

**AGENDA
REGULAR MEETING
LOCAL TRANSPORTATION AUTHORITY**

DATE: Thursday, November 18, 2021
4:00 P.M.

LOCATION: **Via-Zoom**

Attendance at the LTA meeting is closed to the public per Executive Order N-29-30 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

*Persons who wish to address the Board of Directors must complete a Speaker Card and give it to the Clerk prior to addressing the Board. Those who wish to address the Board on an agenda item will be heard when the Chairperson calls for comments from the audience. Following recognition, persons desiring to speak are requested to advance to the podium and state their name and address. After hearing audience comments, the Public Comment portion of the agenda item will be closed. **The opportunity to address the Board of Directors on items of interest not appearing on the agenda will be provided during Section C. Public Comment.***

4:00 P.M. CALL TO ORDER:

A. ACKNOWLEDGE Certificate of Posting

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

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, and Assembly Bill 361 (AB 361), relating to the convening of public meetings in response to the COVID-19 pandemic, attendance at the LTA 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 Local Transportation Authority are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

C. PUBLIC COMMENT: (Opportunity to address the Board on items of interest not appearing on the agenda. No action may be taken unless provided by Govt. Code Sec. 54954.2. **Speakers are limited to 3 minutes.**)

CONSENT AGENDA:

(These matters shall be considered as a whole and without discussion unless a particular item is removed from the Consent Agenda. Members of the public who wish to speak on a Consent Agenda item must submit a Speaker Card to the Clerk and wait for recognition from the Chairperson. Approval of a consent item means approval as recommended on the Staff Report.

1. APPROVE Local Transportation Authority Draft Meeting Minutes Dated October 21, 2021 – Gomez

2. ADOPT Resolution 21-08 Authorizing Teleconferencing Options for the Local Transportation Authority meetings for the Period of November 19, 2021 through December 16, 2021 – Rivera

3. **RECEIVE** Local Transportation Authority FY 2020-21 Fourth Quarter Budget Report – Rivera

Adjourn to LTA Meeting on Thursday, December 16, 2021. Agenda deadline is 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 Local Transportation Authority Board of Directors meeting facility is accessible to persons with disabilities. If you need special assistance to participate in this meeting, please contact the Clerk of the Board's office at (831) 637-7665 at least 48 hours before the meeting to enable the Council of Governments to make reasonable arrangements to ensure accessibility.

ZOOM INSTRUCTIONS:

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

1. Remote Viewing

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

2. Written Comments & Email Public Comment

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

3. Local Transportation Authority meeting - Zoom Instructions for remote Participants:

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

1. Over the phone (Audio only):

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

2. Open the Web-browser:

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

3. Smart device Application:

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

Zoom Audio Only (phone)

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

1. It will ask you to enter the **Meeting ID, 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/LTA_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. The participant will be prompted to enter **Meeting ID, 842-3838-0542** and name to join the meeting, which can be found at the top page of the agenda. The meeting agenda can be found at: http://www.sanbenitocog.org/wp-content/uploads/2021/11/LTA_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 Local Transportation Authority welcomes your comments.
- Each individual speaker will be limited to a presentation total of three (3) minutes.
- Please keep your comments, brief, to the point, and do not repeat prior testimony, so that as many people as possible can be heard. Your cooperation is appreciated.

CERTIFICATE OF POSTING

Pursuant to Government Code Section #54954.2(a) the Meeting Agenda for the Local Transportation Authority on **November 18, 2021**, at **4:00 P.M.** was posted at the following locations freely accessible to the public:

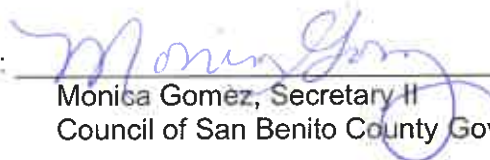
The front entrance of the Old San Benito County Courthouse, Monterey Street, Hollister, CA 95023, and the Council of Governments Office, 330 Tres Pinos Rd., Ste. C7, Hollister, CA 95023 at the following date and time:

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, LTA Board, Meeting Schedule

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

BY: _____


Monica Gomez, Secretary II
Council of San Benito County Governments

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

October 21, 2021 4:00 P.M.

MINUTES

MEMBERS PRESENT:

Chair Ignacio Velazquez, Vice Chair Mary Vazquez Edge, Bob Tiffany, Rolan Resendiz, Peter Hernandez

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 4:28 p.m.

A. 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 Tiffany voted yes, Director Resendiz voted yes, Director Hernandez voted yes, and Chair Velazquez voted yes.

Motion carried: 5/0

Yes: Velazquez, Vazquez Edge, Tiffany, Resendiz, Hernandez

No: None

Recused: None

Abstention: None

Absent: None

B. NOTICE OF TEMPORARY PROCEDURES FOR LOCAL TRANSPORTATION AUTHORITY MEETINGS

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic. Additionally, members of the LTA Board can attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

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

C. PUBLIC COMMENT: NONE

CONSENT AGENDA:

- 1. Approve** Local Transportation Authority Draft Meeting Minutes Dated September 16, 2021 – Gomez
- 2. Adopt** Resolution 2021-05 Authorizing the Filing of a Claim for Allocation of Transportation Development Act Funds for Fiscal Year 2020/2021 – Rivera
- 3. Adopt** Resolution 2021-06 Adopting a Policy Authorizing Electronic Signatures on Documents Used and Accepted by the Local Transportation Authority – Rivera
- 4. Adopt** Resolution 21-07 Authorizing Teleconferencing Options for the Local Transportation Authority Meetings for the Period of October 21, 2021, through November 18, 2021 – Rivera

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 Tiffany voted yes, Director Resendiz voted yes, Director Hernandez voted yes, Chair Velazquez voted yes.

Motion carried: 5/0

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

There being no further business to discuss, Director Vazquez Edge motioned to adjourn at 4:31 p.m.
Motion seconded by Director Hernandez.

Secretary Gomez called the roll call vote.

Director Vazquez Edge voted yes, Director Tiffany voted yes, Director Resendiz voted yes, Director Hernandez voted yes, Chair Velazquez voted yes.

Motion carried: 5/0

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

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

Staff Report

To: Local Transportation Authority
From: Norma Rivera, Administrative Services Specialist **Telephone:** (831) 637-7665
Date: November 18, 2021
Subject: Assembly Bill 361 Teleconferencing Options For LTA

Recommendation:

ADOPT Resolution 21-08 Authorizing Teleconferencing Options for the Local Transportation Authority 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. s

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 LTA'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 Analysis:

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 included herewith. 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.

Executive Director Review: MG

Counsel Review: Yes

Attachment: 1. Resolution 21-08

2. Letter from San Benito County Health Officer

BEFORE THE SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY

A RESOLUTION OF THE SAN BENITO COUNTY)
LOCAL TRANSPORTATION AUTHORITY) Resolution No. 21-08
AUTHORIZING CONTINUED REMOTE)
TELECONFERENCE MEETINGS OF THE LOCAL)
TRANSPORTATION AUTHORITY PURSUANT TO)
AB 361)

WHEREAS, the San Benito County Local Transportation Authority is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; 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 San Benito County Local Transportation Authority 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 San Benito County Local Transportation Authority has an important governmental interest in protecting the health, safety, and welfare of those who participate in meetings of the Local Transportation Authority; and

WHEREAS, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the San Benito County Local Transportation Authority deems it necessary to find that a requirement to meet in person for meetings of the Local Transportation Authority 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 San Benito County Local Transportation Authority 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 Local Transportation Authority 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 2021-07, making the findings and determinations required by AB 361; and

WHEREAS, the San Benito County Local Transportation Authority 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 Local Transportation Authority's 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 San Benito County Local Transportation Authority 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 San Benito County Local Transportation Authority 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.
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 Local Transportation Authority may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.
5. Remote Teleconference Meetings. The staff and Counsel for the Local Transportation Authority 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 SAN BENITO COUNTY LOCAL TRANSPORTATION AUTHORITY 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

SAN BENITO COUNTY

TRACEY BELTON
AGENCY DIRECTOR

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,

A handwritten signature in black ink that reads "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

08/23/21

Staff Report

To:	Local Transportation Authority	
From:	Norma Rivera, Administrative Services Specialist	Telephone: (831) 637-7665
Date:	November 18, 2021	
Subject:	Fourth Quarter Budget Report	

Recommendation:

RECEIVE Local Transportation Authority FY 2020-21 Fourth Quarter Budget Report.

Summary:

The Fourth Quarter Budget Report summarizes revenues and expenditures as of June 30, 2021. The Report shows that revenues were at 72.51% and expenditures were at 71.48% in total.

Financial Considerations:

As of the fourth quarter, total revenues were \$1,844,405 or 72.5% of the budgeted revenues. This number includes the fund balance that has been carried forward from the previous fiscal year.

Total expenditures for all Local Transportation Authority accounts were \$1,818,409 or 71.48%.

Discussion:

Staff prepares a quarterly update on the revenues and expenditures of Local Transportation Authority 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 Fourth Quarter Budget report includes the Public Transportation, Modernization, Improvement and Safety Enhancement Account (PTMISEA).

The Fourth Quarter Budget Report of Local Transportation Authority shows revenues and expenditures under the budgeted amount due to a decrease in services rendered.

Transportation Development Act (TDA) funds have been allocated to the Local Transportation Authority to cover operation expenses.

Staff made budget adjustments, 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 Attachments:

1. Local Transportation Authority FY 2020/21 Fourth Quarter Budget Report
2. Public Transportation, Modernization, Improvement and Safety Enhancement Account FY 2020/21 Fourth Quarter Budget Report

Local Transportation Authority (627.7320)
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 %
<u>EXPENDITURES</u>					
Salaries & Benefits	323,691	239,630	84,061	100%	74.03%
Services & Supplies	612,868	432,937	179,931	100%	70.64%
Contracts	1,607,204	1,145,842	461,362	100%	71.29%
Capital	-	-	-	100%	
Other	-	-	-	100%	
TOTAL EXPENDITURES	\$2,543,763	1,818,409	\$725,354	100%	71.48%
<u>REVENUES</u>					
Revenues	2,543,763	1,844,405	699,358	100%	72.51%
Operating Transfers	-	-	-	-	-
TOTAL REVENUE	\$2,543,763	\$1,844,405	\$699,358	100%	72.51%
TOTAL FUND BALANCE	\$0	\$25,996			
	Equip. Trf	\$25,996			

Local Transportation Authority (627.7320)

Fourth 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	-	(0)	-	100%	
551.113	Mis (FTA 5311 Operating Assistance)	316,616	347,399	(30,783)	100%	109.72%
551.113	FTA 5310 (Out of county med.)	37,000	55,342	(18,342)	100%	149.57%
551.113	Low Carbon Transit Operations Program \	142,811	98,437	44,374	100%	68.93%
551.113	STA SB1	45,000	-	45,000	100%	0.00%
556.301	CARES	350,680	235,679	115,001	100%	67.21%
562.803	County Express Fares	100,000	4,829	95,171	100%	4.83%
570.001	Other Rev Other Sales Ad Space	-	5,854	(5,854)	100%	
570.003	Other Rev Sales Revenue Sales of FA	3,000	3,179	(179)	100%	105.97%
570.015	Other Revenue Private Grants	-	8,285	(8,285)	100%	
576.012	Transfer from Trust STA<F	1,548,656	1,085,401	463,255	100%	70.09%
TOTAL		2,543,763	1,844,405	699,358	100%	72.51%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
Personnel						
610.101	Salaries	323,691	239,630	84,061	100%	74.03%
610.101	BS IT					
610.101	Bus Stop Imp.					
Total		323,691	239,630	84,061	100%	74.03%

Services and Supplies						
619.126	Magazines and Subscriptions	-	-	-	100%	
619.130	Clothing and Safety	1,783	1,782	1	100%	99.96%
619.132	Communications	1,200	1,022	178	100%	85.19%
619.138	Computer Maintenance	21,694	21,694	(0)	100%	100.00%
619.140	Computer Supplies	325	316	9	100%	97.14%
619.142	Computer Hardware	200	-	200	100%	0.00%
619.152	Maintenance of Equipment	60,026	60,026	0	100%	100.00%
619.154	Maintenance of Equip - Oil and Gas	143,655	109,847	33,808	100%	76.47%
619.158	Maint of Structures and Grounds	1,110	1,110	0	100%	99.96%
621.503	Maint of Equipment - Auto	-	-	-		
619.166	Membership Duesx	620	620	-	100%	100.00% Cal Act
619.172	Postage and Delivery x	25	-	25	100%	0.00%
621.901	Medical/Dental/Lab Supplies and Services	-	-	-		
619.174	Supplies x	250	29	221	100%	11.44%
622.501	Office Furniture under \$700	-	-	-		
622.502	Office Equipment under \$300	-	-	-		
619.176	Special Project Supplies x	600	-	600	100%	0.00%
619.180	Public and Legal Notices	100	50	50	100%	50.00%
619.184	Rent Equipment	-	-	-	100%	
619.190	Small Tools x	400	14	386	100%	3.44%
619.222	Professional Services - Other Consultants	-	-	-		
619.194	Training	2,000	-	2,000	100%	0.00%
619.196	Travel Lodging x	800	-	800	100%	0.00%
619.198	Travel Meals x	250	-	250	100%	0.00%
619.200	Travel Transportation	150	-	150	100%	0.00%
619.210	Professional Service - Legalx	4,550	4,450	100	100%	97.80%
619.268	Special Dept Expense - Other (CARES)	351,680	216,227	135,453	100%	61.48%
619.280	Marketing x	9,400	8,372	1,028	100%	89.06%
619.306	Utilities	4,670	-	4,670	100%	0.00%
645.701	General Insurance	7,380	7,379	1	100%	99.99%
Total		612,868	432,937	179,931	100%	70.64%

Contracts						
619.250	Special Dept Exp (SRTP & LRTP)	-	-	-	100%	
619.250	Special Dept Expense - Contracts	1,607,204	1,145,842	461,362	100%	71.29%
Total		1,607,204	1,145,842	461,362	100%	71.29%

Capital						
650304	Furniture and Fixtures	-	-	-	100%	
650.302	Equipment other than Computer	-	-	-	100%	
650.301	Automobiles, Trucks, Vans	-	-	-	100%	
650.312	Depreciation Exp	-	-	-	0%	
Total		-	-	-	100%	
TOTAL		2,543,763	1,818,409	725,354	100%	71.48%

Budget Adjustment

20-21-01	619.250 Contracts \$12,000	20-21-11	619.154 Main of Equip Oil and Gas (22,244)
	619.101 Salaries (12,000)		619.152 Maintenance of Equipment \$10,026
20-21-02	619.280 Marketing \$6,000		619.130 Clothing and Safety \$283
	645.701 General Insurance \$57		619.158 Main. of Structure and Grounds 610
	619.140 Computer Supplies \$325		619.210 Professional Service- Legal \$550
	619.154 Oil and Gas (6382)		619.138 Computer Maintenance \$10,775
20-21-06	619.142 Computer Software \$7,719		
	619.154 Oil and Gas (7,719)		

PTMISEA and OES (628.7400)
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 %
<u>EXPENDITURES</u>					
Salaries & Benefits	-	-	-		
Services & Supplies	1,396,250	287,144	1,109,106	100%	20.57%
Contracts	-	-	-		
Capital	-	-	-		
Other	-	-	-		
TOTAL EXPENDITURES	\$1,396,250	\$287,144	\$1,109,106	100%	20.57%
<u>REVENUES</u>					
Revenues	1,396,250	1,385,206	11,044	100%	99%
Operating Transfers	-	-	-		
TOTAL REVENUE	\$1,396,250	\$1,385,206	\$11,044	100%	99%
TOTAL FUND BALANCE	\$0	\$1,098,063			

PTMISEA and OES (628.7400)
Forth Quarter Budget Report
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REVENUE & EXPENDITURES

REVENUES		Budgeted	Revenues	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
541.001	Interest Revenue	12,000	4,648	7,352	100%	38.73%
551.401	PTMISEA (Current Yr)	-	-	-	100%	0.00%
551.401	PTMISEA (Prop B) (carryover PY)	1,144,780	1,141,339	3,441	100%	0.00%
551.401	OES (Carryover Prop 1B Grants)	121,596	121,596	-	100%	0.00%
	Fund Balance (carryover previous years)	117,874	117,623	251	100%	0.00%
570.011	PTMISEA (Prior Yr)	-	-	-	100%	0.00%
570.011	OES (State) (Prior Yr)	-	-	-	100%	0.00%
	TOTAL	1,396,250	1,385,206	11,044	100%	99%

EXPENDITURES		Budgeted	Expenses	Balance	Projected %	Actual %
Category		FY 20/21	6/30/2021	FY 20/21	100%	
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			-		
619.154	Maintenance of Equip- Oil and Gas			-		
619.158	Maintenance of Structures & Grounds			-		
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			-		
619.198	Travel Meals			-		
619.200	Travel Transportation			-		
619.210	Legal			-		
619.222	Other Consultants			-		
619.268	Special Dept Expense - PTMISEA	1,396,250	287,144	1,109,106	100%	20.57%
619.268	Special Dept Expense - OES			-		
619.280	Marketing			-		
619.306	Utilities			-		
645.701	General Insurance			-		
	Total	1,396,250	287,144	1,109,106	100%	20.57%
Contracts						
623601	Special Dept Expense - Contracts	-	-	-		
	Total	-	-	-		
Capital						
650.301	Automobiles, Trucks, Vans			-		
650.302	Equipment other than Computer			-		
650.303	Computer Hardware			-		
650.304	Furniture & Fixtures(Bus Stop Shelters)			-		
	Total	-	-	-		
Other						
670.000	Trf Out Other Funds			-		
670.000	Interfund Trf			-		
	TOTAL	1,396,250	287,144	1,109,106	100%	20.57%