENITO COUNTY LOCAL ) RESOLUTION NO: 2021-04  
TRANSPORTATION AUTHORITY APPROVING PROJECTS )  
FOR FUNDING AND AUTHORIZING THE EXECUTIVE )  
DIRECTOR TO APPLY FOR AND ACCEPT FY 2020-21 )  
CALIFORNIA STATE OF GOOD REPAIR (SGR) PROGRAM )  
FUNDS TOTALING \$96,116 )  
\_\_\_\_\_ )

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

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

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

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

**WHEREAS**, COG and LTA have identified a list of transit projects in San Benito County, attached hereto and incorporated herein by reference as Exhibit A, to be funded through the FY 2021-22 SGR Account; and

**WHEREAS**, the transit projects to be submitted for FY 2021-22 SGR funding total \$96,116, to be allocated to COG and LTA pursuant to the distribution formulas in PUC sections 99313 and 99314; and

**WHEREAS**, COG's portion of the FY 2021-22 SGR allocation is \$94,555, as determined pursuant to the distribution formula in PUC section 99313; and

**WHEREAS**, LTA's portion of the FY 2021-22 SGR allocation is \$1,561, as determined pursuant to the distribution formula in PUC section 99314; and



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

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

**BE IT FURTHER RESOLVED THAT** the San Benito County Local Transportation Authority hereby authorizes the Executive Director of the San Benito County Local Transportation Authority to apply for and accept SGR funds awarded by Caltrans for transit projects in San Benito County for FY 2021-22, and to execute the application and related materials, grant agreement and amendments, and all other documents necessary for the application submittal and acceptance of SGR funds awarded by Caltrans for transit projects in San Benito County, for and on behalf of the Council of Governments and Local Transportation Authority.

PASSED AND ADOPTED BY THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY on this 16<sup>th</sup> day of September 2021, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

\_\_\_\_\_  
Ignacio Velazquez, Chair

ATTEST:  
Mary Gilbert, Executive Director

APPROVED AS TO LEGAL FORM:  
San Benito County Counsel's Office  
By: Shirley L. Murphy  
Shirley L. Murphy, Deputy County Counsel  
Dated: Sept. 9, 2021

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

**Exhibit A**

<b>Projects</b>	<b>FY 2021-22 SGR Estimated Funding</b>
Rolling Stock, Replacement, One Vehicle	\$96,116
<i>Total</i>	<i>\$96,116</i>

## Staff Report

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To: Local Transportation Authority  
From: Regina Valentine, Transportation Planner Telephone: (831) 637-7665 x 205  
Date: September 16, 2021  
Subject: August 2021 County Express Service Changes

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### Recommendation:

**RECEIVE** Presentation on August 2021 County Express Service Changes.

### Summary:

Staff continues to monitor the response from the agency and its public transportation service contractors, MV Transportation and Jovenes de Antaño, to the COVID-19 pandemic. In August 2021, County Express, operated by MV Transportation, implemented service changes to adjust to shifting community needs.

### Financial Considerations:

LTA receives funding for transit capital and operations through several sources, including Federal Transit Administration Sections 5310 and 5311, Transportation Development Act (TDA) Local Transportation Funds, State Transit Assistance, Senate Bill 1, and Measure G (local sales tax measure).

Additionally, in response to COVID-19, LTA is anticipated to received federal financial support of approximately \$2 million through the passing of the Coronavirus Aid, Relief, and Economic Security (CARES) Act and Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA). The amount LTA can expect as part of the passing of the American Rescue Plan Act of 2021 (ARP) is still to be announced. All relief funds are distributed to LTA through the Federal Transit Administration Section 5310 and 5311 grants administered by Caltrans. No local match is required.

### Background:

Beginning February 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. Initial changes included reducing service, increasing cleaning, requiring facial coverings, and social distancing. LTA staff initiated these changes coordinating activities with the contractors, San Benito County (SBC) Office of Emergency Services, SBC Public Health, and the Cities.

**Staff Analysis:**

As the community's transit needs have been shifting in response to COVID-19, County Express implemented service changes in August 2021. Currently, the following County Express services are available:

- *County Express Tripper* – weekday fixed route service in the City of Hollister during peak school travel times, open to students and the general public
- *County Express On-Demand* – weekday on-demand, shared-ride, public transit service within the City of Hollister; riders can book a trip through our app or call dispatch
- *Paratransit* – trips scheduled through dispatch within the Paratransit service area when County Express Tripper is in service for ADA-certified riders
- *Dial-a-Ride* – trips scheduled through dispatch outside the City of Hollister but within the Dial-a-Ride service area, open to the general public seven days a week
- *Intercounty Caltrain, Gavilan, and Greyhound* - shuttle service from Hollister and San Juan Bautista to Gavilan College and the Gilroy Transit Center, open to the general public seven days a week

During the August meeting, staff will further present on these County Express services.

Executive Director Review: MG

Counsel Review: N/A