SBCOG
Council of San Benito County Governments

AGENDA
REGULAR MEETING
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

DATE: Thursday, November 18, 2021
4:00 p.m.

LOCATION: Via-Zoom
Attendance at the COG meeting is closed to the public per Executive Order N-29-20 and Assembly Bill 361 (AB 361). The public may join meeting by Zoom: https://zoom.us/join per the instructions provided at the end of the agenda:

Meeting ID: 842-3838-0542

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
Ex Officio: Caltrans District 5

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 E. Public Comment.***

4:00 P.M. CALL TO ORDER

A. Pledge of Allegiance

B. Roll Call

C. Verification of Certificate of Posting

D. NOTICE OF TEMPORARY PROCEDURES FOR COUNCIL OF GOVERNMENTS BOARD 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, and Assembly Bill 361 (AB 361), relating to the convening of public meetings in response to the COVID-19 pandemic, attendance at the COG meeting is closed to the public. The public may join the meeting by Zoom: https://zoom.us/join per the instructions provided at the end of the agenda. Additionally, members of the COG Board are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

E. Public Comment *(Opportunity to address the Board on items of interest on a subject matter within the jurisdiction of the Council of Governments and not appearing on the agendas. No action may be taken unless provided by Govt. Code Sec. 54954.2 Speakers are limited to 3 minutes.)*

F. Executive Director's Report

G. Caltrans Report/Correspondence – Eades

H. Board of Directors' Reports

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** Council of Governments Draft Meeting Minutes Dated October 21, 2021 – Gomez

2. **RECEIVE** Construction Projects Report – Caltrans District 5

3. **ADOPT** Resolution 21-11 Authorizing Teleconferencing Options for Council of Governments Meetings for the Period of November 19, 2021 through December 16, 2021 – Rivera

4. **RECEIVE** Council of Governments FY 2020/21 Fourth Quarter Budget Report for the Period of April 1, 2021 through June 30,2021 – Rivera

5. **Holiday Office Closure Days** – Rivera
   a. **APPROVE** COG Office Closure on the Dates of December 23, 27, 28, 29, and 30, 2021
   b. **AUTHORIZE** the Executive Director to Approve Dates of Office Closure for December 2022 and December 2023 Upon Making a Determination that the Dates are Reasonable and Necessary.

6. **Measure G Citizens Oversight Committee Member Appointment** – Lezama
   a. **AMEND** Appointment of Measure G Transportation Safety and Investment Plan Citizens Oversight Committee Representative Jim Parker to Represent the Membership Category of Supervisorial District 1; and
   b. **APPOINT** Paul Scherer to the Committee to Represent the Membership Category of Senior/Disabled Community Member.

7. **APPROVE** 2022 Regional Transportation Improvement Program Funding of $110,000 and Direct Staff to Submit the Program to the California Transportation Commission for Approval – Gilbert

REGULAR AGENDA:

8. **APPROVE** the FY 2020/2021 Measure G Annual Report – Lezama

9. **Draft 2020 - 2045 Regional Transportation Plan, A Vision for the Future of Transportation in San Benito County** – Lezama
   a. **RECEIVE** Presentation on the Draft 2020-2045 San Benito Regional Transportation Plan; and
   b. **AUTHORIZE** Release of the Draft 2020-2045 San Benito Regional Transportation Plan for Public Review, beginning November 19, 2021, and closing February 2, 2022; and
   c. **SET** Public Hearing Date on the Draft 2020-2045 San Benito Regional Transportation Plan for January 20, 2022.

10. APPROVE Scope of Work for Request for Qualifications for Project Management and Engineering Services for the State Route 25 Expansion Project and AUTHORIZE Executive Director to Issue Procurement Documents Pending County Counsel Approval – Gilbert

Adjourn to COG Meeting on December 16, 2021. Agenda Deadline is Tuesday, November 30, 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 Council of Governments 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 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.

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. 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. Council of Governments Board 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. On a 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/detailsZid=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, 842-3838-0542 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/2021/11/COG_Packet_111821.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. You will be prompted to enter **Meeting ID, 842-3838-0542** and include a name to join the meeting. The meeting agenda can be found at: http://www.sanbenitocog.org/wp-content/uploads/2021/11/COG_Packet_111821.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 Council of Governments Board 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 questions, contact the Council of Governments and leave a message at (831) 637-7665 x. 201, or email monica@sanbenitocog.org.

CERTIFICATE OF POSTING

Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Council of San Benito County Governments on **November 18, 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 **15th day of November 2021,** on or before **3:00 P.M.**

The meeting agenda was also posted on the Council of San Benito County Governments website, www.sanbenitocog.org, under Meetings, COG 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

Agenda Item: ____1_

SAN BENITO COUNTY
COUNCIL OF GOVERNMENTS
REGULAR MEETING
(Zoom Platform)

October 21, 2021, at 4:00 P.M.

MINUTES

MEMBERS PRESENT:
Chair Ignacio Velazquez, Vice Chair Mary Vazquez Edge, Rolan Resendiz, Bob Tiffany, and Peter Hernandez; Ex Officio, Scott Eades, Caltrans District 5

STAFF PRESENT:
Executive Director Mary Gilbert; Administrative Services Specialist, Norma Rivera; Transportation Planner, Regina Valentine; Transportation Planner, Veronica Lezama; Office Assistant, Griselda Arevalo; Secretary Monica Gomez; Deputy County Counsel, Shirley Murphy

OTHERS PRESENT:
Leona Medearis-Peacher, MV Transportation

CALL TO ORDER:
Chair Velazquez called the meeting to order at 4:00 P.M.

A. PLEDGE OF ALLEGIANCE

Director Hernandez led the pledge of allegiance.

B. ROLL CALL

Secretary Gomez called the roll call and confirmed a quorum of Directors were present.

C. CERTIFICATE OF POSTING

Motion made to acknowledge Certificate of Posting:

Motion: Bob Tiffany Second: Mary Vazquez Edge

Secretary Gomez called the roll call vote.
Director Vazquez Edge voted yes, Director Resendiz voted yes, Director Tiffany voted yes, Director Hernandez voted yes; Chair Velazquez voted yes.

Motion carried: 5/0

Yes:	Velazquez, Vazquez Edge, Resendiz, Tiffany, Hernandez
No:	None
Recused:	None
Abstention:	None
Absent:	None

D. NOTICE OF TEMPORARY PROCEDURES FOR COUNCIL OF GOVERNMENTS BOARD

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 COG 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 COG meetings was attached to the agenda.

E. PUBLIC COMMENT: None

F. EXECUTIVE DIRECTOR'S REPORT: Mary Gilbert

Executive Director Mary Gilbert reported that staff has been working with Caltrans staff on identifying projects that might be eligible for funding under their Clean California Grant program. She stated that the City of Hollister has identified the Highway 25 Bypass for potential beautification measures at the location. The project is going through the first phase of review. Staff will provide an update at a future meeting. Ms. Gilbert responded to questions raised at the last COG meeting about safety concerns at the intersection of Enterprise Road and Airline Highway. Staff will be meeting with Caltrans next week to talk about what they might want to consider there as an intersection treatment including potentially a roundabout. The City of Hollister may have already done an intersection evaluation as part the development agreements. Staff is also working with City of Hollister requesting if Caltrans could take a look at the findings from the intersection evaluation. Regarding COG's public outreach campaign, staff is getting ready to send out the second flyer that will be mailed to households in the County. The flyer will include updates on the Highway 156 Improvement project and the Highway 156/SR 25 Roundabout project. Regarding County Express transit, staff is working on the Short Range Transit Plan. As part of that, staff is conducting a community survey from October 8th through October 29th, asking about what improvements they would like to see for transit. The survey is available online as well as through COG's social media. Ms. Gilbert recognized and expressed great appreciation towards COG staff members Transportation Planner, Regina Valentine and Office Assistant, Griselda Arevalo for their efforts on implementing new services for County Express and ensuring that the information gets out to the community. Ms. Gilbert provided a brief update on the Highway 25 project. Staff is kicking off the environmental document preparation and a project development team meeting is scheduled for next week.

G. Caltrans District 5 Report: Scott Eades, Deputy District Director

Deputy District Director, Scott Eades provided an overview of the letter addressed to the City of Hollister, which was also included in the October meeting COG packet. The letter was in response to questions raised at the September 16, 2021, COG Board meeting.

Mr. Eades reminded the COG Board about the release of Caltrans Sustainable Transportation Planning Grants call for applications in September. A total of approximately $34 million is available statewide. Applications are due to Caltrans Wednesday, October 27, 2021. More information about the Grant Program is available online at: https://dot.ca.gov/programs/transportation-planning/regional-planning/sustainable-trasnsportation-planning-grants

Mr. Eades noted that Caltrans has added a new workshop on the Clean California local grant program. The online workshop is scheduled for November 18, 2021, from 10 a.m. – 12:00 p.m.
A call for projects is anticipated for December 2021. Project application deadline is projected for February 2022, with project award notification expected shortly after that in March 2022. The Clean California Local Grant Program will provide approximately $300 million statewide. Lastly, Mr. Eades announced that the Interregional Transportation Strategic Plan was released in final form on October 1, 2021.

There was a question about the number of Sustainable Transportation Planning grant applications Caltrans had received. Mr. Eades stated that he was not sure if any applications had been submitted yet however, applications are due on October 27, 2021, and often times the applications do not come in until the last day.

H. Board of Directors' Reports:

Chair Velazquez requested that staff investigate potential light rail option, like that of Santa Cruz County's battery-operated test train that is running from Watsonville to Santa Cruz. He asked staff to research options of applying something similar here and to provide a report/additional information at the next meeting.

CONSENT AGENDA:

1. **APPROVE** Council of Governments Draft Meeting Minutes Dated September 16, 2021 – Gomez
2. **RECEIVE** Construction Projects Report – Caltrans District 5
3. **ADOPT** Resolution 2021-09 Authorizing the Filing of a Claim for Allocation of Transportation Development Act Funds for Fiscal Year 2020/2021 – Rivera
4. **ADOPT** Resolution 2021-10 Adopting a Policy Authorizing Electronic Signatures on Documents Used and Accepted by the Council of Governments – Rivera
5. **ADOPT** Resolution 2021-11 Authorizing Teleconferencing Options for Council of Governments Meetings for the Period of October 21, 2021, through November 18, 2021 – Rivera
6. **Vanpool Program Vehicle –** Lezama
    1. **DECLARE** Vehicle Associated with VIN No. 1FBSS31L67DA02467 as Surplus Property to be Salvaged; and
    2. **AUTHORIZE** Executive Director to Execute all Necessary Documents to Transfer Ownership the Surplus Vehicle Associated with VIN No. 1FBSS31L67DA02467.

There was no public comment on the Consent Agenda.

Motion made to approve the Consent Agenda:

Motion: Mary Vazquez Edge Second: Bob Tiffany

Secretary Gomez called the roll call vote.
Director Vazquez Edge voted yes, Director Resendiz voted yes, Director Tiffany voted yes, Director Hernandez voted yes, Chair Velazquez voted yes.

Motion carried: 5/0

Yes:	Velazquez, Vazquez Edge, Resendiz, Tiffany, Hernandez
No:	None
Recused:	None
Abstention:	None
Absent:	None

REGULAR AGENDA:

7. **APPOINT** Member to the Measure G Citizens Oversight Committee to Represent the Senior/Disabled Community Category – Lezama

Received presentation from Transportation Planner, Veronica Lezama on the Measure G Citizens Oversight Committee appointment. Ms. Lezama provided information on two applicants for the vacant position.

After brief discussion there was consensus from the COG Board to appoint Jim Parker to represent the Senior/Disabled Community category on the Measure G Citizens Oversight Committee:

Public Comment:

Jim Parker addressed the Board and expressed his interest in serving on the Measure G Citizens Oversight Committee.

Motion made to approve appointment of Jim Parker to Measure G Citizens Oversight Committee:

Motion: Bob Tiffany Second: Mary Vazquez Edge

Secretary Gomez called the roll call vote.
Director Vazquez Edge voted yes, Director Resendiz voted yes, Director Tiffany voted yes, Director Hernandez voted yes, Chair Velazquez voted yes.

Motion carried: 5/0

Yes:	Velazquez, Vazquez Edge, Resendiz, Tiffany, Hernandez
No:	None
Recused:	None
Abstention:	None
Absent:	None

8. RECEIVE an Update on the Draft 2020 – 2045 Regional Transportation Plan, a Vision for the Future of Transportation in San Benito County – Lezama

Received presentation from Transportation Planner, Veronica Lezama on the Draft 2020-2045 Regional Transportation Plan (RTP). She noted that the COG Board of Directors will be asked to release the draft RTP at their November meeting. Upon release of the RTP, COG staff will begin the public outreach process.

There was no public comment or further discussion.

There being no further business to discuss, Director Vazquez Edge motioned to adjourn at 4:28 p.m.
Motion seconded by Director Hernandez.

Secretary Gomez called the roll call vote.
Director Vazquez Edge voted yes, Director Resendiz voted yes, Director Tiffany voted yes, Chair Velazquez voted yes.

Motion carried: 5/0

Yes:	Velazquez, Vazquez Edge, Resendiz, Tiffany, Hernandez
No:	None
Recused:	None
Abstention:	None
Absent:	None

ADJOURN TO COG MEETING NOVEMBER 18, 2021, AT 4:00 P.M.

PROJECT UPDATE – SAN BENITO COUNTY

PREPARED FOR THE NOVEMBER 18, 2021 SAN BENITO COUNTY COUNCIL OF GOVERNMENTS MEETING

CONSTRUCTION PROJECTS

	Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager (Resident Engineer)	Contractor	Comments
1.	**None**	None	None	None	None	None	None	None	None

PROJECTS IN DEVELOPMENT

	Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
2.	**Highway 25 Curve Alignment Restoration (1H810)**	Near Hollister, just north of San Benito Lateral (PM 18.8/19.1)	Curve restoration	Winter 2023	$4.3 million	SHOPP	Terry Thompson	PA&ED	Project on schedule and in final design and right of way. Completed 95% constructability review October 2021. Scheduled for RW certification on 5/19/22. Stump and Cut contract should be available before nesting season - Fall 2022.
3.	**Highway 25 Expressway Conversion - San Felipe, Segment 1 (48541)**	San Felipe Road to 0.3 miles north of Hudner Lane (0.8 mi west of SR 25 to 0.5 miles east of SR 25)	Conversion of 2-lane conventional highway to a 4-lane expressway	N/A	N/A	Local	Terry Thompson	PA&ED	Kick -off on 11/3/21.
4.	**Highway 25/156 Roundabout (1J480_)**	Intersection of SR 25/156, north of Hollister (PM 54.048)	Construct Roundabout	Fall 2021-Winter 2022	$10.7 million	SHOPP	Aaron Henkel	PS&E/RW	Bids opened on 10/27/21 with construction anticipated to begin February 2022.

PROJECTS IN DEVELOPMENT *(CONTINUED)*									
	Project	**Location/Post Mile (PM)**	**Description**	**Construction Timeline**	**Construction Cost**	**Funding Source**	**Project Manager**	**Phase**	**Comments**
5.	**Highway 156 Improvement Project (34490)**	In and near San Juan Bautista, from The Alameda to slightly east of Fourth Street (PM 3.0/R8.2)	Construct four-lane expressway	Summer 2021 - Summer 2023	$60 million	STIP/Local	Terry Thompson	PS&E/RW	Developing Financial Plan which needs FHWA approval will delay Advertisements. PG&E began utility relocations to conclude in late Nov/Dec. A time extension to Award will be requested at the January 2022 CTC meetings.
6.	**U.S 101 Southbound Connector Extension (1N910)**	In San Benito County 3.0 miles West of San Juan Bautista at SR-156 and U.S. Route 101	Extend westbound connector an additional 1800 feet and construct a ramp meter	TBD	TBD	Minor A	Terry Thompson	PA&ED	Project kick-off meeting was held on 9/8 – conducting preliminary engineering to determine the cost and scope of extending the connector to accommodate truck acceleration length.

ACRONYMS USED IN THIS REPORT:

PA&ED	Project Approval and Environmental Document
PS&E	Plans, Specifications, and Estimate
ROW	Right of way
SB1	Senate Bill 1
SBt	San Benito County
STIP	Statewide Transportation and Improvement Program
SHOPP	Statewide Highway Operation and Protection Program
SR	State Route
SCL	Santa Clara County

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County Governments

Agenda Item: _3____

Staff Report

To:	Council of San Benito County Governments	
From:	Norma Rivera, Administrative Services Specialist	Telephone: (831) 637-7665
Date:	November 18, 2021	
Subject:	Assembly Bill 361 Teleconferencing Options For COG	

Recommendation:

ADOPT Resolution 21-11 Authorizing Teleconferencing Options for Council of Governments meetings for the Period of November 19, 2021 through December 16, 2021.

Summary:

On September 16, 2021, the Governor signed Assembly Bill (AB) 361, a bill that codifies certain teleconference procedures that local agencies have adopted in response to the Governor's Brown Act-related Executive Orders. Specifically, AB 361 allows a local agency to continue to use teleconferencing under the same basic rules as provided in the Executive Orders under certain prescribed circumstances or when certain findings have been made and adopted by the local agency legislative body.

Financial Considerations:

None.

Discussion:

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, amending his prior Executive Order N-29-20 and waiving certain provisions of the Brown Act relating to teleconferences/remote meetings by local agency legislative bodies. The Executive Order waived, among other things, the provisions of the Brown Act that otherwise required the physical presence of members of local agency legislative bodies or other personnel in a particular location as a condition of participation or as a quorum for a public meeting. These modifications remained in effect through September 30, 2021.

Under Assembly Bill (AB) 361, when the state of emergency lasts longer than 30 days, as is the case presently, the legislative body must make findings every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. AB 361 mandates that the legislative body must find that there is a continuing need for teleconferencing due to dangers posed by the ongoing state of emergency. This means that local agencies will have to put an item on the public meeting agenda at least every thirty days to make findings regarding the circumstances of the emergency and to vote to continue relying upon the law's teleconference provisions.

To continue to meet under those modified rules after December 16, the Board will again need to reconsider the circumstances of the state of emergency and again make one of the additional findings required by AB 361.

Reducing the circumstances under which people come into close contact remains a vital component of the San Benito County and COG's COVID-19 response strategy. Local agency public meetings are an essential government function and the last 18 months have proven that the teleconferencing format protects public access while minimizing exposure to COVID-19.

Staff recommends that the Board adopt findings that conducting in-person meetings at the present time would present an imminent risk to the health and safety of attendees. A resolution to that effect and directing staff to return each 30 days to afford the Board the opportunity to reconsider such findings is before the Board for consideration (Attachment 1). If the Board adopts the proposed resolution, then it may continue to meet under the modified Brown Act teleconference rules of AB 361 through December 16, 2021. If the Board does not adopt the resolution, Board meetings will be conducted in-person at the San Benito County Board of Supervisors Chambers. Staff does not recommend a hybrid virtual/in-person meeting option due to limits on staff resources for meeting administration.

Executive Director Review: *MG* Counsel Review: Yes

Supporting Attachment(s):

1. Resolution 21-12
2. Letter from San Benito County Health Officer

BEFORE THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS AUTHORIZING CONTINUED REMOTE TELECONFERENCE MEETINGS OF THE COUNCIL OF GOVERNMENTS AND THE MEETINGS OF ITS ADVISORY BODIES PURSUANT TO AB 361	Resolution No. COG 21-12

WHEREAS, the Council of San Benito County Governments is committed to preserving and nurturing public access and participation in meetings of the Board of Directors and in meetings of its advisory bodies, including but not limited to the Technical Advisory Committee (TAC), Social Services Technical Advisory Committee (SSTAC), and the Measure G Transportation, Safety and Investment Plan Oversight Committee; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic, pursuant to his authority under the California Emergency Services Act, California Government Code section 8625; and

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting Law, Government Code section 54950 et seq. (the "Brown Act"), provided certain requirements were met and followed; and

WHEREAS, on June 4, 2021, Governor Newsom clarified that the "reopening" of California on June 15, 2021 did not include any change to the proclaimed state of emergency or the powers exercised thereunder; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, clarifying the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

WHEREAS, on September 16, 2021, Governor Newsom signed Assembly Bill 361 (AB 361), which provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act, provided the legislative body determines that meeting in person would present

imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and

WHEREAS, California Department of Public Health ("CDPH") and the federal Centers for Disease Control and Prevention ("CDC") caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html); and

WHEREAS, on September 30, 2021, Dr. Ghilarducci, Interim San Benito County Public Health Officer, issued a recommendation on Social Distancing, attached hereto as Exhibit "A", and incorporated herein by this reference; and

WHEREAS, the Council of San Benito County Governments is a joint powers authority formed under the joint exercise of powers provisions of California Government Code Sections 6500-6522 and the California Code of Civil Procedure section 1240.140, among the County of San Benito, a political subdivision of the State of California, and the Cities of Hollister and San Juan Bautista, municipal corporations located in San Benito County; and

WHEREAS, the San Benito County Board of Supervisors is empowered by Article XI, section 7 of the California Constitution to take actions necessary to protect public, health, welfare, and safety within the County of San Benito; and

WHEREAS, at its regular meetings on October 12, 2021 and November 9, 2021, the San Benito County Board of Supervisors considered all information related to this matter, as presented at the public meetings of the Board of Supervisors identified herein, including any supporting reports by County Staff, and any information provided during public meetings, including but not limited to the current circumstances related to the state of emergency, and adopted Resolution Nos. 2021-128 and 2021-140, making the findings and determinations required by AB 361; and

WHEREAS, the Council of San Benito County Governments has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the Council of Governments' various legislative bodies subject to the Brown Act; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the Council of San Benito County Governments deems it necessary to find that a requirement to meet in person for meetings of all Council of Governments' related legislative bodies subject to the Brown Act would present imminent risks to the health or safety of attendees, and thus, intends to invoke the provisions of AB 361 related to teleconferencing; and

WHEREAS, at its regular meeting on October 21, 2021, the Council of San Benito County Governments considered all information related to this matter, as presented at the public meetings of the Board of Directors identified herein, including any supporting reports by Council of Governments' Staff, and any information provided during public meetings, including but not limited to the current circumstances related to the state of emergency, and adopted Resolution 2021-11, making the findings and determinations required by AB 361; and

WHEREAS, the Council of San Benito County Governments has further considered all information related to this matter, as presented at the public meetings of the Board of Directors identified herein as of the date of this Resolution, including any supporting reports by Council of Governments' Staff, and any information provided during public meetings, including but not limited to the current circumstances related to the state of emergency, which continues to remain in effect; and

WHEREAS, as of the date of this Resolution, neither the Governor nor the California Legislature have exercised their respective powers, pursuant to California Government Code section 8629, to lift the state of emergency either by proclamation or by concurrent resolution in the state Legislature, and the proclaimed state of emergency remains in effect; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that meeting in person would present imminent risks to the health or safety of attendees of public meetings; and

WHEREAS, the Board of Directors of the Council of San Benito County Governments further finds that the state of emergency continues to directly impact the ability of the members to meet safely in person.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Council of San Benito County Governments as follows:

1. Recitals. The Board of Directors hereby finds that the facts set forth in the Recitals to this Resolution are true and correct and are incorporated into this Resolution by this reference. The above findings and this Resolution apply to all Council of Governments related legislative bodies subject to the Brown Act, including but not limited to its Technical Advisory Committee (TAC), Social Services Technical Advisory Committee (SSTAC), Measure G Transportation, Safety and Investment Plan Oversight Committee, and any other Council of Governments standing committees and all other committees and commissions established by the Council of San Benito County Governments and subject to the Brown Act.

2. Proclamation of Local Emergency. The Board of Directors hereby proclaims that a local emergency continues to exist throughout the County, and social distancing

orders are currently in place and needed to protect the health and safety of the citizens.

3. Consideration of Future Extensions of Resolution. As long as the State Emergency remains in effect or until directed otherwise by the Board of Directors, staff shall present to the Board at every meeting an item necessary to continue the findings required by AB 361.

4. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of thirty (30) days from adoption of the Resolution or such time the Board of Directors adopts a subsequent Resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Council of San Benito County Governments may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

5. Remote Teleconference Meetings. The staff, Counsel, and legislative bodies of the Council of Governments are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

PASSED AND ADOPTED BY THE COUNCIL OF SAN BENITO COUNTY GOVERNMENTS THIS 18th DAY OF NOVEMBER 2021 BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAINING:
ABSENT:

_____
Ignacio Velazquez, Chair

APPROVED AS TO LEGAL FORM:
SAN BENITO COUNTY COUNSEL'S OFFICE

Dated: Nov. 5, 2021

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

ATTEST:
Mary Gilbert, Executive Director

Dated: _____

By: _____

EXHIBIT A

DAVID GHILARDUCCI, MD, FACEP
INTERIM HEALTH OFFICER

TRACEY BELTON
AGENCY DIRECTOR

SAN BENITO COUNTY

HEALTH & HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES
Healthy People in Healthy Communities

September 30, 2021

CAO Ray Espinosa
San Benito County Administration

Re: Recommendation on Social Distancing and Hybrid Meetings

Given the considerable impact on our community from the COVID-19 virus and the Delta variant, I strongly recommend that all legislative bodies, including but not limited to the County, cities, and special districts, local commissions and committees, and subsidiary bodies, continue social distancing measures for public meetings, including offering, at the legislative body's discretion, a remote or hybrid format for public meetings. Social distancing and masking remain crucial strategies in our fight to prevent contagion. Conducting public meetings in a remote or hybrid manner allows for members of the community to participate from the comfort of their homes without having to risk contracting the virus by attending in-person meetings.

These measures serve to help contain the spread of the disease and protect the community. All events public gatherings, including public meetings, create environments where a virus can potentially spread among attendees and participants. However, when combined with social distancing and masking policies, and the continued effort to increase vaccination within San Benito County, a remote or hybrid format for meetings maximizes avenues for public access and input and minimizes the risk of contagion for not only the public, but for agency staff, presenters, and legislative body members as well.

If you have any questions regarding this recommendation, please do not hesitate to contact me.

Sincerely,

David Ghilarducci MD

David Ghilarducci MD
Interim Health Officer

PUBLIC HEALTH SERVICES
351 Tres Pinos Road, Suite A-202
Hollister CA 95023
831-637-5367

ENVIRONMENTAL HEALTH
351 Tres Pinos Road, Suite C-1
Hollister CA 95023
831-636-4035

MEDICAL THERAPY UNIT
761 South Street
Hollister CA 95023
831-637-1989

SBCOG
Council of
San Benito
County Governments

Agenda Item: 4

Staff Report

To:	Council of San Benito County Governments	
From:	Norma Rivera, Administrative Services Specialist	Telephone: (831) 637-7665
Date:	November 18, 2021	
Subject:	FY 20/21 Fourth Quarter Budget Report	

Recommendation:

RECEIVE Council of Governments FY 2020/21 Fourth Quarter Budget Report for the Period of April 1, 2021 through June 30,2021.

Summary:

The Fourth Quarter Budget Report summarizes revenues and expenditures as of June 30, 2021. The report shows that revenues were at 101.65% and expenditures were at 64.49% in total.

Financial Considerations:

During the fourth quarter, total revenues were $15,251,341 or 101.65% of the budgeted revenues. This number includes the fund balance that has been carried forward from the previous fiscal year.

Total expenditures for all COG accounts were $3,319,452 or 64.49%. This amount is under the budgeted amount for fiscal year 2020/2021.

The individual operating budgets of COG Administration, Rideshare, Highway 25 Safety, Vanpool, Low Carbon Transit Operations Program (LCTOP) and Planning State Subvention are all under the estimated for expenditures in the fourth quarter.

Discussion:

Staff prepares a quarterly update on the revenues and expenditures of COG fiscal year performance for the Board to review. The attached report identifies the revenues and expenditures for Fiscal Year (FY) 2021, for the period of July 1, 2020 through June 30,2021. After each quarter, staff reviews and analyzes the Trial Balances for errors or corrections. Once the Trial Balances are reviewed, staff prepares a budget report and analyzes the need for budget adjustments/transfers to reflect actual revenues and expenditures.

The Measure G budget is not included in the Fourth Quarter Budget Report Summary, it stands alone.

Staff made budget adjustments during the quarter. Adjustments are approved by the Executive Director as authorized in the Purchasing/Budget policy to cover small overages. At this time there are no Budget Adjustments required for Board approval.

Executive Director Review: MG Counsel Review: N/A

Supporting Attachment(s): Council of Governments FY 2020/21 Fourth Quarter Budget Report

Council of Governments
Forth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	699,023	592,023	8,563	100%	84.69%
Services & Supplies	319,701	251,311	22,316	100%	78.61%
Contracts	443,312	67,268	376,044	100%	15.17%
Capital	4,400	-	4,400	100%	0.00%
Other	3,401,630	2,228,851	1,172,779	100%	65.52%
TOTAL EXPENDITURES	**4,868,066**	**$3,139,452**	**$1,584,102**	**100%**	64.49%
REVENUES					
REVENUES	15,003,059	15,251,341	(181,800)	100%	101.65%
Operating Transfers	-	-	-		
TOTAL REVENUE	**$15,003,059**	**$15,251,341**	**($181,800)**	**100%**	101.65%
FUND BALANCE		**$12,111,888**			

SUMMARY DOES NOT INCLUDE MEASURE G FUNDS

State Transit Assistance (629.7300)
Forth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	-	-	-		
Contracts	-	-	-		
Capital	-	-	-		
Other	516,735	599,668	(82,933)	100%	116.05%
TOTAL EXPENDITURES	**$516,735**	**$599,668**	**($82,933)**	**100%**	**116.05%**
REVENUES					
Revenues	516,735	615,505	(98,770)	100%	119.11%
Operating Transfers	-		-		
TOTAL REVENUE	**$516,735**	**$615,505**	**($98,770)**	**100%**	**119.11%**
TOTAL FUND BALANCE	$0	$15,836			

State Transit Assistance (629.7300)
Forth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	STA Interest Revenue	2,700	459	2,241	100%	17.00%
551.406	State of Good Repair	184,339	90,906	93,433	100%	49.31%
	And Carryover of SGR		89,979			
551.406	STA Revenue	329,696	434,161	(104,465)	100%	131.69%
	TOTAL	**516,735**	**615,505**	(98,770)	**100%**	119.11%

EXPENDITURES Category		Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel			-			
610.101	Salaries			-		
	Total	-	-	-		
Services and Supplies						
619.126	Magazines and Subscriptions			-		
619.130	Clothing and Safety	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.154	Maintenance of Equip- Oil and Gas	-	-	-		
619.158	Maintenance of Structures & Grounds	-	-	-		
619.166	Membership Dues	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.188	Rent Space	-	-	-		
619.190	Small Tools	-	-	-		
619.194	Training	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.280	Marketing	-	-	-		
619.306	Utilities	-	-	-		
645.701	General Insurance	-	-	-		
	Total	-	-	-		
Contracts		-	-	-		
619.250	Special Dept Expense - Contracts			-		
	Total	-	-	-		
Capital		-	-	-		
650.303	Computer Hardware	-	-	-		
650.301	Automobiles, Trucks, Vans	-	-	-		
	Total	-	-	-		
Other		-	-	-		
640.513	Operating Transfers (LTA)	332,396	434,161	(101,765)	100%	0.00%
640.513	Operating Transfers (LTA for SGR)	184,339	165,507	18,832	100%	0.01%
	Total	**516,735**	**599,668**	(82,933)	100%	116.05%
	TOTAL	**516,735**	**599,668**	**(82,933)**	100%	116.05%

Local Transportation Fund (629.7310)
Forth Quarter
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	-	-	-		
Contracts	-	-	-		
Capital	-	-	-		
Other	2,289,639	1,620,162	669,477	100%	70.76%
TOTAL EXPENDITURES	**$2,289,639**	**$1,620,162**	**$669,477**	**100%**	**70.76%**
REVENUES					
Revenues	8,178,261	8,455,430	(277,169)	100%	103.39%
Operating Transfers	-		-	-	
TOTAL REVENUE	**$8,178,261**	**$8,455,430**	**($277,169)**	**100%**	**103.39%**
TOTAL FUND BALANCE	$5,888,622	$6,835,268			

These funds are distributed in the TDA process.

FUND BALANCE DESIGNATED BIKE & PED	667,636
FUND BALANCE DESIGNATED LTA & COG	4,926,054
SET ASIDE FOR LOCAL STREETS & ROADS	1,241,578
FUND BALANCE UNDESIGNATED	-
TOTAL	6,835,268

Local Transportation Fund (629.7310)
Forth Quarter
FY 2020/21

REVENUE & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	Interest Revenue	95,750	26,028	69,722	100%	27.18%
	LTF Balance	3,675,624	3,568,569	107,055	100%	97.09%
	Set Aside for Local Streets & Roads	1,839,886	1,839,886	-	100%	100.00%
	TDA 2% Reserved for Bike & Ped.	657,001	667,636	(10,635)	100%	101.62%
	Reimbursable			-		
550.102	Highway User 1/4%	1,910,000	2,353,312	(443,312)	100%	123.21%
	TOTAL	**8,178,261**	**8,455,430**	(277,169)	**100%**	103.39%

EXPENDITURES Category		Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel						
610.101	Salaries		0	-		
		-	-	-		
	Total	-	-	-		
Services and Supplies						
619.126	Magazines and Subscriptions			-		
619.130	Clothing and Safety	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
645.701	General Insurance	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures & Grounds	-	-	-		
619.280	Marketing	-	-	-		
619.166	Membership Dues	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.174	Supplies	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.188	Rent Space	-	-	-		
619.190	Small Tools	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.194	Training	-	-	-		
619.200	Travel Transportation	-	-	-		
619.306	Utilities	-	-	-		
	Total	-	-	-		
Contracts		-	-	-		
619.250	Special Dept Expense - Contracts		-	-		
	Total	-	-	-		
Capital		-	-	-		
650.302	Equipment other than Computer	-	-	-		
650.301	Automobiles, Trucks, Vans	-	-	-		
	Total	-	-	-		
Other		-	-	-		
640.513	Operating Transfers (COG)	436,871	370,614	66,257	100%	84.83%
640.513	Operting Transfers (LTA)	1,216,260	651,240	565,020	100%	53.54%
640.513	Operating Trf (2%reserve)	38,200	-	38,200	100%	0.00%
640.513	Operating Trf (San Benito CO. PW)	598,308	598,308	-	100%	100.00%
640.513	Operating Trf		-	-	100%	
	Total	**2,289,639**	**1,620,162**	669,477	100%	70.76%
	TOTAL	**2,289,639**	**1,620,162**	**669,477**	100%	70.76%

Rideshare (628-7330)
Forth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-	100%	
Services & Supplies	3,127	-	3,127	0%	0.00%
Contracts	-	-	-	100%	
Capital	-	-	-	0%	
Other	-	-	-	100%	
TOTAL EXPENDITURES	**$3,127**	**$0**	**$3,127**	**100%**	**0.00%**
REVENUES					
Revenues	3,127	405	2,722	100%	12.95%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	**$3,127**	**$405**	**$2,722**	**100%**	**12.95%**
TOTAL FUND BALANCE	$0	$405			

FUND BALANCE	$405

Rideshare (628-7330)
Forth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
556.310	CMAQ Rideshare			-	100%	
541.001	Intrest		2	(2)	100%	
576.012	Carry over		403	(403)	100%	
570.012	Donation	3,127		3,127	100%	0.00%
				-	100%	
570.012	Reimbursable/Donation			-	100%	
	TOTAL	**3,127**	**405**	**2,722**	**100%**	12.95%

EXPENDITURES Category		Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel						
610.101	Salaries	-	-	-	100%	
623.508	Outside Labor	-	-	-		
	Total	**-**	**-**	-	**100%**	
Services and Supplies				-		
619.126	Magazines and Subscriptions	-	-	-		
619.130	Clothing and Safety	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-	100%	
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.164	Medical/Dental/Lab Supplies and Services	-	-	-		
619.166	Membership Dues	-	-	-		
619.168	Office Furniture under $700	-	-	-	100%	
619.170	Office Equipment under $300	-	-	-		
619.172	Postage and Delivery	-	-	-	100%	
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-	100%	
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.194	Training		-	-	100%	
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Professional Service - Legal	-	-	-		
619.212	Professional Services - Accounting	-	-	-		
619.222	Professional Services - Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	3,127	-	3,127	100%	0.00%
619.280	Marketing	-	- *	-		
619.306	Utilities	-	-	-		
645.701	General Insurance	-	-	-	100%	
	Total	**3,127**	**-**	**3,127**	100%	0.00%
Contracts				-		
619.250	Special Dept Expense - Contracts	-	-	-	100%	
	Total	**-**	**-**	-	100%	
Capital						
650.301	Automobiles, Trucks, Vans	-	-	-	100%	
650.302	Equipment other than Computer	-	-	-		
650.303	Computer Hardware	-	-	-		
	Total	**-**	**-**	-		
Other						
640.513	Operating Transfers	-	-	-	100%	
	Total	**-**	**-**	-	100%	
				-		
	TOTAL	**3,127**	**-**	3,127	100%	0.00%

LCTOP (628-7325)
Forth Quarter Budget Report
FY 2020/21

-

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-	100%	
Services & Supplies	144,511	98,437	46,074	100%	68.12%
Contracts	-	-	-	100%	
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	**$144,511**	**$98,437**	**$46,074**	**100%**	**68.12%**
REVENUES					
Revenues	144,511	210,993	(66,482)	100%	146.00%
Operating Transfers	-	-	-	-	
TOTAL REVENUE	**$144,511**	**$210,993**	**($66,482)**	**100%**	**146.00%**
TOTAL FUND BALANCE	$0	$112,556			

FUND BALANCE	$112,556

LCTOP (628-7325)
Forth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
541.001	Interest	1,700	430	1,270	100%	25.30%
551.401	State Grant Misc	-	181,356	(181,356)	100%	
570.012	Reimbursable/Donation	-	-	-		
570.101	Carry over Previous	142,811	29,207	113,604	100%	20.45%
	TOTAL	**144,511**	**210,993**	**(66,482)**	**100%**	146.00%

EXPENDITURES		Budgeted	Expenses		Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021		FY 20/21	100%	
Personnel							
610.101	Salaries	-	-		-	100%	
623.508	Outside Labor	-	-		-		
	Total	**-**	**-**		-	**100%**	
Services and Supplies					-		
619.126	Magazines and Subscriptions	-	-		-		
619.130	Clothing and Safety	-	-		-		
619.132	Communications	-	-		-		
619.138	Computer Maintenance	-	-		-	100%	
619.140	Computer Supplies	-	-		-		
619.152	Maintenance of Equipment	-	-		-		
619.158	Maintenance of Structures and Grounds	-	-		-		
619.164	Medical/Dental/Lab Supplies and Services	-	-		-		
619.166	Membership Dues	-	-		-		
619.168	Office Furniture under $700	-	-		-	100%	
619.170	Office Equipment under $300	-	-		-		
619.172	Postage and Delivery	-	-		-	100%	
619.174	Supplies	-	-		-		
619.176	Special Project Supplies - Printing	-	-		-	100%	
619.180	Public and Legal Notices	-	-		-		
619.184	Rent Equipment	-	-		-		
619.186	Rent Structures	-	-		-		
619.194	Training		-		-	100%	
619.196	Travel Lodging	-	-		-		
619.198	Travel Meals	-	-		-		
619.200	Travel Transportation	-	-		-		
619.210	Professional Service - Legal	-	-		-		
619.212	Professional Services - Accounting	-	-		-		
619.222	Professional Services - Other Consultants	-	-		-		
619.268	Special Dept Expense - Other	144,511	98,437		46,074	100%	68.12%
619.280	Marketing	-	-	*	-		
619.306	Utilities	-	-		-		
645.701	General Insurance	-	-		-		
	Total	**144,511**	**98,437**		**46,074**	100%	68.12%
Contracts					-		
619.250	Special Dept Expense - Contracts	-	-		-	100%	
	Total	**-**	**-**		-	100%	
Capital							
650.302	Equipment other than Computer	-	-		-		
650.303	Computer Hardware	-	-		-		
650.301	Automobiles, Trucks, Vans	-	-		-		
	Total	**-**	**-**		-		
Other							
640.513	Operating Transfers	-	-		-		
	Total	**-**	**-**		-	100%	
					-		
	TOTAL	**144,511**	**98,437**		46,074	100%	68.12%

Council of Governments Administration (628.7340)
Fourth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	258,719	253,354	5,365	100%	97.93%
Services & Supplies	140,222	128,696	11,526	100%	91.78%
Contracts	26,000	16,200	9,800	100%	62.31%
Capital	4,400	-	4,400	100%	0.00%
Other	9,030	9,020	10		
TOTAL EXPENDITURES	**$438,371**	**407,271**	**$31,101**	**100%**	**92.91%**
REVENUES					
Revenues	438,371	373,014	65,357	100%	85.09%
Operating Transfers	-		-		
TOTAL REVENUE	**$438,371**	**$373,014**	**$65,357**	**100%**	**85.09%**
TOTAL FUND BALANCE	$0	($34,258)			

Council of Governments Administration (628.7340)
Fourth Quarter Budget Report

REVENUE & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	Interest		0	(0)	100%	
561.904	Charges for Services- Planning	1,500	2,400	(900)	100%	160.00%
564.501	FUND BALANCE		-	-	100%	
570.001	Contributions (LTF)	436,871	370,614	66,257	100%	84.83%
570.006	Reim. For OPEB		-	-		
576.012	Planning (ALUC)	-	-	-		
576.012	LTF funds		-	-		
	Start Cash		-			
	TOTAL	**438,371**	**373,014**	**65,357**	**100%**	85.09%

EXPENDITURES Category		Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel						
610.101	Salaries	258,719	253,354	5,365	100%	97.93%
619.226	Administrative Support			-	100%	
				-		
	Total	**258,719**	**253,354**	**5,365**	**100%**	97.93%
Services and Supplies						
619.126	Magazines and Subscriptions	180	180	0	100%	99.93%
619.132	Communications	2,000	1,912	88	100%	95.59%
619.138	Computer Maintenance	2,066	2,065	1	100%	99.96%
619.140	Computer Supplies	800	742	58	100%	92.70%
619.152	Maintenance of Equipment	2,200	1,355	845	100%	61.60%
619.158	Maintenance of Structures and Grounds	500	239	261	100%	47.75%
619.166	Membership Dues	644	215	429	100%	33.39%
619.172	Postage and Delivery	1,000	798	202	0%	79.81%
619.174	Supplies	1,561	1,561	0		99.99%
619.176	Special Project Supplies	250	-	250	100%	0.00%
619.178	Services and Supplies Banks Treasurer	20	18	2		
619.180	Public and Legal Notices	1,055	1,055	-	0%	100.00%
619.184	Rent Equipment	2,300	1,583	717	0%	68.84%
619.186	Rent Structures	38,919	38,918	1	0%	100.00%
619.190	Rent Space			-		
619.194	Training	490	25	465	100%	5.10%
619.196	Travel Lodging	800		800	0%	0.00%
619.198	Travel Meals	200		200	0%	0.00%
619.200	Travel Transportation	663	96	567	0%	14.45%
619.208	Tuition Reim			-	0%	
619.210	Professional Service - Legal	10,650	10,650	-	100%	100.00%
619.214	Services and Supplies - Computer	567	566	1	100%	99.86%
619.222	Professional Services - Other			-		
619.268	Special Dept Expense - Other	3,000	2,565	435	100%	85.50%
619.280	Marketing	1,513	1,512	2		99.90%
619.306	Utilities	3,106	3,105	1	0%	99.98%
645.701	General Insurance	3,498	3,490	8		99.77%
649.101	Cost Allocation Plan	62,240	56,046	6,194	0%	90.05%
	Total	**140,222**	**128,696**	**11,526**	**100%**	91.78%
Contracts						
619.250	Special Dept Expense - Contracts	26,000	16,200	9,800	100%	62.31%
	Total	**26,000**	**16,200**	**9,800**	**100%**	62.31%
Capital						
650.302	Equipment other than Computer	2,700	-	2,700	100%	0.00%
650.303	Fixed Assets Computer Hardware	1,700	-	1,700	100%	0.00%
650.301	Automobiles, Trucks, Vans		-	-		
	Total	**4,400**	**-**	**4,400**	**100%**	0.00%
Other						
640.320	OPEB Charges		-	-	100%	
645.704	Retiree Medical	9,030	9,020	10	100%	99.89%
	Total	**9,030**	**9,020**	**10**		99.89%
	TOTAL	**438,371**	**407,271**	**31,101**	**100%**	92.91%

JE#	BUDGET ADJUSTMENTS	
20-21-04	619.268 Special Dept Expense $2,000.00	619.126 Magazine Subscription 80.00
	650.302 Equipment Other Than Computer (2,000)	619.138 Computer Maintenance 66.00
	619.158 Maintenance of Structure and Grounds $400.00	619.174 Supplies 361.00
	619.196 Travel Lodging (400.00)	619.180 Public and Legal Notices 85.00
	619.140 Computer Supplies $800.00	619.210 Professional Services Legal 1650.00
	650.301 Computer Hardware (800)	619.280 Marketing 13.00
	619.178 Bank Treasurer Fees $20.00	619.306 Utilities 6.00
	645.701 General Insureance (20.00)	
20-21-09	619.214 Services and Supplies Computer $567	
	619.180 Public and Legal Notices $445	
	619.200 Travel Transportation (1,012)	

Highway 25 Safety (628.7360)
Forth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	8,360	8,360	0	100%	100.00%
Contracts	200,710	26,466	174,244	100%	13.19%
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	**$209,070**	**$34,826**	**$174,244**	**100%**	**16.66%**
REVENUES					
Revenues	300,710	292,565	8,145	100%	97.29%
Operating Transfers	-		-	-	
TOTAL REVENUE	**$300,710**	**$292,565**	**$8,145**	**100%**	**97.29%**
TOTAL FUND BALANCE	$91,640	$257,739			

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FUND BALANCE	$257,739

Highway 25 Safety (628.7360)
Forth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	Interest Income	4,700	1,062	3,638	100%	22.59%
551.405	Trf. Remainder of 25 Bypass	-	-	-		
564.501	Caltrans reimbursement	-		-		
570.014	Individual Contributions(RDA) Carryover	296,010	291,503	4,507	100%	98.48%
	TOTAL	**300,710**	**292,565**	**8,145**	**100%**	0.01%

EXPENDITURES Category		Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel						
610.101	Salaries	-	-	-		
		-	-	-		
	Total	**-**	**-**	**-**		
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.166	Membership Dues	-	-	-		
619.172	Postage and Delivery	-		-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.190	Rent Space	-	-	-		
619.194	Training	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	8,360	8,360	0		100.00%
619.280	Marketing	-	-	-		
645.701	General Insurance	-	-	-		
619.306	Utilities	-	-	-		
	Total	**8,360**	**8,360**	**0**		100.00%
Contracts						
619.250	Special Dept Expense - Contracts	200,710	26,466	174,244	100%	13.19%
	Total	**200,710**	**26,466**	**174,244**	**100%**	13.19%
Capital						
650.302	Equipment other than Computer	-	-	-		
650.303	Computer Hardware	-	-	-		
	Total	-	-	-		
Other						
640.513	Operating Transfers	-	-	-	100%	
	Total	-	-	-		
	TOTAL	**209,070**	**34,826**	**174,244**	**100%**	16.66%

Budget Adj. #

20-21-05	619.268 Special Dept Expense - Other $2,500.00
	619.25 Special Dept Expense - Contracts (2,500.00)
20-21-14	619.268 Special Dept Expense - Other $1360
	619.25 Special Dept Expense - Contracts (1360)

Vanpool (628.7370)
Fourth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	8,005	8,005	0		100.00%
Services & Supplies	3,601	291	3,310	100%	8.08%
Contracts	-	-	-		
Capital	-	-	-	100%	
Other	2,500	-	2,500	0%	0.00%
TOTAL EXPENDITURES	**$14,106**	**$8,296**	**$5,810**	**100%**	**58.81%**
REVENUES					
Revenues	57,059	47,750	9,309	100%	83.69%
Operating Transfers	-		-	-	
TOTAL REVENUE	**$57,059**	**$47,750**	**$9,309**	**100%**	**83.69%**
TOTAL FUND BALANCE	$42,953	$39,454			

Vanpool (628.7370)
Fourth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES Category			Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	Interest		750	162	588		21.60%
542.010	Van Pool Lease		12,600	3,000	9,600	100%	23.81%
570.003	Sale of Fixed Asset				-		
	prior year		43,709	44,588	(879)		102.01%
		TOTAL	**57,059**	**47,750**	**9,309**	**100%**	83.69%

			Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel							
610.101	Salaries		8,005	8,005	0	100%	100.00%
610.101	Administrative Support		-	-	-		
			-	-	-		
		Total	**8,005**	**8,005**	**0**	**100%**	100.00%
Services and Supplies							
619.126	Magazines and Subscriptions				-		
619.130	Clothing and Safety				-		
619.132	Communications				-		
619.138	Computer Maintenance				-		
619.140	Computer Supplies				-		
619.152	Maintenance of Equipment		2,820	111	2,709	100%	3.93%
619.154	Maintenance of Equipment - Oil and Gas				-		
619.158	Maintenance of Structures and Grounds				-		
619.164	Medical/Dental/Lab Supplies & Services				-		
619.166	Membership Dues				-		
619.168	Office Furniture under $700				-		
619.170	Office Equipment under $300				-		
619.172	Postage and Delivery				-		
619.174	Supplies				-		
619.176	Special Project Supplies - Printing				-		
619.180	Public and Legal Notices				-		
619.184	Rent Equipment				-		
619.186	Rent Structures				-		
619.188	Rent Space				-		
619.190	Small Tools				-		
619.194	Training				-		
619.196	Travel Lodging				-		
619.198	Travel Meals				-		
619.200	Travel Transportation				-		
619.210	Legal		100	-	100	100%	0.00%
619.212	Accounting				-		
619.222	Other Consultants				-		
619.268	Special Dept Expense - Other		500	-	500	100%	0.00%
619.280	Marketing				-		
619.306	Utilities				-		
645.701	General Insurance				-		
645.701	General Insurance		181	180	1	100%	99.45%
621503	Maintenance of Equipment - Auto				-		
		Total	**3,601**	**291**	**3,310**	**100%**	8.08%
Contracts							
619.250	Special Dept Expense - Contracts		-	-	-		
		Total	**-**	**-**	**-**		
Capital							
650.301	Automobiles, Trucks, Vans		- *	-	-		
650.302	Equipment other than Computer		-	-	-		
650.303	Computer Hardware		-	-	-		
650.304	Furniture and Fixtures		-	-	-		
		Total	-	-	-		
Other							
640.320	OPEB		-	-	-		
640.513	Operating Transfers		2,500		2,500		0.00%
		Total	2,500	-	2,500		0.00%
		TOTAL	**14,106**	**8,296**	**5,810**	**100%**	58.81%

JE#	BUDGET ADJUSTMENT
20-21-16	610.101 Salaries +180
	619.152 Main of Equipment -180

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Transportation Planning State Subvention (628.7390)
Forth Quarter Budget Report
FY 2020/21

FISCAL SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	333,862	330,664	3,198	100%	99.04%
Services & Supplies	19,880	15,528	4,352	100%	78.11%
Contracts	216,602	24,602	192,000	100%	11.36%
Capital	-	-	-	-	-
Other	586,226	-	586,226	100%	0.00%
TOTAL EXPENDITURES	**$1,156,570**	**$370,794**	**$785,776**	**100%**	**32.06%**
REVENUES					
Revenues	5,364,285	5,255,679	108,606	100%	97.98%
Operating Transfers	-	-	-		
TOTAL REVENUE	**$5,364,285**	**$5,255,679**	**$108,606**	**100%**	**97.98%**
TOTAL FUND BALANCE	$4,207,715	$4,884,885			

$2,564,150

Transportation Planning State Subvention (628.7390)
Forth Quarter Budget Report
FY 2020/21

REVENUES & EXPENDITURES

REVENUES Category		Budgeted FY 20/21	Revenues 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
541.001	Interest	70,000	17,700	52,300	100%	25.29%
551.401	Regional Early Action Planning (REAP)	17,000	5,236	11,764	100%	30.80%
551.401	RSTP From Previous Years	2,577,705		2,577,705	100%	0.00%
551.405	STIP Planning, Programming & Monitoring	37,000	37,000	-	100%	100.00%
551.407	RCTF (TPM Framework) AMBAG			-	100%	
551.407	Rural Planning Assistance	294,000	294,000	-	100%	100.00%
551.407	SB1 RMA	192,000	-	192,000	100%	0.00%
551.412	RSTP Exchange	606,226	628,159	(21,933)	100%	103.62%
570.006	SB1 Substainable Community Grant			-		
212.500	Held for others		3,233,322	(3,233,322)		
	Fund Balance (Carry over of previous years)	1,570,354	1,040,262	530,092	100%	66.24%
	TOTAL	**5,364,285**	**5,255,679**	**108,606**	**100%**	97.98%

EXPENDITURES Category		Budgeted FY 20/21	Expenses 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
Personnel						
610.101	Salaries	333,862	330,664	3,198	100%	99.04%
610.101	Rural Planning Assistance					
610.101	PPM					
		-	-			
	Total	**333,862**	**330,664**	**3,198**	**100%**	99.04%
Services and Supplies						
619.126	Magazines and Subscriptions			-		
619.130	Clothing and Safety			-		
619.132	Communications			-		
619.138	Computer Maintenance			-		
619.140	Computer Supplies			-		
619.152	Maintenance of Equipment			-		
619.154	Maintenance of Equipment - Oil and Gas			-		
619.158	Maintenance of Structures and Grounds			-		
619.166	Membership Dues	7,800	7,800	-	100%	100.00%
619.172	Postage and Delivery					
619.174	Supplies	100	-	100	100%	0.00%
619.176	Special Project Supplies			-		
619.180	Public and Legal Notices			-		
619.184	Rent Equipment			-		
619.186	Rent Structures			-		
619.190	Small Tools			-		
619.194	Training	898	790	108	100%	87.97%
619.196	Travel Lodging	1,500	(720)	2,220	100%	-48.02%
619.198	Travel Meals	300	-	300	100%	0.00%
619.200	Travel Transportation	600	-	600	100%	0.00%
619.268	Special Dept Expense - Other	1,000	-	1,000		0.00%
619.280	Marketing			-		
619.306	Utilities			-		
645.701	General Insurance	7,682	7,658	24		99.69%
	Total	**19,880**	**15,528**	**4,352**	**100%**	78.11%
Contracts						
619.250	Contracts	24,602	24,602	0	100%	100.00%
619.250	Contracts SB1	192,000	-	192,000	100%	0.00%
619.250	Special Dept Expense -			-	100%	
	Total	**216,602**	**24,602**	**192,000**	**100%**	11.36%
Capital						
650.303	Furniture and Fixtures	-	-	-	-	
650.301	Automobiles, Trucks, Vans	-	-	-	-	
	Total	**-**	**-**	**-**	**-**	
Other						
640.320	Operating Trf (To COG Admin OPEB)	-	-	-	100%	
640.513	Operating Transfers (RSTP)	586,226	-	586,226	100%	0.00%
	Total	**586,226**	**-**	**586,226**	**100%**	0.00%
	TOTAL	**1,156,570**	**370,794**	**785,776**	**100%**	32.06%

JE#	BUDGET ADJUSTMENTS
20-21-03	619.250 Contracts $20,000
	640.513 Operating Transfers (20,000)
20-21-07	619.250 Contracts $1,102
	619.194 Training (1102)
20-21-13	619.166 Membership Dues $300
	619.194 Training (300)

Measure G Authority (634.7391)
Forth Quarter Budget Report
FY 2020/21

SUMMARY	Budgeted FY 20/21	Actual as of 6/30/2021	Balance FY 20/21	Projected % 100%	Actual %
EXPENDITURES					
Salaries & Benefits	-	-	-		
Services & Supplies	-	-	-	100%	
Contracts	56,990	-	56,990	100%	0.00%
Capital	-	-	-		
Other	5,699,000	6,692,966	(993,966)		#VALUE!
TOTAL EXPENDITURES	**$5,755,990**	**$6,692,966**	**($936,976)**	**100%**	**116.28%**
REVENUES					
Revenues	20,558,188	22,988,908	(3,075,138)	100%	
Operating Transfers	-	-	-		
TOTAL REVENUE	**$20,558,188**	**$22,988,908**	**($3,075,138)**	**100%**	**111.82%**
TOTAL FUND BALANCE	$14,802,198	$16,295,942			

$16,295,942

Measure G Authority (634.7391)
Forth Quarter Budget Report
FY 2020/21

REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
512.001	1% Sales Tax	8,350,000	11,424,548	(3,074,548)	100%	136.82%
541.001	Interest Income	50,000	50,590	(590)	100%	101.18%
570.011	Measure G Balance			-	100%	
570.014	Other Revenue Contributions			-	100%	
	Prior Year Balance	12,158,188	11,513,770			
	TOTAL	**20,558,188**	**22,988,908**	**(3,075,138)**	0%	111.82%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
Personnel						
601.101	Salaries	-	-	-		
		-	-	-		
	Total	**-**	**-**	**-**		
Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-		
619.132	Communications	-	-	-		
619.138	Computer Maintenance	-	-	-		
619.140	Computer Supplies	-	-	-		
619.152	Maintenance of Equipment	-	-	-		
619.158	Maintenance of Structures and Grounds	-	-	-		
619.166	Membership Dues	-	-	-		
619.172	Postage and Delivery	-	-	-		
619.174	Supplies	-	-	-		
619.176	Special Project Supplies - Printing	-	-	-		
619.180	Public and Legal Notices	-	-	-		
619.184	Rent Equipment	-	-	-		
619.186	Rent Structures	-	-	-		
619.194	Training	-	-	-		
619.196	Travel Lodging	-	-	-		
619.198	Travel Meals	-	-	-		
619.200	Travel Transportation	-	-	-		
619.210	Legal	-	-	-		
619.222	Other Consultants	-	-	-		
619.268	Special Dept Expense - Other	-	-	-		
619.280	Marketing	-	-	-		
619.306	Utilities	-	-	-		
645.701	General Insurance			-		
	Total	**-**	**-**	**-**		
Contracts						
619.250	Special Dept Expense - Contracts	56,990	-	56,990		
	Total	**56,990**	**-**	**56,990**		
Capital						
650.302	Equipment other than Computer	-	-	-	-	
		-	-	-	-	
	Total	-	-	-	-	
Other						
640.513	Operating Transfers	5,699,000	6,692,966	(993,966)	100%	117.44%
	Total	5,699,000	6,692,966	(993,966)	100%	117.44%
	TOTAL	**5,755,990**	**6,692,966**	**(936,976)**	**100%**	116.28%

Agenda Item: __5_____

SBCOG
Council of San Benito County Governments

Staff Report

To:	Council of San Benito County Governments	
From:	Norma Rivera, Administrative Services Specialist	Telephone: (831) 637-7665
Date:	November 18, 2021	
Subject:	Holiday Office Closure Days	

Recommendation:

a. **APPROVE** COG Office Closure on the Dates of December 23, 27, 28, 29, and 30, 2021

b. **AUTHORIZE** the Executive Director to Approve Dates of Office Closure for December 2022 and December 2023 Upon Making a Determination that the Dates are Reasonable and Necessary

Summary:

Staff is seeking approval to close the COG office on December 23rd, 27th, 28th, 29th and 30th. December 24th and 31st are observed as County holidays for pay purposes and all regular employees have these days off. Employees also receive half day holiday pay paid on either December 23rd or December 30th.

Financial Considerations:

None.

Discussion:

The COG Board has approved closing the COG office to accommodate the County paid holidays and the minimal employee coverage that is available.

The office would be closed to the public and staff would not be working on these days. There is little anticipated impact to the public from this closure. The office closure on December 23rd, 27th, 28th, 29th, and 30th will require COG staff to use paid time off. If paid time off is not available, staff will have the option to work remotely or in the COG office. The office will remain closed to the public.

Staff is requesting that the Board authorize the Executive Director to approve future holiday closures for a two-year period if it is reasonable and necessary to accommodate scheduling constraints. The Executive Director will provide notice of approved closures to the Board of Directors in November of each of the two years authorized.

Executive Director Review: MG Counsel Review: ___N/A___

SBCOG
Council of San Benito County Governments

Agenda Item 6

Staff Report

To:	Council of San Benito County Governments
From:	Veronica Lezama, Transportation Planner Telephone: (831) 637-7665
Date:	November 18, 2021
Subject:	Measure G Citizens Oversight Committee Member Appointment

Recommendation:

a. **AMEND** Appointment of Measure G Transportation Safety and Investment Plan Citizens Oversight Committee Representative Jim Parker to Represent the Membership Category of Supervisorial District 1; and

b. **APPOINT** Paul Scherer to the Committee to Represent the Membership Category of Senior/Disabled Community Member**.**

Summary:

There is currently one vacancy on the Measure G Citizens Oversight Committee under the Supervisorial District 1 member category.

Financial Considerations:

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

Discussion:

There is currently one vacancy on the Measure G Citizens Oversight Committee under the Supervisorial District 1 member category. COG staff is requesting that the COG Board consider changing the existing member category designation for Jim Parker from Senior/Disabled Community category to Supervisorial District 1 and appoint Paul Scherer to represent the Senior/Disabled Community category**.** The previously appointed Supervisorial District 1 member has since been appointed to the County Board of Supervisors and is no longer eligible to serve on the Committee.

Name	Supervisorial District	Occupation & Education:	Organizations & Activities	Statement: Reason for interest in committee membership
John Scherer	4	Senior Program Manager, Aerospace & Defense Industry	County Parks & Recreation Commissioner Dist. 4, Nov.2015 – Nov. 2017	To bring engineering and Program Management prospective to the process

Executive Director Review: MG Counsel Review: N/A

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Agenda Item: 7

Staff Report

To:	Council of San Benito County Governments	
From:	Mary Gilbert, Executive Director	Telephone: (831) 637-7665
Date:	November 18, 2021	
Subject:	Regional Transportation Improvement Program	

Recommendation:

APPROVE 2022 Regional Transportation Improvement Program Funding of $110,000 and Direct Staff to Submit the Program to the California Transportation Commission for Approval

Summary:

COG must prepare a Regional Transportation Improvement Program to program its share of State Transportation Improvement Program (STIP) funds every other year. The STIP is a biennial five-year plan adopted by the California Transportation Commission for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements. State law requires the California Transportation Commission to update the Program every two years, in even-numbered years, with each new cycle adding two new years to prior programming commitments.

Financial Considerations:

The 2022 RTIP identifies $110,000 in funding for Planning, Programming, and Monitoring available to COG through FY 2025.

Discussion:

Staff is recommending approval of RTIP funding of $110,000 for Planning, Programming, and Monitoring. Staff will submit the required RTIP documentation to the California Transportation Commission following COG approval.

Executive Director Review: MG Counsel Review: N/A

Agenda Item: 8

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Staff Report

To:	Council of San Benito County Governments
From:	Veronica Lezama, Transportation Planner Telephone: (831) 637-7665
Date:	November 18, 2021
Subject:	**Measure G FY 2020/2021 Annual Report**

Recommendation:

APPROVE the FY 2020/2021 Measure G Annual Report.

Summary:

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 Committee shall prepare annual reports regarding the administration of the program, to be presented to the COG's Board of Directors.

Financial Considerations:

The annual report includes information on Measure G revenues and expenditures for Fisal Year 2020/2021.

Background:

The preparation of an annual report requirement is included as part of the Measure G ordinance approved by voters in November 2018.

Prepare annual reports regarding the administration of the program, to be presented to the COG Board of Directors and posted to the COG's website (SanBenitoCOG.org).

Staff Analysis:

The Measure G Citizens Oversight Committee is tasked under COG ordinance 2018-01 to prepare an annual report regarding the administration of Measure G funds. The Committee appointed two members to a subcommittee that provided input to COG staff on the preparation of the Measure G Annual Report. The subcommittee included previous Vice-Chair Judy Johnson and member Darleen Boyd. The draft FY 2020/2021 Measure G Annual Report was presented to the Measure G Committee on October 27, 2021, for input. The Committee recommends that the COG Board of Directors approve the enclosed FY 2020/2021 Measure G Annual Report (Attachment 1).

Executive Director Review: *MG* Counsel Review: N/A

Supporting Attachment(s): 1.Measure G FY 2020/2021 Annual Report

2. Measure G Annual Report Presentation – Slide Deck

FY 2020/2021

MEASURE G
ANNUAL REPORT

Improving Mobility in San Benito County

SBCOG
Council of San Benito County Governments

MEASURE G CITIZENS OVERSIGHT COMMITTEE STATEMENT

As the Measure G Citizens Oversight Committee, we look back on Fiscal Year 2020/2021 and we recognize that despite a year of unprecedented challenges, the regional transportation agency for San Benito County, COG, upheld its mission to improve and maintain a transportation system that is safer and more efficient for everyone.

The Council of San Benito County Governments (COG) continued to diligently use local Measure G funds to leverage state and federal monies to plan, fund, and build transportation projects and programs in our community.

As the Measure G Citizens Oversight Committee, we continued our commitment to ensure that the agency's projects and programs enhance our local economy, improve the environment, and promote social equity in San Benito County – no matter what mode of transportation a person may use or where they may reside.

Sincerely,

Victor Gomez, Chair
Measure G Citizens Oversight Committee

COUNCIL OF GOVERNMENTS(COG)

The Council of San Benito County Governments (COG) is San Benito County's Regional Transportation Planning Agency. COG provides a public forum for discussion at its monthly meetings and through public participation opportunities in all of its planning efforts.

COG Mission

COG improves the mobility of San Benito County travelers by planning for and investing in a multi-modal transportation system that is safe, economically viable, and environmentally friendly.

Our locally elected Board of Directors is composed of five members representing all areas of San Benito County, including the City of Hollister, the City of San Juan Bautista, and the unincorporated areas of San Benito County including Aromas, Ridgemark, Tres Pinos, and others. Both the COG Board and staff are committed to maintaining and improving transportation for all of San Benito County.

COG BOARD OF DIRECTORS

Ignacio Velazquez, Chair, City of Hollister

Mary Vazquez Edge, Vice Chair, City of San Juan Bautista

Bob Tiffany, Director, County of San Benito

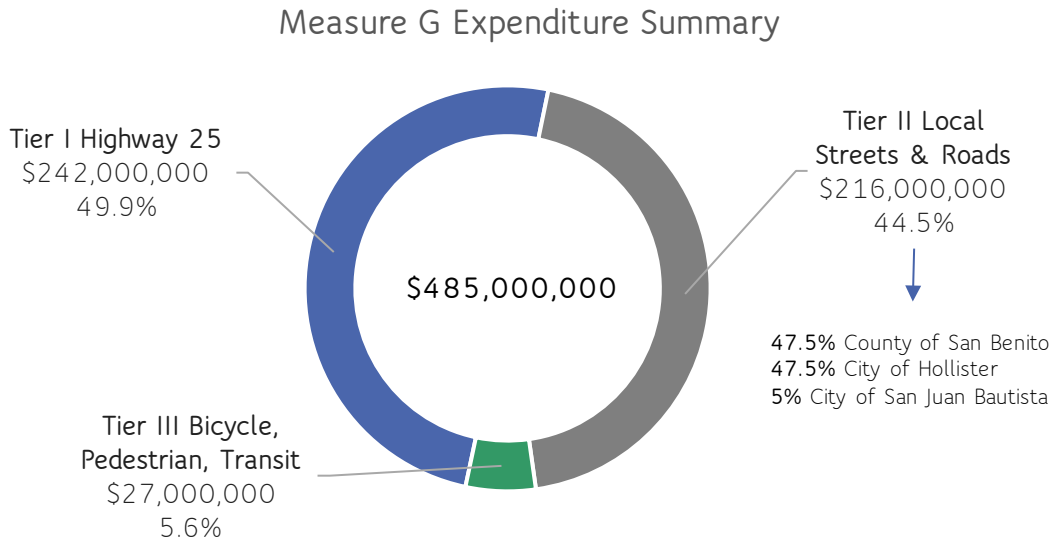
Peter Hernandez, Director, County of San Benito

Rolan Resendiz, Director, City of Hollister

MEASURE G

Measure G (COG Ordinance 2018-01 Roads and Transportation Safety Investment Plan) was approved by San Benito County voters on November 6, 2018. The measure is administered by the Council of San Benito County Governments (COG) and includes 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 the Ordinance.

The measure is expected to generate up to $485 million over thirty years. Fifty percent of the revenues will be set aside for the Highway 25 Conversion Project between Hollister and Santa Clara County. The other fifty percent of the revenue is being used by our two cities and the County to fix potholes and make road repairs and safety improvements in the community. A smaller portion will fund mobility-for-all programs. Specifically, the Investment Plan includes a project list that divides San Benito County transportation projects into three tiers: Tier I for Highway 25; Tier II for Local Street and Road Maintenance and Rehabilitation; and Tier III for bicycle, pedestrian, and transit improvements for seniors, youth, and persons with disabilities.



CITIZENS OVERSIGHT COMMITTEE

Measure G calls for an independent Citizens Oversight Committee to oversee compliance with the Ordinance. The Committee consists of San Benito County residents that represent the geographical, social, cultural, and economic diversity of the County to ensure maximum benefit for transportation users. The Measure G Citizens Oversight Committee represent a diverse range of community interests to ensure that taxpayer safeguards are met as Measure G projects and programs are implemented.

The responsibilities of the 11-member Measure G Citizens Oversight Committee are to:

1. Ensure all transportation revenue collected from Measure G is spent in accordance with the Measure G Transportation Safety and Investment Plan
2. 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
3. Provide input on the audit to assure the funds are being expended in accordance with the Transportation Safety and Investment Plan
4. Review and make recommendations on any proposed changes to the Transportation Safety and Investment Plan
5. Review and comment on the project delivery schedules and make recommendations to COG on any proposals for changing project delivery priorities
6. Prepare annual reports regarding the administration of the program, to be presented to the COG Board of Directors and posted to the COG's website (SanBenitoCOG.org)

2021 Committee Makeup (As of Oct. 2021)

- Victor Gomez – Latinx Community (Committee Chair)
- Jim Parker – Senior/Disabled Community
- Darlene Boyd – Education*
- John Eade – Agriculture
- Al Gonzales – Trade/Labor
- John Espinosa – Industry*
- Elizabeth "Betsy" Johnson – SBC District 1*
- Jason Hopkins – SBC District 2*
- Sandy Hughes – SBC District 3
- Kevin Stopper – SBC District 4
- Andrew Rollins – SBC District 5*

*Denotes new or reappointed members

2020 Committee Makeup

- Victor Gomez – Latinx Community (Committee Chair)
- Judi Johnson – Senior/Disabled Community (Committee Vice-Chair)
- 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

2020/2021 Measure G Committee Members

Back row left to right: Kevin Stopper – SBC District 4, Al Gonzales – Trade/Labor, Andrew Rollins – SBC District 5, Jose Mario Ortega – Industry, John Eade – Agriculture, Victor Gomez – Latinx Community (Committee Chair), Hamdy Abbass – SBC District 2, and Tim Burns – SBC District 1 (not in photo)
Front row left to right: Sandy Hughes – SBC District 3, Darlene Boyd – Education, Judi Johnson – Senior/Disabled Community (Committee Vice-Chair)

Left to right: Jim Parker – Senior/Disabled Community, John Espinosa – Industry, Jason Hopkins – SBC District 2, Kevin Stopper – SBC District 4, Al Gonzales – Trade/Labor, Victor Gomez – Latinx Community (Committee Chair), Andrew Rollins – SBC District 5, Darlene Boyd – Education (Vice-Chair), Elizabeth "Betsy" Johnson – SBC District 1, and Sandy Hughes – SBC District 3 (not in photo).

The Measure G Citizens Oversight Committee holds meetings at least once a year to review Measure G expenditures, per the membership bylaws. The Committee agendas and minutes are posted on the COG website at www.sanbenitocog.org.

MEASURE G OVERVIEW & UPDATE

Measure G includes a project list that divides San Benito County transportation projects into the following three tiers. An update on the progress made under each tier is provided below.

FUTURE MATCHING FUNDS

- State Funding Programs
- Matching Developer Impact Fees
- Secure Federal Funds

PRIORITIES

- Prioritize Local Road Improvements
- Fast-Track Highway 25
- Invest in Quality of Life: Transit & Bikeways

OVERSIGHT COMMITTEE

- Regular Meetings
- Review Audit Reports and Expenditures
- Prepare Annual Report

TIER 1: HIGHWAY 25

Tier I funds were approved and set-aside for the Highway 25 Conversion Project Environmental Study

- COG secured state funds to match Measure G for the environmental review and project design.
- COG submitted a funding proposal to Congressman Panetta for $10 million under the *Investing in a New Vision for the Environment and Surface Transportation in America Act* (INVEST)
- COG adopted a priority improvement plan for the Highway in August of 2020
- Caltrans will lead the preparation of the environmental study with COG support.

TIER2: LOCAL STREETS & ROADS

The County of San Benito, City of Hollister, and City of San Juan Bautista received Measure G funds to make road repairs on the Measure G project list. Four road rehabilitation projects were completed during the report period:

- Third Street (San Juan Bautista)
- Buena Vista Road (Unincorporated San Benito County)
- Union Road (Unincorporated San Benito County)
- Southside Road (Unincorporated San Benito County)

TIER 3: MOBILITY

Tier III funds are set-aside for increasing pedestrian, bike safety, and protecting and enhancing bus services for seniors, people with disabilities, and youth. No new projects were initiated.

ADMINISTRATION

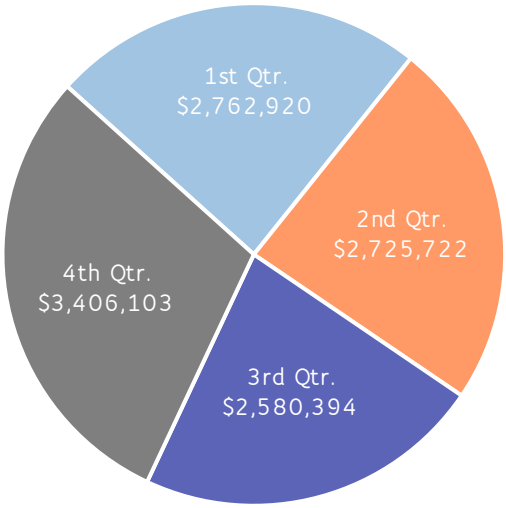
Administration funds are set-aside to pay for COG staff time and expenses related to administration of Measure G funds. This includes preparation of the annual audit, preparing financial statements, and disbursing funds to local agencies.

MEASURE G FUNDING

Since the passage of Measure G to fund critical transportation programs and projects, revenues collected total $22.9 million. During the 2020/2021 fiscal year reporting period, tax revenues collected totaled $11.4 million, a breakdown of the revenues is provided below.

Revenue by Quarter	2020/2021
First Quarter	$2,762,920
Second Quarter	$2,725,722
Third Quarter	$2,580,394
Fourth Quarter	$3,406,103
Total	$11,475,138

REVENUE BY QUARTER



FUNDING DISTRIBUTION

Measure G apportionments, which is the divide and share out according to a plan, were provided to each of the local agencies and tiers.

Apportionment by Local Agency	2020/2021
City of San Juan Bautista	$360,720
City of Hollister	$3,426,849
County of San Benito	$3,426,849
Total	**$7,214,419**

Apportionment by Tier	2020/2021
Tier I: Highway 25	$3,304,839
Tier II: Local Streets & Roads	$7,214,419
Tier III: Transit, Bicycle, & Pedestrian	$841,127
Administration	$114,751
Total	**$11,475,138**

COG followed 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.

PROJECT SPONSORS

The Council of San Benito County Governments (COG) disburses funds for local road projects to San Benito County, the City of Hollister, and the City of San Juan Bautista in accordance with the Roads and Transportation Safety Investment Plan. These sponsors are accountable for implementation of their Pavement Management Plans to rehabilitate area roadways within their jurisdiction.

Measure G funds for Highway 25 will be administered and spent by COG. Caltrans is a partner in the delivery of the Highway 25 Project. COG maintains an online, interactive map that identifies planned and completed projects funded under Measure G (sanbenitocog.org).

COMPLETED PROJECTS

3RD STREET REHABILITATION PROJECT

Construction Date: 2020

The City of San Juan Bautista constructed the first project funded under Measure G. The project consisted of road rehabilitation of 3rd Street between Tahualami Street and Muckelemi Street.

There are no reportable MEA G projects constructed in the City of Hollister. At this time, the City is resurfacing roadways with other non-Measure G funds.

n/a

BUENA VISTA ROAD REHABILITATION PROJECT

Construction Date: 2021

The County of San Benito resurfaced approximately .70 miles of roadway along Buena Vista Road.

UNION ROAD REHABILITATION PROJECT

Construction Date: 2021

The County of San Benito resurfaced approximately .40 miles of roadway along Union Road.

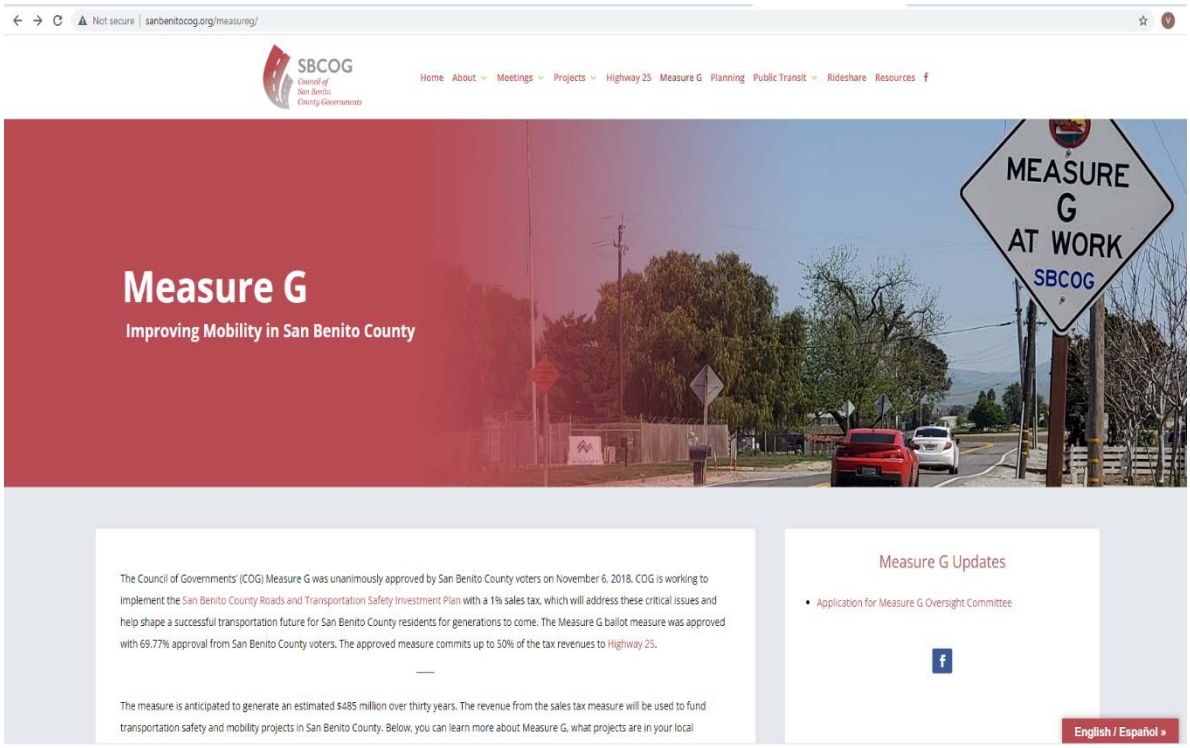
SOUTHSIDE ROAD

Construction Date: 2021

The County of San Benito resurfaced approximately 1.70 miles of roadway along Southside Road.

PUBLIC ENGAGEMENT

COG prepared an English/Spanish language Measure G community update which was mailed to San Benito County residents in August of 2021.



COG launched the Measure G website in July of 2021, which includes updates on complete projects, Measure G Citizens Oversight Committee meetings, Annual Reports, etc.

CONTACT

SBCOG
Council of
San Benito
County Governments

Mary Gilbert, Executive Director

Veronica Lezama, Transportation Planner

Norma Rivera, Administrative Services Specialist

Council of San Benito County Governments (COG)
330 Tres Pinos Road, C7
Hollister, CA 95023
831.637.7665
info@sanbenitocog.org

Measure G Annual Report

FY 2020/2021

Council of Governments
Board of Directors

Community Update

Improving Mobility in San Benito County

Annual Report Content

- Committee Statement
- Council of Governments (COG)
- Measure G
- Measure G Citizens Oversight Committee
- Funding Distributions
- Measure Funded Projects
- Public Engagement

Committee Statement

MEASURE G CITIZENS OVERSIGHT COMMITTEE STATEMENT

As the Measure G Citizens Oversight Committee, we look back on Fiscal Year 2020/2021 and we recognize that despite a year of unprecedented challenges, the regional transportation agency for San Benito County, COG, upheld its mission to improve and maintain a transportation system that is safer and more efficient for everyone.

The Council of San Benito County Governments (COG) continued to diligently use local Measure G funds to leverage state and federal monies to plan, fund, and build transportation projects and programs in our community.

As the Measure G Citizens Oversight Committee, we continued our commitment to ensure that the agency's projects and programs enhance our local economy, improve the environment, and promote social equity in San Benito County – no matter what mode of transportation a person may use or where they may reside.

Sincerely,

Victor Gomez, Chair
Measure G Citizens Oversight Committee

Council of Governments (COG)

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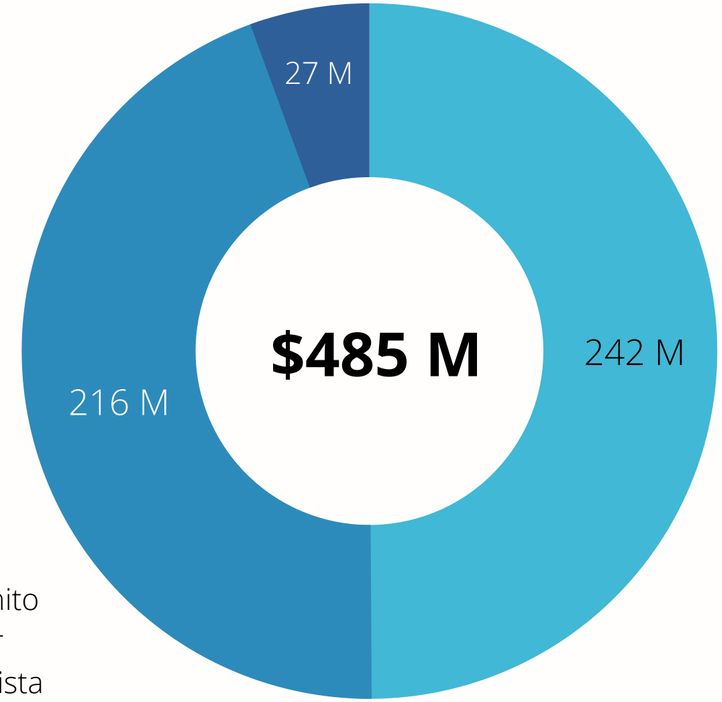
- **Regional Transportation Planning Agency**
- **Measure G Administrator**
- **Joint Powers Authority**
- **Builds Consensus**

Measure G

Tier III: Bike, Transit, & 1% Admin. Cap
5.6%



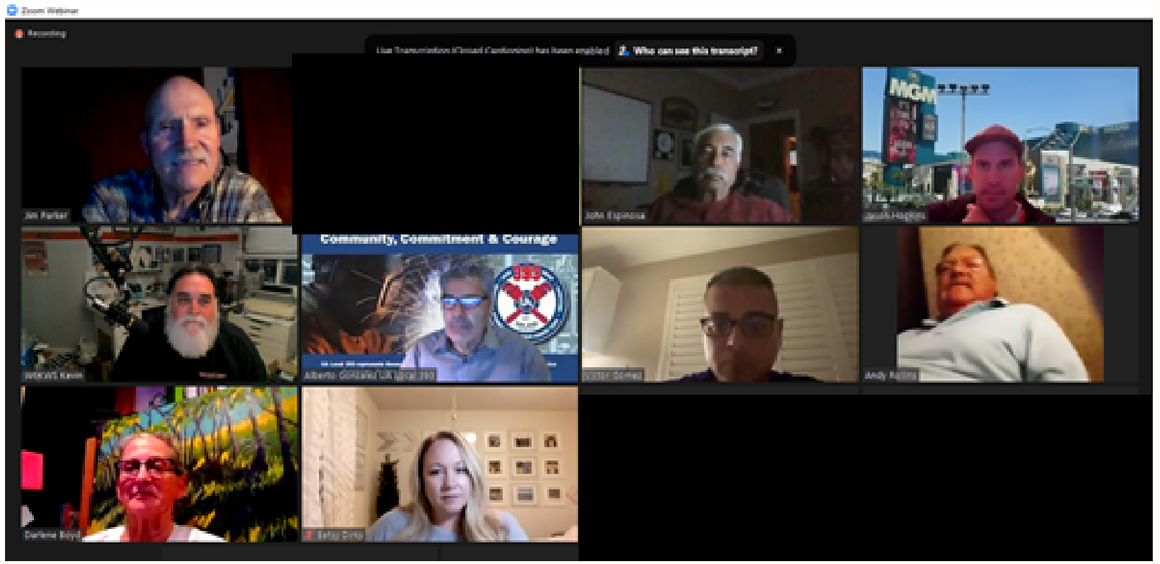
Tier I: Hwy 25
49.9%

Tier II: Local Roads
44.5%

↓

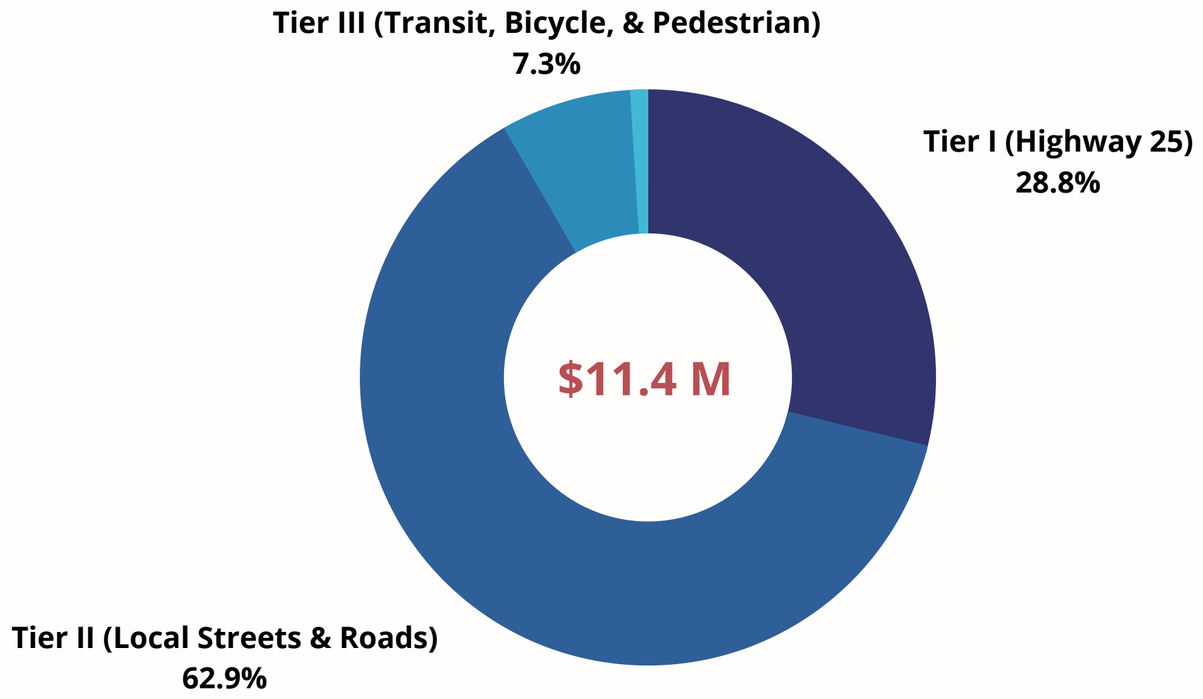
47.5% County of San Benito
47.5% City of Hollister
5% City of San Juan Bautista

Measure G
Citizens Oversight Committee

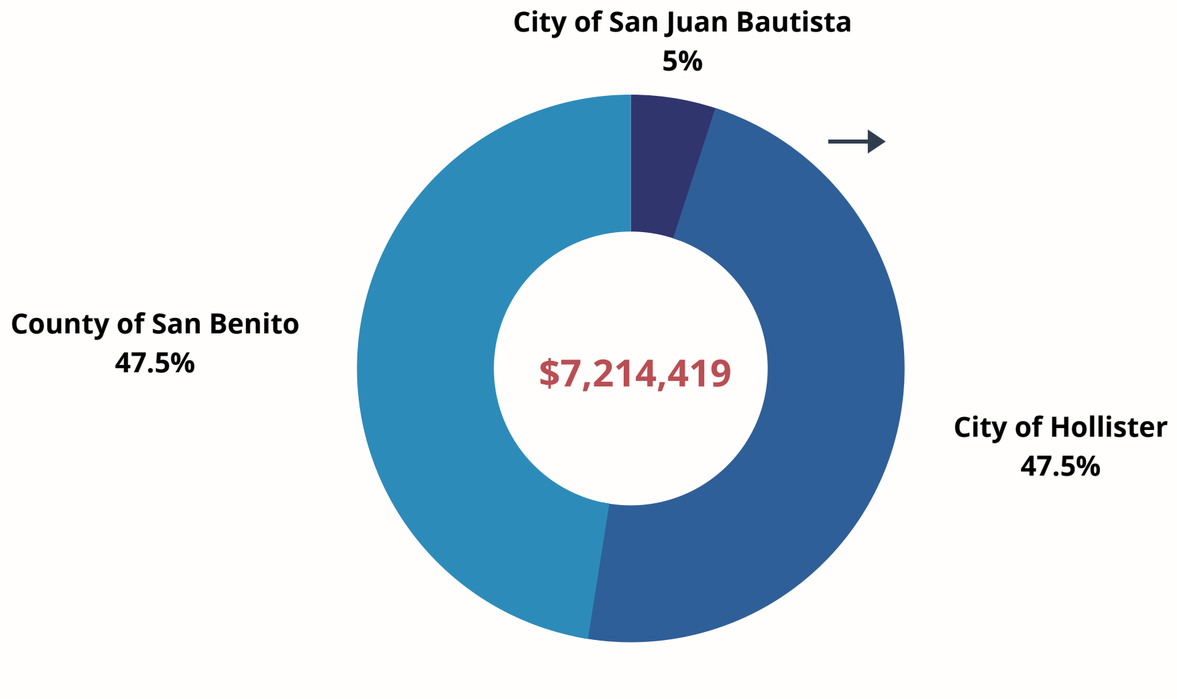


FY 2020/2021

Apportionment by Project Type
Tier I, II, & III



Apportionment by Local Agency
Tier II Local Streets & Roads



Completed Projects

3RD STREET REHABILITATION PROJECT

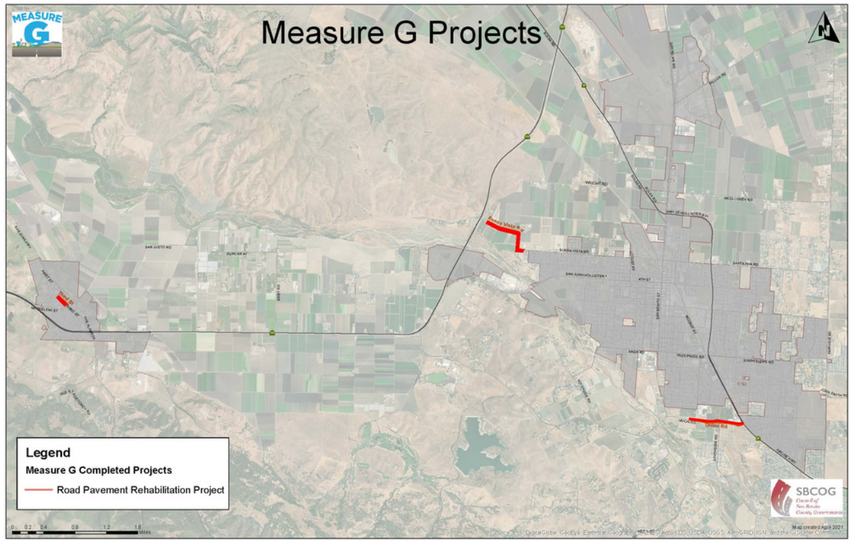
BUENA VISTA ROAD REHABILITATION PROJECT

UNION ROAD REHABILITATION PROJECT

SOUTHSIDE ROAD REHABILITATION PROJECT

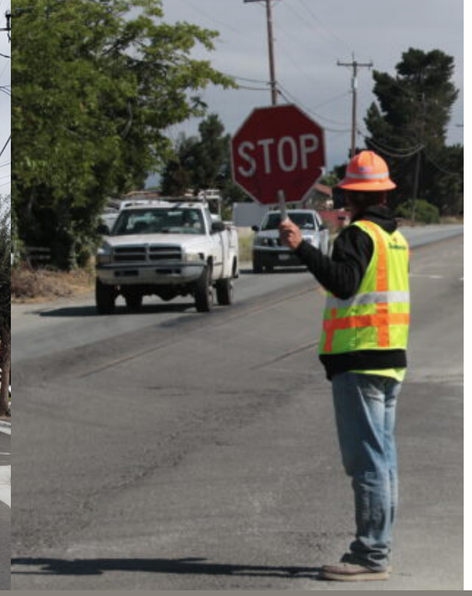
Measure G Website

SanBenitoCog.org/MeasureG

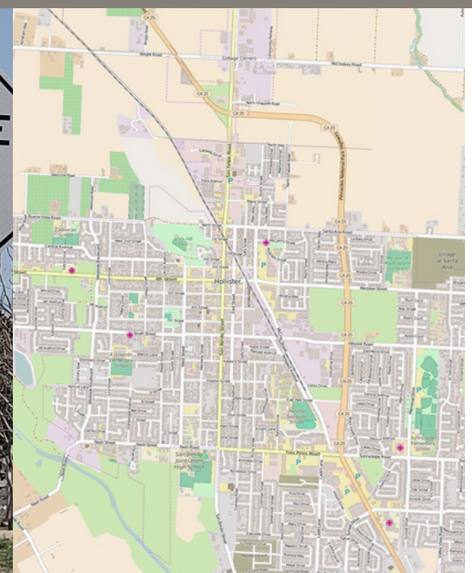


Completed Projects Map

Community Update



Improving Mobility in San Benito County



Mary Gilbert, Executive Director

Veronica Lezama, Transportation Planner

Norma Rivera, Administrative Services Specialist

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Hollister, CA 95023

SBCOG
Council of San Benito County Governments

Staff Report

To:	Council of San Benito County Governments
From:	Veronica Lezama, Transportation Planner
Date:	November 18, 2021
Subject:	**Draft 2020-2045 San Benito Regional Transportation Plan**

Recommendation:

1. **RECEIVE** Presentation on the Draft 2020-2045 San Benito Regional Transportation Plan
2. **AUTHORIZE** Release of the Draft 2020-2045 San Benito Regional Transportation Plan for Public Review, beginning November 19, 2021, and closing February 2, 2022
3. **SET** Public Hearing Date on the Draft 2020-2045 San Benito Regional Transportation Plan for January 20, 2022.

Summary:

As the Regional Transportation Planning Agency (RTPA) for the San Benito region, the Council of Governments is responsible for developing a state-mandated Regional Transportation Plan (RTP) every four years. The RTP provides a framework for making key transportation decisions and serves as a plan for investing in the system over the next 25 years (2020 through 2045).

Financial Impact:

Most State and Federal transportation funding eligibility requirements state that projects must be included in an approved RTP. The amount of available funding to the region varies each year, depending on project readiness, state and federal budgets, and grants received for transportation projects and programs. Over the next 25-years, the Draft 2020-2045 Regional Transportation Plan identifies a transportation system need of over $1.6 billion in projects across all modes, RTP Appendix A. The greatest financial need (77%) is identified for local roads and the regional highway system.

Transportation projects in the San Benito County region are funded through a variety of federal, state, regional, and local funding sources. RTP Appendix B lists the fund sources and anticipated revenues. Based on projected revenue sources, $1,540,407 billion is reasonably anticipated to be available to finance $1,643,481,000 in transportation improvements between the years 2020 and 2045. There is a $103 million shortfall in transportation funding needed to meet the entire needs of the San Benito region over the next 25-years.

The identified list of Financially Constrained transportation projects that are expected to be funded with the projected revenues, include a host of multimodal improvements that are further described in Appendix A of the RTP. These projects include maintenance of local streets and roads, highways, public transit, bicycle, and pedestrian facilities.

Background:

The existing RTP was adopted by the COG Board of Directors in June 2018 and is updated every four years.

Discussion:

Upon release, the Regional Transportation Plan (RTP) will be made available for public comment between November 19, 2021, and February 2, 2022, which is above the required 45-day review period. As part of this agenda item, the COG Board of Directors is also being asked to consider scheduling a public hearing on the Draft RTP at its regularly scheduled meeting on January 20, 2022, at 4:00 p.m.

The Association of Monterey Bay Area Governments (AMBAG) will also be hosting an open house and hearing in January of 2022 on their Draft Metropolitan Transportation Plan/Sustainable Communities Strategy/Environmental Impact Report. COG staff will be in attendance to provide information to the public on the Draft RTP.

Environmental Review

The RTP must undergo environmental review that meets the standards of the California Environmental Quality Act (CEQA). A draft programmatic Environmental Impact Report (EIR) for the RTP was prepared as a joint document with the Association of Monterey Bay Area Governments through a cost-sharing agreement. The EIR and covers the RTPs of Monterey, Santa Cruz and San Benito Counties and the Metropolitan Transportation Plan and Sustainable Communities Strategy. The Draft EIR will be released by AMBAG for public review. COG is the responsible agency for the EIR under CEQA; therefore, COG will consider adoption of the final EIR in June 2022.

Executive Director Review: MG Counsel Review: N/A

Supporting Attachment(s): 1. RTP Executive Summary

2. Draft 2020-2045 RTP
http://sanbenitocog.org/council-of-governments/

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Council of
San Benito
County Governments

Executive Summary

The Executive Summary provides a concise summary the region's comprehensive long-range transportation planning document. The Regional Transportation Plan serves as a guide for achieving public policy decisions that will result in balanced investments for a wide range of multimodal transportation improvements.

EXECUTIVE SUMMARY

San Benito County's transportation system exists to connect residents to jobs, housing, services, and recreation. But transportation does far more than connect people and goods to their destinations; it plays a central role in our economic opportunities, cost of living, health, and quality of life.

As the Regional Transportation Planning Agency for the San Benito region, the Council of San Benito County Governments (COG) provides a forum for addressing issues of area wide interest and builds consensus on transportation issues facing the region. The COG Board is comprised of members from the Hollister City Council, San Juan Bautista City Council, and the County Board of Supervisors.

In its core function, the San Benito Regional Transportation Plan (RTP) presents a blueprint for addressing region wide issues, presently and into the future. The Plan identifies the existing transportation conditions and plans future improvements based on growth, approved plans, public input, stakeholder collaboration, and COG board of directors direction. Specifically, the Plan is a 25-year planning document that guides the development of the transportation system in the San Benito region. This document is required by state law, is comprehensively updated every four years, and includes programs to better maintain, operate and expand transportation. The Plan envisions a future in which safety and efficient transportation choices provide access to a variety of trips including to jobs, educational institutions, healthcare facilities, among others.

> "The San Benito Regional Transportation Plan is guided by an integrated vision for a future transportation system that was developed with the input of residents, stakeholders, and local partners." – Mary Gilbert, COG Executive Director

REGIONAL TRANSPORTATION PLAN STRUCTURE

The San Benito Regional Transportation Plan (RTP) is organized into eight chapters and an Executive Summary, each of which carries out the Plan's overall vision through all-encompassing investments, services, and programs. A summary of each chapter is encapsulated in the following section.

WHAT IS IN THE RTP?

01 CHAPTER
INTRODUCING THE RTP

Introduces the backdrop and context for the chapters to follow. The RTP was developed with the understanding of the regional setting, recent economic events, long term trends, constraints, and opportunities.

02 CHAPTER
OVERALL POLICY APPROACH AND FRAMEWORK

A comprehensive vision for the future of transportation in San Benito region and goals reflecting core values to guide the achievement of that vision.

03 CHAPTER
REGIONAL SETTING AND TRAVEL PATTERNS

This chapter provides the current setting in which this document was developed and examines the influences of growth and emerging trends in commute and travel patterns.

04 CHAPTER
TRANSPORTATION NETWORK & SYSTEM NEEDS

A description of existing transportation needs at a countywide and local level and a look at trends that will influence transportation planning for years to come.

05 CHAPTER
FINANCING TRANSPORTATION INVESTMENTS

Overview of the fiscal setting and flow of federal, state, regional, and local revenues projected over the next 25 years for the San Benito region.

06 CHAPTER
INVESTMENTS IN OUR TRANSPORTATION FUTURE

Identification of projects to be prioritized over the next 25 years given the funding identified in Chapter 5.

07 CHAPTER
PUBLIC PARTICIPATION AND COORDINATION

An overview of engagement activities and findings informing the development of the RTP.

08 CHAPTER
IMPLEMENTATION

Describes how the RTP advances the plan goals and provides a roadmap for implementation.

THE COVID-19 PANDEMIC: IMPACTS & UNCERTAINTIES

The COVID-19 pandemic and associated shelter-in-place policies have resulted in major shifts in behavior and economic conditions. However, the duration and depth of these shifts are unknown, and the consequences over the medium to long-term are uncertain. Some shifts may persist and even grow, whereas others may quickly revert to pre-pandemic conditions. Uncertainties fall into the following overarching categories:

ECONOMIC CONDITIONS - The pandemic has created significant economic uncertainty, raising concerns about long-term impacts on transportation and land use, such as the future of brick-and-mortar retail versus online shopping, traffic congestion levels, the restructuring of transit services, the vitality of historic business districts and downtowns, and the scale of international trade.

SOCIAL BEHAVIOR - Long-term changes to social behavior are uncertain. Some current trends include more remote work and learning, an aversion to shared spaces and public transit, and an increase in home deliveries. Outdoor activities increased locally, and COG participated in bicycle and pedestrian safety outreach. Decreases in commuter traffic, particularly on Highway 25 were anecdotally noticeable.

AGENCY FUNDING - The funding outlook for San Benito and agency partners depends on the length and depth of the reduction in economic activity and funding from federal economic stimulus or new regional or state funding sources. Changes in policies may also affect the types of projects receiving stimulus or other matching funds. COG was the recipient of Stimulus funding needed for its public transit services and overall operations of the agency.

ESSENTIAL WORKERS AND LOW-INCOME COMMUNITIES - Workers who provide essential services and low-income communities have been heavily impacted by the pandemic. Uncertainty about the pace of economic recovery strongly affects their livelihoods, and ensuring safe and affordable transportation options for these groups is especially critical. COG as the Local Transportation Authority provided subsidized trips on its public transit services during the pandemic to help communities particularly affected by the pandemic.

The COVID-19 pandemic occurred as the RTP moved into the final phase of developing the core recommendations. The Council of San Benito County Governments (COG) has a key strategic role to play in the very near-term, particularly in terms of supporting jurisdictions and transit the agency in weathering the immediate crisis.

In response to the pandemic, the San Benito Local Transportation Authority restructured its County Express public transit services by providing for mandated social distancing requirements, frequent sanitation of vehicles, and free transit services to the public for essential travel (employment, shopping, medical, etc.). During the peak of the pandemic, County Express also participated in the Great Plates program by delivering meals to local seniors citizens and other adults at high risk from COVID-19 to stay home and stay healthy by delivering three nutritious meals a day. The State and County provided essential economic stimulus to local businesses struggling to stay afloat during the COVID-19 crisis.

Figure 0-1: Local Transportation Authority Assists in Great Plates Program
Source: Council of Governments

In addition, State supplemental COVID-19 transportation funding was administered by the Council of Governments and distributed to the local agencies.

Beyond the Regional Transportation Plan (RTP), San Benito COG will continue to listen to the needs of local agencies and the public, evaluate the changing landscape for delivering projects and programs, and stay flexible and nimble to respond as conditions demand.

AN ONGOING COVID-19 STRATEGY WILL SUPPORT THE FOLLOWING FOR SAN BENITO COUNTY:

- The need for safe streets for walking and biking in neighborhoods
- Vulnerable populations uniquely threatened by COVID-19
- Transit recovery and making people feel safe again on transit
- Economic recovery, stimulating the economy and job creation

REGIONAL TRANSPORTATION PLAN HIGHLIGHTS

As part of the Regional Transportation Plan (RTP) update, the Council of Governments (COG) performed a careful analysis of the transportation system, the future growth of the region, and potential new sources of revenue, and embarked on public outreach undertaking to hear what the region had to say about the transportation system. The result of this multi-year effort is the RTP, a shared vision for the region's sustainable future. Highlights of the new RTP, which focus on the years 2020 through 2045, are summarized in the following section.

Policy Framework

The San Benito RTP is guided by several key principles that are adopted by the COG Board of Directors with each update to the document. These goals support the region's transportation vision.

ACCESSIBILITY & MOBILITY

Provide convenient, accessible, and diverse travel options while maximizing productivity for all people and goods in the region. Promote cross jurisdictional coordination to bring about improved efficiencies and connectivity.

SYSTEM PRESERVATION AND SAFETY

Preserve, maintain, and ensure a sustainable and safe regional transportation system.

ECONOMIC VITALITY

Raise the region's standard of living by enhancing the performance of the transportation system. Pursue suitable and flexible funding to maintain and improve the System.

SOCIAL EQUITY

Provide an equitable level of transportation services and projects to all segments of the population. Encourage community participation, including from traditionally underrepresented communities.

HEALTHY COMMUNITIES

Protect the health of our residents; foster efficient development patterns that optimize travel, housing, and employment choices. Encourage active transportation.

ENVIRONMENT

Promote environmental sustainability and protect the natural environment.

In meeting the region's goals, it is vital to consider the factors that influence the patterns of where, how much, and how we travel. The amount and distribution of traffic on highways and local roads can fluctuate based on population, housing, location of jobs and services, the economy, travel choices, goods movement, and other factors.

Regional Setting And Travel Patterns

The RTP looks at population, employment, and housing projections, and provides a plan for investments needed to support the planned growth of the area. The Association of Monterey Bay Area Governments' (AMBAG) Regional Growth Forecast shows the population for the San Benito region growing from 62,353 in 2020 to 83,366 by the year 2045, Figure 0-2.

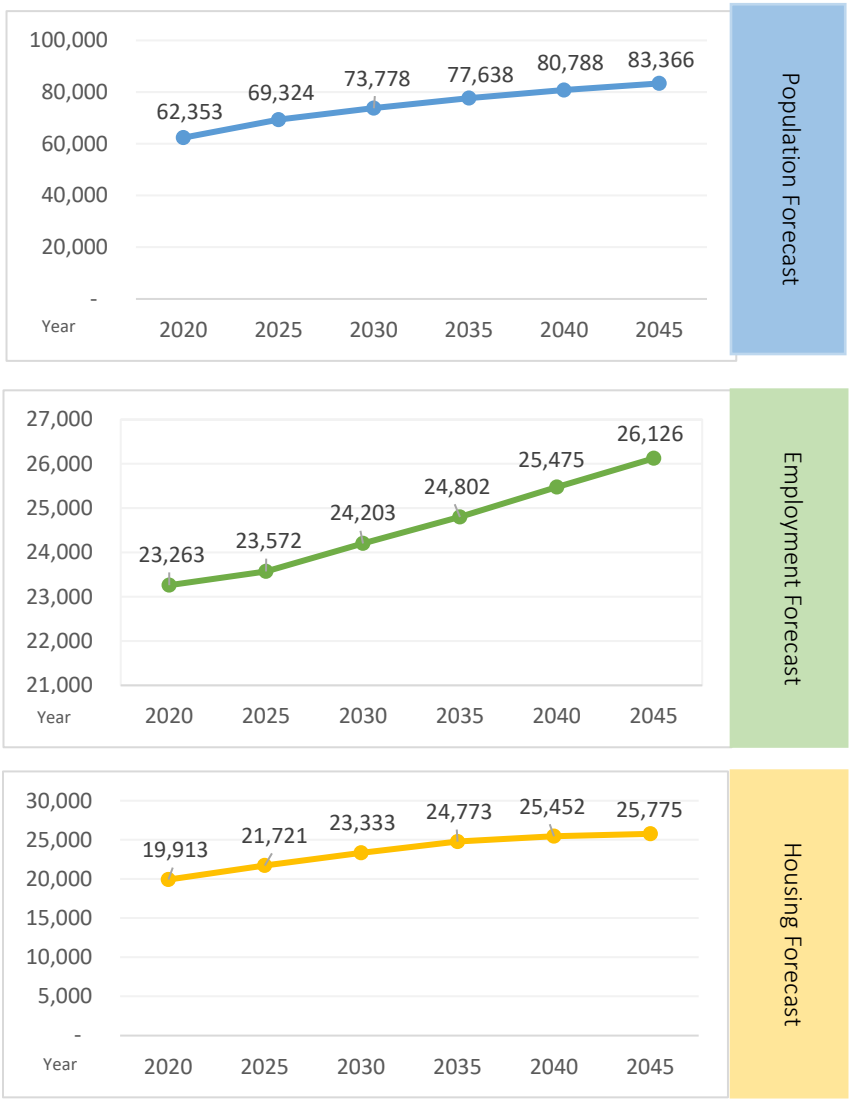

Figure 0-2: Population, Employment and Housing Projections
Source: Association of Monterey Bay Area Governments Regional Growth Forecast (2018)

Employment projections also show steady increase over the next 25 years. Between the years 2020 and 2045, employment will grow by 12 percent or by 2,863 jobs. Employment opportunities are a factor influencing travel patterns within the region. San Benito is located within an approximate 50-mile drive to higher employment Counties of Santa Clara, Monterey, and Santa Cruz. This has resulted in a high percentage, 48.9 percent,[1] of the workforce traveling outside the County for employment. Locating job opportunities within the San Benito region continues to be a priority for local government agencies.

The housing market will also continue to increase to accommodate future growth. The San Benito region as a whole is projected to have a 29 percent or 5,862 increase in housing units between 2020 and the year 2045.

[1] 2010 U.S. Census

The above-mentioned projections are critical in planning for the future. Knowing how people travel is a necessary element in determining what transportation investments are needed to meet the challenges and opportunities that will face the region through the year 2045.

ADDRESSING MOBILITY NEEDS

Over the next 25-years, the Regional Transportation Plan identifies (RTP) over $1.6 billion in transportation project costs across all modes, as illustrated in Figure 0-3.

The greatest project category cost (77%) is identified for local roads and the regional highway system. Local roads accounts for 28 percent or $467 million of the overall cost, while the regional highway system accounts for 49 percent or over $804 million of the total cost.

A summary of San Benito region's existing transportation system needs, by mode, is identified in *Chapter 4: Snapshot of the Existing Transportation Network and System Needs*. A list of the region's planned infrastructure projects is included as part of Appendix A.

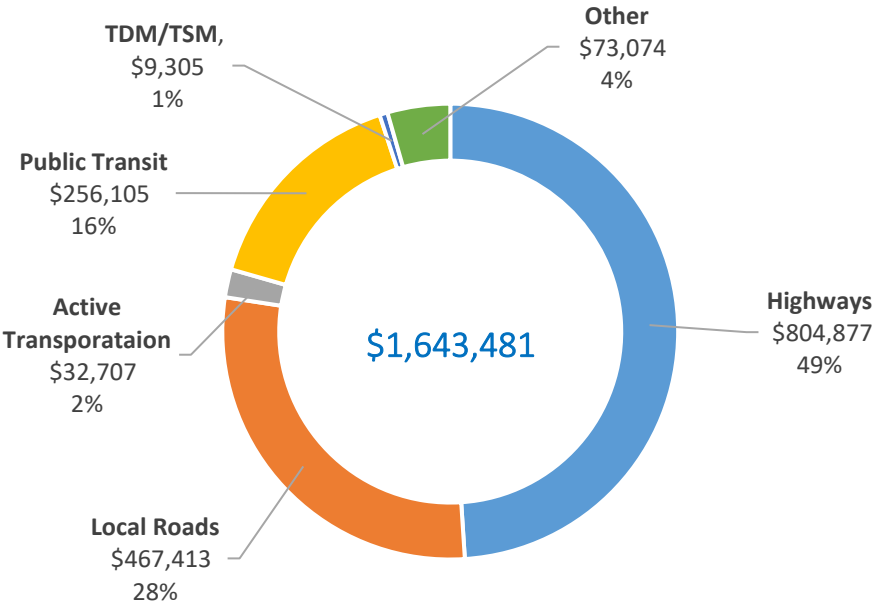

Figure 0-3, 25-Year Transportation Project Costs (000's)
Source: Council of San Benito County Governments
*TDM/TSM: Transportation Demand Management/Transportation System Management

FUNDING TRANSPORTATION PROJECTS

Transportation projects in San Benito County are funded through a variety of federal, state, regional, and local funding sources, Figure 0-4. A summary of the revenue anticipated for the San Benito region over the next 25 years is included as Appendix B.

Less than half (47%) of the revenue projected for the San Benito region is provided by federal and State funding sources. Local funding provides 53 percent of the anticipated revenue for transportation projects and programs. The projected Measure G sales tax revenue and the Regional Transportation Impact Mitigation Fee Program will provide a significant portion of the revenue allocated for local projects. The fees from the Impact Mitigation Fee Program are collected from commercial, industrial, and residential developers as a requirement for a building permit. The primary objective of the program is to ensure that new development pays its fair share of the transportation costs associated with growth and the increased demand on the transportation network.

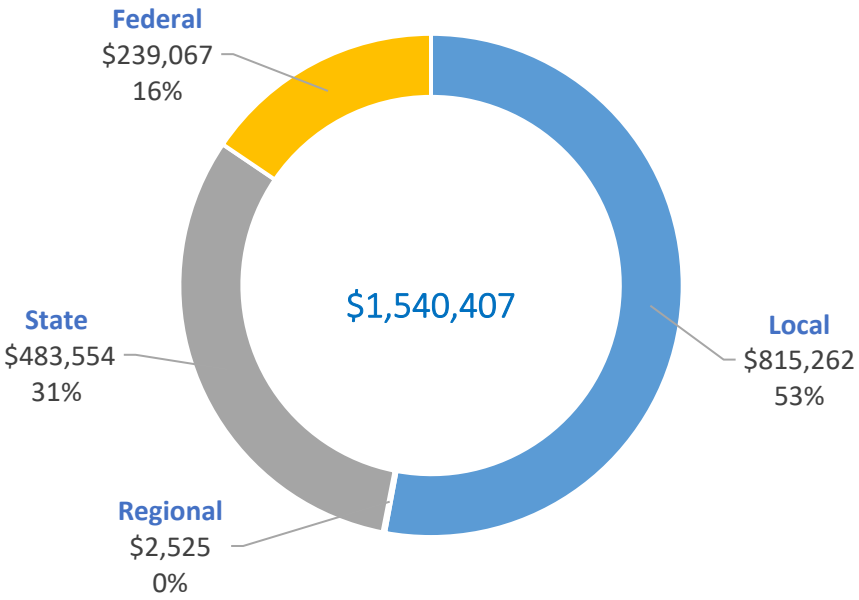

Figure 0-4: San Benito 25-year Projected Revenues (000's)
Source: Council of San Benito County Governments

The shortfall of transportation funding is the biggest challenge facing the San Benito region in its ability to deliver transportation projects and programs, Figure 0-5.

Based on projected revenues, $1.5 billion is reasonably anticipated to be available to finance $1.6 billion of transportation project costs between the years 2020 through 2045, Figure 0-5. There is a $103 million funding shortfall needed to meet the entire infrastructure needs of the San Benito region over the next 25-years. Funding forecasts show that project costs exceed the projected revenues – affecting the number of identified projects that may be delivered over the next 25 years.

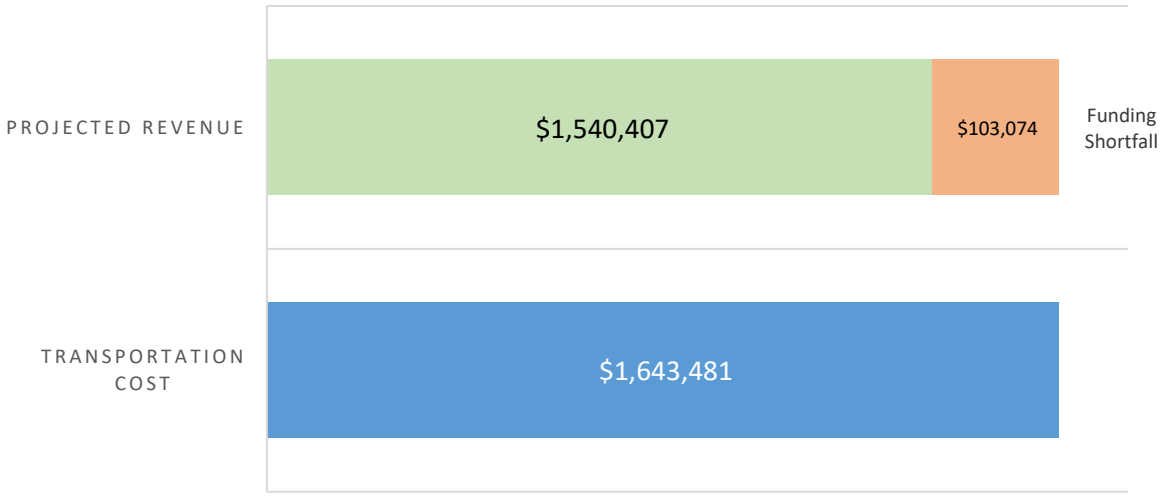

Figure 0-5: Transportation Costs vs. Projected Revenue, Shortfall (000's)
Source: Council of San Benito County Governments

TRANSPORTATION INVESTMENTS

The San Benito Regional Transportation Plan (RTP) identifies a list of financially constrained transportation projects and programs that are expected to be funded with the projected revenues of $1.5 billion. These projects are aimed at meeting the San Benito region's mobility needs.

The category of investments, by mode of transportation, are shown in Figure 0-6. This illustration shows how much funding is projected to be available for the following:

1) Regional Highways
2) Local Roads
3) Public Transit
4) Active Transportation (e.g., bikeways and pedestrian paths)
5) TDM/TSM Transportation Demand Management and Transportation System Management (e.g., ridesharing and technology projects)

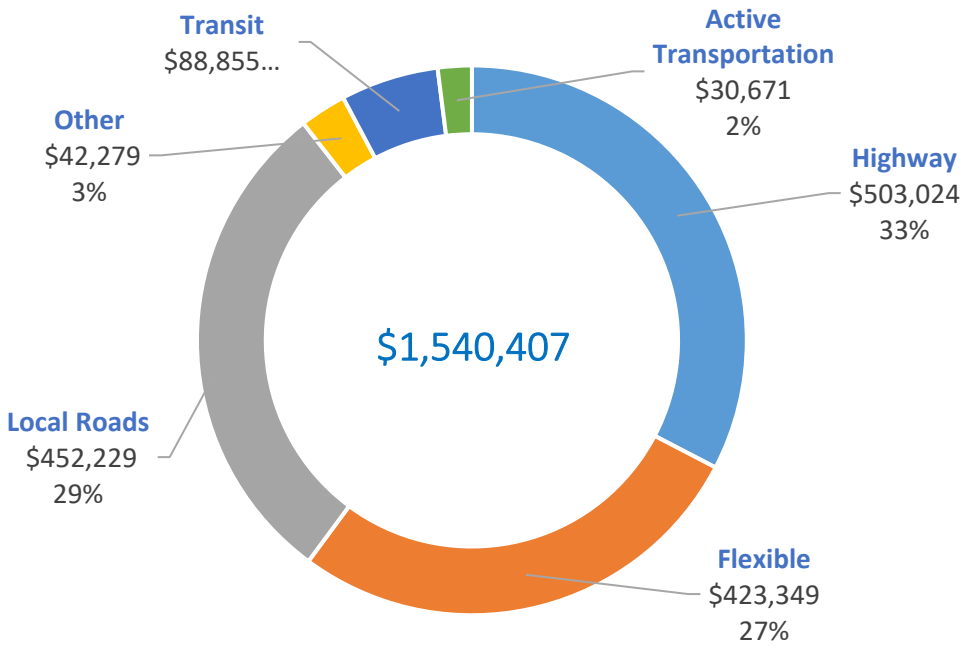

Figure 0-6 List of Financially Constrained Projects (000's)
Source: Council of San Benito County Governments
*TDM/TSM: Transportation Demand Management/Transportation System Management

TRANSPORTATION PLANNING

Public Outreach

Public outreach for the San Benito Regional Transportation Plan (RTP) was conducted with the overarching goal of identifying projects that address the needs of the public. The investments proposed are reflective of the Council of Governments' (COG) policy goals as well as the suggestions expressed by interested community groups, policy makers, partner agencies, stakeholders, and members of the public. COG conducted public outreach between the years 2021 and 2022, please refer to Chapter 7.

Metropolitan Transportation Plan (MTP)/Sustainable Communities Strategy (SCS)

As the San Benito region transforms, locating employment opportunities where there is an increased potential for transit usage, as well as walking and biking opportunities, will become critical. Land use planning and transportation options will dictate how people travel within the San Benito region. Integrating the two will have a key role in shaping the area and in delivering social, economic, and environmental sustainability.

Senate Bill 375 set forth a requirement for the Association of Monterey Bay Area Governments (AMBAG) as the region's Metropolitan Planning Organization to develop a Sustainable Communities Strategy (SCS) as part of their Metropolitan Transportation Plan (MTP). The SCS identifies transportation and land use strategies to reduce greenhouse gas emissions from cars and light trucks. Both documents provide local jurisdictions with forecasted development patterns, that when paired with the appropriate transportation investments are intended to reduce greenhouse gas emissions from vehicles. AMBAG coordinates the development of the MTP with Regional Transportation Planning Agencies, including: the Council of San Benito County Governments, the Santa Cruz County Regional Transportation Commission and the Transportation Agency for Monterey County, transit providers, the Monterey Bay Air Resources District (MBARD), state and federal governments, and organizations having interest in or responsibility for transportation planning and programming.

As the San Benito region changes, innovative methods of planning and delivering projects will also play a critical role moving into the future.

THE FUTURE OF TRANSPORTATION

Signs of change to the transportation landscape are rolling across the United States. Technology is evolving how transportation systems are built and maintained, affecting how people travel, and goods are transported. Generally rural communities, such as San Benito, experience these changes at a slower pace than more urbanized areas.

Zero-Emission Vehicle (Zev)Technology

In California, the transportation system mobility relies primarily on petroleum-based fuels, this is projected to change dramatically by the year 2035. As discussed in the California Transportation Plan, State policies to encourage cleaner fuels and vehicles will continue as part of the 2045-year outlook. On a per capita basis, consumption of gasoline has been steadily declining since 1990, which is attributed to increased vehicle efficiency.

Transportation currently accounts for more than 41 percent of California's Greenhouse Gas Emissions - California Air Resources Board 2017

Gasoline consumption is likely to continue to decline and the demand for alternative fuels and methods, such as electrification, are expected to increase.[2] In 2020, California Governor Gavin Newsom signed Executive Order 79-20 moving the state further away from its reliance on climate change-causing fossil fuels while retaining and creating jobs and spurring economic growth.

A significant reduction in greenhouse gas emissions is expected to occur with the implementation of EO-N79-20, which requires 100 percent zero-emission vehicle sales in California by 2035. The shift to a predominately zero-emission vehicle fleet would result in reductions that surpass the State's legislative target of reducing GHG emissions to 80% below 1990 levels by 2050, while also leading to improve air quality, public health outcomes, and quality of life.

The executive order requires sales of all new cars and passenger trucks to be zero-emission by 2035 and additional measures to eliminate harmful emissions from the transportation sector. California currently has the largest alternative fuel network of any state.[3]

[2] 2050 California Transportation Plan

[3] Over 3,000 electric vehicle (EV) charging and twenty hydrogen fueling stations, and an increasing number of natural gas stations

The success of long-term transportation electrification will depend in part on the near-term deployment of charging infrastructure. In the San Benito region, there are several public electric vehicle charging stations and residential chargers, Figure 0-7.

COG is a partner of the Monterey Bay Electric Vehicle Alliance (MBEVA), a public-private partnership comprised of diverse stakeholders in the tri-county region of Monterey, San Benito, and Santa Cruz Counties. MBEVA's overall mission is to promote rapid adoption of plug-in electric vehicles.

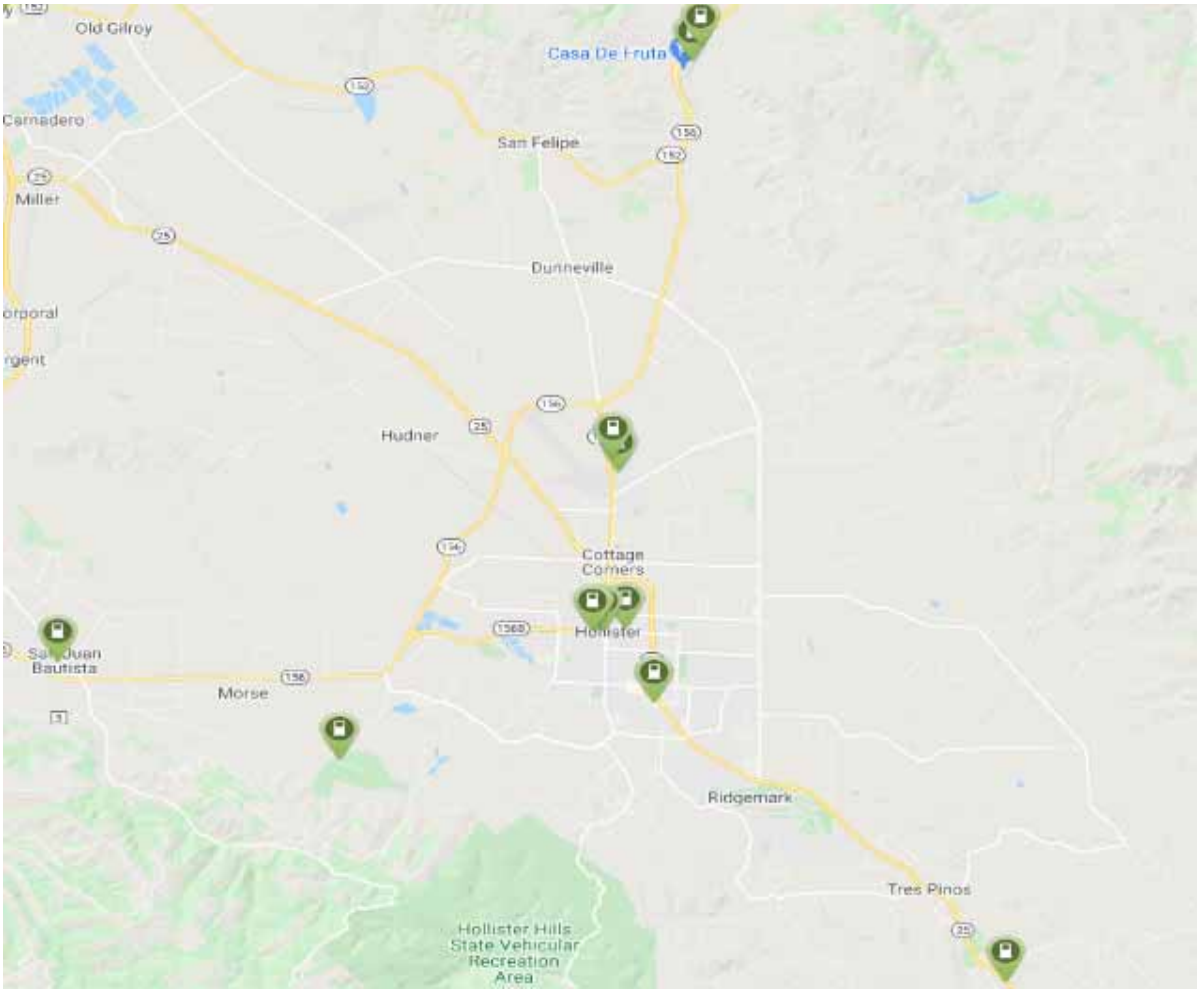

Figure 0-7 San Benito Electric Vehicle Charging Stations
Source: PlugShare

ZERO-EMISSION TRANSIT BUS FLEET

In 2018, the California Air Resources Board also approved a first-of-its-kind regulation in the United States that sets a statewide goal for public transit agencies to gradually transition to 100 percent zero-emission bus fleets by the year 2040.

The Innovative Clean Transit regulation is part of the statewide effort to reduce emissions from the transportation sector, which accounts for 50% of greenhouse gas emissions and 80-90% of smog-forming pollutants. The transition to zero-emission technologies, where feasible, is essential to meeting California's air quality and climate goals.

Figure 0-8: The Future of the Way We Move: Electric Vehicles, Emceed by the Council of Governments
Source: Women in Transportation

To transition successfully to an all zero-emission bus fleet by the year 2040, each transit agency will submit a rollout plan under the regulation demonstrating how it plans to purchase clean buses, build out necessary infrastructure, and train the required workforce.

As the demand for economically and environmentally efficient vehicles grows, new technologies enter into the marketplace. As noted in the 2050 California Transportation Plan, the State will continue to demonstrate its environmental stewardship and leadership, priming the market for new technologies with its own vehicle choices and through incentives and integration into existing and future transportation systems.

CONCLUSION

Overall, the RTP accomplishes the goals set forth and provides a menu of transportation options for a growing community with various mobility needs. The projects and programs make the best use of limited federal, State, and local transportation dollars. The continuing gap in available transportation funding and needs is an issue in San Benito County and throughout the region and State. The Council of Governments continues to advocate for more transportation funding, and alternative and innovative strategies to deliver projects in the San Benito Region.

The Council of Governments will implement the San Benito RTP through planning, funding, project delivery, and advocacy.

SBCOG
Council of San Benito County Governments

Agenda Item: 10

Staff Report

To:	Council of San Benito County Governments
From:	Mary Gilbert, Executive Director Telephone: (831) 637-7665
Date:	November 18, 2021
Subject:	State Route 25 Expansion Project

Recommendation:

APPROVE Scope of Work for Request for Qualifications for Project Management and Engineering Services for the State Route 25 Expansion Project and AUTHORIZE the Executive Director to Issue Procurement Documents Pending County Counsel Approval

Summary:

Staff is recommending that the COG Board prepare a Request for Qualifications for support services in the fields of engineering and project management to support staff through the environmental review and project design of the Highway 25 Expansion Project.

Staff will complete the procurement process and anticipates bringing a contract to the Board for approval in February 2022.

Financial Considerations:

The five-year cost estimate for project management and engineering services is estimated at $500,000. The services will be paid for with local funds and Measure G Revenues.

Discussion:

Staff is seeking Board review and approval of the scope of work prior to issuing the solicitation.

Executive Director Review: *MG* Counsel Review: *N/A*

Supporting Attachment(s): 1. Scope of Work

COG Request for Qualifications Highway 25 Expansion Project Project Management and Engineering Services

Scope of Work

Task 1: Program/Project Management Services

Services may include but are not limited to:

- Coordinating meetings of Project Development Team
- Attending meetings with California Department of Transportation and Representing COG
- Developing critical milestone schedules for project
- Assisting with development and implementation of a community outreach and communication plan for the project
- Monitoring state and federal funding opportunities
- Assisting COG with preparation of grant applications and funding requests for the project as opportunities are available
- Assisting COG With preparing required programming and other documentation to receive state funding
- Oversight of the project through all phases, including assisting COG with other service procurements as needed.
- preliminary engineering
- environmental determination and approval for both CEQA and NEPA
- right-of-way support *(for federal projects right of way project management consultants must meet the requirements in Exhibit 13-C of the Local Assistance Procedures Manual)*
- final plans, specifications, and estimates
- project construction

Task 2: Engineering Services

Services may include but are not limited to:

- Street and highway design / reconstruction
- Vertical and horizontal road alignments
- Traffic control plans
- Intersection layout
- Signal timing and coordination planning
- Bicycle and pedestrian facilities design

- Parking layout and design
- Utility relocation design
- Transit related projects
- Review and recommendations for changes to design prepared by other agencies or consultants, including Caltrans