



AGENDA
REGULAR MEETING
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS

DATE: Thursday, February 16, 2023
4:00 p.m.

LOCATION: *(The meeting is open to the public and available through Zoom)*

Board of Supervisors Chambers
481 Fourth Street
Hollister, CA 95023

Via-Zoom

To join meeting by Zoom: <https://zoom.us/join> see instructions provided at the end of the agenda: Meeting ID: 846-8939-6934

DIRECTORS: Mindy Sotelo (County of San Benito)
Mia Casey (City of Hollister)
Dolores Morales (City of Hollister)
Scott Freels (City of San Juan Bautista)
Bea Gonzales (County of San Benito)
Ex Officio: Caltrans District 5

ALTERNATES: San Benito County: Kollin Kosmicki
City of San Juan Bautista: Jackie Morris-Lopez
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 6. Public Comment.***

1. CALL TO ORDER 4:00 P.M.
2. Pledge of Allegiance
3. Roll Call
4. Verification of Certificate of Posting
5. **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. 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.

The meetings are open to the public, under the following conditions: All attendees may attend the COG Board meeting in person and follow the State guidelines. If an attendee is not fully vaccinated it is highly recommended that an attendee wears a face covering or face shield. All attendees must comply with any rules of procedures/instructions announced by the COG Board and/or COG staff. The meeting will be available through Zoom for those who wish to join or require accommodations with the instructions listed at the end of the agenda.

6. **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.)*

REGULAR AGENDA:

4:00 P.M. Public Hearing (Or As Soon Thereafter As the Matter May Be Heard)

ACTION ITEMS:

7. **COG Board Chair and Vice Chairperson Election and Committee Appointments – Sotelo**
- A. HOLD Nomination and Election of COG Chair and Vice Chairperson for the 2023 Meeting Calendar.
 - B. APPROVE Appointment of Delegate and Alternate to the California Association of Councils of Governments (CALCOG).
 - C. APPROVE Appointment of Two Representatives to the San Benito/Santa Clara Mobility Partnership (One City of Hollister Representative and One Other Representative).
 - D. APPROVE Appointment of Representative to Speak on Behalf of COG at California Transportation Commission and Central Coast Coalition Meetings.
8. **2023/2024 Unmet Transit Needs – Lezama**
- A. RECEIVE Report on the Unmet Transit Needs Process.
 - B. HOLD Public Hearing on the Unmet Transit Needs of the Community.
 - C. RETURN with Draft Unmet Transit Needs Report for Board Input.
9. **Draft FY 2023/2024 Overall Work Program – Lezama**
- A. RECEIVE draft fiscal year 2023/2024 overall work program, which includes planning activities to be performed by the council of governments; and
 - B. AUTHORIZE Submittal of Fiscal Year 2023/2024 Draft Overall Work Program to Caltrans for Comment.
10. APPROVE Letter of Support for the Valley Transportation Authority's Application for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program Funds for the State Route 152 Trade Corridor Project – Lezama
11. APPROVE Strategy Proposal for the SR 25 Expressway Conversion Project – Abraham

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.)

12. ADOPT Resolution 23-02 Authorizing Teleconferencing Options for Council of Governments Meetings for the Period of February 16, 2023, through February 28, 2023 – Rivera
13. APPROVE Council of Governments Draft Action Regular Meeting Minutes Dated December 15, 2022 – Gomez
14. RECEIVE the 2023 Council of Governments Board of Directors Meeting Calendar – Rivera
15. REAPPOINT Clay Kempf and Connie Padron to the Social Services Transportation Advisory Council – Valentine

INFORMATION ITEMS:

16. RECEIVE Monthly Construction Projects Report from Caltrans District 5 – Caltrans
17. RECEIVE Presentation from Caltrans on the San Benito 101 Wildlife Connectivity Project – Lezama/Caltrans
18. Executive Director’s Report (Verbal Report) – Abraham
19. Board of Directors’ Reports (Verbal Report)
20. Caltrans Report/Correspondence (Verbal Report) – Caltrans

Adjourn to COG Meeting on March 16, 2023. Agenda Deadline is Tuesday, February 28, 2023, 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:

1. Remote Viewing

Members of the public who wish to watch the meeting can view the meeting online through Zoom (<https://zoom.us/join>):

Meeting ID: 846-8939-6934

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:

There are three ways to attend the meeting remotely, by Zoom:

- 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/details?id=u.s.zoom.videomeeting>

Each meeting will have a meeting ID, which is a unique number associated with an instant or scheduled meeting (listed above). The chat feature is disabled for all participants. Additionally, the video function is not available to the public.

Zoom Audio Only (phone)

If you are **calling in as audio-only**, please dial **1(669) 900-6833 or 1(408) 638-0968**.

1. It will ask you to enter the **Meeting ID, 846-8939-6934** followed by the **"#" key (pound key) to continue**. The meeting agenda can be found at: http://www.sanbenitocog.org/wp-content/uploads/2023/02/COG_Packet_021623.pdf
2. It will then ask for a **Participant ID**. Press the **"#" key (pound 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 **"*9"** (star-nine) to raise your hand, and the Zoom facilitator will unmute you when your turn arrives.

Zoom on Web-browser or Zoom application on Tablet or Smartphone

If joining through a Web browser, launch: <https://zoom.us/join> or open the direct link listed above, or launch the Zoom application on your Tablet or Smartphone.

1. Select **"JOIN A MEETING"**
2. You will be prompted to enter **Meeting ID, 846-8939-6934** and include a name to join the meeting. The meeting agenda can be found at: http://www.sanbenitocog.org/wp-content/uploads/2023/02/COG_Packet_021623.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

1. If participating on Zoom: once you are selected, you will hear that you have been unmuted. At this time, state your first name, last name, and county you reside in for the record.
2. The Council of Governments Board welcomes your comments.
3. Each individual speaker will be limited to a presentation total of three (3) minutes.
4. 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 **February 16, 2023**, at **4:00 P.M.** was posted at the following locations freely accessible to the public:

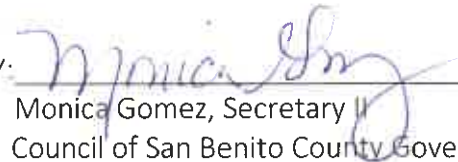
The front entrance of the Old San Benito County Courthouse, Monterey Street, Hollister, CA 95023, and the Council of Governments Office, 330 Tres Pinos Rd., Ste. C7, Hollister, CA 95023 at the following date and time:

On the 10th day of February 2023, on or before 5:00 P.M.

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



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager
Subject: COG Board Chair and Vice
Chairperson Election and Committee
Appointments

Agenda Item No. 7

Approved By: Binu Abraham, Executive
Director

Meeting Date: February 16, 2023

Recommendation:

1. HOLD Nomination and Election of COG Chair and Vice Chairperson for the 2023 Meeting Calendar.
2. APPROVE Appointment of Delegate and Alternate to the California Association of Councils of Governments (CALCOG).
3. APPROVE Appointment of Two Representatives to the San Benito/Santa Clara Mobility Partnership (One City of Hollister Representative and One Other Representative).
4. APPROVE Appointment of Representative to Speak on Behalf of COG at California Transportation Commission and Central Coast Coalition Meetings.

Summary:

The Board of Directors is COG's governing body and is responsible for its overall policies, functions, and funds. The Board acts on committee or staff recommendations, discusses current and emerging multi-jurisdictional matters, and receives briefings on issues facing the region as a whole.

Background/ Discussion:

According to COG's Rules and Regulations, at its first meeting in January of each year, the Council shall, by majority vote of all appointed members, select one of its members who shall serve as Chair of the Council for the balance of the calendar year. Any Chair selected under the provisions of this section shall continue to act as such Chair until the selection of a successor. The Chair of the Council shall be rotated between the participating incorporated cities and the County of San Benito. The same procedure set forth for the selection of a Chair shall be followed for the selection of a Vice-Chair of the Council.

The COG Board of Directors is being asked to hold the nomination and election of the COG Chair and Vice Chairperson for the 2023 Meeting Calendar.

The Board is also being asked to approve the appointment of delegates and alternates to the following committees:

- **California Association of Councils of Governments (CALCOG)**
 - **Member structure:** The COG Board appoints one delegate and one alternate from any of the three jurisdictions on the COG Board.
 - **Purpose:** The California Association of Councils of Government (CALCOG) works to ensure the success of its members by facilitating communication and information sharing between the member agencies, other local officials, state and federal agencies, and the public. CALCOG works for and on behalf of regional governments in California ultimately to better serve the many local cities and counties served by regional entities.
 - **Meeting Frequency:** CALCOG meets quarterly.
- **San Benito/Santa Clara Mobility Partnership**
 - **Member structure:** The Mobility Partnership consists of three San Benito representatives. The COG Board appoints two representatives who are on the COG Board of Directors: one from the City of Hollister and one from any of the three member jurisdictions. The County Board of Supervisors also appoints one Supervisor to serve on the Mobility Partnership. The County representative cannot be a Supervisor who is also on the COG Board (nor as an Alternate) as that would constitute a quorum of COG.
 - **Purpose:** Mobility Partnership provides policy oversight and direction to staff of the Santa Clara Valley Transportation Authority and the Council of San Benito County Governments regarding potential mobility improvements between US 101 and Interstate 5 in the northern San Benito and Southern Santa Clara Counties. The six-person Partnership, consisting of three appointed members from VTA and three from San Benito County, will advocate for the development of Transportation Improvements to improve mobility in the area defined by the Partnership.
 - **Meeting Frequency:** The Mobility Partnership meets quarterly.
- **California Transportation Commission and Central Coast Coalition Meetings**
 - **Member structure:** The COG Board appoints one delegate and one alternate from any of the three jurisdictions on the COG Board.
 - **Purpose:** Delegates are appointed to speak on behalf of COG at the California Transportation Commission and Central Coast Coalition meetings.

The California Transportation Commission is a 13-member Governor appointed commission responsible for programming and allocating funds for the construction

of highway, passenger rail, transit, and active transportation improvements throughout California.

The Central Coast Coalition was formed in 2010 to raise awareness of transportation needs and priorities on the Central Coast. This includes highlighting the significance of U.S. 101 in the Central Coast as a major economic asset to the state and nation and to encourage investments on the Central Coast. Efforts include annual Legislative Day in March, where staff and the COG Board appointed representative meet with state agencies and legislators on San Benito regional priorities. The COG Board member appointed to this Committee will speak on behalf of the agency at the annual Legislative Day.

- **Meeting Frequency:** varies based on project and priorities.

Alternatives:

Not applicable.

Financial Impact:

Not applicable.

Attachments:

1. Central Coast Coalition MOU
2. Mobility Partnership MOU

MEMORANDUM OF UNDERSTANDING
BETWEEN THE:
SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS,
ASSOCIATION OF MONTEREY BAY AREA GOVERNMENTS,
COUNCIL OF SAN BENITO COUNTY GOVERNMENTS,
TRANSPORTATION AGENCY FOR MONTEREY COUNTY,
SAN LUIS OBISPO COUNCIL OF GOVERNMENTS, AND
SANTA CRUZ COUNTY REGIONAL TRANSPORTATION COMMISSION

TO ENSURE THE VITALITY OF THE
U.S. 101 CORRIDOR ALONG THE CENTRAL COAST

Effective: July 1, 2020

THIS Memorandum of Understanding (MOU) is hereby made by and between the Santa Barbara County Association of Governments (SBCAG), Association of Monterey Bay Area Governments (AMBAG), Council of San Benito County Governments (San Benito COG), Transportation Agency for Monterey County (TAMC), San Luis Obispo Council of Governments (SLOCOG), and Santa Cruz County Regional Transportation Commission (SCCRTC), collectively referred to herein as the "CENTRAL COAST COALITION," or the "AGENCIES", or individually as AGENCY.

RECITALS

WHEREAS, the AGENCIES are either a regional transportation agency established pursuant to the California Government Code sections 6500 et seq or are a designated Metropolitan Planning Organization for their region by the Governor in accordance with Title 23 of the Code of Federal Regulations section 450.310; and

WHEREAS, the since 2011 the AGENCIES have worked together as the CENTRAL COAST COALITION to raise awareness of the U.S. 101 corridor on the Central Coast as a major economic asset to the state and nation and to encourage public and private investment on the corridor, and to facilitate the improvement of the U.S. 101 corridor for approximately 269 miles from the Santa Barbara/Ventura County line to the San Benito/Santa Clara County line ("U.S. 101"); and

WHEREAS, the U.S. 101 functions as a critical north-south corridor connecting the Central Coast and the greater Los Angeles Metropolitan Area to the south, the greater San Jose / San Francisco Metropolitan Area to the north, and the Central Valley to the east, serving as: a critical goods movement corridor; the primary alternative north/south highway when Interstate 5 is periodically closed due to storms and accidents; and an emergency escape route upon any natural or manmade accident or disaster occurring along the coast including wildfire, earthquake, tsunami, or critical incident at Diablo Nuclear Power Plant; and

WHEREAS, the U.S. 101 is a part of the National Highway system, is on the State Interregional Road System, and is designated a High Emphasis Focus Route in the Caltrans Interregional Transportation Strategic Plan; and

WHEREAS, the U.S. Department of Transportation in cooperation with the U. S.

Department of Defense has also deemed the Route essential for the national defense designating it a Strategic Highway Network Corridor (SHNC); and

WHEREAS, in addition to monthly staff coordinated meetings, the CENTRAL COAST COALITION orchestrates or participates in the following: annual Sacramento Legislative Advocacy Day, California Transportation Commission town halls, state agency special meetings, state workshops and meeting participation, and other activities related to the U.S. 101 corridor that spans across the AGENCIES jurisdictions; and

WHEREAS, the AGENCIES desire to set forth an annual dues schedule for the purposes of covering the expenses of the Central Coast Coalition including legislative advocacy services for a period of five years; and

WHEREAS, the AGENCIES desire SBCAG to serve as the Administrative Agency for the CENTRAL COAST COALITION during the term of this MOU and to enter into an agreement with a legislative advocacy firm to provide legislative advocacy services for the CENTRAL COAST COALITION.

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained herein, the AGENCIES agree as follows:

1. **ROLES AND RESPONSIBILITIES.** Under this MOU, the AGENCIES agree to work together to:
 - A. Raise the awareness of the importance of U.S. 101 as a critical north south highway, as well as other state routes like Highways 1, 17, 41, 46, 156 and 166, supporting the foundation of the regional economy which is also vital at statewide and national levels.
 - B. Cooperate in developing and distributing information about the corridor including but not limited to improvement needs, funding options and strategies, economic impacts and benefits.
 - C. Identify funding that the AGENCIES may pursue or obtain for improvements for the U.S. 101.
 - D. Coordinate with Caltrans District 5 to develop projects to support the U.S. 101.
 - E. Seek support from other public and private partners to raise awareness about the importance of the U.S. 101 and encourage investments in corridor improvements.
 - F. Highlight the importance of the U.S. 101 corridor on the California Central Coast with the California State Transportation Agency, California Transportation Commission and state legislative and congressional representatives.

- G. Seek appropriate state and federal designations that promote the statewide and national significance of the corridor for long-term economic vitality and seek additional state and federal funding for its improvement.
 - H. The name for the working body under this mutual understanding will be known as the "CENTRAL COAST COALITION".
 - I. The AGENCIES agree the CENTRAL COAST COALITION is a multi-jurisdictional recommending agency that is not a separate legal entity and does not have powers of a decision-making body. The CENTRAL COAST COALITION cannot enter contracts, employ staff, apply for grants or other funding, incur debts, sue or be sued.
2. **ADMINISTRATIVE AGENCY.** SBCAG shall serve as the Administrative Agency for the CENTRAL COAST COALITION. As the Administrative Agency, SBCAG shall:
- A. Upon approval by the SBCAG Board, enter into an agreement with a legislative advocacy firm, in compliance with SBCAG's purchasing policy and bidding procedures, to provide legislative advocacy services for the CENTRAL COAST COALITION to advance the collective position of the AGENCIES with Caltrans, the California Transportation Commission, the State Legislature, the Governor's Office, and other appropriate groups.
 - B. Be the single point of contact for the legislative advocate and will have the sole authority to provide direction to the legislative advocate regarding the CENTRAL COAST COALITION policy positions.
 - C. Serve as the custodian of dues paid by AGENCIES and deposit dues in a separate fund.
 - D. Pay all invoices of the legislative advocate from the separate fund consisting of dues paid by AGENCIES.
3. **TERM & TERMINATION.** This MOU is effective as of July 1, 2020 and shall expire on June 30, 2025, unless the AGENCIES agree otherwise. Any AGENCY may terminate its participation from this MOU upon 30-days written notification to the other AGENCIES.
4. **FINANCIAL RESPONSIBILITIES.**
- A. Each AGENCY shall pay annual dues based on a population formula as follows:

Agency	Annual Amount Due
SBCAG	\$5,200
SLOCOG	\$3,300
AMBAG	\$2,000

San Benito COG	\$1,000
TAMC	\$5,200
SCCRTC	\$3,300
TOTAL	\$20,000

- B. The AGENCIES shall pay annual dues to provide revenues to fulfill the roles and responsibilities of AGENCIES described above.
 - C. Dues shall be used for purposes consistent with the mission of the Coalition including legislative advocacy.
 - D. Dues are payable by June 30 of each fiscal year.
5. **LIABILITY AND INDEMNIFICATION.** Each AGENCY agrees to defend, indemnify and hold harmless other AGENCIES, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, or other losses that may be asserted by any person or entity, including the Central Coast Coalition that arise out of, or are related any act or omission of the Central Coast Coalition relating to this MOU. The obligation to indemnify shall be effective and shall extend to all such claims or losses in their entirety.
6. **GENERAL TERMS & CONDITIONS.**
- A. **Entire Agreement and Amendment.** In conjunction with the matters considered herein, this MOU contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This MOU may be altered, amended or modified only by an instrument in writing, executed by the AGENCIES to this Agreement and by no other means. Each AGENCY waives its future right to claim, contest or assert that this MOU was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.
 - B. **Nondiscrimination.** Each AGENCY shall comply with the Civil Rights Act of 1964, as amended, and shall not discriminate on the basis of race, color, national origin, or sex in the performance of this MOU.
 - C. **Non-assignment.** AGENCIES shall not assign, transfer or subcontract this MOU or any of its rights or obligations without the prior written consent of each AGENCY and any attempt to so assign, transfer, or subcontract without such consent shall be void and without legal effect.
 - D. **Headings.** The headings of the several sections shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof.

- E. **Severability.** If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this MOU shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.
- F. **Compliance with Law.** Each AGENCY shall, at its sole cost and expense, comply with all State and federal ordinances and statutes, including regulations now in force or which may hereafter be in force with regard to this MOU. The judgment of any court of competent jurisdiction, or the admission of any AGENCY in any action or proceeding against an AGENCY, whether any other AGENCY is a party thereto or not, that an AGENCY has violated any such ordinance statute, or regulation, shall be conclusive of that fact.
- G. **Jurisdiction & Venue.** This MOU shall be governed by the laws of the State of California. Any litigation regarding this MOU or its contents shall be filed in the County of Santa Barbara, if in State court, or in the federal district court nearest to San Luis Obispo County, if in federal court.
- H. **Authority.** All signatories and parties to this MOU warrant and represent that they have the power and authority to enter into this MOU in the names, titles and capacities herein stated and on behalf of any entities, persons, or firms represented or purported to be represented by such entity(ies), person(s), or firm(s) and that all formal requirements necessary or required by any State and/or federal law in order to enter into this MOU have been fully complied with.
- I. **Execution of Counterparts.** This MOU may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

(Signatures on following pages.)

IN WITNESS WHEREOF, the AGENCIES have executed this MOU to be effective July 1, 2020.

Santa Barbara County Association of Governments

Gregg Hart, Chair
Date: _____

Marjie Kirn, Executive Director

Approved as to Form
Michael C. Ghizzoni
County Counsel

Deputy County Counsel

San Luis Obispo Council of Governments

Fred Strong, President
Date: _____

Pete Rodgers, Executive Director

Approved as to Form
SLOCOG Counsel

Association of Monterey Bay Area Governments

Kristin Petersen, President
Date: _____

Maura Twomey
Executive Director

Approved as to Form
AMBAG Counsel

Santa Cruz County Regional Transportation Commission

Bruce McPherson, Chair
Date: _____

Guy Preston, Executive Director

Approved as to Form

SCCRTC Counsel

Transportation Agency for Monterey County

Luis Alejo, Chair
Date: _____

Debra L. Hale, Executive Director

Approved as to Form
TAMC Counsel

Kathryn Reimann

Council of San Benito County Governments

Ignacio Velazquez, Chair
Date: August 20, 2020



Mary Gilbert, Executive Director

Approved as to Form
San Benito County Counsel's Office



By: Shirley L. Murphy, Deputy County
Counsel

Aug. 14, 2020

Memorandum of Understanding
between the
Council of San Benito County Governments
and the
Santa Clara Valley Transportation Authority
to create the
Mobility Partnership
and complete
Preliminary Engineering and Environmental Documentation
for Improvements between US 101 and I-5

The Council of San Benito County Governments (SBCOG) and the Santa Clara Valley Transportation Authority (VTA) (the Agencies) jointly propose to conduct preliminary engineering studies and complete state and federal environmental reviews on improvements between U.S. Route 101 (US 101) and Interstate 5 (I-5), including the establishment of a new alignment for the portion of State Route 152 (SR 152) between US 101 and the interchange of SR 152 and State Route 156 (SR 156) (the “project”). The SBCOG, the San Benito County Board of Supervisors, the City Councils of Hollister and San Juan Bautista (the “Cities”), through adopted resolutions, all support the realignment of SR 152.

The SBCOG and VTA understand that technical work for improvements will comply with local, state, and federal guidelines and focus on accommodating traffic demands forecasted for a 20-year period into the future and evaluate including one lane in each direction designated as the preferred regional truck route.

The SBCOG and VTA understand and acknowledge that the California Transportation Commission (CTC) previously programmed \$5 million in Interregional Transportation Improvement Program (ITIP) funds to match a \$5 million contribution made available by VTA. The Agencies further understand and acknowledge that this initial funding was used to perform initial engineering and environmental review of the corridor; to evaluate alternatives relative to realignment of the corridor between SR 156 and US 101; to identify and evaluate options for financing completion of the overall project, including consideration of a public private partnership and to initiate state and federal environmental studies for the project in accordance with California Department of Transportation (Caltrans) and Federal Highway Administration (FHWA) standards. The parties understand that there are limited funds remaining from the above amounts that may or may not be used for development efforts depending on the results of any future discussions between VTA and Caltrans.

It is mutually understood that neither party is obligated to provide any funding for the studies or improvements. The parties agree to jointly and collectively seek additional funding to complete the required state and federal environmental documents on the project and to cooperate in evaluating options to fund completion of the project.

The studies will receive policy oversight/direction by the six-member Mobility Partnership (PARTNERSHIP). Three members shall be from San Benito County and three members shall be from Santa Clara County. For the San Benito County membership, with approval by the COG Board, the COG Chair will appoint two members. One member shall be from the COG directors representing the San Benito County Board of Supervisors and one member shall be from the COG directors representing the Cities. The third San Benito County member shall be a San Benito County Supervisor appointed by the San Benito County Board of Supervisors. The Santa Clara County members shall be appointed by VTA.

VTA shall provide the appropriate professional staff and consultant services, as reasonably determined by VTA, to conduct and manage the studies in consultation with the SBCOG staff. It is understood that Caltrans may appoint one non-voting (ex-officio) member to the Mobility Partnership and provide appropriate staff representatives from Districts 4 or 5 to assist with the studies.

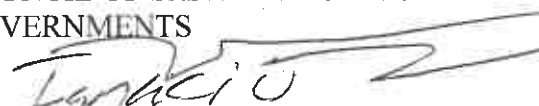
The PARTNERSHIP will continue to explore creating a Joint Powers Authority (JPA) or other appropriate governance/oversight entity to progress into future development phases.

The parties agree that the goal is to complete the Studies within the term of this Memorandum of Understanding (MOU).


Either party may terminate this MOU, with or without cause, at any time. In order to terminate this MOU, the terminating party shall give advance written notice to the other party. The termination shall be effective no earlier than 30 days from the date of the written termination notice. This MOU, which is an extension of the previous MOU set to expire on December 31, 2020, will commence on January 1, 2021 and end on December 31, 2025 unless sooner terminated as specified herein.

NOW, THEREFORE, the parties have approved and executed this MOU as follows:

COUNCIL OF SAN BENITO COUNTY
GOVERNMENTS

By: 
Ignacio Velazquez, Chair


SANTA CLARA VALLEY
TRANSPORTATION AUTHORITY

By:  11/19/20
Nuria I. Fernandez, General Manager/Chief
Executive Officer

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

By:  11/19/20
Shirley L. Murphy
Deputy County Counsel

APPROVED AS TO LEGAL FORM
VTA General Counsel

By: 
Shannon Smyth-Mendoza
Sr. Assistant Counsel for VTA



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: Unmet Transit Needs Report

Agenda Item No.8

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

- a. RECEIVE Report on the Unmet Transit Needs Process.
- b. HOLD Public Hearing on the Unmet Transit Needs of the Community.
- c. RETURN for Board Input and Action In April.

Summary:

In its role as the Transportation Development Act (TDA) fund administrator, the Council of Governments (COG) is responsible for conducting the annual Unmet Transit Needs process. An *unmet transit need* is a need that is not being met through existing public bus services.

Background/ Discussion:

Each year, the Council of Governments (COG) receives a Transportation Development Act (TDA) funding allocation from the State to fund local public transit services. COG must allocate TDA funding to projects and programs that comply with the TDA guidelines. Public participation is also a key component of the TDA guidelines.

Each year, COG must hold at least one public hearing to receive comments from the public on the unmet transit needs of the community. A public hearing is scheduled for the February 16, 2023 at the COG Board meeting. The Unmet Transit Needs process accomplishes more than simply meeting a state requirement, it also provides a forum for public input on the services implemented by the Local Transportation Authority (LTA). Transit services offered locally are provided by County Express and Specialized Transportation.

The Unmet Transit Needs process consists of the following three steps:

1. Solicit testimony from the public on the Unmet Transit Needs of the community. Staff conducts the following outreach efforts to receive input from the public.
 - Public Hearing, bilingual
 - Online Survey, bilingual
 - Onboard Bus Surveys, bilingual
 - Newspaper article

— Social Media posts

2. Analyze the Unmet Transit Needs expressed by the public, in accordance with COG adopted definition of an Unmet Transit Need and Reasonable to Meet criterion. Staff also evaluates all comments received with COG's Social Services Transportation Advisory Council¹. Once comments are evaluated, the Board will receive the draft comments that have been classified as Unmet Transit Needs that are found Reasonable to Meet for implementation in the upcoming 2023/2024 fiscal year. The Board will receive opportunities to comment on the draft Unmet Transit Needs report at their April and May 2023 meetings.
3. Adopt findings regarding Unmet Transit Needs, found Reasonable to Meet, which may exist for implementation by the Local Transportation Authority (LTA) in the upcoming 2023/2024 Fiscal Year. The COG Board of Directors adopts the Unmet Transit Needs Report.

Alternatives:

There are no alternatives to discuss.

Financial Impact:

The Council of Governments (COG) receives an annual allocation of Transportation Development Act (TDA) funds for the operations of the County Express and Specialized Transportation services. TDA funds are also used to finance the community's Unmet Transit Needs that are found Reasonable to Meet by the COG Board of Directors. The California Public Utilities Code requires all Regional Transportation Planning Agencies conduct an Unmet Transit Needs process in order to be eligible for Transportation Development Act (TDA) funding.

Attachment:

1. Unmet Transit Needs Flyers

¹ The Social Services Transportation Advisory Council advises the Council of Governments on matters related to its public transportation services and is responsible for representing the concerns of all segments of the community, including the elderly, persons with disabilities, and persons of limited means.

Public Hearing on the Unmet Transit Needs



SBCOG

*Council of
San Benito
County Governments*



February 16, 2023 | 4 PM

Board of Supervisors Chambers

481 Fourth Street, Hollister

Zoom: <https://us02web.zoom.us/j/84689396934>

What is an Unmet Transit Need?

Each year, the Council of Governments (COG) works with the public to identify any transit (bus) needs that are not currently being met by County Express or Specialized Transportation - a service provided by Jovenes de Antaño/Youth of Yesteryear.

We are accepting comments through February 22nd.

Written comments can be emailed to
Veronica Lezama, Transportation Planning Manager
veronica@sanbenitocog.org



[Facebook.com/SanBenitoCOG](https://www.facebook.com/SanBenitoCOG)

Audiencia Pública sobre la Necesidades de Tránsito Insatisfechas



16 de febrero de 2023 | 4 PM

Board of Supervisors Chambers

481 Fourth Street, Hollister

Zoom: <https://us02web.zoom.us/j/84689396934>

¿Qué es una Necesidad de Tránsito Insatisfecha?

Cada año, el Consejo de Gobiernos (COG) trabaja con el público para identificar necesidades de tránsito que actualmente no está siendo atendida por County Express o Specialized Transportation, un servicio de Jóvenes de Antaño.

Aceptando comentarios hasta el 22 de febrero.

**Comentarios escritos pueden enviarse por correo electrónico a Verónica Lezama, Gerente de Planificación de Transporte
veronica@sanbenitocog.org**



Facebook.com/SanBenitoCOG



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager
Subject: Draft Fiscal Year 2023/2024 Overall
Work Program

Agenda Item No. 9

Approved By: Binu Abraham, Executive
Director
Meeting Date: February 16, 2023

Recommendation:

- a. RECEIVE draft Fiscal Year 2023/2024 Overall Work Program, which Includes Planning Activities to be Performed by the Council of Governments; and
- b. AUTHORIZE Submittal of Fiscal Year 2023/2024 Draft Overall Work Program to Caltrans for Comment.

Summary:

As the designated Regional Transportation Planning Agency (RTPA) for San Benito County, the Council of Governments (COG) is eligible to receive state funds for preparing an Overall Work Program (OWP). This work program describes COGs’ proposed transportation planning activities for the upcoming fiscal year.

Background/ Discussion:

The Overall Work Program (OWP) is a one-year statement of proposed work and budget for COG’s transportation planning activities for the upcoming fiscal year (Attachment 1). The OWP also includes information on the agency’s previous fiscal year accomplishments and upcoming planning work referred to as Work Elements.

Work Elements identify major planning activities, budgets, specific tasks, deliverables, schedules, and staff members responsible for overseeing each of the Work Elements (Figure 1: sample Work Element).

The Board is being asked to provide input on the Draft OWP and consider submittal to Caltrans for comment. Staff will consider all comments received and make the necessary revisions before bringing a second OWP draft to the Board in April.

Task	Deliverable	Deadline	Responsible Party
1. Implementation of the 2022 Regional Transportation Plan (RTP)	Monitor delivery of projects & Amendments	Ongoing	LDG
2. 2023 San Benito RTP Update	Comments	As needed	AMSAC/COG
<ul style="list-style-type: none"> a. Monitor updates and amendments to the RTP b. AMBAC and COG collaboration on the development of the 2023 RTP and San Benito RTP 	<ul style="list-style-type: none"> a. ER financial and collaborative agreements/ACU 	June 2023	LDG

Figure 1: Sample Work Element

he Board will then take action the final Plan in June of 2023. Caltrans' OWP submittal deadline is June 2023.

Alternatives:

There are no alternatives to discuss.

Financial Impact:

There is no fiscal impact to the agency. Staff hours for this item are included in the approved OWP.

Attachments:

1. Draft FY 2023/2024 Overall Work Program



DRAFT
OVERALL WORK PROGRAM

Planning Activities for the San Benito Region
Fiscal Year 2023/2024

Rene Rodriguez Photography

Council of San Benito County Governments
330 Tres Pinos Road, C7, Hollister, CA 95023
Phone: 831.637.7665
SanBenitoCOG.org
February 16, 2023



Mission Statement

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.

Council of San Benito County Governments (COG) Board of Directors

Local Transportation Authority (LTA) • Airport Land Use Commission (ALUC) • Measure A Authority (MEA) • Service Authority for Freeways and Expressways (SAFE)



Mia Casey, COG Director
Hollister City Council



Bea Gonzales, COG Director
San Benito County Board of Supervisors



Dolores Morales, COG Director
Hollister City Council



Mindy Sotelo, COG Director
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Scott Freels, COG Director
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Geographic Setting

San Benito County is a rural and agricultural community in the Central Coast Region, south of Silicon Valley (Figure 1: Map of San Benito County). The County is surrounded by the Counties of Santa Clara, Santa Cruz, Monterey, Fresno, and Merced. Land area is 1,389 square miles. Terrain varies from flat valley floor to hilly rangeland in the east, to 5,450-foot peaks far south.

The population in the County was 64,209 according to the 2020 U.S. Census. The County has two incorporated cities – Hollister, population 41,678, and San Juan Bautista, population 2,089 – and various unincorporated communities (Aromas, Tres Pinos, Panoche, Ridgemark, and Paicines). Major transportation routes bisecting the County include State Routes 129, 156, 25 and U.S. 101.

The City of Hollister where the County seat is located is at an elevation of 229 feet. The north and northwest segments of the County are comprised of urban areas, leaving the southern portion of the County primarily rural.



Figure 1: Map of San Benito County

Council of San Benito County Governments

The Council of San Benito County Governments (COG) was formed in 1973 through a Joint Powers Agreement among the City of Hollister, City of San Juan Bautista, and the County of San Benito. COG consists of a five-member board that includes two representatives from the San Benito County Board of Supervisors, two representatives from the Hollister City Council, and one representative from the San Juan Bautista City Council. Caltrans serves as a non-voting ex-officio member.



COG provides a forum for addressing issues of area wide interest and builds consensus on transportation issues facing the region. Its mission is to improve the mobility of San Benito travelers by planning for and investing in a multi-modal transportation system that is safe, economically viable, and environmentally friendly. This mission is accomplished through planning and funding a variety of transportation projects and programs.

As the Regional Transportation Planning Agency for the San Benito region, COG is responsible for developing an annual Overall Work Program (OWP) that guides the collaborative planning process, which involves the City of San Juan Bautista, City of Hollister, and County of San Benito. The process also involves coordination with the Association of Monterey Bay Area Governments (AMBAG) and the California Department of Transportation (Caltrans). Specifically, the OWP establishes the transportation planning objectives to be achieved and assigns the institutional responsibility and funding to complete the work. The OWP is organized in the following six chapters:

Chapter 1: Introduction/Prospectus describes the region and overview of the San Benito regional transportation system.

Chapter 2: Overall Work Program summarizes the purpose of the program and prior fiscal year planning accomplishments.

Chapter 3 Transportation Planning Priorities and Goals identifies the state and federal planning goals.

Chapter 4: Agency Organizational Structure describes the COG agency structure, institutional relationships, consultation, and outreach processes.

Chapter 5: Funding Activities shows the use of projected revenues to complete the OWP during the 2023/2024 Fiscal Year and how those resources are allocated.

Chapter 6: Planning Program for Fiscal Year 2023/2024 contains Work Elements of major course work for the upcoming fiscal year. Each Work Element includes the project title, tasks, products/deliverables, schedule, staffing, and revenues for implementation of the OWP.

Appendix contains State required certifications and adopting resolution.

CHAPTER 1: INTRODUCTION/PROSPECTUS

A. Description of the Region

San Benito County is located in the Coast Range Mountains, south of San Jose and west of the Central Valley. The County is surrounded by Santa Cruz and Monterey Counties to the west, Santa Clara County to the north, and Merced and Fresno Counties to the east and south. The County encompasses over 890,000 acres (about 1,391 square miles) and is largely rural with the majority of the population living in Hollister (the County seat) and San Juan Bautista, or the unincorporated area of northern San Benito County. Combined with more affordable housing and its close proximity to Monterey and Santa Clara Counties, the County is an attractive home to 64,209¹ people and its regional highways and freeways include: 152, 156, 25, 101, 129, and 146.

In San Benito County, the quality of life and economy depends on an efficient, effective, comprehensive, and coordinated multimodal transportation system that provides choices for the movement of people and goods and allows quick transfers between modes when and where they are needed. The need to maintain transportation linkages between rural and urban areas is very important to the local economy, public health and safety, and the social structure of rural communities. Effective rural transportation planning improves the multimodal and intermodal transportation system and helps to ensure that the quality of life and economy in rural areas is maintained and enhanced. It does so by providing a strategic perspective on system investment over an extended period of time. Good rural transportation planning consider a wide range of investment, operational, and technology options that can meet the multimodal transportation needs of transportation system users.

Most importantly, effective rural transportation planning provides the users and stakeholders of the transportation system with ample opportunity to participate in the planning process, thus ensuring maximum input into the desires, visions, and directions for transportation system investment.

¹ 2020 U.S. Census

B. Snapshot of the San Benito Regional Transportation System

i. Transportation - Highways, Roads, and Funding

The San Benito region includes several highways that connect people between several counties, including Monterey, Santa Cruz, Santa Clara Merced and beyond. The Federal U.S. Bureau of Land Management and the National Park Service maintain a combined 34.47 centerline miles within the County. The State of California’s highway system extends over 89.43 maintained miles within San Benito County.²

The California Department of Transportation (Caltrans) maintains one federal and four state highways, which include routes U.S. 101, SR 25, SR 129, SR 146, and SR 156. Caltrans implements highway maintenance and safety projects along those routes.

- U.S. 101 passes through the northwestern portion of San Benito County for 7.5 miles and serves primarily interregional traffic.
- State Route 25 traverses the entire length of San Benito County from the south at the junction of SR 198 in Monterey County, north through Paicines, Tres Pinos, and Hollister to the northern county boundary near Gilroy, where it connects to U.S. 101. This primarily rural route functions as a two-lane conventional highway, with the exception of a short section in Hollister where there are three miles consisting of four and six lanes with access control (Figure 2: SR 25 in San Benito County).
- State Route 129 operates as a two-lane conventional highway; SR 129 extends from Santa Cruz County into the northwestern portion of San Benito County connecting to U.S 101 approximately 2.6 miles from the Santa Cruz/San Benito County line.
- State Route 146, in San Benito County is a two-lane conventional highway used primarily to provide access from SR 25 to Pinnacles National Park.



Figure 2: SR 25 in San Benito County

² California Public Road Data 2015

- State Route 156 traverses northern San Benito County, from U.S. 101 through San Juan Bautista and Hollister to the San Benito/Santa Clara County line where it connects with SR 152. SR 156 is a four-lane expressway from U.S. 101 to San Juan Bautista, where it narrows into a conventional two-lane rural highway. In the Hollister area, SR 156 becomes a two-lane expressway, as it bypasses Hollister and maintains that configuration to the San Benito/Santa Clara County line (Figure 3: SR 156 between Hollister and San Juan Bautista).

With the exception of U.S. 101, the highways in San Benito County are primarily two-lane conventional highways.

The San Benito region also provides an extensive public transit service for residents.



Figure 3: SR 156 between Hollister and San Juan Bautista

ii. Public Transit System

Despite San Benito County's common perception as an auto-oriented culture, the region's transit system includes an extensive network of services and options. The San Benito County Local Transportation Authority (LTA) was formed by a Joint Powers Agreement between the City of Hollister, City of San Juan Bautista, and the County of San Benito in 1990. The LTA is responsible for the administration and operation of the County Express and Specialized Transportation public transportation services in the San Benito region (Figure 4: County Express Riders).



Figure 4: County Express Riders

- County Express Transit System

The County Express fleet includes 20 vehicles, all which are ADA-compliant and equipped with wheelchair lifts/ramps and bicycle racks. The LTA contracts with a private operator for management, dispatch, and driver hiring of the County Express transit service.

The County Express system currently provides the following services:

- **Dial-A-Ride** - Dial-a-Ride service is provided to parts of northern San Benito County, including Hollister, San Juan Bautista, and Tres Pinos, Monday through Friday from 6:00 a.m. to 6:00 p.m. and on Saturdays from 9:00 a.m. to 3:00 p.m. Same-day service is available but is subject to availability and a convenience fee.
- **Paratransit** - Complementary Americans with Disabilities Act Paratransit service is available for residents and visitors who are eligible because of a physical or cognitive disability as determined by LTA. Reservations for the Paratransit service may be made up to 14 days in advance. Same-day service is available but is subject to availability and a convenience fee.
- **Intercounty** - Routes provide connections from the Cities of Hollister and San Juan Bautista to the City of Gilroy. There is daily weekday service to Gavilan College and the Caltrain station and weekend service to the Greyhound station in Gilroy. The weekday shuttle service is from 4:55 a.m. to 8:20 p.m. with a limited schedule when Gavilan College is not in session. There are three early morning and evening runs to the Gilroy Caltrain station for connections to Caltrain and VTA bus services. Service to the Greyhound station operates four runs on Saturday and Sunday from 7:30 a.m. to 6:45 p.m.

- **On-Demand Service**- This is an on-demand, shared-ride, public transit service within the City of Hollister. Riders can book a trip through our app or call dispatch and ride in our ADA-accessible vehicles with our trained drivers at a fraction of the cost of traditional rideshare apps. This service is currently suspended due to a driver shortage.
- **Tripper Service**- County Express' Tripper provides safe and clean service to San Benito High School, Rancho San Justo, Marguerite Maze, and other Hollister schools. The general public may ride as well.

– **Specialized Transportation Services**

The LTA contracts with Jovenes de Antaño, a local non-profit organization that has been providing Specialized Transportation Services to San Benito residents since 1990. Specialized Transportation services include Out-of-County Non-Emergency Medical Transportation (i.e., Dialysis Treatment), Medical Shopping Assistance Transportation, and Senior Lunch Transportation Program. The Senior Lunch Transportation Program service was suspended in March 2020 in response to the COVID-19 pandemic. These services are beyond the requirements of Americans with Disabilities Act, as they provide escort services, door-through-door, and minor translation services to the passengers.

Jovenes de Antaño also has a referral program that provides information about other senior social services within the community, coordination of home-based services, referral to legal assistance, and other local services to their clients. The coordination effort between Jovenes de Antaño and LTA allows for a reliable service for this critical need in the community. According to the 2020 U.S. Census, 12 percent of the total County population is aged 65 or older.³ Many of these elderly individuals and persons with disabilities require specialized transportation services to travel to medical appointments, shop, and visit recreational centers.

³ 2020 U.S. Census, San Benito County

iii. Active Transportation

Another important component of the San Benito region’s transportation network is planning for *active transportation*, which includes pedestrian and bicycle projects and programs. Local jurisdictions continue to make great progress to implement *complete street* concepts into their planning methodologies. *Complete streets* is a transportation policy and design approach that requires streets to be planned, designed, and maintained to enable safe, convenient, and comfortable travel and access for users of all ages and abilities.

Education is an important element for increasing bicycling and walking, while also improving safety. COG has made great strides to encourage walking and bicycling within the San Benito region. Specifically, COG has implemented various educational programs and projects, including:

- COG staff serves on the State of California Walk and Bike Technical Advisory Committee made up of external partners to provide regular strategic input and technical guidance on Caltrans’ complete streets and active transportation efforts.
- Serving as a member agency of the Safe Kids Coalition of San Benito County. In this capacity, COG staff participates in assisting in the annual Kids at the Park event, helmet fittings at several local schools, pop-up events promoting bicycle safety, and Walk to School Day (Figure 5: Figure 5: Walk to School Day Calaveras Elementary School).
- COG serves on the City of Hollister and County of San Benito’s Development Review Committees to provide project specific comments to improve bicycle and pedestrian access and circulation.
- COG sponsors the annual Bike-to-School Day festivities by encouraging students to safely ride to and from school. The event aims to reduce childhood obesity and injury, traffic at school sites, and vehicle emissions (Figure 6: Bike to School Day R.O. Hardin Elementary School).



Figure 5: Walk to School Day
Calaveras Elementary School



Figure 6: Bike to School Day
R.O. Hardin Elementary School

On a planning level, COG prepared the SR 156 Multimodal Enhancement Study. The purpose of the study was to address traffic circulation issues at the only two access points into the City of San Juan Bautista from SR-156. Moreover, COG partnered with Caltrans on its development of the District 5 Active Transportation Plan. The Caltrans Active Transportation Plan identifies active transportation improvements on, across or parallel to the State Highway System. District level plans will emphasize social equity – strengthening and reconnecting local networks and improving safety and access for people who walk, bicycle, and use transit.

iv. **Aviation**

Aviation plays a major role in regional transportation and serves several purposes in the region. The agricultural community, firefighting, commercial activities, such as goods movement or agricultural commodities, and medical agencies depend on the use of aircraft.

Events outside the County may affect these current conditions. Nearby urban airports are experiencing development pressures that may lead to closure, and nearby airports may see an increased demand on their facilities. Also, the advent of Unmanned Aerial Systems and Advanced Air Mobility may be an opportunity for planning to be competitive in the future of aviation.

Aviation facilities also meet the needs of private aircraft users for commercial and recreation uses. The local airport and airpark, include:

a. **Hollister Municipal Airport**

The Hollister Municipal Airport is located approximately two miles north of Hollister adjacent to State Route 156 and is owned and operated by the City of Hollister. City officials view the airport as a "front door" through which many businesses, coming to Hollister for the first time, will pass before seeing the rest of the city.

b. **Frazier Lake Airpark**

Frazier Lake Airpark is located approximately 4.5 nautical miles northwest of Hollister Municipal Airport and is privately-owned and operated by the Frazier Lake Airpark Corporation. Two runways are available for use at the airport, one waterway which is 3,000 feet long and a turf runway that is 2,500 feet long.

v. **Goods Movement**

The majority of commodities in the San Benito region are transported in and out of the county by truck, with a small portion transported by rail. The region experiences high truck traffic in and around San Juan Bautista and Hollister as SR 156 is a state designated Interregional Route. Commodity exports from the County are primarily agricultural products and quarry materials, and the transport of these products generates truck traffic in and out of the region. While this traffic is largely confined to state

highways, it also impacts local streets and rural roads not designed to handle large heavy trucks, creating conflicts with local traffic, and adding to congestion.

vi. Railroad

The sole rail line in the San Benito region is the 12-mile-long Hollister Branch Line running from Hollister to Carnadero Creek in Santa Clara County. With the advent of the state highway and the competitive shipping rates offered by truckers, rail has become a less viable form of commodity transport than it was in decades past.

CHAPTER 2: OVERALL WORK PROGRAM

The Overall Work Program (OWP) details the transportation planning activities that the Council of Governments (COG) will undertake during the July 1, 2023, through June 30, 2024, Fiscal Year. The OWP defines the continuing, comprehensive, and coordinated planning process for the region, inclusive of the City of Hollister, City of San Juan Bautista, and the County of San Benito. The document also includes planning work undertaken directly by other agencies for the San Benito region, such as by the Association of Monterey Bay Area Governments (AMBAG) and Caltrans, in collaboration with COG.

Specifically, the OWP consists of an emphasis on monitoring activities funded with Office of Regional Planning-administered transportation planning funds, which include State Rural Planning Assistance, federal Consolidated Planning grants, and Caltrans Transportation Planning grants. This document also includes other major planning activities performed by COG, outside of the above-mentioned funding sources.

The document serves as a reference to be used by the public, planners, and elected officials to understand how COG will meet its regional transportation planning objectives. The following section identifies the planning accomplishments completed by COG during the previous OWP, Fiscal Year 2022/2023.

Previous Year 2022/2023 Overall Work Program Planning Accomplishments

As an agency, COG serves in a variety of capacities including as the Local Transportation Authority (LTA), the Airport Land Use Commission (ALUC), the Measure A Authority (MEA), and the Service Authority for Freeways and Expressways (SAFE) for the San Benito County region. The accomplishments for the above-mentioned agencies are included as follows:

COG Transportation Planning

COG partnered on a number of transportation planning activities of significance, some of which include the following:

- a. At a regional level, COG continued coordination with Caltrans and the Santa Clara County Valley Transportation Authority (VTA) on the San Benito/Santa Clara Mobility Partnership,⁴ which met every other month. The Partnership receives updates on the following VTA lead projects:

⁴ Meeting information <http://santaclaravta.igmp2.com/Citizens/Board/1107-Mobility-Partnership>

- US 101/SR 25 Interchange Improvement Project (Phase 1 Project) is in the final design phase and is anticipated to open to the public in early 2027. Phase 1 project sets the stage for future implementation of the overall interchange reconfiguration slightly north of the current interchange. Phase 1 will accommodate future improvements to US 101, SR 25, SR 152, and provide a connection point at the interchange for a future Santa Teresa Boulevard extension to Castro Valley Road. The proposed Phase 1 project is funded by 2016 Measure B and SB1.
 - SR 152 Trade Corridor from US 101 to I-5 proposes to construct a new 4-lane highway between U.S. 101 and SR 156 and provide eastbound truck climbing lanes over Pacheco Pass. The improvements would accommodate the long-term travel needs of commercial, commuter, and recreational traffic and result in an economically viable, safe, and efficient highway system that would enhance the quality of life for the local communities and the economic vitality of the region.
- b. Participated in public outreach activities with Caltrans during construction of the SR 25 Turbo Roundabout Project and SR 156 Improvement Project. Work included participation in meetings with Caltrans on the SR 156/SR 25 Turbo Roundabout Project and roundabout simulation video development meetings.
- c. Continued to monitor and coordinated additional CHP safety enforcement at the No Left Turn Project at SR 25/Bolsa Road.
- d. Continued participation in the Central Coast Coalition, which is comprised of the six regional transportation planning agencies and metropolitan planning organizations for the counties of Monterey, San Benito, San Luis Obispo, Santa Barbara, and Santa Cruz who are committed to making multi-modal investments and improving infrastructure along the Central Coast. Work included holding the annual Legislative Session in Sacramento, which consisted of meetings with CalSTA, Caltrans Director, California Transportation Commission, Governor’s Office of Planning & Research, and the Office of the Governor, as well as state and federal legislators.
- e. Continued implementation of the 2020-2045 San Benito Regional Transportation Plan (RTP). The RTP is the region’s comprehensive transportation planning document, which serves as a guide for achieving public policy decisions that will result in balanced investments for a wide range of multimodal transportation improvements <http://sanbenitocog.org/2022-regional-transportation-plan/>.
- f. COG completed work on the 6th Cycle San Benito Regional Housing Needs Allocation (RHNA), which is mandated by State Housing Law as part of the process of updating local housing elements of the General Plan. RHNA quantifies the need for housing within each jurisdiction during a specified eight-year planning period. The COG Board of Directors adopted the RHNA Plan at their October 2022 meeting, which was subsequently approved by the State of California Department of Housing and Community Development in November of 2022.

- g. Continued to provide transportation updates to COG's advisory committees, which include the Technical Advisory Committee, Social Services Transportation Advisory Council, and Measure G Citizens Oversight Committee.
- h. Measure G: San Benito County Roads and Transportation Safety Investment Plan:
- Held Measure G Transportation Safety and investment Plan Oversight Committee meetings with the established Measure G Citizens' Oversight Committee, which meets at least once per year, but no more than four times per year.
 - Completed the Fiscal Year Measure G Annual Report in accordance with the Measure G Transportation Safety and investment Plan. The Report is available on the Measure G website <http://sanbenitocog.org/measureg/>.
 - Monitored Measure G funds through the California Department of Tax and Fee Administration (CDTFA) and prepared quarterly reports.
 - Processed Measure G payments to local agencies for local street and road projects.
 - Continued coordination with the City of Hollister, City of San Juan Bautista, and County of San Benito on the implementation and delivery of the voter approved Measure G.
 - Updated the Measure G website which provides an interactive map of completed measure funded projects and other relevant information to inform the public on the expenditure of the voter approved measure <http://sanbenitocog.org/measureg/>.
- i. Continued to serve on the local jurisdictional Development Review Committees for transportation circulation input on proposed development.
- j. Continued implementation of the San Benito County Bikeway and Pedestrian Master Plan, Complete Streets Guidebook, and the ATP District 5 Plan.
- k. Completed the SR 156 Multimodal Enhancement Plan, which addresses traffic circulation issues into the City of San Juan Bautista from SR-156: The Alameda and Monterey Street.
- l. Continued coordination as a member of the Safe Kids Coalition of San Benito County to promote bicycle and pedestrian safety on a regional basis.
- m. Continued efforts to reduce congestion by assisting commuters with Rideshare commute alternatives programs such as the Vanpool Program and the 511 carpool matchlist.
- n. Continued maintenance of the COG website (SanBenitoCOG.org) and social media pages.

COG Transportation Funding

- a. Prepared funding allocation requests for approval by the California Transportation Commission (CTC). COG submitted a request to the CTC to program federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 funds, of one-time supplemental State Transportation Improvement Program (STIP) and State Transportation STBG funding. Funding was allocated to the City of San Juan Bautista, City of Hollister, and County of San Benito.
- b. Provided local jurisdictions with grant support and information on various federal, state, regional, and local funding sources.
- c. Assisted local jurisdictions with amendments to the Metropolitan and Federal Transportation Improvement Program (FTIP/MTIP) listing of federal and/or regionally significant projects.
- d. Submitted application to the Caltrans Clean California Local Grant Program Cycle 2 for a Gateway Monument at the SR 156 and Bixby Road Roundabout.
- e. Assisted local jurisdictions with the project reporting and delivery requirements of Senate Bill 1 funding, the Road Repair and Accountability Act of 2017.
- f. Continued distribution of Surface Transportation Block Grant Program funds, based on board adopted policies, to local jurisdictions for various transportation projects, including bridge, road, bicycle, and pedestrian improvements.

Transportation Development Act (TDA) Funds:

- Conducted the annual Unmet Transit Needs process and addressed unmet transit needs that were found *Reasonable to Meet*, in accordance with TDA. The Unmet Transit Needs process met all state-mandated processes and was certified by Caltrans. Continued administration and apportionment of TDA monies from the Local Transportation Fund and State Transit Assistance fund.
- Reviewed and approved claims for distribution of TDA bicycle and pedestrian funds to the local jurisdictions.
- Initiated update of the annual Financial Audit, with the assistance of an independent contractor. The audit was prepared in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

i. Local Transportation Authority (LTA)

- a. The Local Transportation Authority (LTA) continued to oversee the local public transportation contractors, MV Transportation and Jovenes de Antaño.
- b. The LTA completed the update to the Short-Range Transit Plan which provides recommendations for transit service operations, a financial plan, marketing, and planning for future regional services.
- c. Submitted a grant application for a Zero Emission Analysis and Transit Plan to transition the bus fleet to zero emission vehicles.

Measure A Authority (MEA)

- a. There was no work conducted under the Measure A Authority as the measure has expired.

iv. Service Authority for Freeways and Expressways (SAFE)

- a. Maintained the existing call box program, with 40 call boxes in total along Highways, 25, 101, 146, 156, and along Panoche Road in San Benito County.

v. Airport Land Use Commission (ALUC)

- a. Continued to attend City of Hollister and County of San Benito Development Review Committee meetings to coordinate Site and Architectural reviews for proposed development within the Hollister Municipal Airport and Frazier Lake Airpark's Airport Influence Areas. Provide project proponents with preliminary project comments to ensure consistency with the Airport Land Use Compatibility Plan.
- b. Reviewed general plan land amendments that could have land use implications on the land within the Airport Influence Area.
- c. Collaborated with the City of Hollister to identify funding in the California Airport Capital Improvement Plan to update the Hollister Airport Land Use Compatibility Plan.

CHAPTER 3: TRANSPORTATION PLANNING PRIORITIES AND GOALS

A. Federal Planning Factors (FPF)

COG is required to incorporate Federal Planning Factors (FPF) into the annual OWP. FPF are issued by Congress and emphasize planning factors from a national perspective. The FPF are revised or reinstated with any new reauthorization bill and include the following:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water and reduce or mitigate storm water impacts of surface transportation.
10. Enhance travel and tourism.

The following chart shows how COGs Fiscal Year 2023/2024 Work Elements respond to the Federal Planning Factors (FPF):

		Transportation Development Act Administration	Program Administration and Management	Overall Work Program	Public Participation	Regional Coordination	Transit System Planning and Administration	Airport Land Use Commission	Emergency Motorist Aid System	Metropolitan Planning and Programming	Measure G Implementation	Regional Transportation Plan	Bikeway and Pedestrian System Planning and Promotion	Road System Planning and Programming	Transportation System Modeling	Regional Rideshare Program	Regional Transportation Improvement Program	Short Range Transit Plan	Regional Housing Needs Assessment (RHNA)
		100	102	103	104	105	106	107	108	109	110	201	301	302	303	304	305	306	403
1.	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.																		
2.	Increase the safety of the transportation system for motorized and non-motorized users.																		
3.	Increase the security of the transportation system for motorized & non-motorized users.																		
4.	Increase the accessibility and mobility of people and for freight.																		
5.	Protects and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.																		
6.	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.																		
7.	Promote efficient system management and operation.																		
8.	Emphasize the preservation of the existing transportation system.																		
9.	Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water and reduce or mitigate storm water impacts of surface transportation.																		
10.	Enhance travel and tourism.																		

CHAPTER 4: AGENCY ORGANIZATIONAL STRUCTURE

A. Jurisdictional Boundaries

The Council of Governments' (COG) jurisdiction follows the boundaries within the San Benito region, which include the City of San Juan Bautista, City of Hollister, and County of San Benito. The actions of COG are governed by Transportation Development Act regulations, the California Code of Regulations, Memorandums of Understanding with Caltrans, and a Joint Powers Agreement with the City of Hollister, City of San Juan Bautista, and County of San Benito. COG serves in various capacities including as the:

- i. **Regional Transportation Planning Agency:** COG is designated as the Regional Transportation Planning Agency for San Benito County region and is charged by state law in meeting certain transportation planning requirements. In this capacity, COG is responsible for the development of the Overall Work Program and Regional Transportation Plan – a long-term blueprint of a region's transportation system. In addition, this entity is responsible for the annual allocation of State funds from the Transportation Development Act to local jurisdictions and transit operators.
- ii. **Consolidated Transportation Service Agency:** In September 1986, LTA entered into a Joint Powers Agreement to act as the Consolidated Transportation Service Agency for San Benito County. COG acts as a lead agency in providing, consolidating, and coordinating social service transportation activities and is eligible for Transportation Development Act and Local Transportation Funds for such services.
- iii. **Area-wide Planning Organization:** COG is designated by the United States Department of Housing and Urban Development as the Area-wide Planning Organization for San Benito County. This designation carries with it the responsibility to comply with the comprehensive planning responsibilities of Section 701 of the Housing Act of 1954 and subsequent related legislation.
- iv. **Local Transportation Authority (LTA):** The LTA was formed by a Joint Powers Agreement between the Cities of Hollister and San Juan Bautista and the County of San Benito to administer the regional transit program. This agreement went into effect on July 1, 1990, removing responsibility for the regional transit system from the City of Hollister. The LTA Board is composed of the same members as the COG Board.
- v. **Airport Land Use Commission (ALUC):** The purpose of ALUC is to protect public health, safety, and welfare by ensuring the orderly expansion of airports and the adoption of land use measures that minimize the public's exposure to excessive noise and safety hazards within areas around public airports. ALUC reviews projects within the Airport Influence Area of the two local airports, which include the Hollister Municipal Airport and Frazier Lake Airpark. The ALUC Board is composed of the same members as the COG Board.

- vi. **Measure A Authority:** Measure A is a ballot measure that was passed by the voters of San Benito County in 1988. It consists of a one-half of one percent sales tax over a period of ten years to be used for a number of local transportation improvement projects. The MEA Board is composed of the same members as the COG Board.
- vii. **Service Authority for Freeways and Expressways (SAFE):** SAFE was established in September 1998 by the City Councils of Hollister and San Juan Bautista and the San Benito County Board of Supervisors. This agency is responsible for the area's emergency motorist aid call boxes. There are currently 40 call boxes in San Benito County along highways 25, 101, 129, 146, 156, and along Panoche Road. The SAFE Board is composed of the same members as the COG Board.

B. Agency Personnel

The Council of San Benito County Governments consists of seven full-time equivalent positions, which include the following:

i. **Executive Director**

The Executive Director is appointed by the Council of Governments Board of Directors and serves as the Executive Director of the Local Transportation Authority, Measure A Authority, Airport Land Use Commission, and the Service Authority for Freeways and Expressways. The Executive Director is a top-management level position with responsibility for project management, planning, organizing, directing, coordinating staff, and finances in accordance with the agency's objectives, plans, and policies adopted by the Board of Directors.

ii. **Transportation Planning Staff**

The Council of Governments' planning staff consists of a full-time Transportation Planning Manager and two full-time Transportation Planners.

- The Transportation Planning Manager is primarily responsible for transportation planning activities, including the development of the Regional Transportation Plan, Regional Housing Needs Allocation (RHNA), Overall Work Program, oversight of Measure G project implementation, etc.
- The Transportation Planner position is responsible for staffing the Local Transportation Authority (LTA), which includes transit system management, funding applications, performance reporting and operations. This full-time planner is responsible for overseeing the two public transportation system operations contracts with MV Transportation and Jovenes de Antaño.
- This Transportation Planner position is responsible for staffing the Airport Land Use Commission, the Service Authority for Freeways and Expressways, and the Rideshare Program. This Transportation Planner position is currently vacant.

iii. **Maintenance Staff**

The Local Transportation Authority employs one full-time mechanic to maintain the transit fleet and Vanpool Program vehicles.

iv. **Administrative Services Specialist**

The Administrative Services Specialist position is a supervisory classification for coordinating and supervising the administrative support functions of COG. Under direction of the Executive Director, the Services Specialist organizes and participates in the support functions to prepare financial reports. This position is responsible for oversight of administrative staff, which includes the Secretary and Office Assistant.

v. **Administrative Support Staff**

The Council of Governments' administrative support staff consists of a full-time Secretary and Office Assistant. The Secretary provides office support and serves as clerk to the COG, LTA, ALUC, SAFE, and MEA Board Directors. The Office Assistant provides support to LTA and COG staff. These positions are primarily funded by Transportation Development Act funds.

vi. **Organizational Chart**

The Board of Directors and agency personnel organizational structure are shown below (Figure 7: COG Organizational Chart).

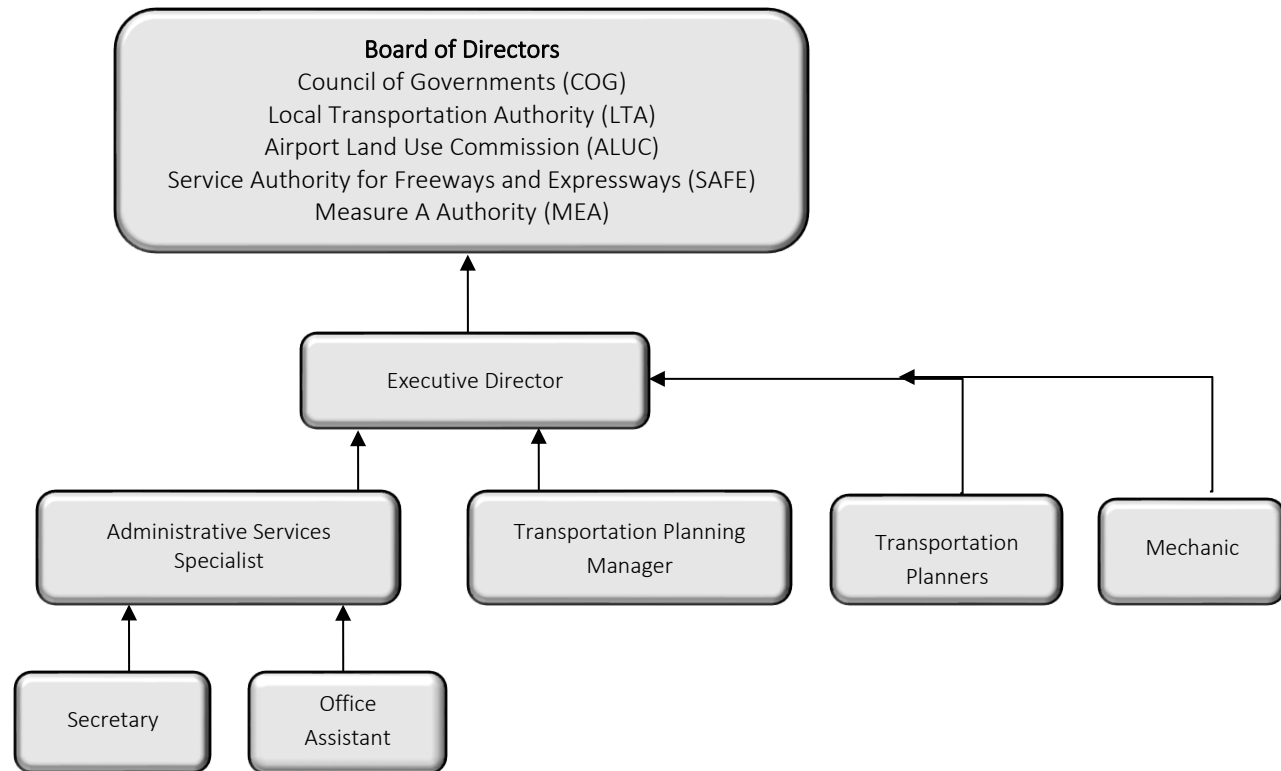


Figure 7: COG Organizational Chart

C. Interagency and Community Decision Making Process

The Council of Governments (COG) Board of Directors governs the agency by setting policy and guiding work activities. Members are represented on the Board of Directors by two City of Hollister Council representatives, one representative from the San Juan Bautista City Council, and two from the County Board of Supervisors. Consistency of local government actions with the regional objectives is assured by actively involving local decision-makers in the planning process.

The decision-making process is also guided by COG staff and advisory committee representatives of staff from member agencies, residents, interest groups, and stakeholders. COG will continue to advance its public participation and consultation efforts through guidance from its advisory committees, which include the following:

D. Advisory Committees

COG has three advisory committees that make recommendations to the Board of Directors on a variety of regional transportation issues. Those advisory committees include:

- i. **Technical Advisory Committee (TAC):** This committee advises COG on matters related to transportation planning. Committee members include:
 - Binu Abraham, Executive Director, Council of San Benito County Governments
 - Don Reynolds, City Manager, City of San Juan Bautista
 - Brett Miller, City Manager, City of Hollister
 - Henry Gonzales, City Engineer, City of Hollister
 - Steve Loupe, Interim Resource Management Agency Assistant Director, San Benito County Public Works Engineering/Operations County Engineer
 - Abraham Prado, Assistant Director of Planning and Building Services
 - Phil Cooper, Captain, California Highway Patrol
 - Jill Morales, Regional Planner, Caltrans
 - Heather Adamson, Director of Planning, Association of Monterey Bay Area Governments

ii. **Measure G Citizens Oversight Committee** - Measure G calls for a Transportation Safety and Investment Plan Oversight Committee to be composed of San Benito County citizens to oversee compliance with the Ordinance. This committee consists of the following members:

- Victor Gomez – Latinx Community (Committee Chair)
- Darlene Boyd – Education (Vice-Chair)
- Paul Scherer Senior/Disabled Community
- John Espinosa – Industry
- Vacant – Trade/Labor
- Vacant, Agriculture
- Jim Parker – SBC District 1
- Jason Hopkins – SBC District 2
- Sandy Hughes – SBC District 3
- Kevin Stopper – SBC District 4
- Andrew Rollins – SBC District 5

iii. **Social Services Transportation Advisory Council (SSTAC):** Members on the advisory committee are appointed by COG. They are recruited from social service agencies and transit providers representing the elderly, persons with disabilities and persons of limited means, in accordance with the Public Utilities Code (Article 3, Section 99238). This committee consists of the following members:

- Leona Medearis-Peacher, General Manager, MV Transportation
- Connie Padrón, Interim Executive Director, Jovenes de Antaño
- Vacant, Community Services and Workforce Development
- Clay Kempf, Executive Director, Area Agency on Aging
- Vacant, transit user
- Joshua Mercier, San Benito County Health and Human Services Agency
- Paulette Cobbs, San Benito High School
- Maria Magaña, Special Projects Coordinator, Central Coast Center for Independent Living
- Stacy Romo, Program Coordinator, HOPE Services
- Regina Valentine, Transportation Planner, LTA/CTSA

E. Coordination

The Council of San Benito County Governments (COG) has developed a number of mechanisms to promote coordination. These include the diversified membership of the agency committees, exchange of work programs, plans, informal day-to-day communication, and other means by which COG works to improve coordination and cooperation within the region.

Specifically, COG coordinates transportation related activities regularly through its Board meetings, which are published on the COG website at SanBenitoCOG.org. Coordination is also maintained with staff from other departments of the cities and the county, primarily those connected with planning, public health, public works, airport, accounting, and administration.

In 1993, a Memorandum of Understanding between COG, Caltrans, and the Association of Monterey Bay Area Governments (AMBAG) was adopted for meeting Intermodal Surface Transportation Efficiency Act (ISTEA)⁵ requirements related to Metropolitan Planning Organization boundaries, planning, and programming for air quality non-attainment areas. This memorandum was revised and readopted in 1997. COG will coordinate with the AMBAG to perform specific studies relating to such items as traffic modeling, growth forecast, air quality conformity, and metropolitan transportation planning.

At the regional level, the many agencies directly associated with transportation financing, planning, and implementation, include:

- California Transportation Commission (CTC)
- California State Transportation Agency (CalSTA)
- California Department of Transportation (Caltrans)
- Association of Monterey Bay Area Governments (AMBAG)
- Monterey Bay Air Resources District (MBARD)
- City of Hollister
- City of San Juan Bautista
- San Benito County
- Council of San Benito County Governments (COG)
- Local Transportation Authority (LTA)
- Service Authority for Freeways and Expressways (SAFE)
- Airport Land Use Commission (ALUC)

⁵ The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 provided funding authorizations for highways, highway safety, and mass transit for the next six years.

F. Public Participation

Public participation efforts center on seeking input from the public on COG planning activities, including meetings, short- and long-range plans, and reports.

COG encourages public participation by holding meetings and gathering public input on a continuous basis. Reaching and engaging all traditional and nontraditional stakeholders in the community is important to the agency, including under-represented and under-served populations. To further ensure participation, every three years, COG prepares a Title VI Program and Language Assistance Plan (LAP) for Limited English Proficiency (LEP) individuals.⁶ The Title VI component of the Plan ensures that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.” The Language Assistance Plan for Limited English Proficiency portion of the Plan is aimed at ensuring meaningful access to programs and activities by persons with limited English proficiency. For example, in order to accommodate Spanish-speaking individuals; interpreters and/or bilingual staff are available at several public meetings conducted by COG.

Another resource consists of the Association of Monterey Bay Area Governments’ Monterey Bay Region Public Participation Plan. The Plan was prepared collaboratively with San Benito COG, Santa Cruz County Regional Transportation Commission, Transportation Agency for Monterey County, and the regional transit agencies. The purpose of the Plan is to provide guidelines for effective public participation on transportation planning related projects and studies conducted by the above-mentioned agencies.

This Overall Work Program also provides guidance in the structuring of regional planning processes to ensure that, to the greatest extent possible, interagency consultation and public participation are made an integral and continuing part of the regional decision-making process. The participation policies and procedures described in this program are structured to comply with all applicable federal and state legislation and rules, and also express the genuine regional value and interest that all residents are provided an equal opportunity to participate in the shaping and implementation of regional policies, programs, and projects.

⁶ Title VI Program and Language Assistance Plan (LAP) for Limited English Proficiency (LEP): <http://sanbenitocog.org/resources/>

CHAPTER 5: FUNDING ACTIVITIES

A. Overall Work Program Funding

The transportation planning work done by the Council of San Benito County Governments (COG) is largely funded with State Rural Planning Assistance (RPA) funds. The RPA fund estimated for the Fiscal Year 2023/2024 Overall Work Program is \$294,000. It is anticipated that COG will use the full apportionment of funding during the fiscal year in question. Other major funding contained in this Overall Work Program include federal, state, regional, and local sources. New planning grant funds awarded to COG, after the adoption of the OWP, will be amended into the Overall Work Program.

B. Overall Work Program Budget Distribution

The budget for this Overall Work Program is estimated at \$596,512 for Fiscal Year 2023/2024.

C. Figure 8: OWP Financial Table

The financial table below documents the planning funding sources identified for each of the Work Elements.

Work Element	Transportation Development Act Admin.	Program Administration and Management	Overall Work Program	Public Participation	Regional Coordination	Transit System Administration & Planning	Airport Land Use Commission	Emergency Motorist Aid System - SAFE	Metropolitan Planning & Programming	Measure G Implementation	Regional Transportation Plan	Bikeway and Pedestrian System Planning & Promotion	Road System Planning	Transportation System Modeling	Regional Rideshare Program	Regional Transp. Improvement Program	San Benito County Regional Transportation Planning	San Benito County Transp. Improvement Programming	Total
Funding Source	101	102	103	104	105	106	107	108	109	110	201	301	302	303	304	305	624	642	Total
RPA [1]			\$19,462	\$33,060	\$43,358	\$32,000			\$6,000		\$67,120	\$15,000	\$54,000	\$6,000		\$18,000			\$294,000
PPM [2]					\$8,880				\$4,020		\$3,330		\$4,860	\$4,070		\$11,840			\$37,000
TDA [3]	\$36,180	\$61,318	\$6,454			\$64,546	\$12,908												\$181,406
DMV [4]								\$23,831											\$23,831
Local Funds [5]							\$2,700								\$4,000				\$6,700
FHWA PL [6]																	\$27,650	\$13,500	\$41,150
Measure G [7]										\$12,425									\$12,425
TOTAL	\$36,180	\$61,318	\$25,916	\$33,060	\$52,238	\$96,546	\$15,608	\$23,831	\$10,020	\$12,425	\$70,450	\$15,000	\$58,860	\$10,070	\$4,000	\$29,840	\$27,650	\$13,500	\$596,512

[1] Rural Planning Assistance, State funds.
 [2] Planning, Programing, & Monitoring.
 [3] Transportation Development Act, State funds.
 [4] Department of Motor Vehicles, Local funds.
 [5] Local Funds: ALUC project review fees, Vanpool Program collected lease fees, and local match funds (i.e. in-kind staff time).
 [6] Federal Highway Administration Planning Funds, Federal funds allocated to AMBAG for San Benito planning.
 [7] Local tax measure funds.

Figure 8: OWP Financial Table

CHAPTER 6: PLANNING PROGRAM FOR FISCAL YEAR 2023/2024

Work Element Summary

This section of the Overall Work Program describes the specific planning tasks (Work Elements), which will be conducted by the Council of Governments (COG), Local Transportation Authority (LTA), Measure A Authority (MEA), Airport Land Use Commission (ALUC), and the Service Authority for Freeways and Expressways (SAFE) during the 2023/2024 Fiscal Year. The Work Elements identify specific tasks, products, budget, and staffing related to each project.

Work Element	Description	Page No.
Category 100: Coordination and Information		
101	Transportation Development Act Administration	29
102	Program Administration and Management	31
103	Overall Work Program	32
104	Public Participation	34
105	Regional Coordination	36
106	Transit System Planning and Administration	41
107	Airport Land Use Commission	44
108	Emergency Motorist Aid System – SAFE	46
109	Metropolitan Planning and Programming	47
110	Measure G Implementation	49
Category 200: Transportation Plan Updates		
201	Regional Transportation Plan	53
Category 300: Short Range Planning		
301	Bikeway and Pedestrian System Planning and Promotion	56
302	Road System Planning and Programming	58
303	Transportation System Modeling	61
304	Regional Rideshare Program	62
305	Regional Transportation Improvement Program	63
Category 400: Special Studies		
404	Zero-Emission Bus and Infrastructure Analysis Plan (Placeholder)	65
Association of Monterey Bay Area Governments (AMBAG) Work Elements Partially funded by COG:		
624	San Benito County Regional Transportation Planning	
642	San Benito Transportation Improvement Program	

Category 100: Coordination and Information

Work Element 101: Transportation Development Act Administration

Lead Agency: Council of Governments

Project Managers: Norma Rivera, Administrative Specialist

Veronica Lezama, Transportation Planning Manager



Objective

To administer the requirements of the Transportation Development Act (TDA) in compliance with the statutes and the California Code of Regulations. The TDA of 1971, was enacted by the California Legislature to improve existing public transportation services and encourage regional transportation coordination. It provides funding to be allocated to transit and non-transit related purposes that comply with regional transportation plans.

Previous and Ongoing Work

COG has been responsible for TDA administration since 1974. These funds support COG program administration, public transit operations, bicycle and pedestrian projects, and maintenance of local streets and roads. Under the TDA, COG is also responsible for carrying out the annual Unmet Transit Needs hearings, annual financial audit, and the performance triennial audit. The most recent triennial performance audit report (2018/19, 2019/20, and 2020/21 Fiscal Years) was adopted in June of 2022. The next Triennial Performance Audit will cover the 2021/2022, 2022/2023, and 2023/2024 period.

Work Element 101 Funding Source				Amount
Transportation Development Act (TDA)				\$36,180
Total				\$36,180
	Task	Deliverable	Deadline	Responsible Party
1.	Allocate TDA funds consistent with state and COG policies.	<ul style="list-style-type: none">Resolutions allocating funds.Assist local agencies with funding requests.Track funding expenditures and balances	June 30, 2024	COG
2.	Monitor changes in TDA statutes. Advise local jurisdictions, transit operators, and COG Board of changes to the TDA.	<ul style="list-style-type: none">Staff reportsMemos	Quarterly	COG

3.	Conduct the annual TDA Financial Audit.	<ul style="list-style-type: none"> • Hire independent auditor. <ul style="list-style-type: none"> – Request for Proposals – Contract • Annual Financial Audit Report • Prepare for Implementation of audit recommendations 	June 2024	COG
4.	Conduct the annual Unmet Transit Needs process.	<ul style="list-style-type: none"> • Bilingual newspaper notice • Meeting/Hearing flyers • One bilingual public hearing/meetings • Onboard bus interviews with bus riders • Draft Report to Caltrans • Unmet Transit Needs draft report presented to the Social Services Transportation Advisory Council and COG Board • Final Report to COG Board • Report deadline to Caltrans • LTA starts planning the implementation of transit recommendation 	<p>January 2024</p> <p>February 2024</p> <p>February 2024</p> <p>February 2024</p> <p>February 2024</p> <p>March 2024</p> <p>March 2024</p> <p>May 2024</p> <p>August 2024</p> <p>June 2024</p>	COG/LTA
5.	Facilitate and monitor activities of the Social Services Transportation Advisory Council (SSTAC).	<ul style="list-style-type: none"> • Meeting agendas, minutes • Staff reports, presentations • Member recruitments 	Quarterly	COG

Work Element 102: Program Administration and Management

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and Monica Gomez; Secretary



Objective

To manage, support, coordinate, and administer COG’s planning program in compliance with state and federal regulations.

Previous and Ongoing Work

This work element is a continuing activity of COG; it includes Board and committee meetings. This work element is intended to cover all of the day-to-day administrative duties of the agency and the governing Board of Directors.

Work Element 102 Funding Source				Amount
Transportation Development Act (TDA)				\$61,318
Total				\$61,318
	Task	Deliverable	Deadline	Responsible Party
1.	Conduct monthly COG Board meetings in hybrid format, in-person and on the Zoom platform.	<ul style="list-style-type: none"> • Agenda, Staff reports • Meeting minutes • Presentations • Board payments • Website updates • Legal coordination 	Monthly	COG
2.	Conduct monthly Technical Advisory Committee and Bicycle and Pedestrian Advisory Committee meetings.	<ul style="list-style-type: none"> • Agendas, minutes • Staff reports, presentations • Meeting minutes • Website updates 	Monthly	COG
3.	Prepare budget reports for Board review and approval.	<ul style="list-style-type: none"> • Budget hearings • Technical reports • Quarterly budget reports • Final budget 	March-June 2024	COG
4.	Update COG Bylaws, Rules, and Regulations.	<ul style="list-style-type: none"> • Bylaws/rules and regulations 	Annually	COG

Work Element 103: Overall Work Program

Lead Agency: Council of Governments

Project Manager: Veronica Lezama; Transportation Planning Manager and

Norma Rivera; Administrative Services Specialist



Objective

To prepare COG’s annual Overall Work Program in accordance with Caltrans’ Regional Planning Handbook, a reference manual for administering Overall Work Programs and specific transportation planning funds.

Previous and Ongoing Work

This Work Element is a continuing activity of COG. Each fiscal year, COG prepares an Overall Work Program which describes the planning activities that the agency will perform in the upcoming year, in accordance with established policies.

Work Element 103 Funding Source				Amount
Rural Planning Assistance (RPA)				\$19,462
Transportation Development Act (TDA)				\$6,454
Total				\$25,916

	Task	Deliverable	Deadline	Responsible Party
1.	Closing out of the previous Overall Work Program. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Completes and signs the Grant Program Close-Out Report form (RPA) • Reviews the final Request for Reimbursement (RPA) • Sends copies to Caltrans Office of Regional Planning (RPA) 	July 2023 July 2023 July 2023	COG
2.	Prepare OWP staff assignments and project schedule. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • OWP staff assignments (RPA) • OWP Schedule (RPA) 	December 2023	COG
3.	Provide Draft OWP to COG Board for comment and submittal to Caltrans for comment. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Staff reports (RPA) • Draft OWP (RPA) 	February 2 024	COG

4.	Provide Draft OWP to Caltrans for comment. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Draft OWP (RPA) 	March 1, 2024	COG/Caltrans
5.	OWP coordination and consultation with AMBAG, Federal Highway Administration (FHA), Federal Transit Administration, and Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Annual Meeting (RPA) 	April 2024	AMBAG
6.	Prepare Draft OWP for public review. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Draft OWP (RPA) 	April 2024	COG
7.	Update the Draft OWP per Caltrans and public comments. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Draft OWP update (RPA) 	May 2024	COG
8.	Final OWP to Board for adoption. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Final OWP (RPA) 	June 2024	COG
9.	Submit final OWP to Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Final OWP & agreement (RPA) Certificates & Assurances (RPA) FHWA RTPA Certification (RPA) State Certification (RPA) 	June 2024	COG
10.	Quarterly Progress Reports. Funded with Rural Planning Assistance (RPA)	<ul style="list-style-type: none"> Track expenses (RPA) Track employee time studies (RPA) Prepare and submit Progress Reports to Caltrans (RPA) 	June 2024 Monthly Quarterly	COG
11.	Process OWP invoices to Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Submittal of funding and grant invoices to Caltrans (RPA) Time studies (RPA) 	Quarterly	COG
12.	Prepare OWP amendments. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Amendments (RPA) OWP Agreements (RPA) 	Quarterly	COG

Work Element 104: Public Participation

Lead Agency: Council of Governments

Project Manager: Planning Staff



Objectives

To enhance public knowledge, understanding and participation in the state and regional transportation planning process as required by the federal transportation bill.

Previous and Ongoing Work

COG holds public hearings and meetings throughout the year to receive information and gather input on projects and planning activities. COG provides technical data and assistance regarding federal and state programs, traffic volumes, and finances to interested members of the public and organizations, including traditional and nontraditional stakeholders. COG also collaborates with AMBAG on its update to the Monterey Bay Area Public Participation Plan, which outlines public participation best practices for the Monterey Bay Area region.

Work Element 104 Funding Source				Amount
Rural Planning Assistance (RPA)				\$33,060
Total				\$33,060
	Task	Deliverable	Deadline	Responsible Party
1.	Hold public hearings and meetings to provide information and gather input and comments on COG’s various projects and work elements. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Online meetings (RPA) • Public meetings (RPA) • Public hearings (RPA) • Flyers, newsletters (RPA) • Social media updates (RPA) 	Monthly	COG
2.	Provide information, reports, and presentations to stakeholder groups to increase public awareness of regional issues and activities. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Consultant Contract (RPA) • Outreach Materials (RPA) • Website Update (RPA) 	Monthly	COG
3.	Provide technical data to interested members of the public and organizations on regional issues, as it relates to federal and state programs, traffic volumes, and financial data. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Technical data (RPA) • Reports (RPA) 	Upon request	COG/Caltrans

4.	Maintain up-to-date COG's website to inform the public about current and upcoming projects and activities.	<ul style="list-style-type: none"> • COG website 	Monthly	COG
5.	Prepare news releases, newsletters, social media posts, and public service announcements on key transportation issues and accomplishments.	<ul style="list-style-type: none"> • Press releases • Public service announcements 	Quarterly	COG/Caltrans
6.	Publicize COG Board meetings, including agendas, and staff reports. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Agendas (RPA) 	Monthly	COG
7.	Serve on various community organizational committees. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meetings (RPA) 	Monthly	COG
8.	Meet with community groups regarding key transportation issues. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Meetings (RPA) 	Quarterly	COG/Caltrans

Work Element 105: Regional Coordination

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and Planning Staff



Objectives

Improve coordination among local jurisdictions and regional partners on issues of concern, to serve as a coordinating agency for dissemination of technical information regarding federal and state guidelines and programs. COG insures that regional transportation planning activities are responsive to federal and state requirements and are coordinated with other planning efforts at the local, regional, state, and federal levels. Provide for effective interaction with staffs and policy boards of other agencies involved with transportation, land-use, air quality, and related planning activities.

Previous and Ongoing Work

This work element consists of coordination with various local, regional, state, and federal agencies. In 1993, a Memorandum of Understanding between the COG, Caltrans, and the Association of Monterey Bay Area Governments was adopted for meeting the federal transportation bill requirements related to Metropolitan Planning Organization boundaries, planning and programming for non-attainment⁷ areas.

Other ongoing work includes collaborating with the Santa Clara County Valley Transportation Authority on the San Benito/Santa Clara Mobility Partnership, which is tasked with reviewing the operational continuity of the highway transportation system between Santa Clara and San Benito Counties.

COG continues to also partner with the Central Coast Coalition, which is comprised of the six regional transportation planning agencies and metropolitan planning organizations for the counties of Monterey, San Benito, San Luis Obispo, Santa Barbara, and Santa Cruz who are committed to making multi-modal investments and improving infrastructure along the Central Coast.

COG also coordinates at the state level with other Regional Transportation Planning Agencies and COGs through participation at various statewide groups, including the California Regional Transportation Planning Agencies (CalRTPA) working group and the Rural Counties Task Force.

⁷ A non-attainment area is an area considered to have air quality worse than the National Ambient Air Quality Standards as defined in the Clean Air Act Amendments of 1970.

Work Element 105 Funding Source				Amount
Rural Planning Assistance (RPA)				\$43,358
Planning, Programming, and Monitoring (PPM)				\$8,880
Total				\$52,238
	Task	Deliverables	Deadline	Responsible Party
1.	Attend Rural County Task Force and California Regional Transportation Agency meetings. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Meeting notes (RPA) Staff updates 	Bi-monthly	COG
2.	California Regional Transportation Planning Agencies (CalRTPA). Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Attend meetings (RPA) Distribute information (RPA) to TAC, COG staff 	Monthly	COG
3.	Participate in meetings of the San Benito/Santa Clara Mobility Partnership. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Agendas (RPA) Meetings (RPA) Correspondence (RPA) 	Every other monthly	COG/VTA/ Caltrans
4.	Central Coast Coalition. Participate in activities to improve regional travel, such as attending Central Coast Coalition meetings. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Legislative Day (RPA & PPM) Letters (RPA & PPM) Meeting notes. (RPA & PPM) Correspondence. (RPA & PPM) 	Annual	COG
5.	COG Technical Advisory Committee (TAC) meeting agenda items coordination with AMBAG and Caltrans. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Meetings (PPM) Staff reports (PPM) Presentations (PPM) Technical documents (PPM) 	Monthly	COG
6.	Regional Growth Forecast monitoring and information dissemination. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Review technical documents and provide comments to AMBAG for consistency with 	Biennial	AMBAG COG

		<p>local planning efforts. (RPA)</p> <ul style="list-style-type: none"> • Participate in meetings with AMBAG and local planning directors to ensure maximum collaboration. (RPA) • Provide updates to local jurisdiction staff as needed in conjunction with AMBAG. (RPA) 		
7.	<p>Review and participate in the development of technical studies and programs of regional significance. Funded with Planning, Programming, and Monitoring (PPM).</p>	<ul style="list-style-type: none"> • Collaborate with AMBAG on various planning grant opportunities. (PPM) • Attend meetings associated with awarded planning studies that benefit the region as a whole. (PPM) • Utilize planning studies to improve planning efforts, such as: the Public Participation Plan updates, Monterey Bay Area Coordinated Public Transit Human Services Transportation Plan, Rural Transit Plan, etc. (PPM) 	Monthly	<p>AMBAG COG Caltrans</p>

8.	Coordinate with local jurisdictions to mitigate transportation impacts resulting from land-use decisions. Review and comment on the transportation and land use element of proposed developments to ensure maximum efficiency in the regional transportation network. Funded with Planning, Programming, and Monitoring (PPM).	<ul style="list-style-type: none"> • Development Review Committee, Planning Commission meetings Comment letters. (PPM) • Technical data. (PPM) 	Monthly	COG
9.	Review transportation related governmental planning, policy, legislation, ordinances, etc. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Comment on local General Plan Circulation Elements. (RPA) • Ensure local plans are consistent with the adopted San Benito Regional Transportation Plan (RPA) • Review and comment on local transportation plan. (RPA) 	Annually	COG
10.	Coordinate with local jurisdictions on grant opportunities and project to plan for and develop policies to enhance the transportation network. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Grant applications (RPA) • Technical data (RPA) 	Monthly	COG/Caltrans
11.	Collaborate with partners on issues surrounding goods movement. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings (RPA & PPM) 	Monthly	COG/Caltrans
12.	Coordinate with local jurisdictions, CHP, and Caltrans to improve truck routes-enhancing the movement of agricultural goods. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings (RPA & PPM) • Correspondence (RPA & PPM) 	Annually	COG/Caltrans
13.	Research methods to reduce vehicle miles traveled and promote alternative modes of transportation. Promote San Benito Rideshare Program. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Rideshare Matchlist (RPA) 	Monthly	COG

		<ul style="list-style-type: none"> • Ridesharing campaigns (RPA) • Ridesharing materials and website updates. (RPA) • Technical documentation (RPA) 		
14.	Participate with AMBAG to identify and seek out non-traditional funding for priority projects. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meeting notes (RPA & PPM) • Grant applications (RPA & PPM) 	Monthly	COG
15.	Staff support to procure and manage contract with a qualified professional service to update the Transportation Impact Mitigation Fee (TIMF) program consistent with the CEQA threshold for SB 743. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Professional Services Contract • Regional Traffic Impact Mitigation Fee Nexus Study 	June 30, 2024	COG
16.	Participation in a Regional Working Group to discuss freight-related priorities, issues, projects, and funding needs on the Central Coast. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	Meeting notes, correspondence. (RPA & PPM)	Biannually	COG & Caltrans

Work Element 106: Transit System Planning and Administration

Lead Agency: Local Transportation Authority

Project Manager: Regina Valentine, Transportation Planner



Objective

To develop and maintain a comprehensive regional transit system that will serve the needs of county residents, with particular emphasis on serving transit dependent populations and improving the transit component of the multimodal transportation network.

Previous and On-going Work

LTA staff continues to collaborate with COG in preparing funding and grant applications for Federal Transit Administration and Caltrans funds. Funds include operational, capital and planning activities for County Express and Specialized Transportation services. Funding for the monitoring and preparation of such applications is funded through the Local Transportation Fund.

Staff will continue various activities that would include improve current bus service levels and the size of its vehicle fleet, service efficiency, increase accessibility of services, and develop a flexible plan for the future of its public transportation services.

Work Element 106 Funding Source				Amount
Rural Planning Assistance (RPA)				\$32,000
Transportation Development Act (TDA)				\$64,546
Total				\$96,546
	Task	Deliverables	Deadline	Responsible Party
1.	Communicate with Association of Monterey Bay Area Governments (AMBAG), Caltrans, and the Valley Transportation (VTA) to help ensure regional transit planning coordination. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Meetings (RPA) Comments (RPA) Plans (RPA) 	Quarterly	LTA
2.	Coordinate with COG during the Unmet Transit Needs process. ⁸	<ul style="list-style-type: none"> Attend all public meetings. Comment on draft reports Assist in the distribution of flyers on social media, buses, 	December 2023 - June 2024	LTA

⁸ See Work Element 101

		<p>and throughout the community.</p> <ul style="list-style-type: none"> • Assist with response to comments received. • Work on the implementation of Board approved recommendations 		
3.	Ensure project consistency with Regional Transportation Plan (RTP) policies for improved access to elderly and disabled individuals. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Project comments. (RPA) • Input on Transit RTP narrative and projects. (RPA) 	Monthly	LTA
4.	Work with the Social Services Transportation Advisory Council (SSTAC) to ensure that transportation planning and programming considers and incorporate the needs of the elderly, disabled, and low-income communities.	<ul style="list-style-type: none"> • Staff reports • Planning & Programming documents • Presentations • Grant Applications & Budgets 	Quarterly	LTA
5.	Prepare planning grant applications for feasibility studies and implementation plans for various types of transit services; work done with grants from successful applications may be performed under separate work elements. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Grant Applications (RPA) • Capital, Operational & Planning Grants. (RPA) 	As Necessary	LTA
6.	Conduct Transit Needs Assessments and prepare Transit Development Plans and Marketing Plans as appropriate.	<ul style="list-style-type: none"> • Needs Assessments • Development & Marketing Plans 	Monthly	LTA
7.	Identify funding sources for and implementing the Accessible Connections Promoting Active Transportation: A Bus Stop Improvement Plan. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Grant Applications (RPA) • Implementation of bus stop amenities (i.e., benches, signs, etc. (RPA) 	Quarterly	LTA
8.	Implement 2022 Short-Range Transit Plan recommendations. Funded with Rural Planning assistance (RPA).	<ul style="list-style-type: none"> • Project and service implementation, per funding availability (RPA) 	Quarterly	LTA
9.	Identify funding sources for and implementing the Intelligent Transportation Systems (ITS) Technology for the 21 st Century:	<ul style="list-style-type: none"> • Grant Applications • ITS improvements, per funding availability 	Quarterly	LTA

	Using Technology to Improve Safety and Efficiency of San Benito County's Transit System Plan.	<ul style="list-style-type: none"> • Monitor Electronic fare media (i.e., Token Transit) • Monitor RouteMatch dispatch software 		
10.	Implement and update as required the Federal Transit Administration (FTA) mandated Transit Asset Management Plan.	<ul style="list-style-type: none"> • Transit Project List of existing and projected needs (i.e., vehicles, equipment, etc.) • Project Schedule • Transit project needs shall be evaluated, and project will be implementation, per funding availability. • Monitor and process Plan Updates 	Quarterly	LTA
11.	Manage LTA's County Express and Specialized Transportation public transportation operations contracts.	<ul style="list-style-type: none"> • Monthly Operator Meetings to address system improvements and complaints. • System Performance Review & Reports for Board and Committee review. • Contractor Coordination • Attend driver safety meetings. 	Monthly	LTA

Work Element 107: Airport Land Use Commission

Lead Agency: San Benito County Airport Land Use Commission

Project Manager: Veronica Lezama, Transportation Planning Manager



Objective

The role of the San Benito Airport Land Use Commission (ALUC) is to ensure the orderly expansion of the land surrounding the public use airports, Hollister Municipal Airport and Frazier Lake Airpark, by guiding future development.

Previous and Ongoing Work

In 2012, the ALUC adopted the Hollister Municipal Airport Land Use Compatibility Plan. The basic function of this Compatibility Plan is to promote compatibility between Hollister Municipal Airport and the land uses surrounding it to the extent that these areas have not already been devoted to incompatible uses. In 2019, ALUC adopted the Airport Land Use Compatibility Plan for Frazier Lake Airpark.

Airport Land Use Commission staff will continue to conduct development reviews, that are referred by the City of Hollister and County of San Benito, for compatibility determinations and ensure that the local General Plans are made consistent with the Compatibility Plan.

Work Element 107 Funding Source				Amount
Transportation Development Act (TDA)				\$12,908
Local Fees: Airport Land Use Commission Application Fees				\$2,700
Total				\$15,608
	Task	Deliverable	Deadline	Responsible Party
1.	Conduct Site and Architectural Reviews in accordance with the 2012 Hollister Municipal Airport Land Use Compatibility Plan.	<ul style="list-style-type: none"> Staff report, maps, comment letters, presentations 	Monthly	ALUC
2.	Conduct Site and Architectural Reviews in accordance with the Frazier Lake Airpark’s Comprehensive Land Use Plan.	<ul style="list-style-type: none"> Staff report, maps, letters, and presentations 	Monthly	ALUC
3.	Coordinate with the GIS analyst for precise project reviews and mapping.	<ul style="list-style-type: none"> GIS mapping 	Monthly	ALUC
4.	Review environmental documents (i.e., Initial Studies, Environmental Impact Reports, etc.).	<ul style="list-style-type: none"> Comment letter 	Monthly	ALUC
5.	Refer projects to the FAA for review.	<ul style="list-style-type: none"> Correspondence 	Monthly	ALUC/FAA

6.	Coordinate with Caltrans Division of Aeronautics for topics related to engineering, land use, noise, environment, and compatible land use planning.	<ul style="list-style-type: none"> Attend Caltrans sponsored training. Submit draft and final Compatibility plan amendments or updates to Caltrans Department of Aeronautics for review 	Monthly	ALUC/Caltrans
7.	Administer ALUC Fee Structure.	<ul style="list-style-type: none"> Invoices 	Monthly	ALUC
8.	Attend the California Airport Land Use Consortium (Cal-ALUC).	<ul style="list-style-type: none"> Attend workshops 	Annual	ALUC
9.	Process amendments and updates to the Airport Land Use Compatibility Plans for the Hollister Municipal Airport and Frazier Lake Airpark.	<ul style="list-style-type: none"> Amendments Resolutions Staff reports 	Annually	ALUC/Caltrans

Work Element 108: Emergency Motorist Aid System - SAFE

Lead Agency: Service Authority for Freeways and Expressways

Project Manager: Veronica Lezama, Transportation Planning Manager



Objective

The objective is to maintain the Emergency Motorist Aid System within San Benito County, which including maintenance and monitoring of call boxes.

Previous and Ongoing Work

In 1998, the Council of San Benito County Governments established the San Benito County Service Authority for Freeways and Expressways (SAFE) to administer the \$1 vehicle registration fee collected by the Department of Motor Vehicles for operating a Motorist Aid Program in San Benito County. Specifically consisting of an Emergency Call Box that include 40 call boxes, which help motorists in distress by providing a direct connection to the Monterey County California Highway Patrol communications center. The motorist aid system operates along major roadways throughout the State.

Work Element 108 Funding Source				Amount
Department of Motor Vehicles (DMV)				\$23,831
Total				\$23,831
	Task	Deliverable	Deadline	Responsible Party
1.	Work with Caltrans and the CHP on call box operations.	<ul style="list-style-type: none"> • Encroachment permits. • CHP, Verizon Wireless and AT&T administration 	Monthly	SAFE
2.	Work with call box maintenance service provider to maintain the call boxes.	<ul style="list-style-type: none"> • Maintenance • Reports • Contracts & amendments 	Quarterly	SAFE/ Contractor
3.	CHP Agreement for emergency call box answering services.	<ul style="list-style-type: none"> • Agreement & Resolution 	Triennially	SAFE
4.	Participate in statewide CalSAFE meetings.	<ul style="list-style-type: none"> • Meetings & presentations 	Annually	SAFE
5.	Track DMV collection of funds for budget.	<ul style="list-style-type: none"> • Budget reports 	Quarterly	SAFE

Work Element 109: Metropolitan Planning and Programming

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and
Veronica Lezama; Transportation Planning Manager



Objective

To work with the Metropolitan Planning Organization, Monterey Bay Area Governments (AMBAG) is required to produce a long range (20+ years) Metropolitan Transportation Plan (MTP) that maintains the region’s eligibility for transportation assistance. The MTP is built on a set of integrated policies, strategies, and investments to maintain and improve the transportation system to meet the diverse needs of the region. AMBAG coordinated the development of the MTP with the Regional Transportation Planning Agencies in San Benito, Monterey, and Santa Cruz Counties and organizations having an interest in or responsibly for transportation planning and programming.

Another objective is to continue work with AMBAG on program development, and adoption of regionally significant or federally funded transportation projects for inclusion in the Metropolitan Transportation Improvement Program (MTIP) through amendments and updates. The MTIP is a four-year program of surface transportation projects that receive federal funds, are subject to a federally required action, or are regionally significant.

Previous and Ongoing Work

The Association of Monterey Bay Area Governments (AMBAG) updates the MTIP every two years and is currently preparing the MTIP for FFY 2023 to FFY 2026. AMBAG works closely with the San Benito COG in the development of the MTIP. COG, on behalf of the San Benito region, submits project updates for inclusion into the MTIP.

Work Element 109 Funding Source				Amount
Rural Planning Assistance (RPA)				\$6,000
Planning, Programming, and Monitoring				\$4,020
Total				\$10,020
	Task	Deliverable	Deadline	Responsible Party
1.	Consult with the local jurisdictions to include projects in the Metropolitan Transportation Improvement Program (MTIP). Projects that are regionally significant or have been approved by COG, Caltrans, and/or other agencies for Federal transportation funds are included in the Federal	<ul style="list-style-type: none"> Identify <i>regionally significant</i> projects and those funded with federal funds. (RPA & PPM) 	Monthly	COG/AMBAG

	<p>Transportation Improvement Program (FTIP). The FTIP for the Monterey Bay Area is prepared by AMBAG and is called the Monterey Bay Metropolitan Transportation Improvement Program (MTIP). Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).</p>	<ul style="list-style-type: none"> • Assist local jurisdictions with project applications (i.e., meetings and coordination) (RPA & PPM) • Amendments (RPA & PPM) 		
2.	<p>Federal Obligation Authority Plan. Federal legislation requires AMBAG to publish an annual listing of obligated transportation projects for which Federal funds have been given in the prior year. COG coordinates this effort with local agencies that received federal funds for their projects. Funded with Rural Planning Assistance (RPA).</p>	<ul style="list-style-type: none"> • List federally funded projects obligated within the requested time frame (RPA) 	Annually	COG/AMBAG

Work Element 110: Measure G Implementation

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director



Objective

This Work Element addresses the implementation of the voter approved Measure G, the San Benito County Transportation Safety, and Investment Plan. COG, as the Regional Transportation Planning Agency is responsible for ensuring that funds are apportioned, allocated, and expended according to the Measure G Ordinance 2018-01 and the Expenditure Plan. The detailed Plan outlines the most pressing needs and a prudent solution to address them with a 1 percent sales tax over the next 30 years to ensure a stable source of local funding for the San Benito County region. Rural Planning Assistance funds will not be used for this Work Element.

Previous and Ongoing Work

On November 6, 2018, San Benito County voters passed Measure G, the San Benito County Roads and Transportation Safety and Investment Plan. Measure G funds will be used to implement needed Highway 25 improvements, local street and road maintenance, new local roads, transit improvements (for youth, seniors, students, and people with disabilities) pedestrian, and bicycle safety improvements.

Work Element 110 Funding Source				Amount
Measure G funds				\$12,425
Total				\$12,425
	Task	Deliverable	Deadline	Responsible Party
1.	Program Administration			
a.	Measure G Administrative Tasks Provide for cost-effective administration of the program through the Council of San Benito County Governments.	<ul style="list-style-type: none"> Board agendas, minutes, special meetings, presentations, staff reports 	Monthly	COG

b.	Monitor COG policies and guidelines and update them as necessary to ensure sound implementation of Measure G.	<ul style="list-style-type: none"> Guidelines updates Policies updates Produce, maintain, and update agreements with local agencies for funding allocations. Amendments 	<p>Continuous Continuous Continuous</p> <p>Continuous</p>	COG
2. Financial Management				
a.	Receive funds from State Board of Equalization.	<ul style="list-style-type: none"> Payments received 	Quarterly	COG
b.	Produce reports of funding availability. Reports to include formula distributions for each category of projects and implementing agency.	<ul style="list-style-type: none"> Revenue reports Presentations Local agency meetings 	Continuous	COG
c.	Distribute the funds to local agencies and projects in accordance with Measure G (COG Ordinance 2018-01).	<ul style="list-style-type: none"> Funding requests Process payments 	Quarterly	COG
d.	Produce and publish annual reports and audit reports per Measure G ordinance. This work will include analyzing funds receipts, producing reports, and audit the use of the funds.	<ul style="list-style-type: none"> Secure Independent Audit Contractor <ul style="list-style-type: none"> Request for Proposals Contract Project funding and data collection Board meeting updates Website updates 	<p>Annually</p> <p>Continuous</p> <p>Continuous Continuous</p>	COG

3. Measure G Project Management				
a.	<p>Tier I: Highway 25 expressway Conversion Project Administration</p> <p>The project development process will span from planning to construction and will include the following multi-year processes.</p>	<ul style="list-style-type: none"> • Funding agreements with Caltrans • Project Management <ul style="list-style-type: none"> – Project Development – Team meetings – Agendas – Reports • Process project expenditures • Board reports <ul style="list-style-type: none"> – Presentations – Staff reports – Agendas – Minutes – Website updates • Financial allocations and invoices • Consultant contracts • Process project funding updates in AMBAGs Transportation Improvement Program • Funding requests 	<p>As necessary</p> <p>Monthly/Bi-monthly</p> <p>Continuous</p> <p>Monthly</p> <p>Continuous</p> <p>As necessary</p> <p>As necessary</p> <p>As necessary</p>	COG/Caltrans
b.	<p>Tier II: Local Project Administration</p> <ul style="list-style-type: none"> • Local Street and Road Maintenance • New roadways <p>Administer funds through the approved process to apportion and allocate local controlled funds to the City of Hollister, City of San Juan Bautista, and County of San Benito according to Measure G Ordinance and the Expenditure Plan. Review reports submitted by all agencies</p>	<ul style="list-style-type: none"> • Project Performance Management • Process and monitor local agency funding allocations and balances 	<p>Continuous</p> <p>Continuous</p>	COG

	to tracking projects, costs, timelines, and completion dates.			
c.	Tier III: Other Categories <ul style="list-style-type: none"> Public Transit Bicycle and Pedestrian Projects 	<ul style="list-style-type: none"> Project Performance Management Board Meetings LTA project oversight Process and monitor local agency funding allocations and balances 	Continuous Monthly Continuous Continuous	COG/LTA
4.	Implement bilingual outreach plan to inform voters on the use Measure G funds. Update the public with news regarding projects, programs, and actions taken as part of the implementation of Measure G.	<ul style="list-style-type: none"> Press releases Fact sheets Website and social media updates Public meetings, hearings, presentations 	Continuous	COG
5.	Hold meetings with the Citizens Oversight Committee (COC) in accordance with Measure G ordinance.	<ul style="list-style-type: none"> Member recruitment (i.e., applications, bylaws, appointments) Meeting agendas, reports, presentations, minutes Project updates Annual financial audit report 	Annually Quarterly Quarterly Annually by fiscal year	COG

Work Element 201: Regional Transportation Plan

Lead Agency: Council of Governments

Project Manager: Binu Abraham; Executive Director and
Veronica Lezama, Transportation Planning Manager



Objective

To update and maintain a Regional Transportation Plan, including both short range and long-range elements, which is responsive to regional goals and policies and consistent with state and federal planning guidelines and requirements (i.e., California Transportation Commission Regional Transportation Plan Guidelines).

Previous and Ongoing Work

Previous work includes the development and adoption of the Regional Transportation Plan (RTP) every four years. The 2045 Regional Transportation Plan was adopted by the COG Board on June 16, 2022. Planning work for the next RTP update is schedule to initiate in 2023.

Work Element 201 Funding Source			Amount
Rural Planning Assistance (RPA)			\$67,120
Planning, Programming, and Monitoring (PPM)			\$3,330
Total			\$70,450
Task	Deliverable	Deadline	Responsible Party
1. Implementation of the 2045 San Benito Regional Transportation Plan (RTP). Funded with Rural Planning Assistance (RPA) & Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Monitor delivery of projects. (RPA & PPM) Amendments. (RPA & PPM) 	June 30, 2024	COG
2. Monitor updates and amendments to the RTP Guidelines. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Comments (RPA & PPM) 	Annually	AMBAG/COG
3. Professional Development. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Attend trainings and conferences, as appropriate, to enhance knowledge and skills to 	Monthly	COG

		benefit the RTP development carrying out the agency's mission.		
4.	Initiate update to the 2050 San Benito Regional Transportation Plan.	<ul style="list-style-type: none"> • Develop RTP schedule • AMBAG coordination meetings • COG staff level meetings • Initiate discussions with local agencies on their RTP project list 	<p>July 2023</p> <p>July 2023</p> <p>July 2023</p> <p>March 2024</p>	

Category 300: Short Range Planning

Work Element 301: Bikeway and Pedestrian System Planning and Promotion

Agency: Council of Governments

Project Manager: Veronica Lezama, Transportation Planning Manager



Objective

Plan for a comprehensive regional bikeway and pedestrian system that promotes that serves the needs of county-wide residents, with particular emphasis on promoting walking and bicycling as an integral part of the transportation network.

Previous Work and Ongoing Work

The Council of San Benito County Governments (COG) provided technical assistance to the Cities and County’s Active Transportation Program grant applications. COG also successfully nominated the Hollister SR 25 /Pinnacles National Park Highway Beautification Project to the California Department of Transportation (Caltrans) for inclusion in the Clean California Program. The Hollister SR 25 /Pinnacles National Park Highway Beautification Project and the Washington Street Bridge Pedestrian Enhancements Project were awarded Clean California Program funding in 2022. Implementation and construction of the two projects will take place through the year 2024.

Work Element 301 Funding Source				Amount
Rural Planning Assistance (RPA)				\$15,000
Total				\$15,000
	Task	Deliverable	Deadline	Responsible Party
1.	COG serves on the State of California Walk and Bike Technical Advisory Committee made up of external partners to provide regular strategic input and technical guidance on Caltrans’ complete streets and active transportation efforts.	<ul style="list-style-type: none"> Participate in meetings and discussions Review and comment on Caltrans developed technical reports 	June 2024	COG
2.	San Benito County Bikeway and Pedestrian Master Plan Implementation. Conduct planning activities to improve bikeway and pedestrian facilities. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Amendments (RPA) Local agency coordination (RPA) Funding applications support to local agencies (RPA) 	June 2024	COG
3.	Assist in planning of Safe Routes to School concepts. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Public outreach with schools and community partners (RPA) 	Quarterly	COG

4.	Provide planning assistance to local jurisdictions for implementation of Complete Streets concepts. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Planning and stakeholder meetings (RPA) • Attend County and City of Hollister Development Review Committees and provide development reviews comments. (RPA) 	Monthly	COG
5.	Provide grant application assistance to local jurisdictions. Funded with Rural Planning Assistance (RPA). Ensure that all transportation projects funded or overseen by Caltrans will provide comfortable, convenient, and connected complete streets facilities for people walking, biking, and taking transit or passenger rail unless an exception is documented and approved.	<ul style="list-style-type: none"> • Grant applications. (RPA) • Traffic Data, technical reports. (RPA) • Grant application review assistance. (RPA) • Letters of support. (RPA) • Public outreach. (RPA) 	Quarterly	COG
6.	Participate and attend local Safe Kids California San Benito Partners. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> • Outreach activities. (RPA) • Attend meetings. (RPA) • Lead event planning. (RPA) • Kids at the Park event planning and helmet fittings. (RPA) • Walk to School Day. (RPA) • Bicycle and pedestrian safety campaigns. (RPA) 	Monthly	COG

Work Element 302: Road System Planning and Programming

Lead Agency: Council of Governments

Project Manager: Binu Abraham, Executive Director



Objective

To plan for and finance improvements to and preservation of the road systems within the San Benito County region with the assistance of the Cities and County, Caltrans, and the Association of Monterey Bay Area Governments (AMBAG).

Previous and Ongoing Work

Continue to conduct traffic monitoring activities and technical studies on specific projects and coordination with Caltrans on regionally significant projects. COG allocated Measure G funding to the local Cities and County for maintenance of the local streets and roads in accordance with the voter approved Benito County Roads and Transportation Safety Investment Plan. COG submitted an allocation request to the California Transportation Commission (CTC) for a one-time allocation of the Coronavirus Response and Relief Supplemental Appropriations Act, 2021 (CRRSA Act) to the Cities and County.

COG distributes Surface Transportation Block Grant Program (STBG) funds, which provides flexible funding that may be used by localities for projects to preserve and improve the conditions on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals. COG also works with local jurisdictions to plan for local roadway improvements.

Work Element 302 Funding Source		Amount		
Rural Planning Assistance (RPA)		\$54,000		
Planning, Programming, and Monitoring (PPM)		\$4,860		
Total		\$58,860		
Task	Deliverable	Deadline	Responsible Party	
1. Assist local agencies with technical data and planning support on future street and road realignments and traffic circulation improvements. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none">• Technical data (RPA & PPM)• Comment letters (RPA & PPM)• Meetings (RPA & PPM)	Monthly	COG	

2.	Distribute Surface Transportation Block Grant Program (STBG) funds to the Cities and County, and to special projects based on COG Board approved policies. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Track STBG funding allocations and expenditures (RPA & PPM) • Special projects assessments (RPA & PPM) • Local agency funding request (RPA & PPM) application assistance (RPA & PPM) • Track invoicing (RPA & PPM) 	Monthly	COG
3.	Continue planning and monitoring of projects on the State Highway System. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Project development team meetings (RPA & PPM) 	Monthly	COG
4.	Initiate discussion on the Regional Transportation Impact Mitigation Fee Nexus Study update. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Meetings with local jurisdictions. (RPA & PPM) 	July 2022	COG
5.	Coordinate with Caltrans on Statewide planning efforts. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Coordinate and meet with California Transportation Commission staff and Board (RPA & PPM) • California Transportation Plan (RPA & PPM) • Transportation concept reports (RPA & PPM) • Statewide bicycle plans (RPA & PPM) • Statewide freight plans (RPA & PPM) • California State Rail Plan (RPA & PPM) 	Monthly June 2023	COG
6.	Coordinate with San Benito County on development to enhance GIS capabilities for Road System Planning. Funded	<ul style="list-style-type: none"> • GIS coordination (RPA & PPM) 	Quarterly	COG

	with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none">• Meetings (RPA & PPM)• Data review (RPA & PPM)		
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Work Element 303: Transportation System Modeling

Lead Agency: Council of Governments

Contact: Binu Abraham, Executive Director



Objective

Continue to coordinate with AMBAG to develop and refine the regional traffic model to enhance transportation planning activities.

Previous and Ongoing Work

Staff aided AMBAG in the development of its Regional Travel Demand Model. COG will continue to aid with AMBAG’s current model update process and for transit and goods movement studies. COG request periodic project review requests to AMBAG for processing in the Regional Travel Demand Model. Through the Regional Travel Demand Model, is designed to support long range transportation planning and programming decisions.

Work Element 303 Funding Source				Amount
Rural Planning Assistance (RPA)				\$6,000
Planning, Programming, and Monitoring (PPM)				\$4,070
Total				\$10,070
	Task	Deliverable	Deadline	Responsible Party
1.	Review Model Framework. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Comments to AMBAG (RPA & PPM) 	Annually	COG
2.	Model Impacts of Development while conducting update to the Regional Traffic Impact Fee Program. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Model analysis reports (RPA & PPM) 	Ongoing	COG
3.	Work with local jurisdictions to facilitate model Development. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Model development reports (RPA & PPM) 	Annually	COG

Work Element 304: Regional Rideshare Program

Lead Agency: Council of Governments

Project Manager: Veronica Lezama, Transportation Planning Manager



Objective

To provide a countywide program to foster ridesharing through the use of carpools, vanpools, bicycling, transit, walking, teleworking, and employer outreach programs. COG recognizes that these alternatives to driving alone can play a significant factor in reducing vehicle emissions, vehicle miles traveled, and improve sustainability.

Previous and Ongoing Work

The Rideshare Program is a continuing activity of COG since January 1987. Ongoing activities will include to providing Safe Routes to Schools outreach, bicycles, and pedestrian encouragement, planning of Bike Week and Kids at the Park events. Staff will also continue to serve as a partner agency to Safe Kids Coalition of San Benito County on various activities related to active transportation and safety.

Work Element 304 Funding Source				Amount
Local Funds				\$4,000
Total				\$4,000
	Task	Deliverable	Deadline	Responsible Party
1.	Use District 5's Active Transportation Plan to identify future projects for implementation.	<ul style="list-style-type: none"> Grant applications 	Annually	COG
2.	Data entry for carpool and vanpool.	<ul style="list-style-type: none"> Match list 	Daily	COG
3.	Administer Vanpool Program.	<ul style="list-style-type: none"> Process lease fees Administer driver applications Track maintenance records Process payments 	Daily	COG
4.	Serve as a member of the Safe Kids Coalition of San Benito County.	<ul style="list-style-type: none"> Coordination with partner agencies Bicycle & Ped. event planning 	Monthly	COG
5.	Promote annual Bike Week and Walk to School/Work Day events.	<ul style="list-style-type: none"> Promotional materials Helmets fittings 	May 2023	COG
6.	Promote public transit.	<ul style="list-style-type: none"> Marketing & promo campaigns Rider surveys 	Monthly	COG/LTA

Work Element 305: Regional Transportation Improvement Program

Lead Agency: Council of Governments

Project Manager: Binu Abraham, Executive Director



Objectives

Planning activities associated with the preparation of the State Transportation Improvement Program (STIP), including the Regional Transportation Improvement Program (RTIP) and the Transportation Alternatives Program.

The RTIP is a five-year planning and programming document that is adopted every two years (even years) and commits transportation funds to road, transit, bike, and pedestrian projects. Funding comes from a variety of federal, state, and local sources. Regional and local projects cannot be programmed or allocated by the California Transportation Commission without a current RTIP. Rural Planning Assistance (RPA) funds will not be used for Work Element 305.

Previous and Ongoing Work

This work element is a continuing activity. The primary objective of this work element is to:

- Ensure the RTIP is consistent with the Regional Transportation Plan (RTP) and the State Transportation Improvement Program (STIP) guidelines.
- Coordinate with statewide, regional, and local planning agencies for future projects.
- Amend existing RTIPs if projects have a change in scope, cost and/or delivery.
- Participate in quarterly STIP related meetings with Caltrans.
- Preparation of final RTIP and Manage and monitor RTIP Projects.

Work Element 305 Funding Source			Amount
Rural Planning Assistance (RPA)			\$18,000
Planning, Programming, and Monitoring (PPM)			\$11,840
Total			\$29,840
Task	Deliverable	Deadline	Responsible Party
1. Coordinate with statewide, regional, and local planning agencies for future projects. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> • Staff reports to committees/board. (RPA & PPM) • Coordination with Caltrans. (RPA & PPM) 	June 2023	COG

2.	Amend existing RTIPs if projects have a change in scope, cost and/or delivery. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Amendments, staff reports, resolutions, draft RTIP. (RPA & PPM) 	June 2023	COG
3.	Quarterly STIP meetings with Caltrans. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Provide project updates. (RPA) 	Quarterly	COG/Caltrans
4.	Manage and monitor RTIP Projects SR 156 Improvement Project. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> Track allocation & delivery (RPA & PPM) 	Annually	COG
5.	Attend planning meetings for STIP Guidelines updates. Funded with Rural Planning Assistance (RPA).	<ul style="list-style-type: none"> Meeting notes & staff reports (RPA) 	Monthly	COG
6.	Begin Preparation of 2024 Regional Transportation Improvement Program (RTIP) for submission to the California Transportation Commission. Funded with Rural Planning Assistance (RPA) and Planning, Programming and Monitoring (PPM).	<ul style="list-style-type: none"> 2024 RTIP (RPA & PPM) 	June 2023	COG

Work Element 404: Zero-Emission Bus and Infrastructure Analysis Plan (Placeholder)

Lead Agency: Local Transportation Authority

Project Manager: Regina Valentine, Transportation Planner

Project Objective: The purpose of this project is to assist LTA in implementing the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation by performing fleet, facilities, and operational analysis and creating a detailed plan to assist LTA in reaching a zero-emission bus fleet. The ICT regulation was adopted in December 2018 and requires all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040.

Previous and Ongoing Work: This Plan is consistent with the adopted Short Range Transit Plan, San Benito Regional Transportation Plan and AMBAG Metropolitan Transportation Plan/Sustainable Communities Strategy.

Work Element 404 Funding Source				Amount
Caltrans Planning Grant Request				\$225,000
Transportation Development Act (TDA)				Unknown
Total				\$225,000
Task	Deliverable	Deadline	Responsible Party	
1	This is a placeholder and will be completed if awarded.			
2				

AMBAG Work Elements Partially Funded by COG

Appendices



To be inserted prior to adoption

Appendix A

Certifications and Assurances

To be inserted prior to adoption

Appendix B

FHWA and FTA State and Metropolitan
Transportation Planning Process Self-Certification

To be inserted prior to adoption

Appendix C

Department of Transportation
Debarment and Suspension Certification

To be inserted prior to adoption

Appendix D

Overall Work Program Agreement

To be inserted after adoption

Appendix E

Resolution



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: State Route 152 Trade Corridor
Project

Agenda Item No. 10

Approved By: Binu Abraham, Executive
Director

Meeting Date: February 16, 2023

Recommendation:

APPROVE Letter of Support for the Valley Transportation Authority's Application for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Program Funds for the State Route 152 Trade Corridor Project.

Summary:

The SR 152 Trade Corridor Project has been identified as a priority project by the San Benito County/Santa Clara County Mobility Partnership. State Route 152 serves as a major east-west corridor connecting the San Francisco Bay Area Silicon Valley and northern San Benito County to the Central Valley.

Background/ Discussion:

The U.S. Department of Transportation has published a Notice of Funding Opportunity for \$1.5 billion in grant funding through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) discretionary grant program for 2023. The program helps communities around the country carry out projects with significant local or regional impact.

In October 2015, COG entered into a Memorandum of Understanding with the Santa Clara Valley Transportation Authority (VTA) to form a Mobility Partnership. The partnership between the two counties has provided a forum for elected officials in the two counties to provide direction on improvements in the areas of SR 25, SR 152, and US 101.

VTA will be submitting a funding proposal for the SR 152 Trade Corridor Project to the federal government for consideration of 2023 RAISE funds. If awarded, monies will be used to fund the Programmatic Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the Project. A programmatic environmental impact statement evaluates the effects of broad proposals or planning-level decisions that may include any or all of the following:

- A wide range of individual projects;
- Implementation over a long timeframe; and/or
- Implementation across a large geographic area.

The SR 152 Trade Corridor Project has been identified as a priority by the Mobility Partnership. The proposed envelope for the New Trade Corridor is approximately 3 miles south of the existing facility. Grant funds will be used to prepare the appropriate documents needed to identify a wide range of individual projects for further discussion and consideration by the Mobility Partnership and the general public.

Alternatives:

There are no alternatives to discuss as this is an informational report.

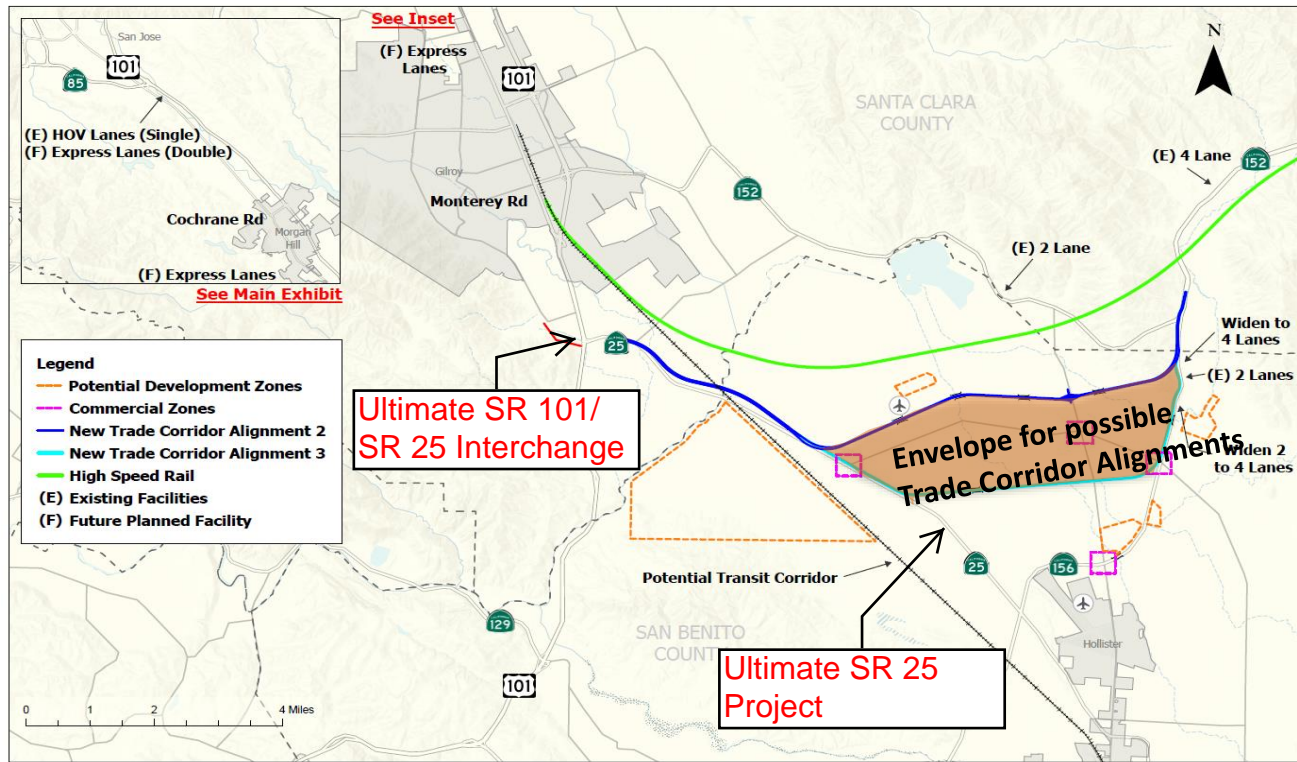
Financial Impact:

The 2023 RAISE grant request is for \$5.5 million to fund a Programmatic Environmental Impact Report/Environmental Impact Statement (EIR/EIS) for the SR 152 Trade Corridor Project, which will help progress work on the environmental studies.

Attachments:

1. SR 152 Trade Corridor Map
2. Letter of Support

New Trade Corridor (NTC)



Phase	Cost Estimate
PAED	\$35M
PS&E	\$60M
Construction & ROW	\$392M
Total Project Cost	\$540M



February 16, 2023

Chris Metzger, Project Manager
Santa Clara County Valley Transportation Authority
3331 N. First Street
San Jose, CA 95134

RE: Letter of Support for the SR 152 New Trade Corridor Project – Environmental and Conceptual Design

Dear Mr. Metzger:

The Council of San Benito County Governments (SBtCOG) supports the Valley Transportation Authority's (VTA) application of the SR 152 New Trade Corridor Project to receive funding for the RAISE Discretionary Grant Program through the U.S. Department of Transportation.

Over recent years, VTA, SBtCOG, and the Mobility Partnership (a joint elected officials committee comprised of members from the two counties) have developed and agreed upon a documented vision for where a New Trade Corridor would be located to provide a safe, reliable, sustainable, and equitable alternative to the existing facility. The new route is proposed to serve an existing demand in a safer, more reliable manner, and methods to promote GHG reduction (e-trucking; commuter carpooling and similar) are stated goals of the project adopted by the Mobility Partnership.

Furthermore, the existing 12-mile stretch is a two-lane, sub-standard winding road that includes 114 driveway intersections and 13 local road intersections. It has a high percentage of truck traffic serving the Salinas and Monterey County agricultural industry connecting to points to the east. It has increasing numbers of severe and/or fatal accidents over the last 5 years; and is used for commute and recreational traffic in increasing numbers.

Thank you for the opportunity to provide support for SR 152 New Trade Corridor Project.

Sincerely,

SBtCOG Chair

Council of San Benito County Governments (COG)

Local Transportation Authority • Airport Land Use Commission • Service Authority for Freeways & Expressways
330 Tres Pinos Road, Suite C7 • Hollister, CA 95023 • Phone: 831-637-7665
sanbenitocog.org



STAFF REPORT

Action

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: SR 25 Expressway Conversion Project

Agenda Item No. 11

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

APPROVE Strategy Proposal for the SR 25 Expressway Conversion Project.

Summary:

The staff is proposing to initiate a strategic planning process for the SR 25 Expressway Conversion Project.

Background/ Discussion:

On May 12, 2021, the Council of San Benito County Governments (COG) and Caltrans entered into a Cooperative Agreement for the SR 25 Expressway Conversion Project. Per the Cooperative Agreement, Caltrans is designated as the implementing agency for the completion of the environmental phase of the Project. The COG plays an important oversight role by providing the necessary guidance and information needed by the implementing agency, Caltrans, to successfully deliver the project that meets regional priorities, while complying with the State's design standards for highway projects.

The staff is proposing to develop a SR 25 Expressway Conversion Project Strategic Plan to perform a comprehensive evaluation of the project. In the years ahead, the Project Strategic Plan will help to structure and prioritize goals, key decision-making by the COG Board of Directors, financial investments, stakeholder involvement, and public engagement. The development of the Strategic Plan will require new approaches, greater collaboration, and increased transparency. The Project analysis will be completed in approximately a six-month period. During the strategic development process, Caltrans will continue the project environmental development process.

Alternatives:

The SR 25 Expressway Conversion Project Strategic Plan is part of COG's proactive approach to public infrastructure investments.

Financial Impact:

There are no financial impacts at this time.



STAFF REPORT

Consent

Prepared By: Norma Rivera, Administrative Services Specialist

Subject: Assembly Bill 361 Teleconferencing Options for COG

Agenda Item No. 12

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

Adopt resolution 23-02 authorizing teleconferencing options for Council of Governments meetings for the period of February 16, 2023, through February 28, 2023.

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 Brown's COVID-19-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. The Governor's latest Executive Order (N-08-21) is set to expire as of February 28, 2023, and the County does not have a local Order in effect. Accordingly, after February 28th, the teleconference procedures applicable to the Council of Governments will revert to those provided in the Brown Act, as described in further detail below.

Background/ 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. Executive Order N-08-21 is set to expire as of February 28, 2023, and the County does not have a local Order in effect. Accordingly, after February 28th, the teleconference procedures applicable to the Council of Governments will revert to those provided in the Brown Act, as further described below.

To continue to allow the Council of Governments and its advisory boards and commissions to meet under the modified rules between February 19, 2023 and February 28, 2023, 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.

The California Department of Public Health (CDPH) and the federal Centers for Disease Control and Prevention (CDC) caution that the Omicron variant of COVID-19 is spreading quickly throughout 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/omicron-variant.html>).

Staff recommends that the Board adopt findings that conducting in-person meetings at the present time, through February 28, 2023, would present an imminent risk to the health and safety of attendees. A resolution to that effect is before the Board for consideration (Attachment 1). If the Board adopts the proposed resolution, then it and its advisory boards and commissions may continue to meet under the modified Brown Act teleconference rules of AB 361 through February 28, 2023.

Under section 54953 (Attachment 2), after February 28, 2023, Board meetings will be conducted in-person at the San Benito County Board of Supervisors Chambers. Under section 54953(b), if the Council of Governments or one of its advisory boards or commissions wishes to conduct a teleconference meeting after February 28, 2023, they must post the agenda and allow public access at all teleconference locations.

Upon a showing of just cause or emergency circumstance, individual Directors can attend a limited number of meetings remotely, pursuant to section 54953(f)(2)-(3), without requiring the agenda be posted at their location or requiring their location be made accessible to the public. Section 54953(f)(2)-(3) provides as follows:

- (2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:
 - (A) One of the following circumstances applies:
 - (i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.
 - (ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:
 - (I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.
 - (II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.
 - (B) The member shall publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.
 - (C) The member shall participate through both audio and visual technology.

- (3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

Financial Impact:

There is no financial impact.

Attachments:

1. Resolution 23-02
2. Government Code section 54953



BEFORE THE COUNCIL OF
SAN BENITO COUNTY GOVERNMENTS

A RESOLUTION OF THE COUNCIL OF SAN)
BENITO COUNTY GOVERNMENTS) Resolution No. COG 23-02
AUTHORIZING CONTINUED REMOTE)
TELECONFERENCE MEETINGS OF THE COUNCIL)
OF GOVERNMENTS AND THE MEETINGS OF ITS)
ADVISORY BODIES PURSUANT TO AB 361)

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 Omicron variant of COVID-19 is spreading quickly throughout 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/omicron-variant.html>); and

WHEREAS, on September 30, 2021, Dr. Ghilarducci, Interim San Benito County Public Health Officer, issued a recommendation on Social Distancing at public meetings of legislative bodies within San Benito County; and

WHEREAS, on January 5, 2022, Dr. Gellert, San Benito County Public Health Officer, issued an updated recommendation on continued Social Distancing at public meetings of legislative bodies within San Benito County, 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, November 9, 2021, November 23, 2021, December 14, 2021, January 25, 2022, and February 22, 2022, March 22, 2022, April 19, 2022, May 24, 2022, June 28, 2022, August 9, 2022, September 13, 2022, October 11, 2022, and November 8, 2022, December 13, 2022, January 17, 2023, and February 7, 2023, 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, 2021-140, 2021-148, 2021-160, 2022-04, 2202-21, 2202-38, 2202-47, 2022-59, 2022-73, 2022-88, 2022-107, 2022-122, 2022-136, 2022-151, 2023-04, and 2023-20, 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 meetings on October 21, 2021, November 18, 2021, and December 16, 2021, special meeting on January 11, 2022, regular meetings on January 20, 2022, February 17, 2022, March 17, 2022, April 21, 2022, May 19, 2022, June 16, 2022, July 21, 2022, August 18, 2022, September 15, 2022, October 20, 2022, November 17, 2022, December 15, 2022, and January 19, 2023, 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 Nos. 2021-11, 2021-12, 2021-13, 2022-01, 2022-02, 2022-03, 2022-04, 2022-05, 2022-07, 2022-12, 2022-13, 2022-16, 2022-18, 2022-20, 2022-23, 2022-25, and 2023-01 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 16th DAY OF FEBRUARY 2023 BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAINING:
ABSENT:

, Chair

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

Dated: Feb. 2, 2023

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

ATTEST:

Dated: _____

By: _____
Binu Abraham
Executive Director

EXHIBIT A

GEORGE GELLERT MD, MP, MPA
HEALTH OFFICER

TRACEY BELTON
AGENCY DIRECTOR



SAN BENITO COUNTY

HEALTH & HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

Healthy People in Healthy Communities

January 5, 2022

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 and more recently the Omicron variant, I strongly urge 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. The conduct of public meetings in a remote or hybrid manner enables members of the community to participate from the comfort of their homes without having to risk contracting these viruses by attending in-person meetings.

In addition, these measures help contain the spread of the disease and protect the community. All events public gatherings, including public meetings, create environments where these virus variants can potentially spread among attendees and participants. However, when combined with social distancing and effective masking practices, along with continued efforts to increase vaccination uptake within San Benito County, a remote or hybrid format for meetings maximizes avenues for public access and input and minimizes the risk of infection for the public, agency staff, meeting presenters, and legislative body members as well.

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

A handwritten signature in black ink that reads "George Gellert" with a stylized flourish at the end.

George Gellert MD, MPH, MPA
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



State of California

GOVERNMENT CODE

Section 54953

54953. (a) All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter.

(b) (1) Notwithstanding any other provision of law, the legislative body of a local agency may use teleconferencing for the benefit of the public and the legislative body of a local agency in connection with any meeting or proceeding authorized by law. The teleconferenced meeting or proceeding shall comply with all otherwise applicable requirements of this chapter and all otherwise applicable provisions of law relating to a specific type of meeting or proceeding.

(2) Teleconferencing, as authorized by this section, may be used for all purposes in connection with any meeting within the subject matter jurisdiction of the legislative body. If the legislative body of a local agency elects to use teleconferencing, the legislative body of a local agency shall comply with all of the following:

(A) All votes taken during a teleconferenced meeting shall be by rollcall.

(B) The teleconferenced meetings shall be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the legislative body of a local agency.

(C) The legislative body shall give notice of the meeting and post agendas as otherwise required by this chapter.

(D) The legislative body shall allow members of the public to access the meeting and the agenda shall provide an opportunity for members of the public to address the legislative body directly pursuant to Section 54954.3.

(3) If the legislative body of a local agency elects to use teleconferencing, it shall post agendas at all teleconference locations. Each teleconference location shall be identified in the notice and agenda of the meeting or proceeding, and each teleconference location shall be accessible to the public. During the teleconference, at least a quorum of the members of the legislative body shall participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction, except as provided in subdivisions (d) and (e).

(c) (1) No legislative body shall take action by secret ballot, whether preliminary or final.

(2) The legislative body of a local agency shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

(3) Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined

in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken. This paragraph shall not affect the public's right under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1) to inspect or copy records created or received in the process of developing the recommendation.

(d) (1) Notwithstanding the provisions relating to a quorum in paragraph (3) of subdivision (b), if a health authority conducts a teleconference meeting, members who are outside the jurisdiction of the authority may be counted toward the establishment of a quorum when participating in the teleconference if at least 50 percent of the number of members that would establish a quorum are present within the boundaries of the territory over which the authority exercises jurisdiction, and the health authority provides a teleconference number, and associated access codes, if any, that allows any person to call in to participate in the meeting and the number and access codes are identified in the notice and agenda of the meeting.

(2) Nothing in this subdivision shall be construed as discouraging health authority members from regularly meeting at a common physical site within the jurisdiction of the authority or from using teleconference locations within or near the jurisdiction of the authority. A teleconference meeting for which a quorum is established pursuant to this subdivision shall be subject to all other requirements of this section.

(3) For purposes of this subdivision, a health authority means any entity created pursuant to Sections 14018.7, 14087.31, 14087.35, 14087.36, 14087.38, and 14087.9605 of the Welfare and Institutions Code, any joint powers authority created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 for the purpose of contracting pursuant to Section 14087.3 of the Welfare and Institutions Code, and any advisory committee to a county-sponsored health plan licensed pursuant to Chapter 2.2 (commencing with Section 1340) of Division 2 of the Health and Safety Code if the advisory committee has 12 or more members.

(e) (1) The legislative body of a local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances:

(A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

(2) A legislative body that holds a meeting pursuant to this subdivision shall do all of the following:

(A) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda shall identify and include an opportunity for all persons to attend via a call-in option or an internet-based service option.

(B) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(C) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(D) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a teleconference may be required to register as required by the third-party internet website or online platform to participate.

(E) (i) A legislative body that provides a timed public comment period for each agenda item shall not close the public comment period for the agenda item, or the opportunity to register, pursuant to subparagraph (F), to provide public comment until that timed public comment period has elapsed.

(ii) A legislative body that does not provide a timed public comment period, but takes public comment separately on each agenda item, shall allow a reasonable amount of time per agenda item to allow public members the opportunity to provide public comment, including time for members of the public to register pursuant to subparagraph (F), or otherwise be recognized for the purpose of providing public comment.

(iii) A legislative body that provides a timed general public comment period that does not correspond to a specific agenda item shall not close the public comment period or the opportunity to register, pursuant to subparagraph (F), until the timed general public comment period has elapsed.

(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote:

(A) The legislative body has reconsidered the circumstances of the state of emergency.

(B) Any of the following circumstances exist:

(i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

(ii) State or local officials continue to impose or recommend measures to promote social distancing.

(4) This subdivision shall not be construed to require the legislative body to provide a physical location from which the public may attend or comment.

(f) (1) The legislative body of a local agency may use teleconferencing without complying with paragraph (3) of subdivision (b) if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda, which location shall be open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction and the legislative body complies with all of the following:

(A) The legislative body shall provide at least one of the following as a means by which the public may remotely hear and visually observe the meeting, and remotely address the legislative body:

(i) A two-way audiovisual platform.

(ii) A two-way telephonic service and a live webcasting of the meeting.

(B) In each instance in which notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the means by which members of the public may access the meeting and offer public comment.

(C) The agenda shall identify and include an opportunity for all persons to attend and address the legislative body directly pursuant to Section 54954.3 via a call-in option, via an internet-based service option, and at the in-person location of the meeting.

(D) In the event of a disruption that prevents the legislative body from broadcasting the meeting to members of the public using the call-in option or internet-based service option, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in option or internet-based service option, the legislative body shall take no further action on items appearing on the meeting agenda until public access to the meeting via the call-in option or internet-based service option is restored. Actions taken on agenda items during a disruption that prevents the legislative body from broadcasting the meeting may be challenged pursuant to Section 54960.1.

(E) The legislative body shall not require public comments to be submitted in advance of the meeting and must provide an opportunity for the public to address the legislative body and offer comment in real time.

(F) Notwithstanding Section 54953.3, an individual desiring to provide public comment through the use of an internet website, or other online platform, not under the control of the local legislative body, that requires registration to log in to a

teleconference may be required to register as required by the third-party internet website or online platform to participate.

(2) A member of the legislative body shall only participate in the meeting remotely pursuant to this subdivision, if all of the following requirements are met:

(A) One of the following circumstances applies:

(i) The member notifies the legislative body at the earliest opportunity possible, including at the start of a regular meeting, of their need to participate remotely for just cause, including a general description of the circumstances relating to their need to appear remotely at the given meeting. The provisions of this clause shall not be used by any member of the legislative body for more than two meetings per calendar year.

(ii) The member requests the legislative body to allow them to participate in the meeting remotely due to emergency circumstances and the legislative body takes action to approve the request. The legislative body shall request a general description of the circumstances relating to their need to appear remotely at the given meeting. A general description of an item generally need not exceed 20 words and shall not require the member to disclose any medical diagnosis or disability, or any personal medical information that is already exempt under existing law, such as the Confidentiality of Medical Information Act (Chapter 1 (commencing with Section 56) of Part 2.6 of Division 1 of the Civil Code). For the purposes of this clause, the following requirements apply:

(I) A member shall make a request to participate remotely at a meeting pursuant to this clause as soon as possible. The member shall make a separate request for each meeting in which they seek to participate remotely.

(II) The legislative body may take action on a request to participate remotely at the earliest opportunity. If the request does not allow sufficient time to place proposed action on such a request on the posted agenda for the meeting for which the request is made, the legislative body may take action at the beginning of the meeting in accordance with paragraph (4) of subdivision (b) of Section 54954.2.

(B) The member shall publicly disclose at the meeting before any action is taken, whether any other individuals 18 years of age or older are present in the room at the remote location with the member, and the general nature of the member's relationship with any such individuals.

(C) The member shall participate through both audio and visual technology.

(3) The provisions of this subdivision shall not serve as a means for any member of a legislative body to participate in meetings of the legislative body solely by teleconference from a remote location for a period of more than three consecutive months or 20 percent of the regular meetings for the local agency within a calendar year, or more than two meetings if the legislative body regularly meets fewer than 10 times per calendar year.

(g) The legislative body shall have and implement a procedure for receiving and swiftly resolving requests for reasonable accommodation for individuals with disabilities, consistent with the federal Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and resolving any doubt in favor of accessibility. In each instance

in which notice of the time of the meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body shall also give notice of the procedure for receiving and resolving requests for accommodation.

(h) The legislative body shall conduct meetings subject to this chapter consistent with applicable civil rights and nondiscrimination laws.

(i) (1) Nothing in this section shall prohibit a legislative body from providing the public with additional teleconference locations.

(2) Nothing in this section shall prohibit a legislative body from providing members of the public with additional physical locations in which the public may observe and address the legislative body by electronic means.

(j) For the purposes of this section, the following definitions shall apply:

(1) "Emergency circumstances" means a physical or family medical emergency that prevents a member from attending in person.

(2) "Just cause" means any of the following:

(A) A childcare or caregiving need of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires them to participate remotely. "Child," "parent," "grandparent," "grandchild," and "sibling" have the same meaning as those terms do in Section 12945.2.

(B) A contagious illness that prevents a member from attending in person.

(C) A need related to a physical or mental disability as defined in Sections 12926 and 12926.1 not otherwise accommodated by subdivision (g).

(D) Travel while on official business of the legislative body or another state or local agency.

(3) "Remote location" means a location from which a member of a legislative body participates in a meeting pursuant to subdivision (f), other than any physical meeting location designated in the notice of the meeting. Remote locations need not be accessible to the public.

(4) "Remote participation" means participation in a meeting by teleconference at a location other than any physical meeting location designated in the notice of the meeting. Watching or listening to a meeting via webcasting or another similar electronic medium that does not permit members to interactively hear, discuss, or deliberate on matters, does not constitute remote participation.

(5) "State of emergency" means a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act (Article 1 (commencing with Section 8550) of Chapter 7 of Division 1 of Title 2).

(6) "Teleconference" means a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.

(7) "Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic function.

(8) "Two-way telephonic service" means a telephone service that does not require internet access, is not provided as part of a two-way audiovisual platform, and allows participants to dial a telephone number to listen and verbally participate.

(9) “Webcasting” means a streaming video broadcast online or on television, using streaming media technology to distribute a single content source to many simultaneous listeners and viewers.

(k) This section shall remain in effect only until January 1, 2024, and as of that date is repealed.

(Amended (as amended by Stats. 2021, Ch. 165, Sec. 3) by Stats. 2022, Ch. 285, Sec. 1. (AB 2449) Effective January 1, 2023. Repealed as of January 1, 2024, by its own provisions. See later operative version, as amended by Sec. 2 of Stats. 2022, Ch. 285.)

SAN BENITO COUNTY
COUNCIL OF GOVERNMENTS
REGULAR MEETING
Board of Supervisors Chambers
481 Fourth Street, Hollister, CA 95023 & Zoom Platform
December 15, 2022, at 4:00 P.M.

ACTION MINUTES

MEMBERS PRESENT:

Vice Chair Kollin Kosmicki, Director Mary Vazquez Edge, Director Rolan Resendiz, Director Peter Hernandez, and Ex Officio, Orchid Monroy Ochoa, Caltrans District 5

STAFF PRESENT:

Administrative Services Specialist, Norma Rivera; Transportation Planning Manager, Veronica Lezama; Transportation Planner, Regina Valentine; Secretary, Monica Gomez; Deputy County Counsel, Shirley Murphy

OTHERS PRESENT:

Terry Thompson; Caltrans District 5, Jill Leal; Caltrans District 5, Joseph Arch; JJACPA, Inc., Sasha Dansky; Mark Thomas & Company

CALL TO ORDER:

Vice Chair Kosmicki called the meeting to order at 4:00 P.M.

A. PLEDGE OF ALLEGIANCE

Director Vazquez Edge 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: Director Mary Vazquez Edge Second: Director Rolan Resendiz

Motion carried: 4/0

Yes: Kosmicki, Vazquez Edge, Resendiz, 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.

Vice Chair Kosmicki 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 – Veronica Lezama, Transportation Planning Manager

Transportation Planning Manager Veronica Lezama announced that COG staff wanted to present certificates of appreciation to outgoing COG Board members: Chair Ignacio Velazquez, Director Mary Vazquez Edge, and Director Peter Hernandez. COG staff thanked them for their service on the COG Board and their commitment to improving mobility for all San Benito County residents over the last several years. Staff also looks forward to welcoming returning and new COG Directors in the upcoming year.

The COG Board shared comments thanking fellow Directors for their service and for working collaboratively to get many tasks accomplished. They also shared comments thanking COG staff for all of their work and support over the year.

G. Caltrans Report/ Correspondence – Orchid Monroy-Ochoa, Branch Chief for Regional Planning

Caltrans Branch Chief of Regional Planning Orchid Monroy-Ochoa’s announced that this week, the California Transportation Commission (CTC) approved \$1 billion in 2023 Active Transportation Program grants. The CTC approved, one of the projects is in San Benito County for \$780k to remove and replace damaged pavement and restore the roadway profile on the US 101 near San Juan Bautista just south of Anzar Road undercrossing in San Benito County.

Vice Chair Kosmicki inquired about a safety concern with the eucalyptus trees along Rocks Road. He asked how to go about engaging a conversation with Caltrans to address these trees as it is a major safety concern for the community.

Ms. Monroy-Ochoa stated that an inspector has gone out to the sight to inspect the area and they will take his report once completed, along with the CHP investigation into account to determine what next steps are needed. She stated that Caltrans will continue to work on trying to prevent and minimize any risks associated with trees alongside the state highway.

H. Board of Directors’ Reports: None

CONSENT AGENDA:

1. **APPROVE** Council of Governments Draft Special Meeting Minutes Dated November 14, 2022 – Gomez
2. **APPROVE** Council of Governments Draft Regular Meeting Minutes Dated November 17, 2022 – Gomez
3. **APPROVE** Council of Governments Draft Special Meeting Minutes Dated November 17, 2022 – Gomez
4. **APPROVE** Council of Governments Draft Special Meeting Minutes Dated November 28, 2022 – Gomez
5. **APPROVE** Council of Governments Draft Special Meeting Minutes Dated December 7, 2022 – Gomez
6. **ADOPT** Resolution 22-25 Authorizing Teleconferencing Options for Council of Governments Meetings for the Period of December 20, 2022, through January 19, 2023 – Rivera

There was no public comment on the Consent Agenda.

Motion made to approve Consent Agenda Items 1-6:

Motion: Director Mary Vazquez Edge Second: Director Rolan Resendiz

Motion carried: 4/0

Yes: Kosmicki, Vazquez Edge, Resendiz, Hernandez

No: None

Recused: None

Abstention: None

Absent: None

REGULAR AGENDA:

7. **RECEIVE** Monthly Construction Projects Report form Caltrans District 5 – Orchid Monroy-Ochoa

Caltrans Branch Chief of Regional Planning Orchid Monroy-Ochoa provided an update on major construction projects in San Benito County and answered questions from the COG Board. For more information on projects see Construction Projects Report included in the COG packet.

There was no public comment.

This item was a verbal update, no action was taken.

8. **RECEIVE** Monthly Update on the State Route 25 Expressway Conversion Project (Highway 25) – Lezama

Transportation Planning Manager, Veronica Lezama introduced Caltrans Project Manager Terry Thompson, who provided an update on the State Route 25 Expressway Conversion Project.

There was no public comment.

This item was a verbal update, no action was taken.

9. ACCEPT Council of Governments FY 2021/22 Basic Financial Statements – Rivera

Administrative Services Specialist, Norma Rivera reported on the Council of Governments FY 2021/22 Basic Financial Statements. The audit was completed by JJA, Certified Public Accountants. There were no findings by the auditors and the financial statements were presented in conformity with accounting principles generally accepted in the United States of America.

There was no public comment.

Motion made to Accept Item 9:

Motion: Director Rolan Resendiz Second: Director Mary Vazquez Edge

Motion carried: 4/0

Yes: Kosmicki, Vazquez Edge, Resendiz, Hernandez

No: None

Recused: None

Abstention: None

Absent: None

ADJOURNMENT:

There being no further business to discuss, Director Vazquez Edge motioned to adjourn at 4:22 p.m.

Motion seconded by Director Hernandez.

Motion carried: 4/0

Yes: Kosmicki, Vazquez Edge, Resendiz, Hernandez

No: None

Recused: None

Abstention: None

Absent: None

ADJOURN TO COG MEETING JANUARY 19, 2023, AT 4:00 P.M.



STAFF REPORT

Consent

Prepared By: Norma Rivera, Administrative Services Specialist

Subject: 2023 Council of Governments Board Meeting Calendar

Agenda Item No. 14

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

Receive the 2023 Council of Governments Board of Directors meeting calendar.

Summary:

This report contains the 2023 Council of Governments Board of Directors meeting calendar.

Background/ Discussion:

The Council of Governments Board meets the third Thursday of each month at 4:00 p.m. The COG meeting calendar is proposing to have a recess the month of July 2023 and not hold a board meeting as the month typically does not have action items for the Board.

Financial Impact:

None.

Attachments:

1. 2023 Council of Governments Board of Directors Meeting Calendar

Council of Governments (COG), Local Transportation Authority (LTA),
Measure A (MEA), Airport Land Use Commission (ALUC), and
Service Authority for Freeways and Expressways (SAFE)

2023 Meeting Dates

Meeting Date	Meeting Time	Meeting Location
Thurs: 01/19/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 02/16/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 3/16/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 04/20/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 05/18/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 06/15/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs. 07/20/2023	-----	In Recess
Thurs: 08/17/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 09/21/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 10/19/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 11/16/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
Thurs: 12/21/2023	4:00 p.m.	San Benito Co. Board of Supervisors Chambers
*The Council of Governments Board meets every 3 rd Thursday at 4:00 p.m. at the San Benito County Board of Supervisors Chambers at 481 Fourth Street, Hollister, CA 95023		



STAFF REPORT

Consent

Prepared By: Regina Valentine,
Transportation Planner

Subject: Reappointment to Social Services
Transportation Advisory Council

Agenda Item No. 15

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

Reappoint Clay Kempf and Connie Padron to the Social Services Transportation Advisory Council.

Summary:

Staff is recommending reappointment of two members to the Social Service Transportation Advisory Council (SSTAC). Per Public Utilities Code (PUC) Article 3, Section 99238, the candidates would continue to serve on SSTAC as, "...two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists."

Background/ Discussion:

SSTAC members are appointed by the Council of San Benito County Governments (COG) Board of Directors. They are recruited from social service agencies and transit providers representing the elderly, persons with disabilities and persons of limited means, in accordance with the PUC Article 3, Section 99238. Each member of SSTAC has a term of three years and is eligible for reappointment at the end of their term.

COG strives to achieve a balanced geographic and representation when appointing committee members. This committee consists of 10 members, including:

- One representative of potential transit users who are 60 years of age or older;
- One representative of potential transit users who are disabled;
- Two representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists;
- Two representatives of a local social service for persons with disabilities, including one representative of a social service transportation provider, if one exists;
- One representative of a local social service provider for persons of limited means;
- Two representatives for the Consolidated Transportation Services Agency, if one exists, including one representative from an operator, if one exists; and
- One concerned citizen who has expressed interest in social service transportation.

Staff recommends that the COG Board reappoint Clay Kempf to the SSTAC. Mr. Kempf is the Executive Director of the Seniors Council of Santa Cruz and San Benito Counties and would serve as one of the, "...representatives of the local social service providers for seniors," per the PUC outlined in the Transportation Development Act (TDA) Guidelines.

Additionally, staff recommends that the COG Board reappoint Connie Padron to the SSTAC. Ms. Padron is the Associate Director of Jovenes de Antaño, the local nonprofit and operations contractor for San Benito County Local Transportation Authority's (LTA) Specialized Transportation. Per the PUC, Ms. Padron would serve as the other of the, "...representatives of the local social service providers for seniors, including one representative of a social service transportation provider, if one exists."

Staff greatly appreciates the dedication both Mr. Kempf and Ms. Padron have provided to SSTAC and looks forward to working with them further if reappointed.

Financial Impact:

There is no financial impact.



STAFF REPORT

Information

Prepared By: Veronica Lezama,
Transportation Planning Manager
Subject: Monthly Caltrans District 5
Construction Projects Report

Agenda Item No. 16

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

Receive Monthly Caltrans District 5 Construction Projects Report.

Summary:

The Council of San Benito County Governments (COG) Board of Directors will receive the monthly report from Caltrans District 5 on active highway projects in San Benito County.

Background/ Discussion:

As an ex officio member, the California Department of Transportation (Caltrans) provides the COG Board of Director's a summary report of all active highway and other state oversight projects in San Benito County. The enclosed Caltrans Update of Projects identifies the following projects in San Benito County.

1. Highway 25/156 Roundabout
2. Highway 25 Curve Alignment Restoration
3. Highway 25 Expressway Conversion - San Felipe, Segment 1
4. Highway 156 Improvement Project
5. U.S 101 Southbound Connector Extension
6. SR 156/Alameda EB Right-Turn Channelization
7. Hollister Clean CA
8. Rocks Road US 101 Wildlife Connectivity Project

Alternatives:

There are no alternatives to discuss as this is an informational report.

Financial Impact:

Please see attached project updates report.

Attachment:

1. Caltrans District 5 Construction Projects Report and Map



CONSTRUCTION PROJECTS

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Contractor	Comments
1. Highway 25/156 Roundabout (1J480_)	Intersection of SR 25/156, north of Hollister (PM 54.048)	Construct Roundabout	June 2022 - Fall 2023	\$10.7 million	SHOPP	Terry Thompson (Acting PM)	Graniterock Construction	Work has begun for stage 1. Adjustments to the signal have been made to try and help with the traffic queue.
2. 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	August 2022 - Fall 2024	\$75.9 million	STIP/Local	Terry Thompson	Teichert Construction	Continued construction activities

PROJECTS IN DEVELOPMENT

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
3. 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	PS&E/RW	Project Awarded to Teichert Construction on 1/6/23
4. 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	Continuing environmental studies.



PROJECT UPDATE – SAN BENITO COUNTY

PREPARED FOR THE FEBRUARY 16, 2023, COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

PROJECTS IN DEVELOPMENT (CONTINUED)

Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
5. 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	No updates at this time.
6. SR 156/Alameda EB Right-Turn Channelization (1P300)	In San Juan Bautista at the intersection of SR 156 and The Alameda (PM 2.9/3.1)	Installation of eastbound right-turn channelization from SR 156 onto the Alameda	Spring 2024	TBD	Oversight/ Local	Paul Valadao	PA&ED	The City approved change in ownership of the developer. Caltrans held a project kick-start meeting on Nov. 1 with the City's team to discuss the Right of Way challenges and how it may affect project delivery. Caltrans anticipates a subsequent submittal of the design package in the near future.
7. Hollister Clean CA (1P531)	On Route 25 in San Benito County from Sunset Dr. to Santa Ana Rd. (PM 49.9/51.2)	Install beautification, transportation art, and safety measure enhancement project in Caltrans R/W.	Winter 2023	\$1.2 million	Clean CA	Terry Thompson	PS&E	Bids opened on January 24, 2023. Waiting for confirmation of Award.



PROJECT UPDATE – SAN BENITO COUNTY

PREPARED FOR THE FEBRUARY 16, 2023, COUNCIL OF SAN BENITO COUNTY GOVERNMENTS MEETING

PROJECTS IN DEVELOPMENT (*CONTINUED*)

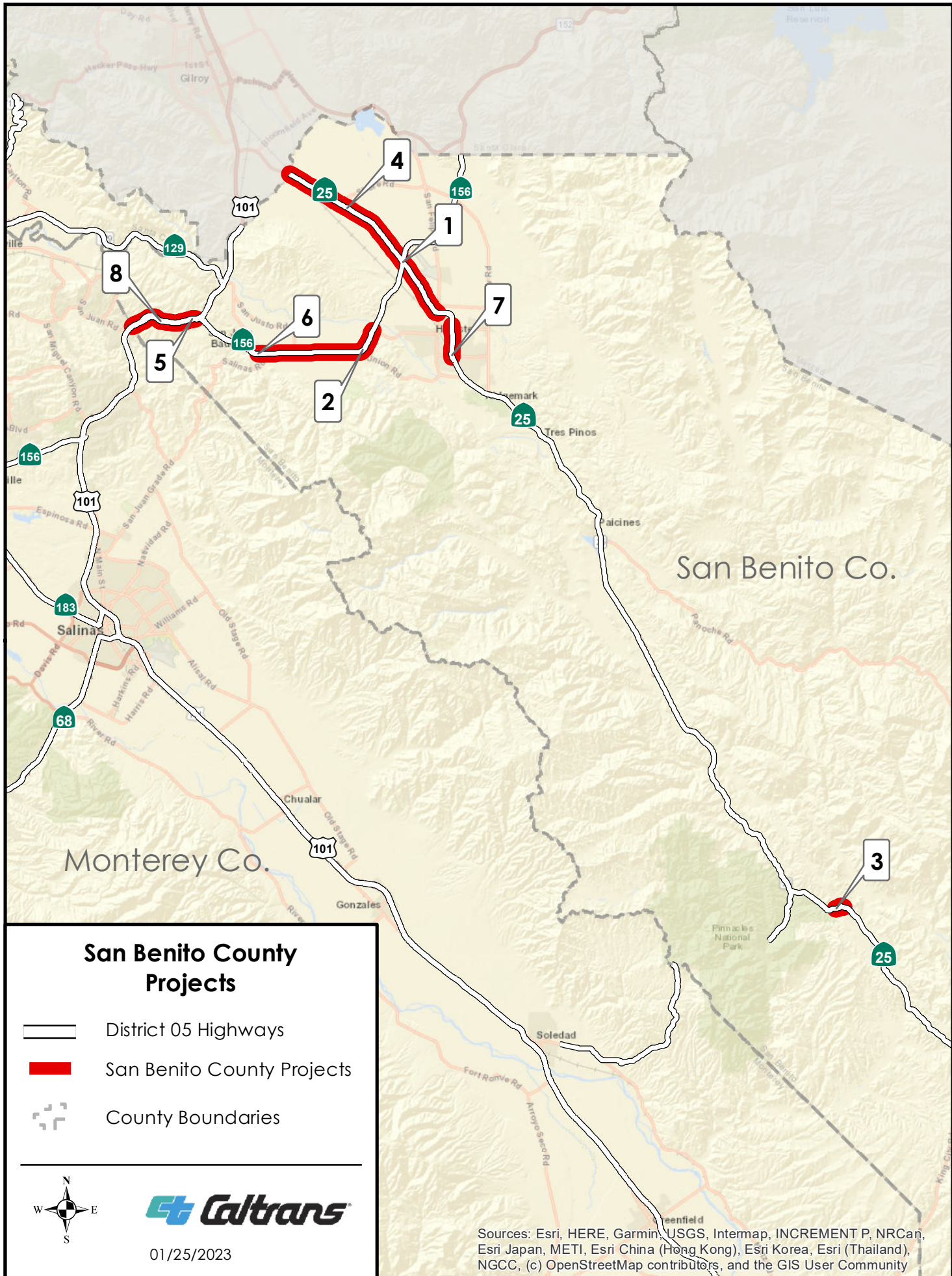
Project	Location/Post Mile (PM)	Description	Construction Timeline	Construction Cost	Funding Source	Project Manager	Phase	Comments
8. Rocks Road US 101 Wildlife Connectivity Project (1Q260)	In San Benito County in the Aromas Hills (PM 0.0/2.8)	Identify wildlife crossing opportunities to connect important habitat on both sides of US 101 and improve safety for drivers and wildlife	TBD	TBD	State Funded	Terry Thompson (Acting PM)	PID	PID phase is in process.

Project numbers correspond to Attachment A: San Benito County Caltrans Project Location Map

ACRONYMS USED IN THIS REPORT:

ADA	Americans with Disabilities Act
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation Air Quality
CMIA	Corridor Mobility Improvement Account
CTC	California Transportation Commission
ED	Environmental Document
EIR	Environmental Impact Report
PA&ED	Project Approval and Environmental Document
PM	Post Mile
PS&E	Plans, Specifications, and Estimates
RTL	Ready to List
RW	Right of Way
SB1	Senate Bill 1, the Road Repair and Accountability Act of 2017
SCL	Santa Clara County Line

SHOPP	State Highway Operation and Protection Program
SR	State Route
STIP	State Transportation Improvement Program
TBD	To Be Determined
TMS	Traffic Management System





STAFF REPORT

Information

Prepared By: Veronica Lezama,
Transportation Planning Manager

Subject: San Benito 101 Wildlife Connectivity
Project

Agenda Item No. 17

Approved By: Binu Abraham, Executive Director

Meeting Date: February 16, 2023

Recommendation:

RECEIVE Presentation from Caltrans on the San Benito 101 Wildlife Connectivity Project.

Summary:

The Council of Governments (COG) Board of Directors will receive a presentation from Caltrans on the San Benito 101 Wildlife Connectivity Project.

Background/ Discussion:

Caltrans led wildlife corridors and crossings link two or more habitat areas, enabling migration, breeding opportunities, and allows animals to safely cross the state highway system.

The Council of Governments (COG) Board of Directors will receive a presentation from Caltrans on the San Benito - 101 Wildlife Connectivity Project. The US 101 Aromas Hills is absent of adequate crossings for large mammal movement such as deer and mountain lions. The Project is intended to reconnect habitats and reduce animal-vehicle collisions. Caltrans has multiple records of large-animal roadkill where US 101 crosses mountains. The area is an important regional wildlife corridor for deer, mountain lion, and other species.

The project is in the Project Initiation Document (PID) phase, which establishes a well-defined purpose and need statement, proposed project scope tied to a reliable cost estimate and schedule.

Alternatives:

There are no alternatives to discuss as this is an informational report.

Financial Impact:

Funding for the San Benito - 101 Wildlife Connectivity Project is yet to be identified by Caltrans.

Attachments:

1. Caltrans San Benito - 101 Wildlife Connectivity Project Presentation

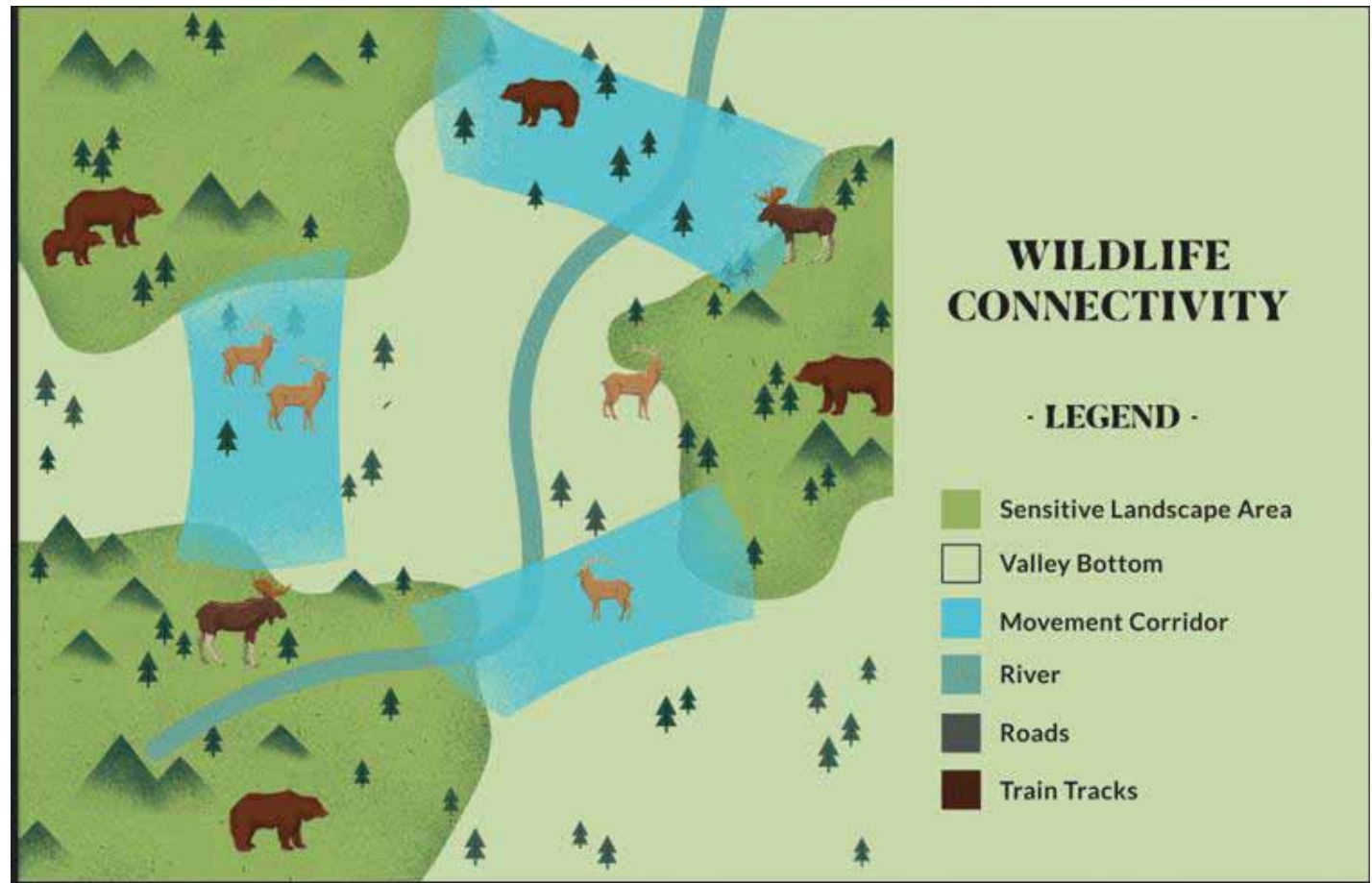


Rocks Road
Wildlife Connectivity
Project US-101

Attachment 1



Transportation and Wildlife Connectivity



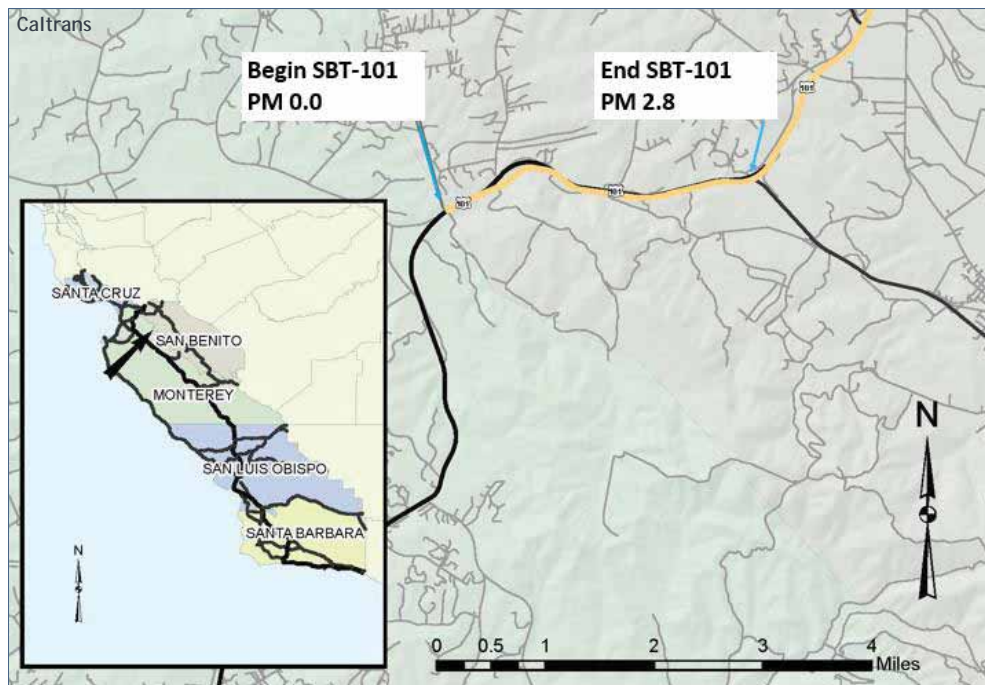


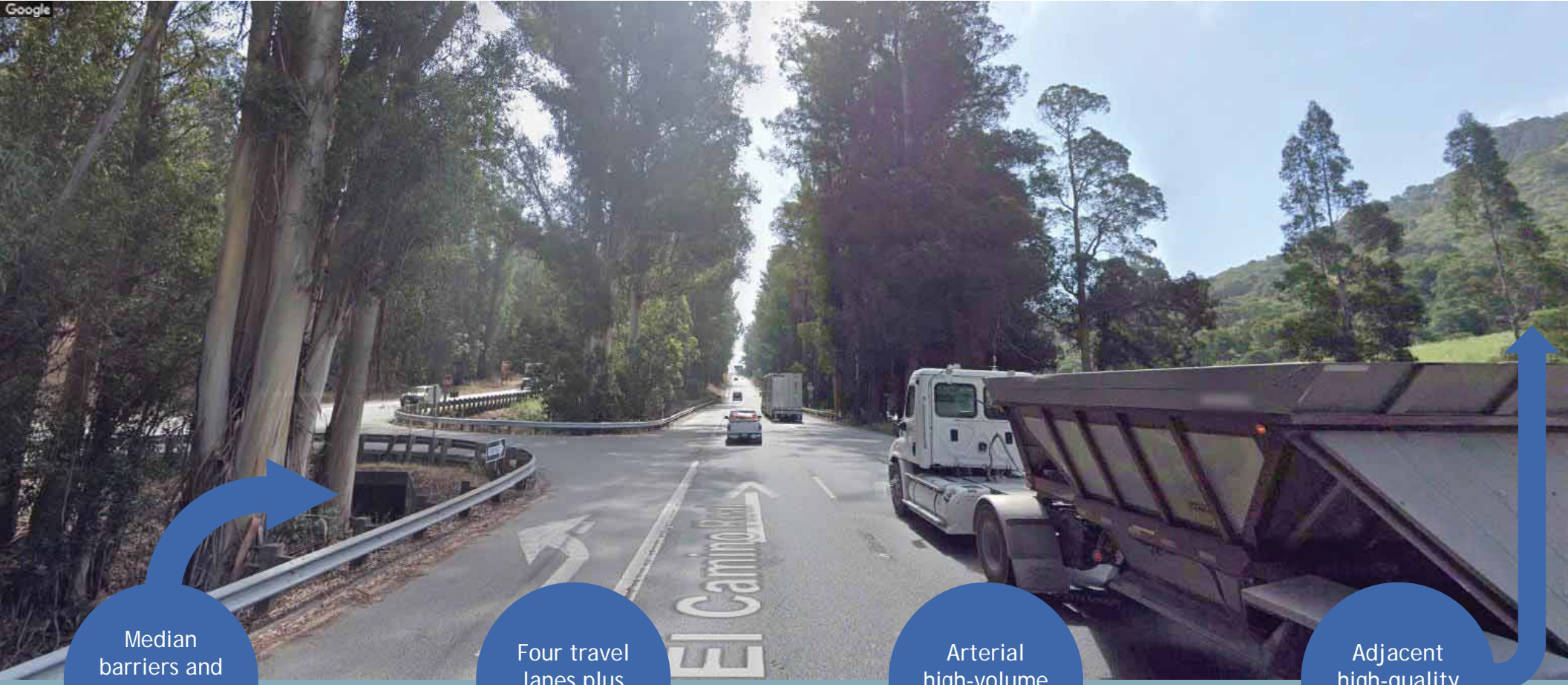
Project Vicinity

- San Benito County, near Monterey County line
- SBT-101 postmiles 0.0 to 2.8

Project Vicinity

- CDFW Wildlife Movement Barrier Priority (red lines)
- UC Davis studies show this is a roadkill hot spot





Median barriers and inadequate culverts

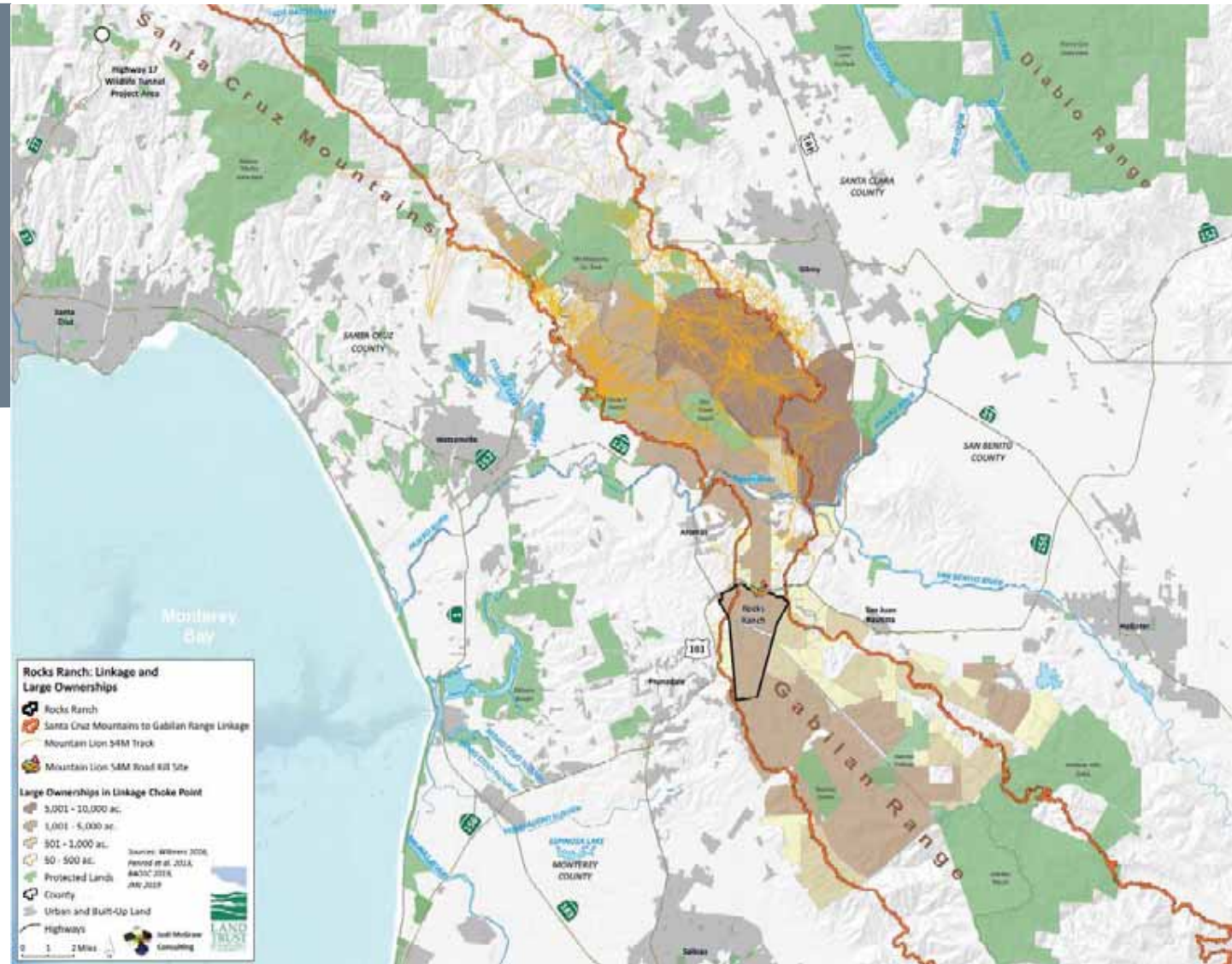
Four travel lanes plus turn-outs

Arterial high-volume traffic

Adjacent high-quality habitat

Existing Conditions at Project Vicinity

Santa Cruz Mountains to Gabilan Range Landscape Linkage



Puma and cubs
overlooking the
San Francisco Bay
Area from the
Santa Cruz
Mountains



Photo: Santa Cruz Puma Project

Southern Santa Cruz Mountains Wildlife Connectivity Study 2018-2021

- Four counties
- 42 locations

Pathways for Wildlife

POST

Land Trust of Santa Cruz



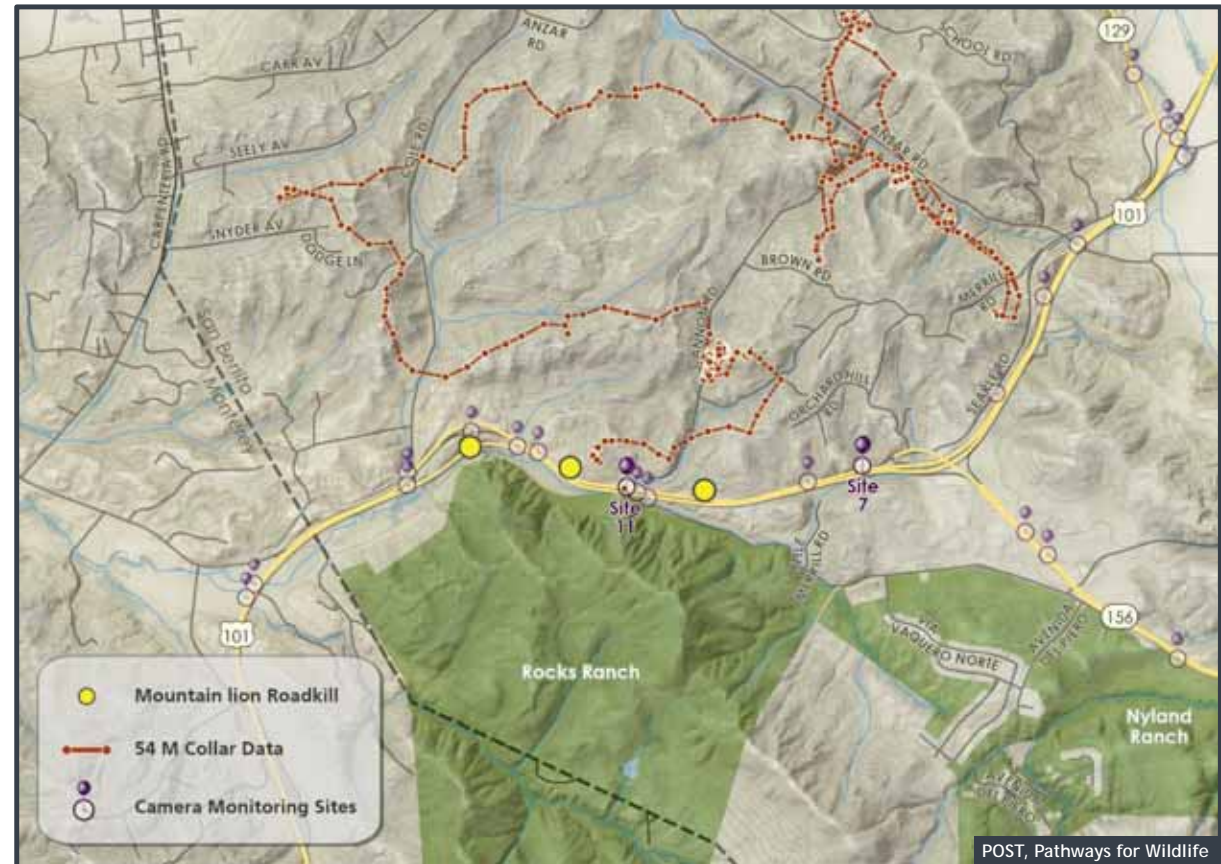
35°F 1°C

The US-101- Aromas



- 3 known records of mountain lions hit and killed on US-101 in this vicinity the past 5 years
- This is the genetic bottleneck for Central Coast subpopulations of *Puma concolor* in the Santa Cruz Mountains and the Gabilan Range

Mountain Lion Vehicle Collision Data
Southern Santa Cruz Mountains Wildlife Connectivity Study (2022)



The US-101- Aromas



Land Trust of Santa Cruz County

Wildlife impact extends beyond mountain lions: deer, coyote, bobcat, and other mammals are frequently struck by vehicles at-grade or face inadequate culverts below-grade in this region

Wildlife Vehicle Collision Data Southern Santa Cruz Mountains Wildlife Connectivity Study (2022)





 **STEALTH CAM**

11:33 PM 10/02/18 53 °F



101SB1.573N



STEALTH CAM

11:33 PM 10/02/18 53 °F



101SB1.573N

Examples of Constructed Wildlife Crossings



Wildlife Undercrossing



Wildlife Overcrossing

Past Success



Highway 17 Crossing Project at Laurel Curve





Project Area



Questions